

USD
STUDENT-ATHLETE
HANDBOOK



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LETTER FROM THE USD DIRECTOR OF ATHLETICS

Welcome to the University of South Dakota!

The Department of Athletics is excited that you have chosen South Dakota for your college academic and athletic experience. The start of school is always an exciting time of year, and I hope that the years ahead will be everything you hoped for, both academically and athletically. We want you to be a proud member of the South Dakota family and wear your Coyote uniform with pride and honor, and with respect for both your teammates and opponents.

To fulfill your potential as both a student and an athlete, please take the time to read this material. The information contained in this handbook has been developed to assist you in your progress and success at South Dakota, as well as a resource guide to help point you in the right direction for the answers to your questions.

The Department of Athletics takes great pride in the academic and athletic achievements of its past student-athletes, and will support you in every way possible in your future endeavors. Utilize the academic support system here and participate in many of the programs and activities that the South Dakota campus has to offer. I also urge you to take advantage of the many cultural activities available to members of the Vermillion community and throughout the state of South Dakota.

If you need assistance at any time, please contact us in the Athletic Department. My expectation is that you will excel in competition and in the classroom, graduate and go on to do great things with your life.

Sincerely,



David Saylor
USD Director of Athletics



LETTER FROM THE USD FACULTY ATHLETICS REPRESENTATIVE (FAR)

Dear Coyote Student-Athletes:

Welcome to the University of South Dakota. You have made an excellent choice for a university to continue your growth as both a student and an athlete. The faculty at South Dakota will serve as wonderful intellectual mentors as you pursue your chosen academic major and our coaches are the best at helping you develop your athletic talents and abilities to their fullest. When you leave the University, your experiences in the classroom and on the playing field will have prepared you well to tackle the challenges you will face in your professional lives.

I would like to take the opportunity to introduce myself to you. I am a physics faculty member in the Department of Earth Sciences and Physics in the College of Arts and Sciences, along with serving as an Associate Dean for the College. In the spring of 2006, I was chosen by President Abbott to serve as the Faculty Athletics Representative (FAR), after serving on the Athletic Board of Control (ABC) for several years. The role of an FAR is to provide a faculty viewpoint in the administration of athletics programs by giving advice and providing oversight. The FAR helps assure student-athlete academic integrity and well-being through their involvement in issues related to policies, evaluation, compliance, eligibility and scheduling.

My duties are varied and include reviewing student-athlete eligibility issues and academic progress and advocating on behalf of student-athletes within both the athletic and academic sides of the university. During my time as FAR and on the ABC, I was involved in creating an excused absence policy for student-athletes, and also in implementing early registration for student-athletes to minimize course conflicts with practices and competition. One of my first duties as FAR was to chair the Athletics Review Task Force, which recommended the reclassification the University's athletics programs to NCAA Division I. This is an exciting time to be a Yote!

I hope that I will have the opportunity to meet many of you during your time here at South Dakota. I try to attend as many athletic events as possible, and it is great to see long hours of practice translate to success in competition. I am also happy to see you in classrooms around campus, making the most of the opportunity to receive an education, and the group picture of all of you at graduation speaks volumes to the great support you will receive here. If you run into any issues, either in the classroom or in your sport, let me know if I can help in any way. Or if you just want to talk, and find out more about the University, give me a call. I can be reached at (605) 677-5221 or through e-mail at tina.keller@usd.edu. Best wishes and go Yotes!

Sincerely,



Dr. Christina Keller
Director of Physics
Associate Dean, College of Arts and Sciences
Faculty Athletics Representative



PURPOSE OF THE UNIVERSITY OF SOUTH DAKOTA STUDENT-ATHLETE HANDBOOK

The purpose of The University of South Dakota Department of Intercollegiate Athletics Student-Athlete Handbook is to clarify the policies and procedures pertaining to students participating in intercollegiate athletics. The Department of Athletics policies and procedures in the Student-Athlete Handbook are consistent with those of the National Collegiate Athletic Association (NCAA), the Great West and Summit League Conference or South Dakota institutional policy.

The Student-Athlete Handbook is designed to be a supplemental reference tool for student-athletes when questions arise about Department of Athletics policies and procedures. If you cannot find the answers to your questions in these resources, please ask your faculty advisor, your coach, an athletic administrator or the Director of Student-Athlete Academic Services. A variety of services are available to you at South Dakota, and you are encouraged to take advantage of them.

THE UNIVERSITY OF SOUTH DAKOTA

The University of South Dakota is the comprehensive university within the South Dakota System of Higher Education. The University's mission is to provide graduate and undergraduate programs in the liberal arts and sciences and in professional education; to promote excellence in teaching and learning; to support research, scholarly and creative activities; and to provide service to the state of South Dakota and the region.

STATEMENTS OF MISSION AND VISION

Our Mission

The University of South Dakota is the comprehensive liberal arts university offering undergraduate, graduate and professional development programs within the South Dakota System of Higher Education. The university seeks to establish itself as the best small, publicly funded University in the nation providing students with an extraordinary education.

Our Vision

The University's vision is to be the best small, public flagship university in the nation built upon a liberal arts foundation. With that comes a commitment to seek enhanced opportunities for students, alumni, friends of the university and the entire University community by affiliating with accredited institutions possessing similar values; institutions that are also forward thinking, visionary and extraordinary.

Athletics Mission Statement

The University of South Dakota Department of Athletics, as an integral part of the University's educational mission, is committed to cultivating academic and athletic excellence in our student-athletes. The following points serve as a roadmap on this path to excellence:

- **Academic Integrity and Leadership:** Dedication to the principles of academic excellence, the encouragement of degree completion, the development of the whole person and support in securing a productive place in society for all student-athletes.
- **Athletic Achievement:** Dedication to maximum athletic performance.
- **Fiscal Integrity:** Development and maintenance of comprehensive fiscal policies and practices to ensure control and accountability throughout the program.
- **Governance:** Compliance with federal, state, University, NCAA and Conference regulations.
- **Personal Development:** Encourage all personnel and student-athletes toward personal and professional growth.
- **Quality Support:** Dedication to providing the finest staff, facilities, services and equipment to ensure all student-athletes have the opportunity to train and compete in a safe and supportive environment. .

Athletics Philosophy Statement

To provide student-athletes with the opportunity and encouragement to achieve a degree of his or her choice and the chance to develop athletic abilities in an environment consistent with high standards of academic scholarship, sportsmanship, leadership and institutional loyalty.

ORGANIZATION AND ADMINISTRATION OF THE ATHLETICS PROGRAM

Board of Regents
President James W. Abbott
Athletic Board of Control
Director of Athletics
Associate Athletic Director/Senior Woman Administrator
Faculty Athletic Representative
Associate Athletic Director/Director of Development
Associate Athletic Director/Internal Operations
Assistant Athletic Director/Administration

Board of Regents: The University of South Dakota Board of Regents establishes policies that control the University and retains plenary jurisdiction over the University's intercollegiate athletics program.

President: The president is the principal administrative officer, appointed by the Board of Regents to administer the campus. The president is charged to promote academic excellence, assure academic policies are consistent with Board policies, determine and manage institutional budgets while maintaining institutional expenditures within approved authorizations, present all official business to the Board of Regents, determine organizational structure, and recommend to the Board all new programs, facilities, real estate holdings and staffing of the campus. The Athletic Director reports to the president.

Athletic Board of Control: The Athletic Board of Control (ABC) is charged by the faculty senate, and its voting membership consists of six faculty members, two alumni members, and two student members. The faculty members are elected by the faculty senate, the alumni members are appointed by the Alumni Association, and the student members are appointed by the student body president. Ex-officio members include the faculty athletics representative, the athletic director, the senior woman administrator, a SAAC representative and a presidential liaison (currently the VP of Finance and Administration). The ABC meets on a monthly basis to discuss core issues impacting South Dakota athletics and campus community and provides an annual report to the faculty senate.

Director of Athletics: Responsible for the overall management of the intercollegiate athletics program within the policies, procedures and guidelines established by the Board of Regents, the President of the University, the NCAA and the Great West/Summit League Conference.

Associate Athletic Director/Senior Woman Administrator: Provides oversight for NCAA compliance and student-services, serves on the senior management team, provides direct sport supervision for designated South Dakota teams and serves as an athletic representative to NCAA, Conference and University events. Also oversees all aspects of the development and implementation of departmental gender and minority equity plans and assists with student-athlete development programming.

Faculty Athletic Representative: Plays a strategic role to ensure academic integrity, facilitate institutional control of intercollegiate athletics and enhance the student-athlete experience. The FAR works with the President, the Director of Athletics and the Senior Woman Administrator to assist in providing significant leadership in the governance and integrity of the intercollegiate athletics program. The FAR is aware of NCAA, Conference and University issues as they relate to compliance with rules and regulations, the promotion of balance between academics, athletics and the social lives of student-athletes, and the necessity to play a central role in communicating matters related to athletics to constituents and/or governance groups across the University.

Associate Athletic Director/Director of Development: Leads fundraising efforts for South Dakota's NCAA Division I athletics programs. Also oversees the athletic department's marketing, special events, and Ticket Office operations, working closely with the Athletics Director. Assists the Director of Athletics in administering the intercollegiate sports program; coordinating all departmental external affairs such as fund raising, promotions, event/game management in order to enhance the University's public image through competitive sport.

Assistant Athletic Director/Internal Operations: Responsibilities include administrative oversight of several USD sports programs and administrative units (i.e., equipment room, athletic training room, strength and conditioning program). The associate athletic director for internal operations also coordinates game/event management activities, participates in the development and implementation of athletic department policies and procedures, and serves as the athletic department's

liaison to several academic and administrative units (e.g., Office of the Provost, Office of Student Affairs, School of Education).

Assistant Athletic Director for Administration: Responsibilities include overseeing administrative and business functions of the athletics department. Oversees and implements the Athletic Department’s operating budget process; prepares and analyzes management reports to provide support for administrative decision-making; and supervises the Ticket Office operations. Participates in administrative and budgetary meetings of the University, the University’s Foundation and the Athletic Department to provide input on department needs and ensure flow of budgetary and policy information to athletic staff for expenditure of funds for program activities and scholarships. Prepares and analyzes management reports so accurate and concise information is provided to the directors and coaches for decision-making.

STUDENT-ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) is an active student-athlete led organization that serves as the voice for student-athletes on a variety of issues. The group is made up of two representatives from each team and meets monthly to discuss issues and collaborate on events (e.g. community service projects, student-athlete social events, student-athlete awards banquet). The group hears and provides feedback each year on NCAA legislative issues and discusses ‘hot topic’ issues that impact student-athletes. Each academic year, a focus of the SAAC is on community service projects for student-athletes, which in the past have included fundraisers for Make-A-Wish Foundation, the Special Olympics, American Red Cross blood donation, serving meals at The Welcome Table (a community meal for low-income families), youth ‘field days’ for elementary kids and other service programs and events. The SAAC also organizes the annual Student-Athlete Awards Ceremony at the conclusion of each academic year.

