

HANDBOOK for STUDENT-ATHLETES 2011 - 2012

Anderson University • 316 Boulevard • Anderson, SC 29621

TABLE OF CONTENTS

Staff Directory	
Letter from Director of Athletics	1
Mission Statement and Philosophy	2
Student-Athlete Code of Ethics	3
NCAA Member Responsibilities	4-5
South Atlantic Conference	6
Intercollegiate Athletics	6
The Role of Intercollegiate Athletics	6
Sportsmanship Requirements	7
Playing and Practice Season Time Limits	7
Student-Athlete Advisory Committee	7
Athletics Oversight Committee	8
Athletic Policy on Student Release	8-9
Athletic Grants-in-Aid and Other Financial Aid	9
Student-Athlete Financial Aid Appeal	9-10
Extra Benefits	10
Some Important Rules	10
Student-Athlete Discipline Policy	11
Student Arrest	12
Sports Information	12
THE ACADEMIC SCENE	
Orientation	13
Academic Requirements	13
General Education Requirements	14
Major Subject	15
Grades	15
Minimum Academic Standards	15
Academic Load	16
Registration and Pre-registration	16
Dropping and Adding Courses	16
Minimum Academic Load for Eligibility	16
Class Attendance Regulations	17
Permission to Make Up Missed Exams	17
Permission to Complete a Missed Assignment	18
Academic Assistance	19
First Steps to Academic Success	19
Career Services	20
Counseling Services	20
Initial Eligibility - Division II	21-22
Fall Exam Schedule	23
Spring Exam Schedule	24
Academic Calendar	25
Sports Medicine	26-29
Drug Education and Drug Testing Policy	30-33
Summary of NCAA Regulations	34-40
South Atlantic Conference Members	Inside Back Cover
Changing Your Major	Back Cover

STAFF DIRECTORY

Anderson University Department of Intercollegiate Athletics

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>PHONE</u>
Jennifer Bell	Assistant Athletic Director	AAC	231-5679
Jim Brunelli	Women's Basketball Coach	AAC	231-2011
Jason Bryan	Assist. Coach Men's & Women's Cross Country & Track and Field	AUAC Building A	231-2088
TBA	Women's Soccer Coach	AUAC Building A	231-2012
Ed Duvall	Head Athletic Trainer	AAC -Training Room	231-2144
Joey Eskridge	Men's & Women's Tennis Coach	VHB 13	231-2139
Becky Farmer	Administrative Assistant	AAC	231-2029
Randy Greer	Head Coach Men's & Women's Cross Country & Track and Field	AUAC Building A	231-2088
Tommy Hewitt	Softball Coach	TBA	231-2109
Ryan Hilburn	Assist. Men's Basketball Coach JV Basketball Coach	AAC	231-2022
Randy Jones	Sports Information Director	VHB 001	231-2097
Dock Kelly	Wrestling Coach	AUAC Building A	231-5752
Ryan Kroskie	Assistant Athletic Trainer	AAC -Training Room	231-2144
Rebecca Magee	Assistant Athletic Trainer	AAC Training Room	231-2144
Joe Miller	Baseball Coach	AUAC Building A	231-2013
Rob Miller	Men's Soccer Coach	AUAC Building A	231-2034
Craig Mosqueda	Head Volleyball Coach	AAC	622-6036
Danny Neal	Men's & Women's Golf Coach	AUAC Building A	231-5610
Judy Poole	Cheerleading/Dance Coach		231-2029
DJ Mattox	Assistant Baseball Coach	AUAC Building A	231-2013
Nancy Simpson	Director of Athletics	AAC	231-2023
Jason Taylor	Men's Basketball Coach	AAC	231-2022
Jackie Walker	Faculty Athletic Representative	WTC 113	231-2187
Mike Whitling	Asst. Women's Basketball Coach	AAC	231-2011
Michael Zion	Asst. Men's Soccer Coach	AUAC Building A	231-2034

*AAC ABNEY ATHLETIC CENTER
*AUAC AU ATHLETIC CAMPUS
*VH VANDIVER HALL
*WTC WATKINS TEACHING CENTER



WELCOME FROM THE ATHLETIC DIRECTOR

Dear Student-Athlete,

Welcome to the 2011-12 academic year! It is wonderful to see all of our returning athletes and equally as exciting to welcome all of our new students to the Trojan Athletics family. I hope that your year will be a positive one, with many athletic and academic successes, balanced with involvement in many other campus and community activities and endeavors. We enjoyed a successful first year in the South Atlantic Conference, and look forward to another year full of challenges and opportunities.

I am proud of all of your accomplishments and expect that we will continue to strive for excellence in the classroom, in competition and in the community. As you take on this challenge, I urge you to keep in mind that teamwork is essential to any level of success. Teamwork also goes beyond the interaction that you have with your teammates. It will be important that we work together as a department, supporting other sports, and interacting with all coaches and administrators. We are all here to mentor you and to provide guidance during your years at Anderson University.

You will be in the public eye quite often, and it is important to remember that the image that you convey to others should be one of a positive nature, and one of a high level of integrity, with appropriate morals and standards. This Handbook is designed by our staff for use by student-athletes, to aid in your understanding of Athletic Department policies, rules and regulations. It is your responsibility to read and become familiar with the information in this Handbook.

On behalf of our entire department, I welcome you and remind you that my door will always be open to you. Let us work together to continue to build upon the foundation of excellence that has been created for us.

Best of luck to you as you embark upon this remarkable journey!

Sincerely,

A handwritten signature in black ink that reads "Nancy P. Simpson". The signature is written in a cursive style with a large, looped "N" and "S".

Nancy P. Simpson
Director of Athletics

Department of Athletics Mission Statement and Philosophy

To support the overall mission of the University by providing a competitive intercollegiate athletic program that attracts, nurtures and graduates student-athletes who, under the guidance of a quality staff, represent Anderson University with character and integrity while pursuing excellence in their respective sports.

Anderson University offers a Christian educational program whereby students are provided opportunities to develop intellectually, physically, socially, morally, and spiritually within an institution which presents the teachings of Jesus Christ as the ultimate guide for living. The athletic program of the University supports these values and recognizes them as guiding principles.

Athletic participation offers inherently beneficial values to individuals and can have a positive influence on persons with regard to cooperation, responsibility, fair play, loyalty, tolerance and respect for authority. Participation in sports also provides the student-athlete the opportunity to develop courage, understanding, sportsmanship, mental alertness, discipline and leadership in a stimulating, competitive situation.

Academic pursuits take priority at Anderson University and participating in intercollegiate athletics is secondary to this goal. Intercollegiate athletic programs will therefore be conducted in a manner designed to protect and enhance the educational and physical welfare of the student-athlete. A major goal of the Department of Athletics is to help student-athletes realize the full potential of their athletic abilities while also increasing their intellectual capabilities and providing them a meaningful opportunity to earn a baccalaureate degree. The department will not compromise its commitment to educate and graduate its student-athletes.

The Department of Athletics is committed to delivering intercollegiate athletic programs that are consistent with the University's mission and generates the trust and support of its various constituencies. The goal of the department is to field teams that compete successfully against other institutions while exemplifying the Christian principles, which guide Anderson University. The department is also committed to conducting its programs in strict adherence to the policies, rules and regulations established by the University Administration, Board of Trustees, the National Collegiate Athletics Association (NCAA) and the South Atlantic Conference.

Athletic department personnel are expected to represent the University in a manner consistent with Anderson's guiding principles and values. Coaches are expected to treat their student-athletes fairly and to provide leadership that helps them mature physically, intellectually, and spiritually. Anderson University recognizes the significant contributions made by its student-athletes and seeks to promote their well-being and to provide an environment that will prepare graduates for both a livelihood and a rewarding life.

STUDENT-ATHLETE CODE OF ETHICS

As a student-athlete at Anderson University, I understand that participation in the University's athletics program is a privilege. This opportunity gives student-athletes a chance to travel, represent their alma mater, and learn the importance of teamwork. I acknowledge that student-athletes earn this privilege by adhering to high standards of personal conduct and ethical behavior as set forth in this Code of Ethics.

All students have a duty to observe the policies, rules, and regulations of the University and accept and uphold its ethical standards of conduct. Students are expected to conduct themselves honorably, responsibly, ethically, and lawfully as to uphold the honor, reputation, and usefulness as a member of the Anderson University community.

While all students must observe all University policies as stated above, the Athletic Department sets forth and emphasizes the following for student-athletes.

As a student-athlete at Anderson University,

1. I acknowledge that it is my responsibility to honor the University's values as a Christian academic community which are set forth in its mission, vision, and values statement. (See the University Catalog for these statements.)
2. I understand that it is my sole responsibility to be aware of and abide by all current and future University, NCAA and South Atlantic Conference policies, procedures, rules and regulations. (Such policies, procedures, rules and regulations are printed in University publications, including but not limited to the Student Handbook, the Student-Athlete Handbook, the University Catalog, NCAA and South Atlantic Conference policies and bylaw publications, and the AU website.)
3. I understand that it is my sole responsibility to be aware of and abide by all current and future federal laws, state laws and local laws and ordinances.
4. I understand that my coach is in charge of the behavior of the team and its individual members at all times.
5. I understand that I am a part of a team and I will abide by the principles of teamwork. I will not behave as if I am a one-person team, "superstar," etc.
6. I will honor the principles of true sportsmanship; refrain from using profanity, demonstrate fairness, and be hospitable to my opponent. I will exercise humility in victory and grace in defeat. I will not brag or boast.
7. I will not gamble, wager or bet in any form on any athletic activity.
8. I will not engage in academic dishonesty including but not limited to cheating, plagiarism, and submitting work not my own.
9. I will not engage in trickery or evasion of rules in order to gain an advantage over an opponent.
10. I will not forge a University official's signature or falsify records of any kind.
11. I will not engage in behavior considered by the University to be harmful to the honor and reputation of the University, its athletic programs and my teammates.
12. I will not bring alcohol or illegal drugs on campus, and I will not engage in off-campus gatherings involving the consumption of alcohol or illegal drugs.
13. I will not engage in any form of hazing or harassment. (See the University's policies prohibiting harassment.)
14. I will not make, print, or publish any offensive, profane or sexually suggestive language, or make, print, or publish any inappropriate, derogatory, or disparaging remarks about the University, the athletics program, faculty, staff or students, including in websites such as Facebook, MySpace, etc.
15. I will strive, in both attitude and behavior, to make a positive contribution to the University, the athletics program, and my team.
16. I will respect myself, my coach, my teammates, game officials, and University officials at all times.
17. I will respect University property and facilities, including residence halls and academic buildings.
18. I will immediately report any misconduct or violation of University policies by my teammates or other student-athletes to my coach or the Athletics Director.

NCAA Member Responsibilities

2.01 GENERAL PRINCIPLE

Legislation enacted by the Association governing the conduct of intercollegiate athletics shall be designed to advance one or more basic principles, including the following, to which the members are committed. In some instances, a delicate balance of these principles is necessary to help achieve the objectives of the Association.

2.1 THE PRINCIPLE OF INSTITUTIONAL CONTROL AND RESPONSIBILITY

2.1.1 Responsibility for Control

It is the responsibility of each member institution to control its intercollegiate athletics program in compliance with the rules and regulations of the Association. The institution's chief executive officer is responsible for the administration of all aspects of the athletics program, including approval of the budget and audit of all expenditures.

2.1.2 Scope of Responsibility

The institution's responsibility for the conduct of its intercollegiate athletics program includes responsibility for the actions of its staff members and for the actions of any other individual or organization engaged in activities promoting the athletics interests of the institution.

2.2 THE PRINCIPLE OF STUDENT-ATHLETE WELFARE

Intercollegiate athletics programs shall be conducted in a manner designed to protect and enhance the physical and educational welfare of student-athletes.

2.2.1 Overall Educational Experience

It is the responsibility of each member institution to establish and maintain an environment in which a student-athlete's activities are conducted as an integral part of the student-athlete's educational experience. (Adopted: 1/10/95)

2.2.2 Cultural Diversity and Gender Equity

It is the responsibility of each member institution to establish and maintain an environment that values cultural diversity and gender equity among its student-athletes and intercollegiate athletics department staff. (Adopted: 1/10/95)

2.2.3 Health and Safety

It is the responsibility of each member institution to protect the health of and provide a safe environment for each of its participating student-athletes. (Adopted: 1/10/95)

2.2.4 Student-Athlete/Coach Relationship

It is the responsibility of each member institution to establish and maintain an environment that fosters a positive relationship between the student-athlete and coach. (Adopted: 1/10/95)

2.2.5 Fairness, Openness and Honesty

It is the responsibility of each member institution to ensure that coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes. (Adopted: 1/10/95)

2.2.6 Student-Athlete Involvement

It is the responsibility of each member institution to involve student-athletes in matters that affect their lives. (Adopted: 1/10/95)

2.3 THE PRINCIPLE OF GENDER EQUITY

2.3.1 Compliance With Federal and State Legislation

It is the responsibility of each member institution to comply with federal and state laws regarding gender equity. (Adopted: 1/11/94)

2.3.2 NCAA Legislation

The Association should not adopt legislation that would prevent member institutions from complying with applicable gender-equity laws, and should adopt legislation to enhance member institutions' compliance with applicable gender-equity laws. (Adopted: 1/11/94)

2.3.3 Gender Bias

The activities of the Association should be conducted in a manner free of gender bias. (Adopted: 1/11/94)

2.4 THE PRINCIPLE OF SPORTSMANSHIP AND ETHICAL CONDUCT

For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics program. It is the responsibility of each institution to: (Revised: 1/9/96)

- (a) Establish policies for sportsmanship and ethical conduct in intercollegiate athletics consistent with the educational mission and goals of the institution; and (Adopted: 1/9/96)
- (b) Educate, on a continuing basis, all constituencies about the policies in Constitution 2.4-(a). (Adopted: 1/9/96)

2.5 THE PRINCIPLE OF SOUND ACADEMIC STANDARDS

Intercollegiate athletics programs shall be maintained as a vital component of the educational program, and student-athletes shall be an integral part of the student body. The admission, academic standing and academic progress of student-athletes shall be consistent with the policies and standards adopted by the institution for the student body in general.