SPORT PROGRAMS

The University of South Dakota sponsors the following Varsity intercollegiate sports for men and women:

Women’s Sports:	Men’s Sports:
<ul style="list-style-type: none"> • Volleyball • Soccer • Basketball • Softball • Tennis • Swimming & Diving • Golf • Cross Country • Indoor Track & Field • Outdoor Track & Field 	<ul style="list-style-type: none"> • Football • Basketball • Swimming & Diving • Golf • Cross Country • Indoor Track & Field • Outdoor Track & Field

ATHLETICS HISTORY

Intercollegiate athletics at the University of South Dakota dates back to 1889, when the Coyote football team played to a 6-6 tie with the Agricultural College (now South Dakota State University). From that historic first competition to today, South Dakota boasts a proud tradition of sponsoring intercollegiate athletics. The athletic program has produced national champions and conference champions, but most importantly, quality young men and women who have left campus with academic, personal and competitive tools to be successful in life.

South Dakota was a charter member of the North Central Intercollegiate Athletic Conference (NCC) since its founding in 1921 and joined the NCAA in 1950. When the NCAA created the three-division structure in the early 1970’s, the University, together with other NCC members, chose to be Division II. Before breaking up in 2008, the NCC was considered to be the premier league in NCAA Division II. After the 2007-2008 academic year, South Dakota decided to leave Division II and transition to NCAA Division I.

On November 29, 2006, University President James W. Abbott announced the University's intention to reclassify its athletic programs to NCAA Division I (FCS Football). The University received unanimous approval from the South Dakota Board of Regents in December of that same year. Leading up to this decision, an extensive review was completed by an internal University-wide Athletic Review Task Force, appointed by President Abbott in July 2006. In addition, the University utilized effective external review by a consulting firm, Inter-Collegiate Athletics Consulting (ICAC). Both the internal task force and external consultant reviews recommended (based on similar strategic factors) that South Dakota pursue NCAA Division I reclassification. The decision to move to Division I was a University decision based on strategic institutional objectives. The University and the Athletic Department are working collaboratively with key objectives that quality and successful athletic programs are maintained and advanced in NCAA Division I athletics.

STUDENT CONDUCT AND ETHICS

Participation in the intercollegiate athletics program at the University of South Dakota is a privilege rather than a right -- a privilege earned and maintained by the student-athlete. As a requirement of this privilege, it is the responsibility of the student-athlete to meet or exceed the student conduct code policies with which the regular student body as a whole must comply. Student-athletes must conduct themselves in a manner and which reflects positively on herself/himself and on the University of South Dakota as a whole. In instances where behavior is less than satisfactory, the Department of Athletics will take corrective or disciplinary action as warranted. Coaches and professional staff members are expected to instruct student-athletes on appropriate behavior and to assist them with understanding the intent of rules and regulations imposed upon them by all relevant governing authorities.

Governing Authorities

Standards of ethical conduct are established and enforced by:

The National Collegiate Athletic Association (NCAA)

- Student-athletes are subject to the rules and regulations of the NCAA, which govern unsportsmanlike behavior, non-therapeutic drug use, non-permissible awards, benefits and expenses, gambling and bribery and other forms of misconduct. All such rules and regulations are found in the NCAA Manual.

University of South Dakota

- Student-athletes are subject to University rules and regulations, specified in the Student Code of Conduct, and published in the *University of South Dakota Student Handbook*.
- The South Dakota Board of Regents has established a Student Code of Conduct applicable to the University of South Dakota and all South Dakota regent universities. This code is necessary to ensure responsible and orderly campus life and to promote the general welfare. The Dean of Students and others that he or she designates are authorized to enforce the rules and procedures set forth under the Student Code of Conduct.
- Education is stimulated by intellectual, personal, social and ethical development of an individual. The educational process is conducted, ideally, in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change and respect for the rights of all individuals. Self-discipline and respect for the rights of all individuals are necessary for the fulfillment of educational goals. The Student Code of Conduct is designed for the promotion and protection of such an environment at the University of South Dakota.
- Acceptance of membership in the University community amounts to neither a surrender of individual rights nor a means for escaping the attendant fundamental responsibilities of that membership. All must share in the commitment to protect personal safety and to promote the educational development of each member of the University community. The Student Code of Conduct is designed to balance the rights and needs of the individual with one's responsibility to the community.

Department of Athletics

- Student-athletes must abide by all the rules and guidelines set forth by the department of athletics, as published in the department's student-athlete handbook. Additionally, team rules may be established by each individual sport's head coach and his/her staff within parameters set by the Director of Athletics and the University.

Further, student-athletes are encouraged to obtain clarification regarding any departmental, University, Conference or NCAA rules or regulations from a member of the coaching staff, or an athletic administration staff member, as appropriate.

Personal Conduct and Responsibilities

Student-athletes accepted into the University of South Dakota athletics program are extended the privilege of participating in intercollegiate athletics. **This privilege in no way constitutes a right to participate.** Therefore, in agreeing to join the intercollegiate athletics program, student-athletes agree to accept personal responsibility for their behavior. Obligations include, but are not limited to, responsible conduct in the following areas:

Academics

- Attend classes regularly and complete all academic assignments
- Communicate to professors and instructors in a timely manner when an academic/athletic conflict occurs
- Consult with academic advisors and attend study halls or tutoring sessions, as directed
- Maintain an academic load of at least 12 hours per semester and make progress toward a degree
- Accept personal responsibility for maintaining academic eligibility
- Understand and live by the academic regulations of the University and the NCAA as described in *the University of South Dakota Student Handbook*

Athletics

- Abide by all team, departmental, University, Conference and NCAA rules
- Read, understand and follow all policies, procedures and regulations specified in the department of athletics student-athlete handbook, as well as team/coach policies
- Achieve and maintain optimum physical condition within accepted health standards
- Attend all organized practices unless officially excused
- Take proper care of equipment and return it in good condition
- Treat officials and opponents with respect, and avoid undue confrontations

General Conduct

- Know and follow the University's Student Code of Conduct
- Obey residence hall policies and regulations
- Obey all federal, state and local laws
- Observe appropriate conduct and communication through social media (e.g. Twitter, email, Facebook)

SPORTSMANLIKE CONDUCT

It is the responsibility of each student-athlete to always display good sportsmanship at athletic events and other activities (e.g. team travel, classroom behavior, etc). This involves adhering to such fundamental values as fairness, respect, civility, honesty and responsibility. Unsportsmanlike conduct shall subject the individual and possibly the institution to disciplinary action. Sportsmanlike behavior requires effort. All South Dakota student-athletes will comply with institutional and Conference sportsmanship expectations, as well as NCAA Constitution 2.4, The Principle of Sportsmanship and Ethical Conduct.

NCAA Constitution 2.4

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:

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

Team Sportsmanship Policies

Each individual head coach is expected to provide student-athletes with instruction on appropriate conduct, including positive techniques for handling the following situations:

- Communicating with officials and opponents on routine matters during athletics events
- Maintaining control during emotionally charged situations, including assisting a teammate or colleague who appears to be losing control
- Reacting in a positive manner to an aggressive action by an individual or a group

Student-athletes are expected to know what constitutes inappropriate behavior and to conduct themselves in a manner which avoids such behavior. Unacceptable behavior on the playing field includes, but is not limited to, the following:

- Physically abusing officials, coaches, opponents or spectators
- Engaging in any public criticism of game officials, conference personnel, another institution, its student-athletes or its personnel
- Throwing objects
- Seizing equipment from officials or the news media
- Inciting players or spectators to negative actions or to any behavior that insults or defies an opponent's traditions
- Using obscene language or making inappropriate gestures
- Making public statements which are derogatory, controversial or outside the Department's media policy
- Engaging in negative recruiting by making derogatory statements about another institution or its personnel
- Participating in any action that violates generally recognized ethical standards of intercollegiate athletics participation

The University investigates incidents of unsportsmanlike conduct and may discipline the student-athlete accordingly.

HAZING

Student-athletes must be aware of the dangers of hazing activities and the complete prohibition of such activities occurring within South Dakota athletics teams. Hazing is a broad term encompassing any action or activity that inflicts or intends to cause physical or mental harm or anxieties that may demean, degrade or disgrace any person, regardless of location, intent or consent of participants. Hazing can also be defined as any action or situation, on or off campus premises, that intentionally or unintentionally endangers a student for admission into or affiliation with a student organization or group. Such activities and situations include, but are not limited to, paddling in any form, creating excessive fatigue, forced consumption of any substance, forced road trips, morally degrading, demeaning, unsanitary, humiliating games or stunts, harassment, ridicule or other activities prohibited by law or University policy.

HARASSMENT

The University of South Dakota is committed to providing a climate that fosters respect for students, staff and faculty as well as others who participate in programs and activities at the University. South Dakota prohibits harassment based upon gender, race, color, religion, national origin, age, disability, sexual orientation or protected activity (such as reporting alleged harassment or providing information related to a grievance). This policy is in compliance with federal civil rights law and agency regulations and guidance implementing these laws.

Discriminatory Conduct

As stated in the University of South Dakota Student Code of Conduct: *Discriminatory conduct proscribed under Board Policies...includes sexual harassment, racial harassment, harassment on other grounds identified in Board Policy...or harassment on any other grounds, directed against individuals. Harassment may be established by showing:*

- i. *Conduct toward another person that has the purpose of creating an intimidating, hostile or demeaning environment and that interferes with his or her ability to participate in or to realize the intended benefits of an institutional activity, employment or resource.*
- ii. *Conduct toward another person that has the effect of creating an intimidating, hostile or demeaning environment and that adversely interferes with his or her ability to participate in or to realize the intended benefits of an institutional activity, employment or resource.*
- iii. *Other conduct that is extreme and outrageous exceeding all bounds usually tolerated by polite society and that has the purpose or the substantial likelihood of interfering with another person's ability to participate in or to realize the intended benefits of an institutional activity, employment or resource*

(See the Student Code of Conduct in the University of South Dakota Student Handbook for more detail on this policy.)

Sexual Harassment

As a part of its commitment to equal opportunity, the University of South Dakota prohibits sexual harassment of its employees and students. This policy is in compliance with federal regulations implementing Title VII of the Civil Rights of 1964 and Title IX of the Education Amendments of 1972. As stated in the USD Student Code of Conduct: *Sexual harassment through the creation of an intimidating, hostile or demeaning environment may be established under the (harassment) section*

above. Sexual harassment may also be established by showing that an individual has been subjected to unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where:

- i. Submission to such conduct is made either explicitly or implicitly a term or a condition of an individual's participation or use of an institutionally sponsored or approved activity, employment or resource; or
- ii. Submission to or rejection of such conduct by an individual is used as the basis for educational, employment or similar decisions affecting an individual's ability to participate in or use an institutionally sponsored or approved activity, employment or resource.

Individuals concerned about violations of this policy should request assistance from the University's Director of Equal Opportunity, the University's General Counsel, the Counseling and Disabilities Services Office or an appropriate administrator.

DRESS CODE

All athletic department staff (coaches and administrators) and student-athletes are required to wear apparel only with an approved University of South Dakota logo (or apparel with no markings) when using the DakotaDome or other university athletic facilities. This includes the weight room, training room and all practice and competitive venues. Anyone with apparel representing another collegiate (or professional) institution will be asked to change immediately.

Head Coaches are encouraged to set dress code standards for student-athletes, especially when traveling as a team. Coaches may also specify what constitutes appropriate dress while representing the University at other times. Student-athletes are expected to adhere to the dress code standards established by the coaching staff and administration.