2.6 THE PRINCIPLE OF NONDISCRIMINATION

The Association shall promote an atmosphere of respect for and sensitivity to the dignity of every person. It is the policy of the Association to refrain from discrimination with respect to its governance policies, educational

programs, activities and employment policies including on the basis of age, color, disability, gender, national origin, race, religion, creed or sexual orientation. It is the responsibility of each member institution to determine independently its own policy regarding nondiscrimination. (Adopted: 1/16/93)

2.7 THE PRINCIPLE OF DIVERSITY WITHIN GOVERNANCE STRUCTURES

The Association shall promote diversity of representation within its various divisional governance structures and substructures. Each divisional governing body must assure gender and ethnic diversity among the membership of the bodies in the division's administrative structure. (Adopted: 1/9/96 effective 8/1/97)

2.8 THE PRINCIPLE OF RULES COMPLIANCE

2.8.1 Responsibility of Institution

Each institution shall comply with all applicable rules and regulations of the Association in the conduct of its intercollegiate athletics programs. It shall monitor its programs to assure compliance and to identify and report to the Association instances in which compliance has not been achieved. In any such instance, the institution shall cooperate fully with the Association and shall take appropriate corrective actions. Members of an institution's staff, student-athletes, and other individuals and groups representing the institution's athletics interests shall comply with the applicable Association rules, and the member institution shall be responsible for such compliance.

2.8.2 Responsibility of Association

The Association shall assist the institution in its efforts to achieve full compliance with all rules and regulations and shall afford the institution, its staff and student-athletes fair procedures in the consideration of an identified or alleged failure in compliance.

2.8.3 Penalty for Noncompliance

An institution found to have violated the Association's rules shall be subject to such disciplinary and corrective actions as may be determined by the Association.

2.9 THE PRINCIPLE OF AMATEURISM

Student-athletes shall be amateurs in an intercollegiate sport, and their participation should be motivated primarily by education and by the physical, mental and social benefits to be derived. Student participation in intercollegiate athletics is an avocation, and student-athletes should be protected from exploitation by professional and commercial enterprises.

2.10 THE PRINCIPLE OF COMPETITIVE EQUITY

The structure and programs of the Association and the activities of its members shall promote opportunity for equity in competition to assure that individual student-athletes and institutions will not be prevented unfairly from achieving the benefits inherent in participation in intercollegiate athletics.

2.11 THE PRINCIPLE GOVERNING RECRUITING

The recruiting process involves a balancing of the interests of prospective student-athletes, their educational institutions and the Association's member institutions. Recruiting regulations shall be designed to promote equity among member institutions in their recruiting of prospects and to shield them from undue pressures that may interfere with the scholastic or athletic interests of the prospects or their educational institutions.

2.12 THE PRINCIPLE GOVERNING ELIGIBILITY

Eligibility requirements shall be designed to assure proper emphasis on educational objectives, to promote competitive equity among institutions and to prevent exploitation of student-athletes.

2.13 THE PRINCIPLE GOVERNING FINANCIAL AID

A student-athlete may receive athletically related financial aid administered by the institution without violating the principle of amateurism, provided the amount does not exceed the cost of education authorized by the Association; however, such aid as defined by the Association shall not exceed the cost of attendance as published by each institution. Any other financial assistance, except that received from one upon whom the student-athlete is naturally or legally dependent, shall be prohibited unless specifically authorized by the Association.

2.14 THE PRINCIPLE GOVERNING PLAYING AND PRACTICE SEASONS

The time required of student-athletes for participation in intercollegiate athletics shall be regulated to minimize interference with their opportunities for acquiring a quality education in a manner consistent with that afforded the general student body.

2.15 THE PRINCIPLE GOVERNING POSTSEASON COMPETITION AND CONTESTS SPONSORED BY NONCOLLEGIATE ORGANIZATIONS

The conditions under which postseason competition occurs shall be controlled to assure that the benefits inherent in such competition flow fairly to all participants, to prevent unjustified intrusion on the time student-athletes devote to their academic programs, and to protect student-athletes from exploitation by professional and commercial enterprises.

2.16 THE PRINCIPLE GOVERNING THE ECONOMY OF ATHLETICS PROGRAM OPERATION

Intercollegiate athletics programs shall be administered in keeping with prudent management and fiscal practices to assure the financial stability necessary for providing student-athletes with adequate opportunities for athletics competition as an integral part of a quality educational experience.

For more information,
contact the Anderson University Athletic Department
at 864-231-2029



South Atlantic Conference

1. Institutional Awards

- a. The Doug Echols Athletic Excellence Award, which honors former South Atlantic Conference commissioner Doug Echols, is presented annually to the member athletics department that earns the highest overall finish based on final regular season standings. Points are based on final tournament standings in the sports of men's cross country, women's cross country, men's golf and women's golf. The trophy is presented at the SAC Annual Business Meeting at the conclusion of each year.

2. Team and Individual Awards

- a. Team Awards shall be awarded annually to the regular-season champion and conference tournament champion in each Conference sport.
- b. The South Atlantic Conference Presidents Award is given annually to the top male and female student-athletes in the conference as chosen by the faculty athletic representatives at the end of each school year. The nominees include the SAC Scholar-Athletes from the sports year, representing all 14 SAC-sponsored sports. Nominees should exemplify the finest combined qualities of athletic and academic ability. A minimum grade point average of 3.30 is required and nominees must hold at least junior status. The nominees should also possess and exhibit outstanding character and qualities which are in keeping with the most prestigious student-athlete recognition within the SAC.
- c. The South Atlantic Conference Athlete of the Year is presented annually to the top male and female athletes in the South Atlantic Conference. Each school may nominate one male and one female Athlete of the Year candidate from students who were selected Player of the Year in their selected sport. The final award winners are selected following a vote of the Athletic Directors council. Criteria for the award include outstanding athletic performance in one or more sports with additional emphasis on the impact of that performance on both the SAC and the NCAA. The SAC Athlete of the Year Award is presented by the commissioner and the athletic director of the represented institution during the following fall term.
- d. The SAC Commissioner's Honor Roll recognizes those student-athletes who carry at least a 3.20 cumulative grade point average and have completed at least one season in the conference-sponsored sports of football, women's volleyball, men's soccer, women's soccer, men's and women's cross country, men's and women's basketball, baseball, softball, men's and women's tennis and men's and women's golf.

INTERCOLLEGIATE ATHLETICS

Anderson holds memberships in the National Collegiate Athletic Association (NCAA) and the South Atlantic Conference. Members are listed on the back page. Anderson fields intercollegiate varsity teams for men in soccer, wrestling, basketball, baseball, golf, cross country, tennis and track and field. The varsity sports for women are soccer, basketball, volleyball, tennis, cross country, softball, golf, and track and field. Cheerleading and Dance are club sports that fall under the athletic umbrella.

THE ROLE OF INTERCOLLEGIATE ATHLETICS AT ANDERSON UNIVERSITY

Anderson University's intercollegiate athletics program is an integral part of the institution's total educational endeavor. The program intends to be an enriching aspect of the student's life in the university and enhance his or her preparation for a full and rewarding life after university.

The athletic program, however, will not be permitted to rival or detract from the university's primary mission - that of providing a sound and viable education in the liberal arts. Varsity athletics are complementary and supplementary to the basic academic program of the institution. The athletics program must be in harmony with the official purpose of Anderson University - as that purpose is stated in the University Catalog.

All students who participate in intercollegiate athletics at Anderson are required to comply fully with all policies which apply to all students in admissions, curriculum, degree requirements, class attendance, personal conduct and other matters.

All athletic contests, practices, and related activities will be conducted in compliance with the principles of fair play and amateur competition, as defined by the National Collegiate Athletic Association (NCAA). All rules of the NCAA and South Atlantic Conference will be strictly observed.

Anderson's athletics program will be conducted in a manner most conducive to the physical welfare of the student-athletes who participate. The academic success of those students, however, will be considered as paramount.

Ultimate control of the athletics program resides with Anderson's president, who is subject to policies set by the board of trustees.

SPORTSMANSHIP REQUIREMENTS

◆ NCAA Statement (NCAA Bylaw 10.01.1)

Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics, and all participating student-athletes, shall deport themselves 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.

PLAYING AND PRACTICE SEASON TIME LIMITS

Countable Athletically Related Activities (CARA) include any required activity with an athletics purpose, involving student-athletes and at the direction of, or supervised by, any member or members of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations under Bylaws 17.1.6.1 and 17.1.6.2. Academic and compliance meetings shall not be considered as CARA; however, the following activities are considered as CARA: team practice, individual skill sessions, conditioning, weights, watching film, discussing game plans, etc.

PLAYING SEASON: A student-athlete's required participation in CARA during the playing season is limited to a maximum of 20 hours per week with no more than four hours per day. All competition and any associated CARA on the day of competition shall count as three hours regardless of the actual duration of activities. In addition, all countable athletically related activities are prohibited during one calendar day per week, except during conference and postseason championships. Preseason limitations for fall sports include the following: (1) Student-athletes may participate in only six hours each day prior to the first day of class; (2) Only five of the six permissible hours can be used for physical activity; (3) Each physical activity session can last no longer than three hours; and (4) Student-athletes must be allowed three hours between each session in which physical activities were included.

OUTSIDE OF SEASON: A student-athlete's required participation in CARA outside of the championship playing season is limited to a maximum of eight hours per week, of which not more than two hours per week may be spent on individual skill instruction. Student-athletes may receive individual skill instruction in groups. For individual sports and in team sports with starting squad size of six or fewer, no more than four student-athletes from the same team can work with a coach at one time. Team sports with starting squad size of seven or more can receive individual skill instruction from a coach in a group of no more than six student-athletes. In addition, all countable athletically related activities are prohibited during two calendar days per week.

MISSED CLASS TIME FOR PRACTICE ACTIVITIES - It is NOT permissible for a student-athlete to miss class time for practice except when the team is traveling to an away from home competition and the practice is held in conjunction with that contest.

MISSED CLASS TIME FOR COMPETITION - It is recommended that at the beginning of each semester, you make an appointment with your professor during his/her office hours and provide your instructor with a copy of your schedule and class schedule and class-excuse form. Instructors are usually more than willing to assist you in resolving a conflict when advance notice is given and the approach is done with tact and respect. A student-athlete cannot miss class during their out of season semester (i.e., soccer in spring, baseball in fall.) **Review Class Attendance Regulations on Page 17.**

ANDERSON UNIVERSITY STUDENT-ATHLETE ADVISORY COMMITTEE

The student-athlete advisory committee (SAAC) is a committee made up of student-athlete representatives. This is an excellent vehicle to promote communication between athletics administration and student-athletes. Most athletic programs have a wealth of information that needs to be routinely distributed to the student-athletes, and at the same time, most programs are interested in receiving more feedback from their student-athletes about department policies and procedures.

ATHLETICS OVERSIGHT COMMITTEE

The Athletics Oversight Committee is appointed by the President of the University. The Committee is to evaluate, assess, review and make recommendations to the President of the University concerning the intercollegiate program. The committee will serve as the final decision on all student-athlete appeals. Responsibilities of the Committee are listed as follows:

- Provide advise and recommendations on matters related to intercollegiate athletics to the President and to Senior Leadership.
- Review and approve athletics department's mission statement and monitor and evaluate on an ongoing basis departmental operations in relationship to the mission statement.
- Periodically review the Student-Athlete Handbook, Compliance Manual, and Department of Athletics Policy and Procedures Manual for currency, completeness, and accuracy and make recommendations as deemed appropriate.
- Monitor graduation rates and academic progress of student-athletes and review actions taken by coaches in response to unsatisfactory progress, poor class attendance, low graduation rates, etc.
- Assess, on a regular basis, the academic integrity of the intercollegiate athletics program.
- Receive on a timely basis from the Director of Athletics/Compliance Coordinator information about and results of sanctions imposed on student-athletes.
- Review annually team GPA's and NCAA/South Atlantic Conference rule infractions.
- Receive regular updates from the Compliance Office on changes in NCAA/South Atlantic Conference rules and/or NCAA/South Atlantic Conference proceedings that may affect the University's intercollegiate athletics programs.

ANDERSON UNIVERSITY ATHLETIC POLICY ON STUDENT ATHLETE RELEASE

Regarding NCAA Bylaw 14.5.5.3.10 One-Time Transfer Exception

The Department of Athletics of Anderson University will review on a case-by-case basis transfer requests for all sports. The Department of Athletics reserves the right to deny all transfer requests. Requests for transfer may be denied because of the inability of the sport coach to obtain a replacement student-athlete for the team. This is especially true in the months of June, July, and August after the recruiting process has been completed.

South Atlantic Conference policy states a student-athlete who becomes identified with a South Atlantic Conference institution shall be ineligible to participate in any sport in which that student-athlete previously participated at another South Atlantic Conference institution. If at the end of one calendar year following identification with the second South Atlantic Conference institution, the former South Atlantic Conference institution gives its approval, the student-athlete could become eligible to participate in any sport, provided all other rules of eligibility are met. However, during that one calendar year, the student-athlete shall not receive any athletic grant-in-aid.

If the request is denied, the institution shall inform the student-athlete in writing that he or she can request a hearing conducted by the Athletics Oversight Committee. The student-athlete will have 10 business days in which to appeal the decision. The University shall promptly hear the request for an appeal within 10 business days of such request. In order to set up a hearing date, the student-athlete shall contact the Athletic Oversight Committee Chairman.

NOTE: Student-athletes who are not academically eligible for athletic competition are not eligible for the one-time transfer waiver.

NCAA Bylaw 14.5.5.3.10 One Time Transfer Exception.