ENFORCEMENT

Violations of the University's Student Code of Conduct are under the jurisdiction of the Dean of Students. Violations should be reported directly to the Dean of Students. If the athletic department has not already been informed of an incident, any violation of student-athlete conduct and ethics is reported by the Dean of Student Office to the Director of Athletics. The Senior Woman Administrator assists the Dean of Students and the Director of Athletics in the investigation and resolution of any suspected violation involving a student-athlete, as requested.

Legal Violations

If a student-athlete violates a local, state or federal law and the misconduct involves a violent action, drug and/or felony charge, the student-athlete may be suspended from participation in intercollegiate athletics until the charges have been addressed by the legal system. By suspending the student-athlete the department of athletics and the University are in no way pre-judging the situation; rather, such action is taken in order to protect the intercollegiate athletics program and, specifically, the student-athlete's team from negative media attention. Moreover, it is assumed that the accused student-athlete will have neither the time nor the mental concentration required for effective sports participation until the matter has been resolved. A determination regarding further action by the department of athletics and the University is made on a case-by-case basis once the court has resolved the charge. While on suspension, the student-athlete may not practice or compete; however, financial aid will remain in place. Further, the student-athlete's name will remain on the squad list and student-athlete support services, such as the weight and training rooms, may be utilized.

Student-athletes and staff are encouraged to refrain from addressing the student-athlete's case with the media in order to protect the accused and to limit media attention. All questions concerning the situation should be referred to the Director of Athletics or the Sports Information Office.

University, Conference and NCAA Violations

Violations of Conference or NCAA conduct rules are reported to the student-athlete's head coach, director of athletics, compliance office, Faculty Athletics Representative (FAR), Conference office and NCAA, as appropriate. If a student-athlete is found to be in violation of University, Conference or NCAA policy, the penalty imposed is based on the severity of the offense and may include the following:

- Written warning
- Disciplinary probation
- Loss of eligibility
- Counseling
- Community service
- Dismissal from the squad

- Behavioral requirements
- Cancellation or gradation of financial aid
- Suspension or expulsion from the University.

ALCOHOL AND DRUG POLICY

The following information outlines the South Dakota athletic department's alcohol and drug policy (AOD). Each student-athlete shall read and sign-off on this policy at the start of each academic year.

The goal of the athletic department's AOD policy is to ensure student-athletes practice and compete to the best of their ability, free of the influence of drugs and alcohol. Five objectives accompany this goal:

1. Contribute to the education of the student-athlete regarding the abuse of AOD by participating in and encouraging student-athlete participation in campus-wide substance abuse prevention programs.
2. Aid student-athletes in finding medical assistance and counseling for AOD related violations.
3. Facilitate compliance with NCAA regulations concerning substance abuse.
4. Protect the health and safety of all student-athletes.
5. Prevent an unfair competitive edge by those who abuse certain chemicals.

Any use of a substance belonging to a class of drugs currently banned by the NCAA may be cause for loss of eligibility. For further information regarding chemical substances or other medical questions, contact the head athletic training department, your coach, or the athletic compliance office.

Policy and Procedures

A. Consent

1. At the beginning of each academic year, each student-athlete will be informed of the athletic department's AOD policy and asked to sign the policy form.
2. Each student-athlete shall sign the NCAA Drug Testing Consent Form signifying they are aware they may be drugs tested at NCAA championships or through the NCAA's year-round drug testing program.

B. USD Individualized testing based upon reasonable suspicion.

1. The South Dakota athletic department reserves the right to conduct drug testing on any student-athlete if a member of the athletic department can show reasonable suspicion that a particular student-athlete is using, or in the case of anabolic steroids, has used any substances in violation of this policy. A positive test result will be considered a violation of this policy and may subject the violator to the consequences discussed below.
2. "Reasonable suspicion" is defined as a good faith belief, at the time of making the decision to test, that the information relied on pertaining to the use of drugs and/or alcohol, is accurate.

C. Violations - If a student athlete is discovered to be consuming over-the-counter and/or prescription drugs, alcohol, mind altering and/or performance enhancing substances illegally, the student-athlete's status on the team may be jeopardized. Illegal consumption includes any action that breaks federal, state, or city law, or university policy. In effect, if the student-athlete receives a citation for a drug, alcohol or illegal substance citation and is found guilty, pleads no contest, or is convicted, the following department procedures will be set in motion. (e.g. underage drinking, open containers of alcohol, providing alcohol to minors, illegal possession of drugs, driving or operating a motor vehicle under the influence of drugs and/or alcohol.)

D. Protocol for Violations - The following protocol for responding to the student-athlete with a possible substance abuse problem is proposed to ensure consistency and fairness in dealing with student-athletes. The primary principle, which underlies this approach, is that any student-athlete with a substance abuse problem needs to receive appropriate treatment and counseling. Secondly, the sanctions imposed on the student-athlete with regard to participation in athletic competition should be consistent with the goals of the individualized counseling program. This protocol attempts to address and balance treatment and sanctions, recognizing that the medical fitness of a student-athlete to play and the safety of other members of the team will be a paramount concern.

1. First Violation

- a. Conference with the athletic director and head coach to discuss the situation. Potential loss of practices and/or competition, as determined by the athletic director.
- b. Attend mandatory counseling or education sessions on campus. University health care professionals will determine the length of counseling. Attendance is mandatory, such that, inadequate attendance will be construed as a breach of this policy by the student-athlete. Such a breach may result in immediate dismissal from the team, loss of athletic financial assistance or suspension as determined by the athletic director.
- c. After the first violation, a student-athlete will be subject to athletic department drug testing, as the standard of reasonable suspicion will have been established. These tests may be conducted at random and will be within the guidelines established by the 1974 Privacy Act. As such, it will not violate any personal or civil liberties held by the student-athlete. A positive drug test of any of the NCAA banned drugs found in Bylaw 31 of the NCAA Manual will result in another violation of the AOD policy and will bring about the appropriate sanctions.
- d. Depending on the severity of the violation, the athletic director, at his or her sole discretion, may graduate, cancel or reduce any and all athletic financial assistance and/or suspend a student-athlete from the team, practice and/or competition should he or she feel such a penalty is warranted.
- e. **Team rules may be more stringent than the AOD policy. Accordingly, the Head Coach may enforce sanctions at his or her discretion.**

2. Second Violation

- a. Minimum suspension of 10% of the season. This includes competition and may include practice as determined by the athletic director. Also, if the violation occurs out-of-season, the suspension will become effective at the start of the student-athletes next season of competition. For student welfare concerns, the coach may opt to begin the suspension after conditioning activities have been completed.
- b. Attend mandatory counseling or education session on campus. Appropriate university health care professionals will determine the length of counseling. Additionally, the student-athlete must undergo a third-party evaluation to determine the nature and severity of the dependency. The third-party must be an official drug and alcohol treatment center or clinic with no direct ties to the University of South Dakota. All expenses in securing the third-party evaluation will be the sole responsibility of the student-athlete. The student-athlete is required to follow the treatment recommendations outlined by the third-party treatment center or clinic.
- c. The student-athlete will continue to be subject to the department's drug testing protocol.
- d. There will be a second conference between the student-athlete, the athletic director, and the head coach. Subsequent to the meeting and based upon the severity of the violation, the athletic director, in his or her sole discretion, may increase the time of the suspension or reduce, graduate or cancel any and all athletic financial aid.
- e. **Team rules may be more stringent than the AOD policy. Accordingly, the Coach, at his or her discretion may enforce additional sanctions in-season.**

3. Third Violation

- a. Immediate removal for one season of competition and may include dismissal from the team. The student-athlete may seek reinstatement by submitting a written request detailing the reasons why he or she seeks reinstatement to the director of athletics. This request should include the reasons and circumstances surrounding the violations, ways in which the student-athlete is seeking to address the pattern of abuse, reasons why he/she should be considered for reinstatement to the his/her athletics team and any other relevant information. The director of athletics shall determine whether reinstatement shall be fully granted, granted with conditions or denied.
- b. Loss of any and all athletic financial aid awarded to the student-athlete.

Please note that the AOD policy is in effect year round. As such, in terms of possible sanctions or penalties, there is no difference between an in-season and an out-of-season violation. Violations of the policy may accrue during the entire academic and athletic career of the student-athlete at the University of South Dakota. By signing this form each academic year, the student-athlete affirms that he/she has read the specifics of the University's alcohol and other drug policy for student-athletes and agrees to adhere to its requirements.

NCAA COMPLIANCE

As a Division I student-athlete, you must be aware of NCAA rules and regulations. Violations of many NCAA rules will affect your eligibility to compete for the University of South Dakota. Therefore, it is important for you to ask questions about NCAA rules and to immediately report any suspected violations to your coach, the Compliance Office, the athletic director, or the Faculty Athletics Representative (FAR). This student-athlete handbook provides a summary of key NCAA topics and rules that affect you every day. Please contact the Compliance Office with any question at any time.

ELIGIBILITY

A student-athlete's athletic eligibility can be affected by academic performance and progress, as well as conduct and participation in outside competitions or activities. Adherence to all University and NCAA rules governing athletic and academic eligibility is mandatory for all department of athletics staff members and student-athletes.

Five-Year (Division I) Eligibility "Clock"

Student-athletes may not engage in more than four seasons of competition in any one sport within five calendar years. In NCAA Division I, a student-athlete's five-year clock starts when the student-athlete initially registers in a regular term of an academic year for a minimum full-time program of studies (12 credit hours) and attends his/her first day of classes for that term.

A student-athlete uses a season of competition if he/she participates in any competition, regardless of the length of time, during a season. For example, if an athlete plays in one minute of one game, he/she has used a season of competition in that sport. There are limited exceptions: (1) During the first/initial year of enrollment at the four-year institution, in USD's sports of basketball (men's and women's) and soccer, eligible student-athletes may compete in preseason exhibition contests and preseason practice scrimmages without counting such competition as a season of competition. (2) Also, in the sports of women's volleyball and women's soccer at USD, a student-athlete may engage in outside competition during the segment of the playing season (i.e. spring semester) that does not conclude with the NCAA championship without using a season of competition, provided the student-athlete was academically eligible during the segment that concludes with the NCAA championship.

Redshirting

A student-athlete who does not compete at all during one of his/her seasons will not use a season of competition. This is commonly referred to as a "redshirt" year. Redshirting is not an official NCAA term, but the term is often used when a student-athlete does not participate in any competition against outside opponents during a particular academic year (i.e., neither in the championship nor non-championship segment of the playing season). A student-athlete may be redshirted at any point in his/her athletic career.

Medical Hardship Waiver

If a student-athlete competes during a season and is injured to the point that he/she will not compete again that season, the student-athlete may regain the season of competition if all of the following conditions are met:

- a. The injury or illness suffered is incapacitating (i.e., season-ending); and
- b. The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at any two year or four-year collegiate institution; and
- c. The injury or illness occurs prior to the completion of the first half of the playing season that concludes with the NCAA championship in that sport and results in an incapacity to compete for the remainder of the playing season; and
- d. The injury or illness occurs before the student-athlete has participated in more than three events or 30 percent (whichever number is greater) of the institution's scheduled or completed events in his or her sport.

A student-athlete who suffers an injury in the first half of the season that concludes with the NCAA championship, attempts to return to competition during the second half of that season, and then is unable to participate further as result of aggravating the original injury, cannot qualify for the hardship waiver.

Procedure to Request Medical Hardship Waiver

Requests for medical hardship waivers must be made in writing at the end of the season for which the hardship waiver is being requested via the following procedure:

1. The head coach must make the written request to the Compliance Office, and the compliance staff will evaluate whether the student-athlete meets the criteria to qualify for a medical hardship waiver.
2. The Compliance Office will request from the head athletic trainer the appropriate medical documentation to support the hardship waiver.
3. The Compliance Office will prepare and submit the formal request to the Conference office for consideration (if sufficient documentation exists to warrant the request).

NCAA Initial Academic Eligibility

The NCAA Eligibility Center will determine the student-athlete's eligibility for athletic aid, competition and practice during his/her first academic year at South Dakota. All incoming student-athletes must register with the NCAA Eligibility Center to have their academic and amateurism eligibility certified.

NCAA Continuing Academic Eligibility

Once a student-athlete begins taking classes at South Dakota, he/she will be expected to maintain certain academic standards in order to be eligible for practice and competition. NCAA legislation requires that student-athletes maintain progress toward a degree and achieve a minimum grade-point average in order to maintain their academic eligibility.

In general, to be eligible to participate in practice and competition, a student-athlete must be enrolled in a minimum full-time program of studies (i.e., 12 credit hours). As student-athletes progress through each term, they are required to meet additional academic requirements. First, student-athletes must complete a minimum of six credits per term (excluding summers) to be eligible for competition the next term. In addition, student-athletes must complete a minimum of 18 credits during the academic year. In addition to credit hour requirements, student-athletes must earn a minimum grade-point average each term of enrollment. As student-athletes enter their third year of enrollment, they are required to designate a degree and make progress toward that degree by completing a minimum percentage of requirements for that degree program.

Student-athletes who fail to meet NCAA academic standards will be ineligible for competition until their academic deficiency has been corrected, as certified by the University's Registrar's Office. The NCAA also requires that a student-athlete remain in "good academic standing" at South Dakota according to the University's standards and applications. Failure to remain academically eligible may also cause a student-athlete to lose his/her financial awards. For more information on NCAA academic standards, see the chart below.

NCAA Continuing Eligibility Requirements

Entering 2nd Year of Enrollment	Entering 3rd Year of Enrollment	Entering 4th Year of Enrollment	Entering 5th Year of Enrollment
24 Semester Credits	40% of degree requirements completed	60% of degree requirements completed	80% of degree requirements completed
18 Semester Credits earned during the academic year	18 Semester Credits earned during academic year	18 Semester Credits earned during the academic year	18 Semester Credits earned during the academic year
90% of GPA for graduation (this is certified term by term)	95% of GPA for graduation (certified by term)	100% GPA for graduation (certified by term)	100% GPA for graduation (certified by term)
6 credits per term	6 Credits per term	6 Credits per term	6 Credits per term

NCAA and USD Student-Athlete Forms

Each student-athlete must sign the NCAA Student-Athlete Statement and the NCAA Drug-Testing Consent Form annually to certify that he/she understands and will abide by NCAA rules and regulations. In addition, the Compliance Office requires that other forms and documentation be completed prior to practice and competition each academic year. It is critical that student-athletes attest to their amateur status and competitive eligibility each year and receive NCAA rules education each Fall and Spring semester from the Compliance Office.

NCAA Squad List

The NCAA Squad List is prepared prior to the student-athlete's first contest each academic year. This form is completed by the Compliance Office and should coincide with each team roster and grant-in-aid list. After the coach and director of athletics, Compliance Office and Registrar's Office have approved and signed the Squad List, a copy is filed in the

Compliance Office. Student-athletes may not participate in competition until they have been certified as eligible via the NCAA Squad List.

Outside Competition

Student-athletes may not compete on any outside team during the academic year, except during official university vacation periods that occur outside of their sport season. In basketball, student-athletes may not participate on any outside teams during the academic year (including vacation periods), but may participate in one summer event or league that is sanctioned by the NCAA. Summer participation must be approved by the Compliance Office. Participating in an unsanctioned event or league, in multiple events or leagues, or without permission will cause the student-athlete to lose eligibility.

Exceptions to the outside competition rule include participation in the following activities: a high school alumni game (limited to one per year), Olympic games, National teams (U.S. and other countries), official world championships & world cup tryouts, official Pan Am games and tryouts.

In individual sports, you may participate in outside competition as an individual at any time, provided you are not representing anyone other than yourself in the competition (e.g., running in a road race or participating in a tennis tournament where you represent only yourself). Under no circumstances may you receive any type of expenses from an outside team for such participation, nor may you receive any type of prize money for your participation. **Prior to competing on any outside team, consult your head coach and the Compliance Office to ensure that your participation will not jeopardize your eligibility.**

TRANSFERRING OUT OF SOUTH DAKOTA

If a student-athlete decides to transfer from South Dakota to another institution (regardless of division) he/she must first receive permission from his/her head coach before talking to the second institution. Permission must be granted in writing and is generally provided via the other institution's director of athletics or Compliance Office. If the student-athlete does not obtain permission to contact the second institution, the coach from that institution may not have any written or verbal contact with the student-athlete. **The general rule regarding transferring from one Division I institution to another NCAA institution is that the student-athlete must serve one academic year in residence (i.e., must sit out) at the second institution before being eligible for competition. There are some exceptions to this rule. For more information regarding transfer rules and exceptions, please visit www.ncaa.org, or contact the Compliance Office.**

In sports other than baseball, basketball, bowl subdivision football and men's ice hockey, a student-athlete may receive a one-time transfer exception from the first institution, which allows the student-athlete to be immediately eligible for competition at the second institution upon transfer, provided the student-athlete meets all academic requirements. *This exception applies differently to the Football Championship Subdivision (FCS). A school participating in the Football Championship Subdivision (FCS), like South Dakota, may use this exception only if the student-athlete transferred to the certifying institution from an institution that sponsors bowl subdivision football (FBS) and has two or more seasons of competition remaining in football* [or the student-athlete transfers from a Football Championship Subdivision institution that offers athletically related financial aid in football to a Football Championship Subdivision institution that does not offer athletically related financial aid in football].

Process for Requesting Permission to Contact

NCAA rules prohibit an institution's coaches or staff members from speaking with a student-athlete of another NCAA or NAIA four-year collegiate institution without first receiving permission from that institution to speak with that student-athlete. A student-athlete who wishes to transfer to another institution must follow the procedure outlined below:

1. Student-athlete informs his/her coach of his/her desire to contact another NCAA institution to inquire about transferring.
2. The coach or student-athlete contacts the Compliance Office to request that permission to contact be sent to another institution so that the student-athlete may speak with the other institution's coach.
3. If the request for permission to contact is **in writing directly from the student-athlete himself or herself**, then South Dakota must grant/deny the request within seven business days (as defined by Bylaw 13.02.1).
4. The Compliance Office confirms with the coaching staff that permission to contact may be sent to the other institution(s).
5. If permission is granted, the Compliance Office sends a confirmation via e-mail or fax that the other institution(s) has permission to contact the South Dakota student-athlete.

6. If South Dakota fails to respond to the student-athlete's written request within seven business days, permission shall be granted by default and the institution shall provide written permission to the student-athlete.

Denial of Permission to Contact and/or One-Time Transfer Release

In the event of a denial of the request and/or one-time transfer exception release, the student-athlete will be notified in writing by the Chair of the University Student-Athlete Appeal Committee that the request and/or one-time transfer exception has been denied. Further, the Chair shall inform the student-athlete that he/she has an opportunity to appeal the decision. The University is required by NCAA rules to conduct the hearing and provide written results of the hearing to the student-athlete within 15 business days (as defined by Bylaw 13.02.1) of receipt of the student-athletes written request for a hearing. If USD does not conduct the hearing or provide written results to the student-athlete within 15 business days, permission to contact the student-athlete shall be granted by default and the institution shall provide written permission to the student-athlete. The appeal hearing will be conducted by the University Student-Athlete Appeal Committee. The Dean of Students is the Chair of this committee.

(NOTE: Please refer to the Financial Aid section which outlines the appeal procedures in cases when financial aid is reduced, cancelled or not renewed.)

If the Committee upholds the Department's decision to deny permission to contact, other NCAA institution(s) may neither contact the student-athlete nor encourage the student-athlete to transfer (directly or indirectly). In addition, Division I and II institutions may not provide financial assistance to the student-athlete until the student has attended the other institution for one academic year.

If the Committee upholds the Department's decision to deny the one-time transfer exception release, the student-athlete will not be eligible for competition for intercollegiate competition at an NCAA institution until he/she has fulfilled a residence requirement of one full academic year (two full semesters or three full quarters) at the next certifying institution.

Note: If you would like to transfer to another institution and not participate in athletics, you are NOT required to follow the above procedure. You may contact an institution's admissions office for the purpose of transferring. You should still inform your coach. Contact the Compliance Office if you have any questions on NCAA transfer rules.

NATIONAL LETTER OF INTENT

Many incoming student-athletes sign a National Letter of Intent (NLI) with South Dakota. An NLI is an agreement between the incoming student-athlete and South Dakota that states the institution will provide the student-athlete with one academic year of athletically related financial aid in return for the student-athlete's attendance at that institution for one academic year (summers excluded). This financial agreement is valid for one academic year only. It does not guarantee that the student-athlete will receive athletics aid in excess of his/her first year of enrollment at the institution. This agreement remains binding even if the student-athlete's coach leaves the institution with which the student-athlete signed. If the student-athlete does not attend the institution or attends the institution for less than one academic year, the he/she will face a penalty should he/she transfer to another NLI institution. For more information on the NLI visit their website or contact the Compliance Office.

FINANCIAL AID

A student-athlete may not receive athletics aid in excess of a full grant-in-aid. A full grant-in-aid is defined as financial aid that consists of tuition and fees, room and board, and required textbooks. Institutions cannot award athletics aid to a student-athlete in excess of one academic year. Coaches should fully explain this to prospects during the recruiting process.

At the end of each academic year, the head coach has the option to renew, reduce or cancel a student-athletics aid. The University of South Dakota is required to notify each athlete by July 1 whether his/her athletics aid has been renewed, reduced or cancelled for the following academic year. The Compliance Office oversees the process of renewal, reduction or cancellation of aid to ensure that student-athletes receive timely and proper notification of renewal, or, in the case of reduction/cancellation, are properly notified to their right to a hearing due to the change in the scholarship offer (per NCAA rules).

South Dakota *may not* decrease or cancel a student-athlete's athletic aid during the period of the award (i.e., for that academic year) on the basis of the student-athlete's athletics ability, performance or contribution to a team's success; because of an injury, illness or physical or mental medical condition; or for any other athletics reason.

South Dakota *may* reduce or cancel a student athlete's athletic aid during the period of the award if the athlete renders himself/herself ineligible for intercollegiate athletics competition; fraudulently misrepresents any information on an application, letter of intent or financial aid agreement; engages in serious misconduct warranting substantial disciplinary penalty; or voluntarily withdraws from a sport at any time for personal reasons.