The student transfers to the certifying institution from another four-year collegiate institution, and all of the following conditions are met (for graduate students, see Bylaw 14.1.9.1: (Revised: 4/28/05 effective 8/1/05, for those student-athletes who transfer to a Division II institution for the 2005-06 academic year, 5/3/07)

- (a) The student has not transferred previously from one four-year institution, unless, in the previous transfer, the student-athlete received an exception per Bylaw 14.5.5.3.6 (discontinued/nonsponsored sport exception) or 14.8.1.2-(d) (residence requirement). A student-athlete who, prior to the transfer to the certifying institution, attended two four-year institutions ("4-2-4-4" transfer), does not meet this condition regardless of whether the student was enrolled at a two-year institution between attendance at the two previous four-year institutions; (Revised: 1/11/94, 1/11/97, 1/14/02 effective 8/1/02, 5/3/07, 10/21/08)

- (b) The student is in good academic standing and meets the progress-toward-degree requirements at the previous four-year institution at the time of transfer to the certifying institution. The transferring student must be one who would have been academically eligible had he or she remained at the institution from which the student transferred, and he or she also must be eligible at the certifying institution as a regularly enrolled, full-time, degree-seeking student who was admitted in accordance with the regular, published entrance requirements of the institution; and (Revised: 1/10/95, 1/9/96, 8/8/05, 5/3/07)
- (c) The student's previous institution certifies in writing that it has no objection to the student's being granted an exception to the transfer residence requirement. If the student's previous institution denies his or her request for the release, the athletics director (or his or her designee) shall inform the student-athlete in writing, within 14 consecutive calendar days from receipt of a student-athlete's written request, that he or she, on request, shall be provided a hearing conducted by an institutional entity or committee outside of the athletics department (e.g., the office of student affairs; office of the dean of students; or a committee composed of the faculty athletics representative, student-athletes and nonathletic faculty/staff members). The notification of the hearing opportunity shall include a copy of the institution's policies and procedures for conducting the required hearing, including the deadline by which a student-athlete must request such a hearing. The institution shall conduct the hearing within 30 consecutive calendar days of receiving a student-athlete's request for the hearing. (Revised: 1/11/94, 1/8/07 effective 8/1/07, 5/3/07, 1/14/08 effective 8/1/08)
- (d) A student who has one season of competition remaining in his or her sport or two full-time semesters or three full-time quarters remaining in which to complete his or her eligibility and who has not earned a baccalaureate degree, shall have satisfactorily completed an average of 12-semester or 12-quarter hours of transferable degree credit acceptable toward any baccalaureate degree program at the certifying institution for each term of full-time attendance, at any collegiate institution, with a cumulative minimum grade-point average of 2.000 in the transferable degree credits. (Adopted: 1/9/06 effective 8/1/06, Revised: 5/3/07, 4/28/09)

Athletic Grants-In-Aid and Other Financial Aid

You may have been awarded a grant-in-aid - frequently called a "scholarship" - because of your athletic ability. That aid is given by the financial aid office at the direction of each coach. In addition, if you qualify, you may receive grants from the state, (in-state students only), Pell Grant and certain other government benefits. You may also borrow money from a legitimate lender such as a bank.

It is important to remember that any grant made by Anderson is for one year only. The grant may be renewed from year to year, and notification of a reduction must be made in writing before July 1 of each year.

Your grant cannot be cancelled or reduced during an academic year unless you render yourself ineligible for competition or are guilty of serious misconduct, voluntarily withdraw from the sport, or change of your status (i.e boarder to commuter, full-time to part-time, etc.). Further, your grant may not be increased during the year.

If you believe your grant has been cancelled or reduced unjustly, you may appeal to the university's financial aid committee. The appeal must be in writing.

Anderson University Student-Athlete Financial Aid Appeals

A student-athlete who wishes to appeal any decision related to reduction of athletic scholarship shall submit a written request to the Director of Financial Aid. The request should include:

- The student-athlete's name, student number, year in school, sport and the number of seasons of eligibility used for the sport in question.
- Name of sport and amount of reduction.
- Reasons for believing that the decision was unfair; including names of institutional staff members (e.g., coach, athletic director, etc.) with whom they student-athlete has discussed the situation with.
- Copies of any relevant documents (e.g., award letter, scholarship form, etc.).

The student should submit these materials to the Director of Financial Aid as soon as possible, but within 30 days after the student receives notification that the aid has been reduced or cancelled.

The Athletic Oversight Committee will serve as the committee to review any appeals concerning student-athletes with reduction/cancellation of athletic financial aid. The appeal will be reviewed by the committee and its decision is final. There is no appeal beyond the Athletic Oversight Committee. The student will receive a written response within two (2) weeks after the appeal has been reviewed by the committee.

EXTRA BENEFITS

It appears that NCAA institutions receive more penalties for providing extra benefits to student-athletes than for any other infraction. Many of these extra benefits are provided by coaches or “outside supporters.” You share the responsibility of making sure that you are not the recipient of any of these benefits.

Following are some of the benefits which are in violation of the rules: transportation which is not paid for by the student-athlete, gifts or loans of money, long distance telephone calls not paid for by the student-athlete, gifts of clothing or other personal items, arrangements for the purchase of an automobile on “favorable” terms, allowing the student-athlete to use an automobile not his or her own (perhaps a coach’s car).

When in doubt about accepting any benefit, you should consult your coach or the director of athletics.

SOME IMPORTANT RULES

The NCAA has many rules which apply to the student-athlete. Some of the important regulations are summarized here.

DRUGS AND GAMBLING. The NCAA has strict rules about the use of drugs by student-athletes. Before competing in intercollegiate athletics each year, you must sign a form by which you agree to be tested for use of drugs prohibited by NCAA legislation. Failure to complete that form will render you ineligible.

If a test by the NCAA reveals that you have used prohibited drugs, you will immediately be declared ineligible. You may lose an entire season of eligibility or become permanently ineligible. Depending upon the particular sport and other circumstances, the team and university may also be penalized.

The athletic department conducts random testing throughout the year. The director of athletics and the head trainer are responsible for selection and the proper chain of custody. Anderson University’s substance abuse policy is contained in this manual. Please make sure you are familiar this policy.

The head trainer has a list of prohibited drugs. You should be aware of these substance and should carefully avoid use of any of them.

The NCAA considers gambling to be any type of wager on sports that the NCAA sponsors (parlay cards, bookies, etc). Wagers for items other than cash also are illegal. EX: lunch bets, a dinner for two for winning the NCAA basketball picks contest, a shirt, etc. According to NCAA membership services, contests involving university or pro sports for any type of prize also are considered gambling. Two examples: football picks contest at weekly club meeting, participating in weekly newspaper picks contest (even though you paid 75 cents for the paper). We also are banning activities like penny poker, \$1 Playstation golf, tossing pennies against the wall, putting/chipping for \$1, etc. In other words, if you think it’s gambling and it looks like gambling, it is probably gambling. Just say NO.

PLAYER-AGENTS. This happens more at the Division I level but it could happen to someone at Anderson University. At any time you have any dealings with an agent you will immediately become permanently ineligible. This means that you must enter into no agreement - written or oral - with an agent, and you must not accept any money or material things from such a person - even if you agree to repay a “loan” later.

OUTSIDE COMPETITION. Student-athletes with eligibility remaining may not compete as a member of any outside team or all-star squad in any noncollegiate, amateur competition in their sport except as approved (such as summer basketball leagues) by the NCAA. If you have any questions about such outside competition check with your coach, the director of athletics

STUDENT-ATHLETE DISCIPLINE POLICY

Anderson University and its Athletic Department require all student-athletes (including trainers and managers) to conduct themselves in a manner that reflects favorably upon the people, values and traditions associated with the university, the South Atlantic Conference and the NCAA. The Anderson University athletic department reserves the right at any time to change, delete, or add to any content in this manual at its sole discretion.

Student-athletes are subject to the Student Regulations and Penalties as stated in the Student Handbook. However, due to the high visibility and increasing public scrutiny of all athletic programs, student-athletes may be expected to meet higher standards of personal conduct and appearance than those stated in 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 Athletic Department official from participation in intercollegiate athletics for any of the following:

- Violation of NCAA, South Atlantic Conference rules or team rules.
- Arrest for any crime other than a minor traffic offense.
- Possession of any illegal drug.
- Illegal sale of prescription drugs.
- Illegal possession or consumption of alcohol, beer, or wine.
- Fighting with, threatening the safety of or harassing any individual.
- Stealing money or property from the lawful owner.
- Destruction of university property.
- Unauthorized entry into any university building.
- Acts of moral misconduct.
- Any interference with the normal operations of the university or any disruption or conduct that interferes with the rights and opportunities of those who attend the university.
- Any conduct that reflects unfavorably upon Anderson University or the Anderson University Athletic Department.

The suspension imposed may range anywhere 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. (See Student Handbook.) Student-athletes have the right to appeal a decision involving suspension or removal from the team. The student-athlete will notify the person who made the decision in writing regarding her or his views on the issue within 10 business days of the date of the decision. If the matter is not resolved, the student-athlete would appeal to the Director of Athletics, then to the Athletics Oversight committee. The AOC will have the final decision.

The cancellations or non-renewal of an athlete's grant-in-aid for any act of misconduct will be done in accordance with NCAA and South Atlantic Conference rules. In addition to any discipline that may be imposed under this policy, the unauthorized possession of any steroid, the possession of any illegal drug and the illegal possession of alcohol, beer, or wine (including public intoxication or driving under the influence of alcohol) by a student-athlete will be treated as though the student-athlete had a positive test result under the university Athletic Department Drug Education Program.

- Consumption of any illegal drug or unauthorized consumption of any steroid will be handled in accordance with the University Intercollegiate Drug Education Program.

***Not failure, but low aim, is crime
-- James Russell Lowell***

STUDENT ARREST

When a student is arrested, whether on or off campus, the university may bring charges if the student's behavior is also a violation of a student regulation. After reviewing the available information about the case and discussing the situation with the student, a Student Development official shall make a decision regarding whether the university will bring disciplinary charges against the student immediately or wait for the outcome of the trial prior to deciding if the university disciplining charges are appropriate. If a student-athlete is arrested, he/she should contact the Director of Athletics. Failure to report an arrest may result in suspension or removal from the sport.

If arrested and charged with a violation, a student-athlete must follow these steps listed below:

- 1) Report violation to the office of Student Development.
- 2) Undergo a review by the Disciplinary Committee made up of the Dean of Student Development, the Athletic Director, and an additional faculty or staff member.
- 3) Adhere to the decision of the Disciplinary Committee.

Student-athletes at Anderson University are obligated to abide by NCAA, South Atlantic Conference, and university rules. Failure to do so, deliberately or unintentionally, could result in the loss of scholarship and/or eligibility. When in doubt about the rules, student-athletes should contact the Director of Athletics.

ANDERSON UNIVERSITY SPORTS INFORMATION

The purpose of the sports information office is to increase the visibility of Anderson University athletic teams and athletes in Anderson, the upstate, the state of South Carolina and nationally. The sports information office serves as a liaison between the AU athletic department and the media. The sports information office also provides coverage of AU home events to media outlets in the Carolinas, writes features about AU athletes for release to hometown papers, compiles statistics, files weekly reports to the South Atlantic Conference, produces a quarterly newsletter (Trojan Talk), produces copy for the quarterly Anderson University magazine, maintains the athletics website and assists with special projects in the athletic department. Cooperating with the news media is part of your duty as a student-athlete at Anderson University. If you get the opportunity to do an interview, you should view it as a chance to promote yourself, your team and Anderson University.

Student-athletes are expected to utilize discretion and appropriate judgement when posting verbiage, pictures and other information on all social networking sites including, but not limited to, FaceBook, MySpace, YouTube and other internet based sources. If the Athletic Department becomes aware of violations of this policy, action may be taken against the student(s) involved. For such rule violations, the student(s) would be subject to applicable sanctions outlined in the Anderson University Student Development Guide as well as the Student-Athlete Handbook. Any materials displayed via the internet that negatively depict the University, are detrimental to the university, and/or are not in keeping with the positive image of our student-athletes may result in disciplinary consequences.

Interview Requirements

- ❖ Never do an interview unless it has been arranged through the sports information office. Do not accept reporter calls in your dorm room.
- ❖ If you have been scheduled for an interview, show up and be on time. If you are going to be late, please call the sports information office. Interviews will be arranged around your class and practice schedule.
- ❖ Be yourself.
- ❖ Be positive.
- ❖ Be prepared.
- ❖ Be relaxed.
- ❖ Show enthusiasm.
- ❖ Smile.
- ❖ Think before you speak.
- ❖ Do not use fillers such as "you know, nah, huh," etc.
- ❖ Do not use slang.
- ❖ If not in uniform, please wear something to the interview that looks presentable. Then put the chewing gum in the garbage can and do not wear a hat.
- ❖ If you don't like a question, don't answer it. Just say, "I can't answer that" or "That's not my responsibility."
- ❖ While answering questions during the interview, please remember your audience (coaches, teammates, family, opponents, etc.).
- ❖ For TV interviews - keep your answers short, look at the person asking the questions not the camera and SMILE.
- ❖ If a reporter makes a factual error during the interview, please correct him or her. It is better to correct them during the interview than to have the error show up in print.
- ❖ If you have a problem with a reporter during an interview, please call Sports Information Director after the interview is completed.

THE ACADEMIC SCENE

ORIENTATION

Student-athletes at Anderson University are considered to be students in every way. The university conducts orientation sessions for all entering students, and “new” student-athletes are expected to participate. Your coaches will arrange practice sessions so you can attend these orientation activities. These are excellent opportunities for you to learn about academics at Anderson University, as well as about the social and personal adjustments you will be expected to make. Some special meetings will be conducted for student-athletes to deal with their distinctive needs and problems. You will be notified of the time and place of these meetings, and you will be expected to attend.

ACADEMIC REQUIREMENTS

General Education: General Education is a program of study that reflects Anderson University’s foundation in the liberal arts and the value it places on providing some common learning experiences for all its graduates. The selection of courses has been developed to provide the essential knowledge, skills, and dispositions that lead to informed citizenship, service, wellness, and a foundation for continued learning. The exploration of knowledge and skills in these courses provides the framework through which students may see the connections and distinctions among the academic disciplines.

As a university, we recognize that students gain more when they invest more, and we place a high value on the engaged learner. Skills in communicating, thinking, relating, and wellness are cultivated by the general education program as well as many courses in the major. Our heritage as a Christian institution is reflected in courses focused on the Bible, Christ, and ethical living. Knowledge comes to us through many pathways. Knowing and valuing the different processes by which disciplines explore and interpret the human experience is an important part of learning.