Outside Scholarships

It is permissible for a student-athlete to receive additional aid (e.g., institutional scholarships, outside awards) in addition to his/her athletic scholarship. You must report to the Compliance Office all financial aid received from sources outside of University (e.g., high school booster club, church, civic organization, club teams, etc.) prior to accepting any such aid. If not received in accordance with NCAA rules, receipt of such scholarships could affect your eligibility and could result in loss of scholarships for you and your team.

In some instances, outside scholarships may count against a student-athlete's full grant-in-aid limit. If that occurs, the student-athlete may have to decline the additional scholarship due to his/her financial aid limits and the team's financial aid limit. Should the athlete choose to accept the additional scholarship and if doing so causes the student-athlete to exceed his/her financial aid limitation or causes the term to exceed its said limitation, the student-athletes aid may have to be reduced in order to remain within specified financial aid limitations. For questions regarding financial aid please contact USD's Office of Financial Aid or the Compliance Office.

Student-Athlete Responsibility for University Charges

Even if you are receiving an athletic scholarship or other financial aid, you must ensure that all financial obligations and appropriate paperwork are processed and paid. Student-athletes are responsible for all late fees, dorm damage, fire code violations, parking tickets, failure to return keys and other costs related to their negligence. Payment of such fees must be in keeping with normal university policies and procedures. Any special arrangement for payment of such fees that is not normally afforded to other students is considered an extra benefit and an NCAA violation.

Procedure for Awarding Athletic Financial Aid

All athletic financial aid requests are to be submitted to the director of athletics and the Compliance Office on the grant-in-aid request form. This includes initial, renewal and revised financial aid requests. The requested amounts are reviewed to ensure compliance with allocation allowance, counter allowance (if applicable), equivalency limitations and head-count limitations. Upon approval of the financial aid request, a South Dakota Athletics Scholarship Award tender will be issued, prior to July 1, to the returning student-athlete and is to be signed and returned by the date indicated on the form.

If a student-athlete has voluntarily withdrawn from a team or has rendered him or herself ineligible for competition, and the coaching staff has decided to terminate the athletics grant during the academic year, the student-athlete shall sign a form that gives consent and affirms the student-athlete's understanding of the cancellation of the athletics grant. The student-athlete, at this time, is also given the appeal policy and notified of his/her right to a hearing.

The Compliance Office and Financial Aid Office monitors individual grants-in aid and cost of attendance limits for all student-athletes on the NCAA Squad List, as well as team limitations on a term-by-term basis. The Financial Aid Office determines the amount of a full grant-in-aid and cost-of-attendance each year and notifies the Compliance Office of these figures at the earliest point possible (typically during the early part of the summer).

The Financial Aid Office also monitors all financial aid received from sources outside of the University. All freshmen and returning student-athletes are required to complete an "Outside Aid Reporting Form" at the start of each academic year (administered by the Compliance Office), the Financial Aid Office reviews each student-athletes form to determine if any outside awards are countable toward grant-in-aid and/or cost of attendance limitations.

Maximum Individual Limit on Financial Aid

Student-athletes are not permitted to receive financial aid that exceeds the cost of attendance. The types of aid included in this limit are:

1. All institutional financial aid (e.g., scholarships, grants, tuition waivers)
2. Government grants for educational purposes, excluding Pell Grants or other exempted government grants
3. Other institutional or outside scholarships or grants, hometown awards in most instances
4. Loans, except those that are based upon a regular repayment schedule and are available to all students

Student-athletes must report any financial aid awarded to them from a source other than South Dakota or their parents, to both the athletic department and the financial aid office. In the event that a student-athlete's financial aid from the above

sources exceeds the cost of attendance, the institution will reduce institutional financial aid by the appropriate amount so as not to exceed a predetermined cost.

Maximum Institutional Financial Aid Limitations by Sport

To stay within the maximum amount of financial aid allowed for each sport each year, it is necessary to keep a count of the number of student-athletes who receive financial aid of any type. For each student-athlete who is receiving financial aid, it must be determined whether the aid applies to his/her individual limits. Once that aid has been identified, it can be determined what student-athletes are counters.

A **counter** is a student-athlete who must be included against the institution's maximum financial aid limits in a particular sport. A counter fits one of the following descriptions:

1. The student-athlete receives financial aid based in any way on athletic ability, including books.
2. The student-athlete was recruited, receives institutional aid not based on athletic ability and participates in varsity intercollegiate competition in football or basketball.

A **non-counter** is a student-athlete who does not have to be included against the institution's maximum financial aid limits. A non-counter fits the following description:

1. The student-athlete does not receive any institutional financial aid.
2. The student-athlete was not recruited and receives financial aid that is not based in any way on athletic ability and is certified by the Admissions Director, Financial Aid Director and Faculty Athletic Representative.
3. In sports other than football and basketball, the student-athlete was recruited, but receives financial aid that is not based in any way on athletic ability and is certified by the Financial Aid Director and the Faculty Athletic Representative.
4. The student-athlete is unable, because of injury or illness, to participate in the sport again (medical exemption).

Head-count sports: Each counter is tallied as one, regardless of the amount of aid they receive. Once a counter he/she remains a counter (full) that academic year. The total numbers of counters allowed in one academic year are:

- Men's Basketball 13
- Women's Basketball 15
- Women's Volleyball 12
- Tennis 8

Equivalency sports: One full grant-in-aid can be divided among two or more student-athletes. To measure aid against the limits, the grant percentages for all counters in the sport are added, not the number of heads or individual recipients. The equivalency limits allowed in one academic year are:

- Women's Cross Country/Track 18
- Men's Cross Country/Track 12.6
- Women's Golf 6
- Men's Golf 4.5
- Football 63
- Softball 12
- Soccer 14
- Women's Swimming and Diving 14
- Men's Swimming and Diving 9.9

Terms of Athletic Financial Aid

Athletic financial aid may be awarded for a maximum period of one year. A coach may inform a prospect that he or she has the intention of renewing the financial aid for a four-year period. However, the prospect must be informed that the renewal is not automatic or guaranteed for four or five years. Exception to the one year award:

- Mid-year enrollee
- Student-athlete graduates
- Student-athlete has never been on aid before

Renewal of Athletic Financial Aid

Athletic financial aid renewals must be sent to student-athletes no later than July 1 for the upcoming year. Coaches must submit the renewal request for each student-athlete to the Compliance Office, **by no later than June 1**. The Program

Assistant coordinates with the Compliance Office and the Financial Aid office on the signing and mailing of renewal letters. Student-athletes must sign and return the letter before aid will be processed and awarded.

Non-renewal/Reduction of Athletic Financial Aid for the Upcoming Year

When athletic financial aid is awarded to a student-athlete, it is awarded for a period of one year and is renewed on a year-by-year basis for the following academic year. However, if a student-athlete receives athletic financial aid during an academic year and the decision is made to not award the financial aid or reduce the amount of the financial aid for the upcoming academic year, it is called non-renewal or reduction of financial aid.

Unlike cases of withdrawal or reduction of financial aid during the academic year (the period of the award), NCAA bylaws do not regulate the reasons for non-renewal/reduction of financial aid for the upcoming year; it is left to the institution to determine the acceptable reasons for non-renewal/reduction. NCAA rules require that a student-athlete must be notified before July 1 prior to the academic year in which the non-renewal/reduction of financial aid is to be effective. Therefore, the procedure outlined below shall be initiated by the coach making the non-renewal/reduction request no later than June 1.

Procedures for Non-renewal / Reduction of Athletic Financial Aid

1. The head coach shall notify the directors of athletics of their intent to non-renew / reduce an athletic scholarship.
2. Upon approval from the directors of athletics, the head coach notifies the Compliance Office in writing of the decision.
3. The head coach will meet with the student-athlete, to discuss and to explain the change in his / her scholarship.
4. The head coach shall have the student-athlete sign the non-renewal/reduction form.
5. Upon receipt and review of the non-renewal/reduction form and approval by the director of athletics that the student-athlete has been properly informed of the non-renewal/reduction, the Financial Aid Office will send a letter to the student-athlete informing him / her of the individual's right to a hearing should they desire to dispute the decision to non-renew / reduce the aid.

Athletic Scholarship Appeals Procedure

South Dakota provides the following appeals process for a student-athlete who wishes to appeal a decision regarding his/her athletic grant-in-aid.

To initiate the appeal, the student-athlete shall submit a written request that includes all of the following:

- The student's name, student ID number, year in school, and sport.
- Reason for the appeal (e.g., cancel/reduction of aid).
- Reasons for believing that the decision was unfair, including names of institutional staff members (e.g., coach, athletic administrator) with whom the student-athlete has discussed the reduction in athletic scholarship situation or transfer request.
- Copies of any relevant documents (e.g., letter regarding decision, suspension).

The chair of the University Student-Athlete Appeal Committee is the Dean of Students. The student-athlete submits these materials to the chair of the University Student-Athlete Appeals Committee (i.e. Dean of Students, MUC 218) within 15 working days after receiving notification that the decision has been rendered contrary to the expectation of the student-athlete. After receiving this information, the chair of the committee notifies the appropriate coach and the athletic directors of the appeal, provides them a copy of the information, schedules a hearing and notifies all of the parties to the appeal of the time and place. The hearing may be conducted by conference call, but the student-athlete may request that the hearing be in person. During the hearing, each party presents its arguments to the appeals committee.

Following the hearing, the University Student-Athlete Appeals Committee will take one of two actions: (1) If the appeals committee finds the decision to uphold the decision regarding financial aid, the appeal is immediately denied; OR (2) If the appeals committee finds that the decision to not uphold the decision regarding financial aid, the appeal is immediately approved. The student-athlete will be awarded financial aid agreed upon by the appeals committee. In either case, the chair of the appeals committee notifies the student-athlete of the decision in writing not later than three (3) weeks after the hearing. If the student-athlete wishes to discuss the result of the appeal, a meeting with the chair or a designated member of the University Student-Athlete Appeals Committee is arranged. The committee's decision is final and there is no appeal beyond the University Student-Athlete Appeals Committee.

Committee

The University Student-Athlete Appeals Committee consists of five faculty and staff members (which includes the Chair/Dean of Students). Each member is appointed by the Dean of Students to a three-year term and may be re-appointed.

EMPLOYMENT

It is permissible for student-athletes to work during the academic year and vacation periods. There is no limit on the amount of money an athlete can earn during the academic year or vacation periods. However, a student-athlete may be paid only for work actually performed and at a rate comparable with the going rate in the locale for the type of work performed. A student-athlete's compensation may not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he/she has obtained because of that person's athletic ability. Student-athletes may not receive any special discounts or services from his/her employer unless they are provided to all employees. Student-athletes may not receive transportation to and from work, health benefits, vacation/sick time, bonuses, etc., unless the same benefits are available to all employees. Student-athletes planning to work during the academic year and/or vacation periods must complete the **Student-Athlete Employment Form** and return it to the USD Compliance Office.

FEE-FOR-LESSONS

A student-athlete who is interested in giving private lessons in his/her sport (to individuals of any age), must document the lessons on the required **South Dakota Fee-For Lesson Form**. NCAA rules state that a student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis provided that the following requirements are met:

- a. Institutional facilities are not used;
- b. Playing lessons shall not be permitted;
- c. *The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year;*
- d. The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity;
- e. Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time; and
- f. The student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lesson sessions.