Upon completion of general education, students should be able to:

- 1) Demonstrate goal-setting for and critical self-reflection of their experience as learners.
- 2) Demonstrate increasing abilities related to communication, critical and creative thinking, productive interpersonal relationships, personal health and wellness:
 - Communication Skills - writing, speaking, reading, listening in English; achieving basic competency in a second language; developing observation skills and an awareness of aesthetics
 - Critical Thinking Skills - logic, quantitative skills, research, computation, problem solving, scientific method, and analysis
 - Interpersonal Skills - cooperation, teamwork, and collaboration
 - Wellness Skills - nutritional awareness, physical fitness, and healthy lifestyle practices
- 3) Demonstrate knowledge of Christian Scripture, a knowledge of Christian religious traditions, and the ability to evaluate Christian ethical values.
- 4) Demonstrate knowledge of the contributions of a variety of academic disciplines, and the ability to employ corresponding methods of inquiry:
 - Humanities (including literature and history)
 - Mathematics
 - Fine Arts
 - Social/behavioral sciences
 - Natural Sciences

***For when the One Great Scorer comes to mark against
your name, He writes -- not that you won or lost --
but how you played the game. -- Grantland Rice***

GENERAL EDUCATION REQUIREMENTS (42-44 hours)

Bachelor of Arts, Bachelor of Science Degree,
Bachelor of Music, and Bachelor of Music Education Degrees

ORIENTATION

Freshman Year Experience - FYE 101 (1 hour)

SKILLS

Communication (6 hours)

Composition and Speech I - ENG 101 (3 hours)

Composition and Speech II - ENG 102 (3 hours)

Mathematics (3 hours)

MAT 101 or higher (as designated by major)

Foreign Language - Minimum of one year sequence in college-level foreign language study or its equivalent (5-6 hours)

FRE 101 and 102, or 131

SPA 101 and 102, or 131

GREEK and HEBREW Studies - *Available only to majors in the College of Christian Studies*

Current Foreign Language placement policies can be found on the AU website. Students cannot receive credit for a foreign language course which is at a level lower than their placement. Students may appeal their placement in writing to the Chair of the Department of Foreign Language.

Healthy Lifestyle (2 hours)

KIN 135

AREAS OF INQUIRY

Humanities (12 hours)

History (3 hours) – HIS 111, 112, 161, or 162

Literature (3 hours)

ENG 201, 202, 205, 206, 213, 214, 215

Christian Studies (6 hours)

CHR 105 and 305; CHR 107, 109, AND 305 (9 hours) - *Requirement for majors in the College of Christian Studies*

Fine Arts (3 hours)

FA 200

Social Science (3 hours)

ECO 200, PSY 101, SOC 101

Natural Science (7-8 hours)

BIO 150, 200

BIO 110 - *Biology majors only*

CHE 101, 111/113

PSC 101

SCI 101, 107

AST 101, 102

THE JOURNEY / THE CULTURAL EXPERIENCE (PASS/FAIL)

Each student in the traditional four year academic program will need to receive credit for eight (8) semesters of *The Journey* program in order to meet graduation requirements.

Each student in the traditional four-year academic program will need to receive credit for six (6) semesters of *The Cultural Experience* program in order to meet graduation requirements.

MAJOR SUBJECT: Each student-athlete must officially declare a major before entering their fifth semester at the university. Consult your academic advisor regarding the pros and cons of declaring a major before that time. **Once you declare a major, you must earn 24 hours that can be listed on the Individual Program Worksheet (IPW) for that major during an academic year.**

Each college sets the minimum number of courses required for a major in that college. These courses are noted in the program outline for each major in the university catalog and on the IPW for that major. **Please note that you must earn a grade of “C” or higher on any of your major courses in order for those courses to count in the 24 hours required for continued eligibility.** You should ask your academic advisor for a copy of your IPW so that you can monitor your progress toward earning a degree.

If you decide to change your major, you **MUST** go to the college dean of the degree you are changing into and complete a “*Change of Major Form*” **BEFORE** you enroll in courses for that new major. Failure to adhere to these guidelines may jeopardize your eligibility.

GRADES: To qualify for graduation you must have a 2.0 average or better on all your courses. This means that you must have earned twice the number of quality points as the number of hours you have earned. (A 2.5 grade point average is required of all students enrolled in the Teacher Education program.) You must also earn a grade of C or better on each major course in your degree program.

In addition to Anderson University’s academic standards, the NCAA has mandated that all student-athletes have a 1.8 GPA after 24 hours earned, a 1.9 GPA after 48 hours earned and a 2.0 GPA after 72 hours earned. Your grade point average (GPA) is based on the number of hours attempted and the quality points earned on the courses taken. Quality points are determined by the grade you make in the course and the number of credit hours the course is assigned. To compute the quality points earned in each course, you use the following scale:

GRADE	QUALITY POINTS PER CREDIT HOUR
A =	4.0
B =	3.0
C =	2.0
D =	1.0
F =	0.0

If you received an A in a three-hour course, you would earn 12 quality points (3 hours x 4 quality points), for a B, 9; for a C, 6; for a D, 3; and none for an F. To calculate your GPA, you take the total number of quality points earned and divide them by the total number of credit hours attempted. Your academic advisor, Senior Woman’s Administrator, or the Director of Athletics will be willing to help you calculate your GPA.

MINIMUM ACADEMIC STANDARDS: To be eligible to compete in intercollegiate athletics, a student-athlete must be in good academic standing. At Anderson University this means at each of the following stages a student must have earned the minimum GPA indicated.

Cumulative semester hours attempted at AU and/or transferred	Minimum Cumulative GPA
1-12	1.5
13-25	1.6
26-38	1.7
39-51	1.8
52-64	1.9
65-or above	2.0

A student who fails to meet these standards falls under academic probation. A student who fails to meet the standards for two consecutive semesters will be suspended from Anderson University. After one semester has lapsed, the suspended student may apply for re-admission to the Admission Office.

A student who, in two consecutive semesters, does not complete 60 percent of the course work for which he/she is registered will be placed on quantitative academic probation by the Financial Aid office regardless of his/her grade point average. If he/she fails during a third consecutive semester to complete at least 60 percent of the course work for which he/she is registered, he/she will be suspended.

ACADEMIC LOAD: The normal load in terms of semester hours is 16 semester hours each semester. This means that to make normal progress you should earn thirty-two semester hours each academic year. To qualify for graduation you must earn credit for a minimum of 128 semester hours and have a GPA of 2.0 or better.

REGISTRATION AND PRE-REGISTRATION: All students must register for themselves at the assigned times. Before registration, you should consult with your academic advisor on course selection, General Education Requirements, major requirements, and other degree requirements. You are responsible for satisfying the requirements and for enrolling properly in each course.

At a time well ahead of the registration for each term, you will be notified to consult with your academic advisor. You and your advisor will select a list of courses from which the pre-registration for the term will be determined. It is very important that you have that conference.

DROPPING AND ADDING COURSES: The add/drop period begins two days prior to the start of classes in the traditional semester. Students must use Self Service during this time to add and drop courses. No courses can be added after the third class day for classes meeting three times weekly, or after the second class day for classes meeting twice weekly, or after the day preceding the second class day for classes meeting once weekly. Self Service closes once the add period ends and students must complete a Course Withdrawal form to drop a course. Any course dropped during the first two calendar weeks does not appear on the student record. Students are assessed a \$10 drop fee once Self Service closes.

All students enrolled in online courses are required to log on by midnight (eastern) on the first day of class. Students who cannot log on are responsible for contacting the instructor prior to the first class meeting to indicate their intent to remain in the class. If a student does not log on by midnight or make contact with the instructor, the University Registrar will remove the student from the course. The last day to add an online course is 72 hours after the posted start day of class. Any online course dropped during the first 72 hours after the start date does not appear on the student record, and the student is not charged for it. Online courses dropped after 72 hours will be graded with a "W" and students must complete a Course Withdrawal form. A \$10 drop fee will be assessed, and the student is responsible for charges associated with course.

NOTE: Your drop/add form must be signed by the Compliance Coordinator prior to your submitting it to the Registrar's Office. Failure to comply with this will result in disciplinary action by the athletic department. Such action would include suspension from practice and/or competition, suspension from team, or a monetary fine.

Students may withdraw from a traditional semester course within the first ten class days of the semester without the course appearing on their transcript. The student must complete a drop form, secure the proper signatures, and submit the form to the Registrar's Office. Students will receive a grade of "W" in any course dropped after the first ten class days. Students enrolled in an Accelerated term course may withdraw within the first three class meetings and not have the course appear on their transcript. Courses dropped after the first three class meetings will receive a grade of "W" and must be requested in writing. Students in all programs - traditional, Accelerated and graduate, should refer to posted information each semester for specific withdrawal dates. Any course in which a grade of "W" is received is subject to tuition charges. Students should refer to the Financial Aid section of the catalog for specific information pertaining to charging for withdrawn courses.

If a student exceeds the number of absences allowed in the course after the deadline for withdrawing from courses, the student will receive the grade of "F" for the course.

MINIMUM ACADEMIC LOAD FOR ELIGIBILITY: The NCAA has established minimum limits for the student-athlete's academic load. These limits apply to the number of credit hours which must be carried during the academic term and the total number of hours which must be earned during an academic year.



During the academic year (or 12-month period) immediately preceding the term in which your playing season begins, you must have earned credit on 24 or more hours, 18 of which must be earned during the regular (not summer) terms.

Eligibility for competition shall be based on the following requirements: Satisfactory completion of six-semester hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full time at any collegiate institution.

The rules also stipulate that the student-athlete must be carrying 12 or more semester hours during each term of the playing season. ***It is very important for you to remember that at whatever time your academic load falls below this limit, you immediately become ineligible for practice and competition.*** If you compete or practice while enrolled in less than 12 hours, you will jeopardize your eligibility and your actions will result in your team forfeiting the competitions in which you participated. **NOTE:** The only exception to the above requirements is for a student-athlete who is in the last term before graduation. The student-athlete only needs to be enrolled in the number of hours required for graduation. If you have any questions about this or any other NCAA academic requirement, consult the Senior Woman Administrator or the Director of Athletics.

CLASS ATTENDANCE/PARTICIPATION POLICY: One of the most vital aspects of a university experience is attendance and punctuality during class meetings. Class meetings, whether in traditional classrooms or during online meeting sessions, offer students the opportunity to contribute to the learning experience of their classmates. The value of such meetings to the academic experience cannot be fully measured by testing procedures alone.

Course attendance and punctuality policies are established by each college or school, or departments within the colleges or schools, at the University. Specific attendance and punctuality requirements are indicated in the syllabus of each class. Students are responsible for being knowledgeable of attendance policies for each class in which they are enrolled and for adhering to those policies.

Some students participate in institutional activities that require them to represent the University in scheduled events on and off campus. For activities of sufficient importance in the overall life of the University, excused absences are granted. A list of activities qualifying for excused absences is maintained by the Office of the Provost. An excused absence does not relieve a student of responsibility for the academic work in the class missed. However, students may not be penalized for such absences and must be given the opportunity to make up missed work. Students are responsible for informing their professors in advance of the class meeting dates and times that will be missed because of these activities. Practice and/or preparation for these activities would not be a valid reason to miss a class meeting.

Ultimately, each student bears the responsibility to be aware of and to comply with attendance and punctuality requirements for each and every course in which he or she enrolls.

PERMISSION TO MAKE UP MISSED EXAMS:

Students who miss scheduled exams and other in-class graded activities because they are representing Anderson University in officially sponsored activities may be granted permission to complete the activity upon returning to class.

Students must present a signed permission form to the class instructor before the missed assignment, at which point the instructor will specify the time and means of making up the assignment. **(You will find this form on page 18 of this book).**

Medical excuses must be accompanied by official medical documentation from a physician or other appropriate documentation requested by the instructor. Excuses for civic responsibilities such as jury duty or military service shall be established by documentation from the appropriate government authorities.

This policy does not apply to papers or other assigned work intended to be completed outside the classroom.

PERMISSION TO COMPLETE A MISSED ASSIGNMENT

TO BE COMPLETED BY STUDENT:

Student Name _____

Assignment to be missed _____

Sponsored Activity _____

TO BE COMPLETED BY ACTIVITY SPONSOR

Beginning time and date _____

Ending time and date _____

Sponsor Name _____

TO BE COMPLETED BY INSTRUCTOR:

Makeup Time and Date _____

Signature _____

1. This form must be submitted to the instructor prior to the assignment to be missed.
2. The new makeup date constitutes a new assignment deadline.
3. After gaining instructor approval, keep this form and give it to the instructor when you complete the makeup activity.

ACADEMIC ASSISTANCE

Anderson University wants our student-athletes to do well academically as well as on the field of play. To help you in achieving this goal, the Center for Student Success offers a number of services. We encourage you to utilize these services so that you can achieve your best in your coursework. These services are already paid in your tuition, so there is no additional cost to you. Services include:

- TUTORING for many General Education courses and beginning courses in majors; WRITING assistance for any course
- One-on-one ACADEMIC ASSISTANCE to help with particular needs and challenges
- STUDY SKILLS SEMINARS online and in other settings, on topics including Time Management, Stress Management, Test-taking, and Note-taking

The TUTORING LAB and WRITING CENTER are housed together on the north side of the Student Center, right next to the AU Bookstore. Tutoring schedules will be posted outside the lab. Appointments are not necessary, and tutoring will begin early in the semester. Note the posted schedule for times when the subjects you need are staffed.

Online seminars may be found by accessing the university website, www.andersonuniversity.edu. Click on "Students" drop-down menu; click on "Center for Student Success"; and click on "online seminars."

For more information, or to set up an appointment, contact:

Diane King
231-2107 / 231-2026
email: ldking@andersonuniversity.edu



FIRST STEPS TO ACADEMIC SUCCESS

Leadership expert John C. Maxwell has noted that "no advice on success works unless you do." Much more than in high school, success in college depends on the student - on the decisions you make about what you pay attention to, how you spend your time, and whether you use the resources available to you to make the most of your learning experience. Below are several basics to get you started:

SHOW UP - While class absences are occasionally necessary, there is simply no substitute for being in class every class meeting. Hearing the discussion, seeing what is written on the board or on PowerPoint, observing what your professor emphasizes, are all basic to doing well in college.