EXTRA BENEFITS

One area that causes concern and raises the greatest number of questions involves a student-athlete's or his/her family member's receipt of an "extra benefit." An "extra benefit" is defined as any special arrangement by an institutional employee or booster to provide a student-athlete or the student-athlete's family or friends a benefit not authorized by the NCAA. The receipt of a benefit not authorized by NCAA regulations by a student-athlete or his/her parents, relatives or friends will immediately place the student-athlete's eligibility for intercollegiate athletics competition in jeopardy. Examples of extra benefits include, but are not limited to, the following:

- A special discount, payment arrangement or credit on a purchase or service (e.g. dry cleaning, legal representation);
- Free or reduced-cost housing;
- Transportation, an automobile or use of an automobile;
- Services (e.g. movie tickets, dinners, use of a car) from commercial agencies (e.g. movie theaters, restaurants, car dealers) without charge or at reduced rates; and
- Cash, gift certificates or other items with value.

Please contact the Compliance Office if you should have any questions regarding extra benefits.

OCCASIONAL HOME MEAL

NCAA rules permit a student-athlete or an entire team to receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals. Also, a student-athlete or an entire team may receive an occasional family home meal from a representative of athletics interests (i.e. "boosters"), provided the meal is in the individual's home (as opposed to a restaurant), on campus OR in a facility that is regularly used for home competition. The meal may be catered. The representative of athletics interests or an institutional staff member may provide reasonable local transportation to student-athletes to attend such meals. The South Dakota coaching staff is required to document the date, locale and those in attendance at such occasional meals and report it back to the Compliance Office.

COMPLIMENTARY ADMISSIONS

South Dakota may provide a student-athlete with a maximum of four complimentary admissions for each regular season home and away-from-home competitions in his/her sport, regardless of whether the student-athlete competes in the contest. Student-athletes may not receive “hard” tickets; complimentary admissions may be provided only through a pass list that the ticket office and Compliance Office have approved. Student-athletes must complete a pass list for each individual contest. Student-athletes may assign complimentary admissions to family members, relatives and friends. The individual receiving the complimentary admission must present identification and sign the appropriate paperwork at the gate of the event. Neither the student-athlete, nor the individual designated to receive the ticket may exchange the ticket for money or any item of value. Doing so would result in a violation of NCAA legislation.

GAMBLING – NO!

The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering includes placing, accepting or soliciting a wager of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required or there is an opportunity to win a prize. The prohibition against sports wagering applies to South Dakota athletics department staff, coaches and student-athletes.

This means that student-athletes are prohibited from participating in the following activities:

- No wagers for any item (e.g. cash, dinner, clothing) or for any service (e.g. car wash, house cleaning) on any collegiate, professional, or amateur competition or practice.
- No sports “pools”.
- No Internet gambling on sports events.
- No fantasy leagues that award a prize or require a fee to participate.
- No exchange of information about a University of South Dakota team and/or student-athlete with anyone who gambles including information about injuries, new plays, team morale, discipline problems, etc.

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

PROMOTIONAL ACTIVITIES / COMMUNITY SERVICE

Each year the athletics department receives many requests from the community for our student-athletes to make public appearances. It is permissible for student-athletes to participate in promotional activities, provided certain criteria are met.

- Student-athletes MAY NOT allow their name, picture or personal appearance to advertise, recommend or promote the sale or use of any commercial products, services or businesses.
- Student-athletes must receive written approval from the Compliance Office prior to participating in any promotional activities.
- The student-athlete may not miss class.
- The student-athlete may not receive payment for his/her appearance at the promotional activity.

To protect a student-athlete’s eligibility, it is important to contact the Compliance Office before a student-athlete participates in any promotional activity with an outside organization or with the University. It is required that the athletics **Promotional Activity Waiver Form** be completed and approved prior to student-athlete participation in promotional, fundraising and community activities.

AGENTS AND AMATEURISM

Per NCAA legislation only an amateur student-athlete is eligible for intercollegiate athletics participation. A student-athlete may jeopardize his/her amateur status if he/she has inappropriate contact with an agent or their representatives. Please keep the following in mind if an agent or their representatives contact you or your parent(s) in an attempt to persuade you to allow them to represent you.

- A student-athlete MAY NOT agree, either orally or in writing, to be represented by an agent for the purpose of marketing his/her athletics ability or reputation in a sport. In addition, it is not permissible for a student-athlete to

enter into a verbal or written agreement with an agent for representation in future professional sports negotiations once his/her collegiate eligibility has expired in that sport.

- Student-athletes (or their relatives or friends) MAY NOT accept transportation or other benefits (e.g. dinner, lodging) from anyone who wishes to represent their athletic interests.
- A student-athlete MAY NOT enter into any kind of agreement to compete in professional athletics, either orally or in writing, regardless of the legal enforceability of that agreement.
- Student-athletes MAY NOT receive any type of pay or compensation for play (either directly or indirectly).
- Student-athletes MAY NOT be involved in any commercial endorsements for a product, service or establishment.

It is permissible for a student-athlete to secure legal advice from a lawyer concerning a proposed, professional sports contract, provided the lawyer DOES NOT represent the student-athlete in negotiations for such a contract. A lawyer may not be present during discussions of a contract offer with a professional organization or have any direct contact (in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer's presence during such discussions is considered representation by an agent.

A student-athlete may only sign a contract for representation with an agent when the student-athlete has used up all eligibility or has decided to forego any remaining eligibility. A student-athlete may, however, inquire of a professional sports organization about eligibility for a professional league player draft or request information about his/her market value without affecting his/her amateur status. For more information on agents and amateurism please visit the NCAA website at www.ncaa.org and contact the Compliance Office.

BOOSTERS AND BENEFITS

South Dakota Athletics is proud to have the loyal support of its alumni and friends. These individuals are also referred to as "boosters" or "Representatives of Athletic Interests" by the NCAA. Alumni, friends and boosters are a very important part of our athletics program. They provide necessary moral and financial support for all South Dakota teams. We expect everyone associated with the University's athletics program, including alumni, friends of the program and boosters, to exhibit the highest standards of ethical conduct and sportsmanship in their association with the University, including following the NCAA rules and regulations related to interactions with student-athletes. It is important that you become familiar with these regulations and abide by them in order to ensure you do not jeopardize your eligibility. If you have any questions about contact with alumni, friends of the program or boosters please contact the Compliance Office.

- **A Booster or Representative of Athletic Interests is anyone who:**
 - Is or has ever been a member of the Howling Pack or other University booster organizations;
 - Has ever made a donation to South Dakota Athletics, including to a specific men's or women's program;
 - Has ever arranged or provided summer employment for enrolled student-athletes;
 - Has ever assisted in providing any benefits to enrolled student-athletes or their families; and/or
 - Has ever been involved in promoting the University's athletic program.
 - NCAA rules stipulate that once someone becomes an "athletic representative" they retain that identity forever, even if they no longer contribute to the athletic program.

TEXTBOOK POLICY

Only student-athletes receiving a scholarship that covers books may receive books at no charge from the university. Non-scholarship student-athletes and student-athletes receiving a scholarship that does not cover books will be in violation of NCAA rules if they receive books at no charge from any athletic department staff member, academic support staff member (including tutors), or other student-athlete who is receiving a book scholarship.

For any individual who receives books as part of their scholarship, NCAA rules permit the University to pay only for required course related books (not *recommended* books and readings).

For student-athletes on textbook scholarships, below are the regulations for receiving and returning your books. Please read carefully as you will be responsible for all content. Your signature will be required on a Letter of Authorization form prior to receiving your textbooks.

Receiving Textbooks:

- Class schedules must be complete in order to receive textbooks from *Barnes and Noble at South Dakota*.
- A Letter of Authorization will be provided by the Athletic Department to the student-athlete receiving an Athletic Textbook Scholarship. You must carefully read and sign the Letter of Authorization, and return it to the Athletic Compliance Office, prior to being authorized to pick up your text books.
- Student-Athlete Academic Services will print class schedules of the student-athletes receiving an Athletic Textbook Scholarship.
- Class schedules and a student-athlete textbook authorization list will be forwarded to the bookstore in early August. For second semester, class schedules and authorization list will be forwarded to the bookstore by mid-December.
- Based on the class schedules, the bookstore staff will pull and pre-package **REQUIRED textbooks and materials** for each student-athlete.
 - Any other Recommended or Optional course texts or materials must be purchased by the student-athlete.
- The bookstore will provide Used textbooks when applicable.
- At the time of pick-up, the student-athletes **MUST**: (1) present their **Student ID** and (2) **identify him/herself AS A STUDENT-ATHLETE** who is on textbook scholarship.
- **Each student-athlete picking up their textbooks will be required to (1) open the box, (2) review each book and material in the box and (3) INITIAL on the receipt that the contents in the box are the same as listed in the receipt. (Any discrepancies will be addressed at that time.) This will be done with the oversight of Bookstore and/or Athletic Department staff.**
- Student-athletes will receive all required textbooks/materials based on their course schedules provided by SA Academic Services. *If schedule changes have occurred at the time of pick-up, the student-athlete will need to print a new schedule, and Returns and Exchanges can be handled at that time.*
- In cases when textbook/materials are not available at the time of the Bookstore's pre-packaging, the student-athlete will be notified when the textbook/material arrives for pick-up.
- **If a course is DROPPED within the first 30 days, the student-athlete must return textbook and materials to the bookstore ON THE DAY THE COURSE IS DROPPED for the full purchase value to be credited back to the athletics account.**
- As schedule changes occur (i.e. courses ADDED or DROPPED) after the start of classes, a course schedule must be printed and presented to the Bookstore (along with Student ID), in order to process exchanges or additional book purchases. **Prior approval for additional book purchases for added courses must come from the athletic department (compliance office).**

Returning Textbooks:

- **All textbooks must be returned to Barnes and Noble no later than the end of finals week each semester.**
- At the time of book return, the student-athletes **MUST**: (1) present their **Student ID** and (2) **identify him/herself AS A STUDENT-ATHLETE** who is returning books through book buy-back. By doing this, the student-athlete's books are "checked back in" from purchase.
- Textbooks not returned by the end of finals week will be charged to the student-athlete's account at full purchase value.
 - *The ONLY exception to this policy is for books that are used for "continuation courses" that carry over to the next semester, in which case the student-athlete may keep the book and return it at the end of the following semester.*
- Student-athletes **MAY NOT** sell their textbooks back for cash *at any time*.
- ***If a student-athlete sells their textbooks for cash at any point, an NCAA violation will be reported and the following consequences will occur:***
 - *The student-athlete will be charged the full purchase value of their semester textbooks; AND*
 - *The student-athlete will not be eligible for competition UNTIL he/she pays the amount of cash received to a charity of their choice (coordinated by Compliance Office); AND*
 - *The student-athlete will not receive a textbook scholarship for the next semester.*
 - *Note: Depending on the severity of the violation circumstances, athletic eligibility at South Dakota may be terminated completely.*

CONSEQUENCES OF NCAA RULE VIOLATIONS

A violation of NCAA rules by a student-athlete will immediately put his/her eligibility to compete in intercollegiate athletics in jeopardy. In addition, a violation of NCAA rules by the parents, relatives and/or friends of a student-athlete will have a similar effect. As a result, the eligibility status of a South Dakota student-athlete or prospect may be adversely impacted by

the actions of his/her parents or others (e.g. boosters), even if the student-athlete or prospect did not have any knowledge of the events and circumstances that led to the violation of NCAA rules. Please be aware that your actions or the actions of the family or friends around you, may have eligibility ramifications. **Student-athletes have the responsibility to report any known or potential NCAA rules violations to the Compliance Office, Athletic Director or Faculty Athletics Representative.**

PLAYING SEASONS AND COUNTABLE ACTIVITIES

Before the start of each academic year, your coach must specify your team's in-season and out-of-season playing and practice season. Each sport is limited to the number of days or specific dates it may be in-season. The Compliance Office reviews all playing season declarations to ensure that no sport exceeds its limit.

Daily/Weekly Limits – In-Season

In-season, your coach may require you to participate in athletic activities for a maximum of four hours per day and 20 hours per week. All competition and associated athletically related activities on the day of competition count as three hours regardless of the actual length of these activities. (Note: Your team's week does not have to be defined from Sunday through Saturday. Check with your coach or the Compliance Office to find out your team's designated week.)

- **Day Off:** During each week of your team's playing season, except most vacation periods, you must be given one day off from all required athletic activities. A travel day when no required athletic activities occur can be considered a day off.
- **Final Exams:** Daily and weekly hour limitations apply until the last day of finals each semester.
- **Golf Student-Athletes:** A team practice round of golf may exceed the four hour per day limitation in order to play the full round of golf, but the weekly limit of 20 hours shall remain in effect.
- **Practice After Competition:** Practice, including viewing game tapes, may not be held following competition (on the same calendar day as the competition), except between contests, rounds or events during a multi-day or multi-event competition.
- **Vacation Periods:** Daily and weekly hour limitations do not apply to countable athletically related activities occurring during any official vacation period, as listed in the University's official academic calendar. If such vacation periods occur during any part of a week in which classes are in session (e.g., Thanksgiving break), the daily and weekly hour limitations apply during the portion of the week when classes are in session and you must get a day off during that week.

Daily/Weekly Limits – Out-of-Season

Each week that your team is not in-season, your coach can require you to participate in a maximum of eight hours of skill instruction and strength and conditioning activities which may **not** involve equipment directly related to your sport (except in the sport of swimming where equipment such as starting blocks, kickboards, pull buoys may be used in conditioning sessions). Other out-of-season activities that count in the eight hours per week include:

- **All sports other than football:** Up to two hours of the eight hours may be skill instruction with coaching staff members and may be required. Between September 15 and April 15, skill instruction may involve any number of student-athletes from your team. Prior to and after that time period (during the academic year), only four student-athletes may be involved in skill instruction at any one time. Also, your coach may not require you to participate in any athletically-related activities one week prior to exams through your final examination period. (Reminder: this is applicable during your off-season only.)
- **Football:** Student-athletes may be required to view game films outside the playing season for up to two hours of the eight hours. Student-athletes may not participate in skill instruction with their coaches outside their playing season.
- **Days Off:** During each week your team is **out-of-season**, you must be given **two days off** from all required and supervised activities. (Note: A "week" includes Sunday and Saturday, so those days may be used as the required days off.)
- **Vacation Periods & Countable Activities:** When your team is out of season, you may not participate in any countable athletically-related activities during an official University vacation period (e.g., winter break, spring break).

Practice/Competition Logs

Coaches are required to submit weekly logs of their team's and individual student-athletes' activities, recorded on a daily basis. These logs are reviewed by the Compliance Office for compliance with countable activity limits.

Missed Classes

NCAA rules permit you to miss a class for a competition; however, you may never miss class for a practice or strength/conditioning session.

- **Softball:** In the sport of softball, student-athletes may not miss classes for competition or related activities (e.g., travel to competition, pre-game activities, etc.) during the nonchampionship (i.e., fall) season.

NCAA Definition of Countable Athletically Related Activities (CARA)

Countable athletically-related activities include any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by, one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations. Administrative activities (e.g., academic meetings, compliance meetings) are not considered as countable athletically-related activities.

Examples of activities that are considered COUNTABLE:

- Practice and competition
- Required weight-training and conditioning activities
- Film or videotape reviews of athletics practices or contests required, supervised or monitored by coaches
- Required participation in camps, clinics or workshops
- Meetings initiated by coaches or other University staff members on athletically-related matters
- Individual workouts required or supervised by a member of the coaching staff, **except:** In swimming/diving, track & field (field events only), the coach may be present during voluntary individual workouts in the institution's regular practice facility and may provide safety or skill instruction. The coach may not conduct the individual's workout
- On-court or off-court activities called by any member or members of a team and confined primarily to members of that team that are considered to be required (e.g., captain's practices)
- Participation outside the playing season in individual skill-related instructional activities with a member of the coaching staff. (Except in football where such skill instruction is not permitted.)

Examples of activities that are NOT COUNTABLE:

- Training-table or competition-related meals
- Medical exams, treatment, rehab, taping
- Study hall and tutoring
- Meetings with coaches on nonathletic matters
- Travel to and from practice and competition
- Fund-raising activities and community service (if voluntary involvement)
- Recruiting activities (e.g., serving as a student host for prospective student-athletes during official visits)
- Public relations activities related to the student-athlete's sport (e.g., media days)
- Voluntary individual workouts, provided these workouts are not required or supervised by coaching staff members, except that such activities may be monitored for safety purposes by the institution's strength and conditioning personnel
- Individual consultation with a coaching staff member initiated voluntarily by a student-athlete, provided the coach and student-athlete do not engage in athletically related activities
- Use of an institution's athletic facilities by student-athletes, provided activities are not supervised by/held at the direction of any member of an institution's coaching staff

Voluntary Summer Workouts

Summer workouts may not be required in any sport. Voluntary summer workouts are allowed as follows: In **individual sports**, a coach may participate in individual workout sessions with student-athletes during the summer, provided the request is initiated by the student-athlete. In **team sports**, a coach may not supervise, direct, observe or otherwise participate in workout sessions or physical activities with their student-athletes during the summer. Student-athletes may workout voluntarily with the University's strength and conditioning staff provided the following conditions are met:

- No student-athlete is required to report back to a coach or other athletics department staff member any information related to the activity;
- No institutional staff member who observes the activity (e.g., strength coach, trainer) may report back to the student-athlete's coach any information related to the activity;
- The activity must be initiated and requested by the student-athlete;

- The student-athlete's attendance and participation in the activity (or lack thereof) may not be recorded for the purposes of reporting such information to coaching staff members or other student-athletes;
- The student-athlete may not be subject to penalty if he or she elects not to participate;
- Recognition awards and incentives may not be provided to a student-athlete based on his/her attendance or performance in the activity.
- In **football**, student-athletes are permitted to participate in up to eight hours per week of nonmandatory strength and conditioning conducted by a strength and conditioning coach during the summer. Student-athletes may participate above and beyond the eight hours per week, but workouts may not be conducted by the strength and conditioning coach. Football student-athletes must receive one week of "discretionary time" during the summer. During this time, student-athletes may work out on their own. Strength and conditioning coaches may be present for safety purposes only.

RECRUITING - STUDENT-ATHLETE INVOLVEMENT

As a student-athlete you have the opportunity to help your coach recruit prospective student-athletes to the University every year. At some time during your career, you may be asked to host a prospective student-athlete or be involved in a prospective student-athlete's recruiting visit in some other way (e.g., attending a game with your team and the prospect, attending a meal at your coach's home with your team and the prospect, etc.). Your involvement in the recruiting process is intended to help prospects and their families learn more about the student-athlete experience at the University of South Dakota. If you are selected to host a prospect, you will be provided information about additional rules for hosting a prospect. You must abide by these rules because any violation could affect your eligibility and the prospect's eligibility. During your involvement in the recruiting process, you are expected to:

- Observe the instructions received from your coaches in regard to what activities are and are not appropriate for your/the prospect's involvement;
- Be truthful in providing information to prospects;
- Observe all local, state and federal laws, and NCAA rules;
- Refrain from the use of alcohol and drugs and not permit the prospect to participate in such activities;
- Avoid adult entertainment establishments;
- Participate in activities with the prospect that are appropriate and would not cause any appearance of impropriety.

AWARDS

NCAA rules limit the type and number of awards you may receive for participation on teams representing the University of South Dakota, teams not representing the University (i.e., approved outside teams), and awards you receive for participation as an individual. All awards you receive (other than those received from your coach or the athletics department) must be approved by your coach and the Compliance Office before you receive them. Not seeking approval may cause you to jeopardize your eligibility.

Student-Athlete Awards Banquet

The Department of Athletics hosts the Howling Pack Student-Athlete Awards Banquet annually in the spring semester. At the event, the department presents a male and female student-athlete with the University of South Dakota Scholar Athlete Award. In addition, the University presents a Male Athlete of the Year and a Female Athlete of the Year during the banquet, as well as other recognitions. All student-athletes, coaches and staff members are highly encouraged to attend this important annual event.

Dean's List

Students earn Dean's List distinction by achieving a GPA of at least 3.5 while maintaining a course load of 12 or more credit hours with no incomplete or failing grades.

Conference and National Championships

A team that wins a Conference or National championship will be presented an award appropriate to the sport and championship.

NCAA Post-Graduate Scholarship Program

The NCAA annually awards postgraduate scholarships to student-athletes who have excelled academically and athletically and are in their last year on intercollegiate athletics competition. Selections are determined by an NCAA selection committee. To apply, an eligible student-athlete must contact and meet with the Faculty Athletics Representative.

EXIT INTERVIEWS

Annual exit interviews are conducted with a selected number of student-athletes in each sport whose eligibility has been exhausted. Interviews are to be conducted by the director of athletics, senior woman administrator or faculty athletics representative. The purpose of the interview is to receive feedback from student-athlete which can aid in developing athletics programs that continue to meet the needs of students and to aid in developing specific sports' programs. The Director of Athletics or designee conducts these interviews using an exit interview survey instrument, as determined by the AD/SWA/FAR.

ATHLETIC ACADEMIC SUPPORT

A primary responsibility of every person within the athletics department is to assist student-athletes in obtaining their academic degree. Every effort should be made to provide assistance, guidance and support as the ultimate goal is for each athlete to receive a baccalaureate degree. Further, we seek to improve the University's Graduation Rate and Academic Progress Rate annually through evaluation of student-athletes' academic skills, assessment and performance outcomes.

Athletics Academics Compliance Committee

The University of South Dakota recognizes that participation in NCAA Division I athletics requires (1) more stringent academic standards for student-athletes and (2) more detailed reporting requirements for the academic progress of student-athletes to the NCAA. In response to those requirements, the University's Provost and Vice-President for Academic Affairs created the Athletics Academic Compliance Committee (AACC). The committee is charged with maintaining the academic integrity of our athletics program and is asked to: assist in the development of policies and procedures for collecting compliance data; assist with the processes for monitoring student-athlete eligibility; and assist with the processes of determining progress toward degrees for our student-athletes.