PAY ATTENTION - When you show up to class, bring your brain along! Let go of thoughts about the afternoon's practice, the next game, or what you plan to do in your free time. Focus on what is happening in class.

USE YOUR TIME WISELY - There is only so much time available in any day, and student-athletes find their time is at a premium, especially in season. Use a calendar or planner to map out what you need to do and to reserve adequate time to do it. Adequate time for study in college is much greater than in high school. And to turn in papers and projects on time, you must anticipate the time you need and make sure you start early enough to finish. Start using your time wisely on Day One; if Day One has already passed, start now!

MAXIMIZE YOUR ABILITIES - Just as in sports, academic success requires self-discipline. Here are some things that will help you get the most out of the talents you bring:

- ✓ Set your priorities. If you want to succeed in college, you must first DECIDE to succeed, and commit yourself to doing the things that will allow you to succeed, even though that means giving up some things you'd like to do.
- ✓ Get enough sleep. Performance drops drastically for those who run on too little sleep.

- ✓ Eat healthily. Especially when you are in a study session or about to take an exam, eating foods high in nutrients will help you stay focused. Foods high in sugar and/or fat will make you sluggish and dull your thinking.
- ✓ Find YOUR best ways to study. If you find your residence hall room too distracting, try studying in the library. If you benefit from studying with others, find (or form) a study group. On the other hand, if studying with others is a distraction, study solo. If it helps you to remember, find a setting in which you can recite your notes aloud. If you learn better visually, hand-copy or type your notes and make flash cards. Figure out what helps you most, and then figure out how to make it work.

USE YOUR RESOURCES -- There are many people who want you to succeed at Anderson University. Let them guide you to the resources that you need.

- ✓ Talk with your professors. Get to know them, and when you need help or clarification, ask. They'll be impressed that you care enough to do so!
- ✓ Utilize the services of the Center for Student Success, such as tutoring and study skills seminars.
- ✓ Allow other offices to help you with your needs.

Finally, consider this observation from legendary football coach Vince Lombardi: *“The dictionary is the only place that success comes before work. Hard work is the price we must pay for success. I think you can accomplish anything if you’re willing to pay the price.”*

CAREER SERVICES

The office of Career Services seeks to assist students by helping them relate their career goals to their educational goals. This process begins in the freshman year through the use of personal interest inventories, skills and experiences, and expands throughout a student's university years to resume development, internships, graduate school planning, and job search. The Career Services office can assist you with:

- Advice on Choosing a Major
- Assessment Inventories
- Career Exploration
- Career Resource Library
- Employment Search
- Internships
- Interviewing Skills
- Networking Skills
- Recruiting Efforts
- Resume Writing
- Seminars



The Career Services office is located in the West Village in Rooms 16, 18, and 19. The phone numbers are 231-2064 and 231-2149.

COUNSELING SERVICES

Individual, confidential personal counseling is available to students. This type of counseling is useful for those who are having difficulties with adjusting to life changes, depression, anxiety, alcohol and drug use or for those who are having significant distress over interpersonal relationships or other personal situations. Counseling services are for short-term problems. Students are limited to 10 sessions per semester. Those individuals who require long-term assistance will be referred to off-campus professionals. There is not a fee for counseling services. In addition to providing individual counseling services, the counseling department provides psychoeducation services.

The Counseling Services office is located the Student Health Center of the Village. Hours are Monday through Friday, 8:30 a.m. - 4:30 p.m. The Counseling Center is closed for the months of June and July. The phone number is 622-6074.

INITIAL ELIGIBILITY DIVISION II

THE MANAGEMENT COUNCIL SHALL HAVE THE AUTHORITY TO AUTHORIZE ADDITIONAL WAIVERS OF THE INITIAL-ELIGIBILITY REQUIREMENTS BASED ON OBJECTIVE EVIDENCE THAT DEMONSTRATES CIRCUMSTANCES IN WHICH A STUDENT'S OVERALL ACADEMIC RECORD WARRANTS THE WAIVER OF THE NORMAL APPLICATION OF THIS REGULATION. FOR MORE INFORMATION ON WAIVERS OF THE INITIAL-ELIGIBILITY REQUIREMENT CONTACT THE DIRECTOR OF ATHLETICS.

*How 2011-2012 legislation (NCAA Bylaw 14.3)
affects student-athletes during their initial year of university attendance.*

ARE THEY ELIGIBLE FOR. . .	QUALIFIER	PARTIAL QUALIFIER	NONQUALIFIER
<i>Academic/tutoring services</i>	Yes	Yes	Yes
<i>Competition</i>	Yes	No	No
<i>Complimentary admissions One for self; all regular-season home athletics contests</i>	Yes	No	Yes
<i>Four complimentary admissions; home or away contests in the student-athlete's sport</i>	Yes	Yes (only at home contests)	No
<i>Conditioning program(including workout apparel)</i>	Yes	Yes	Yes (supervised only by institution's strength coach or trainer)
<i>Drug rehabilitation expenses</i>	Yes	Yes	Yes
<i>Financial aid Regular term</i>	Yes	Yes	Yes (if aid is unrelated to athletics ability)
<i>Institutional Awards Banquets expenses/meals</i>	Yes	Yes	No
<i>Summer orientation program (subject to the conditions of Bylaw 15.2.7)</i>	Yes	Yes	Yes
<i>Summer school prior to initial year (subject to the conditions of Bylaw 15.2.7)</i>	Yes	Yes	Yes
<i>Training table</i>	Yes	Yes	No (unless student-athlete pays full cost)
<i>Insurance, athletics medical</i>	Yes	Yes	Yes
<i>Outside competition (basketball) During the season</i>	No (except intramurals)	No (except intramurals)	No (except intramurals)
<i>During remainder of the academic year(other than during the season)</i>	No (except intramurals)	No (except intramurals)	No (except intramurals)

ARE THEY ELIGIBLE FOR. . .	QUALIFIER	PARTIAL QUALIFIER	NONQUALIFIER
<i>Summer after initial academic year</i>	Yes	Yes	Yes
<i>Outside competition (sports other than basketball) During the season</i>	No (except intramurals and individual competition)	No (except intramurals and individual competition)	No (except intramurals and individual competition)
<i>During remainder of the academic year (other than during the season)</i>	Yes	No (except intramurals and individual competition)	No (except intramurals and individual competition)
<i>Summer after initial academic year</i>	Yes	Yes	Yes
<i>Tryouts for NCAA-approved outside teams</i>	Yes	Yes	Yes
<i>Practice</i>	Yes	Yes (on campus only)	No
<i>Promotional materials, inclusion of photos in media guide, game programs, brochures, etc.)</i>	Yes	Yes	Yes
<i>Rehabilitation expenses (post surgical for injury unrelated to athletics participation)</i>	Yes (when rehab is necessary to prepare for practice and competition)	Yes (when rehab is necessary to prepare for practice and competition)	Yes (when rehab is necessary to prepare for practice and competition)
<i>Student host</i>	Yes	Yes	No
<i>Surgical expenses for injury during voluntary workout</i>	Yes	Yes	Yes
<i>Team manager</i>	Yes	No	No
<i>Team travel</i>	Yes	No	No
<i>Training-room facilities (in conjunction with weight-training program)</i>	Yes	Yes	Yes
<i>Weight training</i>	Yes	Yes	Yes (supervised only by institution's strength coach or trainer)

**Always do right.
This will gratify some people and astonish the rest.
-- Mark Twain**

FINAL EXAMINATION SCHEDULE FALL Semester, 2011

EXAM PERIOD	THURSDAY DECEMBER 1	FRIDAY DECEMBER 2	MONDAY DECEMBER 5	TUESDAY DECEMBER 6	WEDNESDAY DECEMBER 7
	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>
09:00-11:00	08:00 MWF	09:00 MWF	11:30 MWF	12:30 MWF	01:30 MWF
12:00-02:00	11:30 MW	04:00 MW	08:00 TR	09:30 TR	
03:00-05:00	11:00 TR	12:30 TR	02:00 TR	03:30 TR	
06:00-08:00			06:00 M		
	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY

NOTE: This examination schedule has been designed so that the vast majority of students will have two or three exams on any given day. In the event that a student has four exams in one day, he or she should consult with the Associate Academic Dean, who will work with faculty to try to make some adjustment. **ANY STUDENT WHO HAS MORE THAN 2 EXAMS SCHEDULED PER DAY MAY ASK FOR AN ADJUSTED SCHEDULE.**

POLICIES GOVERNING FINAL EXAMS

- Exams will be given on the day and hour scheduled. **Students will not be permitted to take exams early except for highly extenuating circumstances.** Late exams will be scheduled **ONLY** when a student has a verifiable debilitating illness or injury or a death in the immediate family which occurs at a time that requires the student's absence from an exam. When one of these circumstances applies, the student is required to notify the instructor before the time of the exam so that a grade of I (Incomplete) can be recorded for the course, if necessary. The student is also required to arrange with the instructor a time when the exam can be scheduled.
- At the discretion of the instructor, a student may be allowed to take the final exam with another section of the same course taught by the instructor (or taught by another instructor if the exam is a common departmental exam).
- There will be no opportunity for any additional or make-up work after the final exam. There is **NO** re-exam. All grades are final and will be changed only to correct an error made by an official of the University.
- Students who do not appear for the final exam when it is scheduled and have not notified the instructor of an illness, accident, or death in the family, will receive a grade of F for the exam.

FINAL EXAMINATION SCHEDULE SPRING Semester, 2012

EXAM PERIOD	THURSDAY APRIL 26	FRIDAY APRIL 27	MONDAY APRIL 30	TUESDAY MAY 1	WEDNESDAY MAY 2
	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>	<i>Classes that meet at:</i>
09:00-11:00	08:00 MWF	09:00 MWF	11:30 MWF	12:30 MWF	01:30 MWF
12:00-02:00	02:30 MW	04:00 MW	08:30 TR	09:30 TR	
03:00-05:00	11:00 TR	12:30 TR	02:00 TR	03:30 TR	
06:00-08:00			06:00 M	06:00 T	
	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY

NOTE: This examination schedule has been designed so that the vast majority of students will have two or three exams on any given day. In the event that a student has four exams in one day, he or she should consult with the Associate Academic Dean, who will work with faculty to try to make some adjustment. **ANY STUDENT WHO HAS MORE THAN 2 EXAMS SCHEDULED PER DAY MAY ASK FOR AN ADJUSTED SCHEDULE.**

POLICIES CONTINUED-

- If any student has an unpaid balance or fines owed to the University for any reason, or overdue library books, no transcripts for that student can be prepared until the financial accounts are settled.
- Grades must be submitted by instructors to the Registrar's Office 24 hours after the exam is completed. Grades may be posted by the faculty with student approval. Students are not to call or ask for their grades from the Registrar's Office.

**NOTE CAREFULLY THE TIME OF THE EXAM.
NO ONE WILL BE ALLOWED TO MAKE UP AN EXAM
BECAUSE HE OR SHE MISREAD THE EXAM SCHEDULE.
SLEEPING THROUGH AN EXAM WILL ALSO NOT BE CONSIDERED
REASON FOR MAKING UP AN EXAM.**

ACADEMIC CALENDAR 2011-2012

ACADEMIC CALENDAR – 2011-2012 (Traditional Program)

SUMMER SCHOOL, 2011

First Term: May 9 – 27; Registration Deadline – May 6

Second Term: May 30 – June 24; Registration Deadline – May 27

SUMMER ORIENTATIONS, 2011

June 24-25 (Friday-Saturday); July 22-23 (Friday-Saturday)

ADULT ACCELERATED DEGREE PROGRAM - FALL, 2011

Term I - August 8 – October 3 (Holiday - September 6)

Term II - October 10 – December 5 (Holiday – November 24)

FALL SEMESTER, 2011

IPG Retreat	Monday, August 8
New Faculty Orientation	Tuesday, August 9
Faculty/Staff Meeting and College Planning	Thursday, August 11
Faculty Retreat	Friday, August 12
New Freshmen Residents Move Into Residence Halls	Saturday, August 13
Opening Worship for Freshmen Students and Their Families	Sunday (Morning), August 14
First Day of Class for the Fall Semester	Wednesday, August 17
Opening Convocation (During Chapel Period)	Wednesday, August 24
Last Day to Withdraw from a Course With No Grade (Fin. Responsibility After This Date)	Tuesday, August 30
Labor Day Holiday	Monday, September 5
Fall Break	Thursday – Friday, October 6-7
Last Day to Withdraw from Courses	Tuesday, October 11
Pre-Registration for Spring Semester, 2012	Thursday, October 27 - Wednesday, November 9
Thanksgiving Holidays	Wednesday - Friday, November 23-25
Last Class Day	Wednesday, November 30
Final Examinations	Thursday, December 1 - Wednesday, December 7
Senior Grades Due	Thursday, December 8 (noon)
Graduation	Friday, December 9
All Grades Due	Tuesday, December 13 (noon)

ADULT ACCELERATED DEGREE PROGRAM - SPRING, 2012

Term III - January 5 – February 27

Term IV - March 1 – April 30 (Spring Break - March 12 and March 15)

Term V - May 7 – July 2 (Holiday – May 28)

SPRING SEMESTER, 2012

Faculty In-Service Training	Thursday, January 5
Faculty Planning Day	Friday, January 6
New Freshmen Residents Move into Residence Halls	Monday, January 9
Orientation for New Students	Tuesday, January 10
First Day of Class for the Spring Semester	Wednesday, January 11
Last Day to Withdraw from a Course with No Grade (Fin. Responsibility After This Date)	Tuesday, January 24
Founders' Day Convocation	Wednesday, February 8
Last Day to Withdraw from Courses	Tuesday, March 6
Spring Break	Saturday, March 10 - Sunday, March 18
Pre-Registration for Summer Sessions and Fall Semester, 2012	Thursday, March 22 - Wednesday, April 4
Good Friday Holiday	Friday, April 6
Honors Convocation	Wednesday, April 11
Last Class Day	Wednesday, April 25
Final Examinations	Thursday, April 26 – Wednesday, May 2
Senior Grades Due	Thursday, May 3 (noon)
Graduation	Saturday, May 5
All Grades Due	Tuesday, May 8 (noon)

SUMMER SCHOOL, 2012

First Term: May 7 – 25; Registration Deadline – May 4

Second Term: May 28 – June 22; Registration Deadline – May 25

Anderson University

SPORTS MEDICINE DEPARTMENT

BLUE RIDGE SPORTS MEDICINE AND REHABILITATION CENTER

While participating in intercollegiate athletics at Anderson University you may become injured or ill. Our Sports Medicine Department works in conjunction with the Campus Health Center to provide comprehensive health care for our athletes and staff. All athletic injuries should be reported to the athletic training staff as they occur. This allows for timely treatment and referral to a doctor if necessary. The Blue Ridge Sports Medicine and Rehabilitation Center is located in the lower level of the Abney Athletic Center. The phone number is 231-2144. The athletic trainer's office is located directly beside the Blue Ridge Sports Medicine and Rehabilitation Center.

If a student athlete is injured and restricted from participation by a physician at any time throughout the school year while participating in intercollegiate athletics, he/she must be re-checked by a physician and submit written permission to the Staff Athletic Trainers before the student athlete can resume activity.

IMPORTANT

All intercollegiate student athletes participating at Anderson University must obtain medical clearance before participating in any organized team practice or contest. This proof of medical clearance (signature of the examining Doctor) is on the student athlete's physical form kept in their file in the Anderson University Sports Medicine Department. All incoming and returning athletes medical paperwork must be completed each year in its entirety.

MEDICAL INSURANCE

All intercollegiate student athletes at Anderson University are required to have personal or family medical insurance that covers intercollegiate athletic injuries and illness. Any athletic injury includes any traumatic injury even to the face and teeth. This primary insurance policy must cover the student athlete from August 1, 2010 through June 1, 2011. Student athletes and/or parents need to verify that this primary insurance policy covers injuries in all 50 states. Also, primary insurance coverage must remain in effect during the entire school year to ensure that the student athlete is covered during in-season and off-season activities. If the primary insurance coverage should lapse/discontinue for any reason, the parent/student athlete will be responsible for all medical bills related to athletic injuries.

- It is each student athlete's responsibility to inform the athletic training staff of any specific or unique guidelines and changes in their medical insurance coverage (EX: Medical services provided only at Emergency room outside HMO/PPO network.)
- The Anderson University Sports Medicine Department will work to see that each student athlete receives the best possible treatment available while following the guidelines you provide of your own individual health plan.

For student athletes with a primary insurance policy, Anderson University carries a secondary insurance policy that pays reasonable/customary charges after the following:

- The parents/student athlete's primary insurance has been applied
- The primary insurance deductible has been met.

The University's secondary insurance policy only covers injuries sustained during supervised athletic practices and competitions. If a student athlete does not have insurance, there is a policy that may be purchased through the Anderson University Athletic Department.

The Anderson University Supplemental Athletic Insurance Program does not assume responsibility for any illness or injuries that occur outside of supervised athletic participation. It is therefore advisable that the student athlete maintains health coverage for all non-athletic related illness or injury.

The Sports Medicine Department will oversee the athletic insurance program. Student athletes can download the annual paperwork from the AU website www.andersonuniversity.edu that is needed by the Sports Medicine Department and complete it before being medically cleared to participate in intercollegiate athletics at Anderson University.

If a student athlete is injured during athletic participation and further medical attention is needed, every effort will be made to contact the parents prior to scheduling an appointment with an outside medical facility. This is done to include the parents in the decision making process and to foster communication regarding the healthcare of their son or daughter.

ANDERSON UNIVERSITY SPORTS MEDICINE DEPARTMENT

The Anderson University Sports Medicine Department consists of the following: Certified Athletic Trainers, interns, students, and Team Doctors. The university's certified athletic trainers are stationed in the Blue Ridge Sports Medicine and Rehabilitation Center throughout the regular business day and at the practices on a very limited basis. Every practice site has some direct communication with the Blue Ridge Sports Medicine and Rehabilitation Center. A student athlete that is injured at a practice/game will be evaluated by one of the Staff Athletic Trainers and then will be referred if needed to a doctor for further evaluation. If one of the Staff Athletic Trainers is unable to be reached, or the injury is high medical priority (severe bleeding, loss of consciousness, loss of breathe) the coach is responsible for getting the student athlete immediate further medical attention.

Blue Ridge Orthopaedics is a vital part of the Anderson University Sports Medicine Department. The university's certified athletic trainers work under the close supervision of these Doctors and Physician Assistants in providing the highest level of sports medicine care for Anderson University's student athletes.

The Blue Ridge Sports Medicine and Rehabilitation Center is open to all student-athletes that participate in intercollegiate sports at Anderson University. Also, the center is open for all visiting athletic sports teams coming to compete at Anderson University. Persons not on any of the Anderson University team squad lists will not be allowed to use the facility.

The Blue Ridge Sports Medicine and Rehabilitation Center is open Monday-Friday from 1pm-6pm to handle all rehabilitative needs of the student athletes. The Facility is also open for scheduled practices, games, matches, and etc. two hours prior to the contest and one hour prior to the start of a scheduled practice. While the facility is not in use and is unoccupied it is to remain locked at all times and be operated under the care of the university's Sports Medicine Staff only. No one outside the Anderson University Sports Medicine Staff should be allowed access to the Center without prior knowledge.

The Anderson University Sports Medicine Department works to care for any and/or all injuries occurring to an Anderson University Student athlete while participating in intercollegiate athletics. Student athletes that are injured while playing intramurals, playing in the dorms, or anything outside intercollegiate athletics will need to be provided care by the Anderson University Health Service Center.

REFERRAL TO MEDICAL SPECIALISTS FOR FURTHER EVALUATION

If a student athlete sustains an injury while participating in intercollegiate athletics at Anderson University either in a practice or contest he/she may need to be referred to a medical specialist for further evaluation.

ALL REFERRALS AND APPOINTMENTS TO OUTSIDE MEDICAL SOURCES RELATED TO ATHLETIC INJURIES MUST BE MADE BY THE ANDERSON UNIVERSITY CERTIFIED STAFF ATHLETIC TRAINERS, UNLESS IT IS A MEDICAL EMERGENCY (BLEEDING, NO BREATHING, LOSS OF CONSCIOUSNESS, SEVERE FRACTURE, ETC.). FAILURE TO COMPLY RELEASES ANDERSON UNIVERSITY FROM ANY MEDICAL OR INSURANCE RESPONSIBILITIES TO THE ATHLETE.

NCAA BANNED DRUG-CLASSES

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

NOTE: Nutritional supplements are not strictly regulated and may contain substances banned by the NCAA.

For a list of the current Banned Substances for the school year 2011-2012, please refer to the following website: http://www.ncaa.org/membership/ed_outreach/healthsafety/drug_testing/banned_drug_classes.pdf

RESOURCE GUIDE FOR LIST OF BANNED SUBSTANCES WHILE PARTICIPATING IN INTERCOLLEGIATE ATHLETICS AT ANDERSON UNIVERSITY.

1. Please go to the following website www.drugfreesport.com/rec . Please choose NCAA II under the organization drop down list. Also, for the password use **ncaa2**.
2. This is a free and confidential website that can answer any question someone may have about a substance that he/she is interested in taking while being a student athlete.

DEFINITION OF A POSITIVE DRUG TEST AT ANDERSON UNIVERSITY

- ◆ For caffeine-if the concentration in urine exceeds 15 micrograms/ml.
- ◆ For testosterone-if the administration of testosterone or the use of any other manipulation has the result of increasing the ratio of the total concentration of testosterone to that of epitestosterone in the urine to greater than 6:1, unless there is evidence that this ration is due to a physiological or pathological condition.

DRUGS AND PROCEDURES SUBJECT TO RESTRICTIONS

The use of the following drugs/or procedures is subject to certain restrictions and may or may not be permissible, depending on limitations expressed in these guidelines and/or quantities of these substances used:

BLOOD DOPING: The practice of blood doping (the intravenous injection of whole blood; packed red blood cells or blood substitutes) is prohibited and any evidence confirming use will be cause for action consistent with that taken for a positive drug test.

LOCAL ANESTHETICS: The Executive Committee will permit the limited use of local anesthetics under the following conditions:

1. That procaine, xylocaine, carbocaine or any other local anesthetic may be used, but not cocaine.
2. That only local or topical injections can be used (i.e., intravenous injections are not permitted),and
3. That use is medically justified only when permitting the athlete to continue the competition without potential risk to his or her health.

MANIPULATION OF URINE SAMPLES: The Executive Committee bans the use of substances and methods that alter the integrity and/or validity of urine samples provided during NCAA drug testing. Examples of banned methods are catheterization, urine substitution, and/or tampering or modification of renal excretion by the use of diuretics, probenecid, bromantan or related compounds, and epitestosterone administration.

BETA 2 AGONISTS: The use of beta 2 agonists is permitted by inhalation only.

ADDITIONAL ANALYSIS: Drug screening for selected nonbanned substances may be conducted for nonpunitive purposes.

SUPPLEMENTS

The environment for today's student-athlete is filled with easy access to products, which are legally available over-the-counter but contain substances banned by The NCAA. Many student-athletes assume if these products can be purchased at a health food store, they must be allowed under NCAA rules. **THIS IS NOT TRUE!** Reliance on the advice of the clerk at the store, the distributor at the gym, or anyone who is not with the student-athlete's athletics program, has resulted in erroneous information about whether the product contains any NCAA-banned substance. This false information sometimes results in a positive drug test for banned ingredients contained in the product.

Some common nutritional supplements are creatine, DHEA, androstenedione, 19-norandrostenedione, glucosamine, ma huang (ephedrine), amino acids and ginseng.

Many fat burners and weight-gain products contain nutritional supplements. Nutritional supplements can come in pill, powder, liquid and bars. Some are NCAA-banned substances and some are not. They all are legal and may be obtained at grocery stores, pharmacies, health food stores, on the Internet and almost anywhere.

Nutritional supplements are not strictly regulated and may contain substances banned by the NCAA. Anderson University discourages the use of any dietary supplements. Any student athlete who considers taking dietary supplements must have them checked out by the Anderson University Certified Athletic Trainers (ATCs) prior to consuming it.

***NEW 2010-2011**

The NCAA now considers drugs for ADHD to be banned substances. You must document and turn into the Athletic Training Staff the proper paper work for documentation. The paper work can be picked up in the Training Room. Anyone who tests positive for these controlled substances and does not have the proper documentation, will be considered to have a positive drug test. They will be held to at least the minimum standards set forth by the University and the NCAA for a positive drug test.



***Sports do not build character. They reveal it.
-- Haywood Hale Broun***

Anderson University ATHLETIC DEPARTMENT ON DRUG EDUCATION AND DRUG TESTING

Updated Summer 2009

INTRODUCTION

The Athletic Department of Anderson University recognizes that substance use is a problem in today's society. It is not possible to perform at the high level of athletic, academic or social standards set at Anderson University if even minimal exposure to substance use and abuse is allowed. The following are examples from a list of substances generally reported to be performance enhancing and/or potentially harmful to the health and safety of the student athlete. The following policy has been adopted by Anderson University Department of Athletics. Anderson University reserves the right to make changes to this policy as needed and this policy should not be construed to create a contract between student-athletes and Anderson University. The Athletic Drug Reference List of NCAA banned substances listed is as follows:

- | | |
|-----------------|--------------|
| 1. Amphetamines | 3. Heroin |
| 2. Cocaine | 4. Marijuana |

Therefore, the Athletic Department has a substance use and abuse prevention program to allow its student athletes to progress toward their athletic and academic goals in a substance-free environment. The philosophy of this program consists of four very important goals:

1. To educate Anderson University student athletes about the effects of substance abuse on their physical, psychological, and social well being.
2. To deter Anderson University student athletes from substance use and abuse. To identify the chemical user and to provide a mechanism of counseling and rehabilitation.
3. To remove the stigma of substance abuse from those athletes who are not abusers.
4. To reassure athletes, parents, alumni, and the community that the health, welfare, and academic progress of each of its athletes is this department's primary goal.

Implementing these goals requires three programs:

- | | |
|---|------------------------------|
| 1. Alcohol, Drugs and Dietary Supplements Education | 2. Drug Testing |
| | 3. Counseling/Rehabilitation |

ALCOHOL, DRUGS AND DIETARY SUPPLEMENTS EDUCATION

The Anderson University Athletic Department will hold substance abuse education meetings for all its athletes. The main speakers at these conferences will be from both the university and community based programs. The objective of these meetings is to educate the athletes about the harmful effects of drugs (especially as drug misuse affects athletic performance) and finally, socio-legal implications resulting from substance use. The speakers will meet with the Anderson University Athletic Department staff to assure that they are informed and educated just as their student athletes.

DRUG TESTING

Each athlete (no matter what age or classification), as well as his/her parent(s) or guardian, is asked to sign a consent and release form. This form states that the signers are aware that urine testing for presence of substance abuse is permitted. Also, if the student athlete decides to not sign this consent and release form he/she will not be eligible to participate in intercollegiate athletics at Anderson University. **IN SIGNING THE FORM, THE ATHLETES, AS WELL AS PARENTS/GUARDIANS, INDICATE THAT THEY UNDERSTAND THAT VOLUNTARY FAILURE TO UNDERGO TESTING WILL RESULT IN LOSS OF THE PRIVILEGE TO PARTICIPATE IN ANY PROGRAM OF THE ATHLETIC DEPARTMENT.** Furthermore, drug testing can be done without warning to any student athlete at any time of the day. The student athlete can be chosen by their coach or may be chosen by the athletic director for random drug testing. Once they have been notified that they are to be tested they are to report to the Head Athletic Trainer at the time designated.

OUTSIDE LABORATORY

On occasion an outside laboratory will conduct the testing. The procedure will be as follows:

Testing will be on a random, unannounced basis. Any athlete who is currently enrolled at Anderson University may be selected for testing. (This is to include student athletes that are academically ineligible and are still practicing with their respective team, athletes that have sustained a season ending injury but will return to play next season, athletes that have exhausted eligibility but are still enrolled at Anderson University and are using athletic related services, and any student classified as a student athlete enrolled at Anderson University.) Furthermore, the student athlete can be selected to be drug tested for many of the following reasons: reasonable suspicion, team testing, preseason testing and championship/post-season testing. Analysis of urine will be done under the auspices of Accudiagnostics or a similar facility. The results of the testing will be reported to the Director of Athletics and the Head Trainer. The head sport coach and other university officials may also receive the results if it is deemed appropriate. A positive test will be reported to the Office of Student Development for disciplinary review. Parents may receive the results of their child's testing upon the receipt by the university of a specific written request by the Student-Athlete.

The actual testing procedure is as follows:

1. The Institution will provide a list of students to be tested including I.D. number.
2. Laboratory personnel will identify student, via photo I.D. or through I.D. of the Anderson University Certified Athletic Trainer present during the testing process.
3. The Laboratory will assign a number to each student and record the number on the list provided by the institution.
4. The student will sign his/her name on a release form, which contains the student's ID test number. This form will be given only to the trainer.
5. The student will select a sealed container, open it, and apply his/her student-athlete number to the side of the container.
6. The student will be observed by a member of the same sex while providing the urine sample.
7. The student will seal the container and release the sealed container to Laboratory personnel, who will maintain the correct chain of custody. In turn, this urine specimen becomes the property of Anderson University.
8. Specimens will be transported to the laboratory and released to laboratory personnel for testing, maintaining the correct chain of custody procedure.
9. Laboratory personnel will check the pH and Specific Gravity of each urine sample and record their findings by student athlete number. The EMIT screen will be performed on each sample. Any container not properly sealed will be rejected by laboratory personnel.
10. Any positive EMIT test will then be processed for confirmation by the gas chromatography/mass spectrometry method.
11. Results will be reported to the institution using the student-athlete code number.

ON-CAMPUS PROCEDURES

On occasion the Athletic Department will conduct the testing. The procedure will be as follows:

Testing will be on a random, non-random and unannounced basis, selecting any athlete who is currently enrolled at Anderson University. Analysis of the urine will be done under the auspices of a designated laboratory selected by the Head Trainer. The results of the testing will be reported to the Director of Athletics and the Head Trainer. The head sport coach and other university officials may also receive the results if it is deemed appropriate. A positive test will be reported to the Office of Student Development for disciplinary review. Parents may receive the results of their child's testing upon the receipt by the university of a specific written request by the Student-Athlete.

The actual procedure is as follows:

1. All drug testing will be coordinated through the head trainer.
2. Designated personnel will identify the student via ID photo, coach's identification or Anderson University Certified Athletic Trainer identification.
3. The Head Trainer will assign a student-athlete number to each student and record the number on the proper forms.
4. The student will sign his/her name on a release form which contains the student's ID number. This form will be given only to the athletic trainer.
5. The student will select a sealed container.
6. An athletic trainer of the same sex will be near while athlete provides the urine sample.
7. The student will hand the container to the athletic trainer and observe the dropping of urine onto the test strip panel.
8. Within two minutes of the initial dropping, the results will be known and further testing may be needed by an outside laboratory.
9. Upon completion of the test, the student-athlete will complete the written paperwork, stating that they agree and are aware of the drug-testing procedure.
10. Specimens that need further testing, will be transported to the laboratory by designated personnel assigned by the laboratory.
11. The laboratory will conduct testing in accordance with the laboratory's standard procedure.
12. Results will be reported to the institution using the assigned student-athlete number.

SANCTIONS - BANNED SUBSTANCES

The following disciplinary actions will take place for a positive test for banned substances. Besides a positive drug test, the following instances will be also be considered a positive drug test by the Anderson University Athletic Department.

- NO SHOW after notification of screening
- Conviction by civilian authorities or university judicial board of possession of a banned or controlled substance
- Any attempt to adulterate, manipulate, substitute, or intentionally dilute a urine sample
- Prescription drugs without a valid prescription

(The following are automatic minimum sanctions. Each sport has the right to have additional penalties.)

FIRST OFFENSE

1. The athlete will be suspended for 365 days from athletic competition. (This will include: scrimmages, special team trips, conference championships, NCAA championships, trips overseas.) Practice will be left up to the discretion of the head coach.
2. Any athletic financial aid that the student athlete receives *will* also be lost.
3. Parents and/or guardian(s) will be notified by phone of the incident by the student in the presence of the Athletic Director, head coach and athletic trainer. Failure to show for this meeting will give the athletic department the right to contact the parents. If a student decides to quit the team after a drug test is administered does not prevent contacting the parents with the results.
4. The student will be referred to the Anderson University Counseling Center. The counselor will determine if the student needs to be referred to an off campus center. Any expenses incurred will be the responsibility of the student.

5. The head coach and athletic trainer may meet weekly with the student for progress reports.
6. Before a student can be reinstated a written request must be submitted to the Director of Athletics. A decision will be made by the Athletic Director, Head Coach, and possibly other university officials.
7. A student-athlete must pass a drug/alcohol screen before reinstatement takes place. The head trainer must coordinate all screenings. Any expenses incurred will be the responsibility of the student.
8. The student will be deliberately scheduled for non-random screening as deemed necessary for the rest of his/her supervised athletic career.

A second positive test can occur at any time after the first positive test and does not have to be in the same class of substance use as the first positive test.

SECOND OFFENSE

1. This will result in permanent suspension from intercollegiate athletics at Anderson University. The student will also forfeit athletic Financial Aid.
2. Parents and/or guardian(s) will be notified by phone of the incident by the student in the presence of the Athletic Director, head coach and athletic trainer.

COCAINE/HEROIN/HALLUCINOGENS

Due to the well documented danger of cocaine, heroin and hallucinogens, the Department of Athletics has chosen to put these substances in a special class of substance abuse. Anyone testing positive for cocaine, heroin, or hallucinogens will automatically be dealt with in the same manner as a second time offender - immediate dismissal and termination from intercollegiate athletics and termination of Athletic Financial Aid.

ALCOHOL

Since ALCOHOL is the most frequently used drug in our society, the Anderson University Athletic Department will test for it. The following disciplinary actions will take place for a positive test. Besides a positive alcohol test, the following instances will also be considered a positive test by the Anderson University Athletic Department.

1. Conviction of Driving Under the Influence (DUI, DWI)
2. Drunken and disorderly conduct
3. Public intoxication
4. Open container (Illegal in South Carolina)
5. Under age drinking (Must be 21 years of age)
6. Conviction of any other offense with illegal intoxication as a charge.
7. Being found guilty of the Institution's Policy on alcohol.

SANCTIONS - ALCOHOL

FIRST OFFENSE

1. The athlete will be suspended for 20% of all athletic competition of the in-season schedule. (This will include: scrimmages, special team trips, conference championships, NCAA championships, trips overseas.) Also, if the student athlete is a multi sport athlete the sanction will include the "in-season period" of the second sport. If the offense occurs in the off season, then the penalty carries over to the following in-season schedule.
2. Parents and/or guardian(s) will be notified by phone of the incident by the student in the presence of the Athletic Director, head coach and athletic trainer. Failure to show for this meeting will give the athletic department the right to contact the parents.
3. The student will be referred to the Anderson University Counseling Center. The counselor will determine if the student needs to be referred to an off campus center. Any expenses incurred will be the responsibility of the student.
4. The head coach and athletic trainer may meet weekly with the student for progress reports.
5. A student-athlete must pass a drug/alcohol screen before reinstatement takes place. The head trainer must coordinate all screenings. Any expenses incurred will be the responsibility of the student.
6. The student will be deliberately scheduled for non-random screening as deemed necessary for the rest of his/her supervised athletic career.

SECOND OFFENSE

A second positive test can occur at any time after the first positive test and does not have to be in the same class of substance use as the first positive test.

1. The athlete will be suspended and will lose any athletic financial aid for a full calendar year (365 days) from the date of detection. He/she will not be able to practice with the team and lose use any student athlete services at Anderson University (ex: use of the Anderson University Training room, etc.)
2. Any athletic financial aid that the athlete receives will be lost.
3. Parents and/or guardian(s) will be notified by phone of the incident by the student in the presence of the Athletic Director, head coach, and athletic trainer. Failure to show for this meeting will give the athletic department the right to contact the parents.
4. The student will be referred to the Anderson University Counseling Center. The counselor will determine if the student needs to be referred to an off campus center. Any expenses incurred will be the responsibility of the student.
5. Before a student can be reinstated a written request must be submitted to the Director of Athletics. A decision will be made by the Athletic Director, Head Coach, and possibly other university officials.
6. The head coach and athletic trainer may meet weekly with the student for progress reports.
7. The student will be deliberately scheduled for non-random screening as deemed necessary for the rest of his/her supervised athletic career.
8. Before the student can be reinstated, they must pass a drug/alcohol screen at their own expense. The Head Trainer must coordinate all such tests.

THIRD OFFENSE

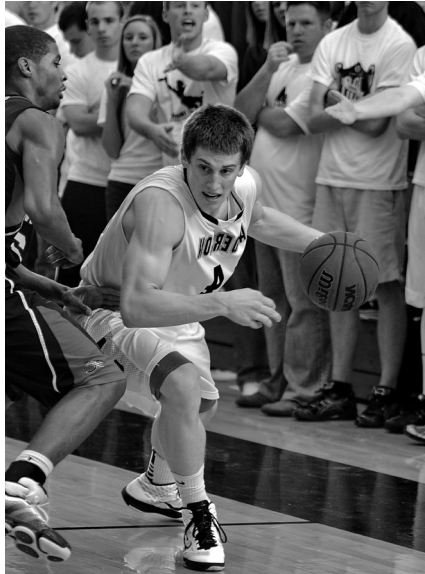
1. This will result in permanent suspension from intercollegiate athletics at Anderson University. The student will also forfeit additional scholarship.
2. Parents and/or guardian(s) will be notified by phone of the incident by the student in the presence of the Athletic Director, head coach and trainer.

Any athlete who self-reports is defined as the athlete who voluntarily comes to the Athletic Director, head coach of the sport participated, and/or trainer stating that he/she may have a substance use and/or alcohol problem and wants professional help. Our goal is to educate athletes as well as deter their use of banned substances. The student-athlete will be required to undergo an assessment and participate in counseling as well as follow up testing. Any costs related to such activities will be the responsibility of the student. If an athlete is notified for a drug screening/alcohol test and decides to self-report, this will not be considered a self-reporting situation.

An athlete will be terminated from team membership upon conviction of trafficking/dealing in any illegal substance. This will include the loss of athletic financial aid.

When counseling is directed by the Athletic Director, local professional resources will be utilized. Counseling through Anderson University Student Development will be the main provider of counseling and rehabilitative services. The nature of the problem will determine the counseling/rehabilitation services required. Any cost related to counseling will be the sole responsibility of the student.

It is the intent of the Anderson University Athletic Department to provide each of its athletes a mechanism for promotion of self satisfaction through sports participation. The Athletic Department also intends to provide for the realization of each athlete's academic goals. Substance and alcohol use directly prevents the athlete from reaching his/her goals. Drug testing acts as a deterrent to drug use and identifies the athletes who are drug abusers.



***Whoever wants to know the heart
and mind of America had better learn baseball.
-- Jacques Barzun***



Summary of NCAA Regulations - Division II

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 II 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:

- Part I is for **ALL** student-athletes.
- 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 2010-11 NCAA Division II Manual. The references in brackets after each summarized regulation show you where to find the regulation in the Division II Manual.

PART 1: 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 or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]
- d. You are **not eligible** to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling. [Bylaw 10.3]
- e. You are **not eligible** to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaw 10.1 and 14.01.3.3]

2. AMATEURISM – ALL SPORTS:

- a. You are **not eligible** for participation in a sport if after initial full-time collegiate enrollment you have ever:
 - 1) Taken pay, or the promise of pay, for competing in that sport;
 - 2) Agreed (orally or in writing) to compete in professional athletics in that sport;
 - 3) Played on any professional athletics team as defined by the NCAA in that sport; or
 - 4) Used your athletics skill for pay in any form in that sport. [Bylaw 12.1.2]
- b. You are **not eligible** in a sport if you ever have accepted money, transportation or other benefits from an agent, or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3]
- c. You are **not eligible** in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allowed your name or picture to be used for promoting a commercial product or service. [Bylaw 12.5.2]
- d. You are **not eligible** in any sport if, because of your athletics ability, you were paid for work you did not perform, were paid at a rate higher than the going rate, or were paid for the value an employer placed on your reputation, fame or personal following. [Bylaw 12.4]

3. SEASONS OF COMPETITION - ALL SPORTS:

The following rules are applicable to all Division II student-athletes first entering a collegiate institution on or after August 1, 2010:

If you did not enroll in a collegiate institution as a full-time student in the regular academic term that begins immediately after a one-year time period (the next opportunity to enroll after the one calendar-year period has elapsed) following high school graduation, you have used one season of intercollegiate competition for each consecutive 12-month period after the one-year time period and before initial full-time collegiate enrollment in which you participated in organized competition. [Bylaw 14.2.4.2 and 14.2.4.2.1.2]

a. Activities Constituting Use of a Season:

- 1) Any competition that is scheduled in advance;
- 2) Any competition in which official score is kept;
- 3) Any competition in which individual or team standings or statistics are maintained;
- 4) Any competition in which an official timer or game officials are used;
- 5) Any competition in which admission is charged;
- 6) Any competition in which teams are regularly formed or team rosters are predetermined;
- 7) Any competition in which team uniforms are used;
- 8) Any competition in which an individual or team is privately or commercially sponsored; or
- 9) Any competition that is either directly or indirectly sponsored, promoted or administered by an individual, an organization or any other agency. [Bylaw 14.2.4.2.1.2]

If you discontinued high-school enrollment before graduation and participated in any of the activities constituting use of a season, you have used one season of intercollegiate competition for each consecutive 12-month period after a one-year time period (the next opportunity to enroll after one calendar year has elapsed) following the discontinued enrollment and before initial full-time collegiate enrollment. [Bylaw 14.2.4.2.1.1.3]

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

4. 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 upon 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 II Manual. [Bylaw 15.01.3]
- 4) On- or off-campus employment earnings, provided the compensation does not include remuneration for value that the student-athlete may have for the employer because of publicity, reputation, fame or personal following; the student-athlete is compensated only for work actually performed; and the student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

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

5. ACADEMIC STANDARDS – ALL SPORTS:

a. Eligibility for competition

- 1) To be **eligible to compete**, you must:
 - a) Have been admitted as a regularly enrolled, degree seeking student according to the published entrance requirements of your institution;
 - b) Be in good academic standing according to the standards of your institution; and
 - c) Be enrolled in at least a minimum full-time baccalaureate degree program (not less than 12 semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the institution for all graduate students in that program) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.8 and 14.1.9]
- 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 14.1.8.1.7.3]
- 3) You are **eligible to compete** during the official vacation period immediately before initial enrollment, provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.1.7.1]
- 4) You are **eligible to compete** between terms if you are continuing enrollment, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately preceding the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.8.1.7.2]

b. Eligibility for Practice

- 1) You are **eligible to practice** if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of the certifying institution which shall not be less than 12 semester or quarter hours, regardless of the institution's definition of a minimum full-time program of studies. [Bylaw 14.1.8.1]
- 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 14.1.8.1.7.1]
- 3) You also are **eligible to practice** if you are enrolled in the final semester or quarter of a baccalaureate program while enrolled in less than a minimum full-time program of studies and your institution certifies that you are carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution. [Bylaw 14.1.8.1.7.3]

c. Continuing Eligibility – All Sports:

- 1) In order to be eligible for competition at the end of each academic term, a student-athlete must successfully complete six-semester or six-quarter hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full time at any collegiate institution. [Bylaw 14.4.3.1-(a)] (Beginning in the fall 2005 term and all terms after that)
- 2) If you have transferred to your current institution midyear, or you have completed one academic year in residence at your current institution or used one season of eligibility in a sport at your current institution, your eligibility shall be determined by your academic record in existence at the beginning of the fall term or at the beginning of any other regular term of that academic year and you must satisfy the following requirements for academic progress to be **eligible** to compete.
 - a) You satisfactorily must have completed at least an average of 12 semester or quarter hours of academic credit during each of the terms in each of the academic years in which you have been enrolled, or you satisfactorily must have completed 24-semester hours or 36-quarter hours of academic credit since the beginning of the previous fall term or since the beginning of your school's preceding regular two semesters or three quarters. [Bylaw 14.4.3.1-(b)]
 - b) You must earn at least 75 percent of the semester or quarter hours required for satisfactory progress during the regular academic year. You may not earn more than 25 percent of the semester or quarter hours required for satisfactory progress during the summer or through correspondence courses taken during the 1993-94 academic year and thereafter. [Bylaw 14.4.3.1.4]
 - c) You must achieve the following minimum grade-point average (based on a maximum of 4.000) at the beginning of the fall term or at the beginning of any other regular term of the academic year, based on you earning:
 - i. 24 semester or 36 quarter hours: 1.800;
 - ii. 48 semester or 72 quarter hours: 1.900;
 - iii. 72 semester or 108 quarter hours: 2.000; and
 - iv. 96 semester or 144 quarter hours: 2.000. [Bylaw 14.4.3.2]
 - d) You must meet the minimum grade-point average at the certifying institution based on the method of calculation used by the institution for calculating grade-point averages for all students and the calculation shall only include coursework normally counted by the institution in calculating the grade-point average for graduation. [Bylaw 14.4.3.2.1]
 - e) You must choose a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment. (This includes transfer students who have not completed an academic year in residence yet or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.1.5]

d. Freshmen:

- 1) You are referred to as a qualifier and are eligible to practice and compete in your sport and to receive financial aid (institutional and athletically related) during your first academic year under Bylaw 14.02.10, if you:
 - a) Graduate from high school;
 - b) Attain a minimum high-school grade-point average of 2.000 in 14 core-curriculum courses as specified in Bylaw 14.3.1.1; and
 - c) Achieve the required sum ACT (68) or SAT (820) score as specified in Bylaw 14.3.1.1.
- 2) You are referred to as a partial qualifier and are eligible to receive institutional and athletically related financial aid if you fail to meet the criteria for a qualifier, but at the time of graduation from high school you attain a minimum high-school grade-point average of 2.000 in 14 core-curriculum courses as specified in Bylaw 14.3.1.1 or achieved the required sum ACT (68) or SAT (820) score. You may not compete in your sport during your first academic year in residence; however, you may practice on campus or at your institution's regular practice facility. [Bylaws 14.02.10, 14.3.1.1 and 14.3.2.1.]
- 3) You are referred to as a nonqualifier if you fail to meet the criteria above. Although a nonqualifier is ineligible for practice and competition during the first academic year in residence, a nonqualifier may receive nonathletics institutional aid, provided certification by the faculty athletics representative and the chair of the financial aid committee that the financial aid was granted without regard to athletics ability is on file in the office of the director of athletics. [Bylaws 14.02.10.3 and 14.3.2.2.1 and 15.5.1-(b)]
- 4) If you are a nonqualifier or partial qualifier, you will have four seasons of eligibility after your first academic year in residence. However, student-athletes who have exhausted three seasons of competition in Division I are not eligible for further seasons of competition in Division II. [Bylaw 14.3.3]

6. OTHER REGULATIONS CONCERNING ELIGIBILITY – ALL SPORTS:

- a. You are **not eligible** to participate in more than four seasons of intercollegiate competition. [Bylaw 14.2]
- b. You are not eligible after the first 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the institution, except for extensions that have been approved in accordance with NCAA legislation. [Bylaws 14.2.2 and 14.2.2.3]
- c. You are **eligible** at an institution other than the institution from which you have received or satisfied the requirements for a baccalaureate degree or an equivalent degree and you have eligibility remaining as set forth in Bylaw 14.2.2.
- d. You are **eligible** for championships that occur within 60 days of the date you complete the requirements for your degree. [Bylaw 14.1.9.3]

7. ALL SPORTS OTHER THAN BASKETBALL:

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

8. Basketball Only:

- a. You are **not eligible** if, after you become a student-athlete, you participate in any organized basketball competition except while representing the institution in intercollegiate competition. Competing in the Olympic Games tryouts and competition, and other specified national and international competition is permitted. [Bylaws 14.7.2, 14.7.4 and 14.7.5]
- b. There are no restrictions on the participation of Division II student-athletes in outside basketball competition during the summer. [Bylaw 14.7.5.2-(a)]

9. Transfer Students Only:

- a. You are a transfer student if:
 - 1) The registrar or admissions officer from your former institution certified that you officially were registered and enrolled at that institution in any term in a minimum full-time load and you attended a class or classes while enrolled as a full-time student; or
 - 2) The director of athletics from your former institution certified that you reported for the regular squad practice that any staff member of the athletics department of your former institution announced before the beginning of any term. [Bylaw 14.5.2]
- 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 14.5.5.3 or one of the waivers specified in Bylaw 14.8.1.2.
- 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 14.5.4.5.
- 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 14.5.4.2 or the exceptions specified in Bylaw 14.5.4.5.

10. Drugs – All Sports:

- a. A student-athlete who, as a result of a drug test administered by the NCAA, is found to have used a substance on the list of banned drug classes shall be declared ineligible for further participation in post-season or regular-season competition during the time period ending one calendar year after the collection of the student-athlete's positive drug test specimen. The student-athlete shall be charged with the loss of a minimum of one season of competition in all sports if the season of competition has not yet begun or a minimum of the equivalent of one full season of competition in all sports if the student-athlete tests positive during his or her season of competition (i.e., the remainder of contests in the current season and contests in the next season up to the period of time in which the student-athlete was declared ineligible during the previous year). The student-athlete shall remain ineligible until the student-athlete tests negative (in accordance with the testing methods authorized by the NCAA Executive Committee) and the student-athlete's eligibility is restored by the Student-Athlete Reinstatement. [Bylaw 31.2.3]
- b. If the student-athlete who tested positive for any drug other than a "street drug" as defined in Bylaw 31.2.3.4 tests positive a second time for the use of any drug other than a "street drug" as defined in Bylaw 31.2.3.4, he or she shall lose all remaining regular-season and post-season eligibility in all sports. If the student-athlete tests positive for the use of a "street drug" after being restored to eligibility, he or she shall lose a minimum of one additional season of competition in all sports and also shall remain ineligible for regular-season and post-season competition at least through the next calendar year. Bylaw 18.4.1.5.2 also provides that the Executive Committee shall adopt a list of banned drugs and authorize methods for drug testing of student-athletes on a year-round basis. [Bylaws 31.2.3.2 and 18.4.1.5.1.2]
- c. A policy adopted by the 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 Committee on Student-Athlete Reinstatement. [Bylaw 18.4.1.5.1 and 18.4.1.5.1.1]

11. 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 31.2.3.4.
- 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 post-season 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 Student-Athlete Reinstatement. [Bylaw 18.4.1.5.1.3]

- 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 II Manual.

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. [Bylaw 13.2.1]
- 2) An institution's staff member or any representative of its athletics interests shall not be involved, directly or indirectly, in making arrangements for or giving or offering to give any financial aid or other benefits to the prospect or the prospect's relatives or friends, other than expressly permitted by NCAA regulations. Receipt of a benefit by prospective student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution's prospective students or their relatives or friends or to a particular segment of the student body (e.g., international students, minority students) determined on a basis unrelated to athletics ability. For violations of this bylaw in which the value of the offer or inducement is \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.2.1]

b. Contacts – All Sports:

- 1) For purposes of this section, contact means "any face-to-face encounter between a prospective student-athlete's relatives or legal guardian(s) 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 (e.g., positions himself/herself in a location where contact is possible) or that takes place on the grounds of the prospective student-athlete's educational institution or at the site of organized competition or practice involving the prospective student-athlete or the prospective student-athlete's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of the conversation that occurs." [Bylaw 13.02.3]
- 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 you completed 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 for the sports of football and basketball.
- 3) 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. [Bylaw 13.1.2.1]
- 4) 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 13.1.7.2]

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 13.10.4]
- 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:

- 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 13.1.6.2]

e. Source of Funds – All Sports:

- 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 13.14.4]

f. Tryouts – All Sports:

- 1) You are **not eligible** if, after starting classes for the ninth grade, you displayed your abilities in any phase of any sport in a tryout conducted by or for your institution not conducted under the conditions specified in Bylaw 13.11.2.1.
- 2) Member institutions are permitted to host intercollegiate athletics competitions in conjunction with high-school, preparatory-school and two-year college contests. [Bylaw 13.11.1.3]
- 3) **BASKETBALL ONLY:**
 - 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 13.11.1.4]

g. Sports Camps

- You are **not eligible** if, 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 privileges to attend its camp or clinic after you started classes for the ninth grade. [Bylaw 13.12.1.5.1]

h. 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) 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; or
 - b) 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 (unless the value of the benefit was \$100 or less).
- 2) A prospect may not be provided an expense-paid visit earlier than the opening day of classes of the prospect's senior year in high school. Violations of this bylaw shall be considered institutional violations per Constitution 2.8.1; however, such violations shall not affect the prospective student-athlete's eligibility. [Bylaw 13.6.1.2.1]
- 3) A member institution may not provide an expense-paid visit to a high school or preparatory-school prospect until he or she: (a) presents the institution with a score from a PSAT, an SAT, a PLAN or an ACT test taken on a national testing date under national testing conditions. The score must be presented in writing through a testing-agency document or on a high school (or college) academic transcript (official or unofficial) or through the use of the applicable testing agency's automated-voice system. A foreign or learning-disabled prospect who requires a special administration of the PSAT, SAT, PLAN or ACT may present such a score on the approval of the appropriate academic requirements committee; (b) registers with the NCAA Eligibility Center; and (c) is placed on the institution's institutional request list (IRL) with the Eligibility Center. [Bylaw 13.6.2]
- 4) 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) During an unofficial visit, the institution may not pay any expenses or provide any entertainment except a maximum of three complimentary admissions to a campus athletics event in which the institution's intercollegiate team practices or competes. Such complimentary admissions are for the exclusive use of the prospect and those persons accompanying the prospect on the visit and must be issued on an individual-game basis. Providing seating during the conduct of the event (including intermission) for the prospect or those persons accompanying the prospect in the facility's press box, special seating box(es) or bench area is specifically prohibited. For violations of this bylaw in which the individual receives an excessive number of complimentary admissions, and the value of the excessive admissions is \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.7.2.1]
 - b) During any unofficial recruiting visit, the institution may provide the prospect with transportation to view practice and competition sites in the prospect's sport and other institutional facilities and to attend an institution's home athletics contest (on or off campus). An institutional staff member must accompany the prospect during such a trip. Payment of any other transportation expenses, including providing transportation to attend one of the institution's home contests (on or off campus), is not permissible. For violations of Bylaw 13.5.3 in which the value of the transportation is \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff with the institution's self-report of the violation. [Bylaw 13.5.3]
 - c) A meal at the dining hall of your institution or a meal at an off-campus site if all institutional dining halls were closed and the institution normally provides similar meals to all visiting prospective students. [Bylaw 13.7.2.1.1]

- d) An institution shall not permit its athletics department staff members or representatives of its athletics interests to pay, provide or arrange for the payment of transportation costs incurred by relatives, friends or legal guardian(s) of a prospect to visit the campus or elsewhere. [Bylaw 13.5.2.8]
- 5) 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 13.7.2.2]
- 6) 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]
- i. **Precollege or Postgraduate Expense – All Sports:**
- An institution or a representative of its athletics interests shall not offer, provide or arrange financial assistance, directly or indirectly, to pay (in whole or in part) the costs of the prospect's educational or other expenses for any period before his or her enrollment or so the prospect can obtain a postgraduate education. For violations of Bylaw 13.15 in which the value of the benefit received directly by the prospective student-athlete is \$100 or less, the eligibility of the prospective student-athlete shall not be affected conditioned on the prospective student-athlete repaying the value of the benefit to a charity of his or her choice. However, the prospective student-athlete shall remain ineligible from the time the institution has knowledge of receipt of the direct impermissible benefit until the prospective student-athlete repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the prospective student-athlete's repayment shall be forwarded to the enforcement staff. [Bylaw 13.15.1]



***A strong positive mental attitude will
create more miracles than any wonder drug.
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