The membership of the committee includes the faculty athletics representative (chair), NCAA compliance coordinator/senior woman administrator, registrar, director of admissions, director of financial aid, chief diversity officer, assistant director of the advising center, director of the honors program and administrative representatives from each undergraduate college or school. In addition, the academic advisor to the athletics program and the compliance certification officer in the registrar's office are invited guests at all meetings. The committee prepares an annual report to the Provost summarizing the academic progress and eligibility of our student-athletes.

Athletic Academic Advising

The mission of the University of South Dakota's Athletic Academic Advising office is to provide Coyote student-athletes the support necessary to assist them in reaching their full academic potential. Student Athlete Services features a full-time student-athlete academic advisor, a part-time assistant position and two graduate assistant positions. The staff maintains daily communication with the athletics compliance office and registrar office on questions related to NCAA academic eligibility.

University of South Dakota student-athletes are provided with the following services provided by the athletic academic advising staff:

1. Academic and Career Counseling
2. Assistance with class scheduling and selection of a major
3. Connections with Faculty to track academic and degree progress
4. Arrangement of tutors
5. Access to Supplemental Instruction
6. Monitoring of class attendance and academic progress
7. Coordination of the Coyote Athletic Study Center
8. An academic orientation class designed to assist Student-Athletes
9. Promotion of Student-Athlete academic success to the University, Alumni and Prospective Employers

Student-Athlete Study Center

All student-athletes on the rosters of Coyote intercollegiate teams are eligible for the service of the Athletic Study Center. All incoming freshmen and transfers, along with student-athletes who do not maintain a specified cumulative GPA, must attend the Athletic Study Center for a specified number of hours per week. Hours of attendance at the Athletic Study Center are monitored by student-athlete academic services staff and reported to coaches weekly.

Tutor Support

All student-athletes have access to academic tutors. Tutors are on-site at the Athletic Study Center and provide one-on-one and group assistance.

Freshman Course and Support

Incoming freshman student-athletes enroll in a popular, one-credit course taught by the student-athlete academic advisor. The course features speakers and discussion on study-skills, balancing athletics and academics, career development and other development topics.

First-year student-athletes receive particular attention because we believe first-year success is crucial to graduation. To help make the transition easier, we concentrate on the creation of tools for success with new student experiences. Tools include:

1. A customized academic support plan for each individual athlete.
2. Compilation of each student-athlete's calendar of due dates and scheduled tests. These dates will be monitored by the athletic academic advisor.
3. Attendance at the Coyote Athletic Study Center, which may be required. In addition to structured study time, counseling, supplemental study and tutoring will be provided.
4. Enrollment in the Academic Orientation class. New student-athletes will be encouraged to enroll in the course, which provides information on issues critical to success on and off the field.

Student-Athlete Peer Mentoring Program

The peer mentoring program (administered by the student-athlete academic advising staff) provides qualified junior and senior student-athletes to serve as academic mentors to new and high-risk student-athletes. The peer-mentor structure has proved to be productive for South Dakota student-athletes. Contact your student-athlete academic advisor to learn more about this program.

Campus Academic Support/Center for Academic Success

Strong academic support is available across campus for all students, including student-athletes. A new expanded, collaborative learning center for all students, to include academic advising, tutoring, and supplemental instruction, learning specialists, writing center, math help center and centralization of the career development center is a new addition to support systems for University of South Dakota students and student-athletes. The Center for Academic Success is housed in a revamped area of the library. South Dakota aims to improve student success, retention, and graduation rates, and by housing key resources together, the goal is to expose students to services through functional, collaborative access to campus support.

TRIO (Student Support Services)

The mission of the TRIO Program is to provide supportive services that are essential for the identification, recruitment, retention and graduation of minority and educationally disadvantaged students who traditionally have not had equal access to higher educational institutions. TRIO is a federally funded program, and the following services are provided to participants who qualify:

- Academic and career counseling
- Tutorial services
- Financial aid counseling and advising
- Personal counseling
- Course selection and registration
- Educational planning

Additional Tutoring

Student-athletes in need of tutorial assistance should contact the director of athletic academic advising. Students will be referred to available campus tutoring services. Professors and major advisors can also be valuable resources when looking for tutoring assistance. Students will need to pay for tutoring when they choose not to utilize services through the director of athletic academics.

Other University Support

At times, students may find it necessary to ask for help in accomplishing an educational task. The following services are available to students for obtaining guidelines and/or specific help.

- **Learning Specialist** - The learning specialist will provide individual consultation to any student who has a desire to improve academic performance or be more successful. This service is provided to a wide range of students who feel that their study efforts are not reflected in their academic performance.
- **Supplemental Instruction (SI)** - SI can assist student-athletes in mastering course material and in developing strong study techniques. SI sessions are offered in over a dozen first and second year courses.
- **Student Support Services** - Provides tutoring, counseling and academic advising to qualified students. They also assist students in developing study skills.
- **Writing Center** - Student-athletes can get assistance in developing their writing skills.
- **Math Help Lab** - Provides assistance for student-athletes in all levels of math courses. Tutors are available to help one-on-one or with small groups.
- **Disability Services** - Serves student-athletes with a qualifying and documented learning, physical or psychological disability.

Registration

All student-athletes are responsible for fulfilling registration requirements. Registration is held at the beginning of each semester on dates published in the academic calendar. Student-athletes will each receive the specific date and time that they may register and must be ready to register on that date in order to utilize the designated registration time allotted to them.

Before registration, student-athletes must consult with their student-athlete academic advisor on course selection in order to insure that NCAA academic progress standards will be met.

Class Attendance

There is a direct correlation between classroom attendance and academic success. Therefore, all coaches and departmental administrators are expected to reinforce the necessity of regular class attendance to the student-athletes.

All student-athletes must meet the attendance requirements of each individual course as announced by the instructor.

Student-athletes are expected to attend all classes while they are enrolled at The University of South Dakota. Some classes will be missed due to traveling schedules of teams to competitions. Every attempt will be made to keep such conflicts to a minimum. The student-athlete must be especially aware of the classes that will be missed for competitive trips. It is the student-athlete's responsibility to make arrangements before the absence and do whatever make-up work as required by the instructor. Instructors are aware of the problems involved in scheduling athletic competitions and are usually willing to help student-athletes if they request special consideration **in advance**.

Drop/Add

Each student-athlete is REQUIRED to contact his/her Student-Athlete Academic Advisor before dropping or adding any class. Student-athletes and coaches must insure that, after dropping any course, they will be enrolled in at least 12 credits. Dropping to less than 12 credits will immediately render the student-athlete ineligible for practice and intercollegiate competition.

Academic Fraud

Academic fraud is an offense that could cause you to be suspended from the University and it is an NCAA violation that will affect your eligibility. Situations constituting academic fraud for purposes of NCAA rules include (but are not limited to):

- Any time an institutional staff member (e.g., coach, professor, tutor, student manager, student trainer, trainer, etc.) is knowingly involved in arranging for fraudulent academic credit or false transcripts for a prospective student-athlete or an enrolled student-athlete, regardless of whether the institutional staff member acted alone or in concert with the prospective or enrolled student-athlete.
- Any time a student-athlete, acting alone or in concert with others, knowingly becomes involved in arranging fraudulent academic credit or false transcripts, regardless of whether such conduct results in the student-athlete erroneously being declared eligible.
- When a student-athlete commits an academic offense (e.g., cheating on a test, plagiarism on a term paper, etc.) with no involvement of an institutional staff member, and the academic offense results in the student-athlete being declared eligible erroneously and the student-athlete then competes.

Student-Athlete Development

As an NCAA institution, we subscribe to providing educational resources outside of the traditional classroom setting. This includes programming for career development, personal development and community service outlets for our student-athletes, in addition to the academic and athletic support they receive. The Student-Athlete Advising staff, in conjunction with the athletic administration, will establish goals and timelines annually for our student-athlete development programs. We utilize campus resources and departments, including the Career Services office and the Student Counseling office.

CAREER SERVICES

The University's Career Services office provides career counseling and employment services, offers an up-to-date career library to assist in choosing a major, planning or changing a career, finding employment or applying to graduate school. Career Services also offers various workshops throughout the year. Please see the Career Services website for more information or call their office to set up an appointment.

SPORTS INFORMATION AND MEDIA RELATIONS

The Sports Information Office serves as a conduit between South Dakota athletics, student-athletes, coaches, and administrators, and the media and other external constituents. It provides coverage of South Dakota athletics programs by coordinating interviews; servicing information needs of reporters; compiling and maintaining statistics, photos and records; producing publications such as media guides and game programs, etc.

Interviews

All interviews/requests for interviews **MUST** be coordinated through the Sports Information Office. If you receive a call at your dorm, at home, or on your cell phone from a member of the media, or are approached on campus by a member of the media (in person or via e-mail), politely direct that person to contact the sports information office. Tell them that this is university/athletic department policy. Also, if you have had a problem with a member of the media, or have any other concerns, let the administration know. We are here to work with you and help you.

Tips for Working with the Media

- **Control Your Message!** The most important guideline is to control your message! You can be asked any question, but you can always respond with the message you want to deliver.
- **Be Positive!** Be positive and upbeat whenever possible. Praise your coaches, your teammates, and your sport. You can't go wrong that way!
- **Be on Time!** Be on time for interviews when scheduled. Be on time for all appointments and commitments!
- **Personalize:** Especially in 1-on-1 interviews, learn the reporter's name, and use it.
- **Be Yourself:** Don't stiffen up or be uptight. Relax, and share your enjoyment of your sport. Be human!
- **Remember Whom You Are Speaking To:** While you might be doing a 1-on-1 interview, you're also talking to someone who is representing a large number of readers, listeners or viewers.
- **20-Second Rule:** Here's a good rule of thumb: try to make your point in 20 seconds or less. You can elaborate if there is time, interest or need.
- **Think Before You Answer:** Reporters are often in a hurry because of deadlines, but that doesn't mean you should feel rushed into giving quick answers. Also, remember to speak clearly.

- **Don't Get Boxed In and Don't Get Baited:** Don't provide any bulletin board material. Don't get trapped into how many games your team will win, or if your team will beat a specific opponent, etc. (example of an acceptable response: "... our goal is to continue to get better and improve, and as we do that, everything else will take care of itself.")
- **Don't Forget, You're Always On:** If you see a microphone, tape recorder, or pad and pen, assume your words are on the record. **There's no such thing as "off the record."**
- **Say Thanks!** At the conclusion of your interview, say thanks. It's a final action that will leave a strong impression with a reporter. Make every encounter a memorable one; chances are you'll get more favorable stories in the future.

STRENGTH AND CONDITIONING

The primary goals for participating in strength and conditioning programs are to improve performance and decrease the risk of a sport related injury. Proper technique and movement patterns are a primary focus on your movements' strength, speed and conditioning exercises. The strength and conditioning staff designs programs using science based methods tailored to meet the needs of each sport and athlete within the sport. Each session is designed to challenge in order to keep the athlete fresh and excited.

Some areas of focus with the strength and conditioning staff are:

- 1) Strength development
- 2) Speed development
- 3) Explosive power
- 4) Running technique
- 5) Proprioception
- 6) Sport specific conditioning

Weight Room Rules:

- 1) Be respectful while in the strength facility.
- 2) Lifting with your sport team is of great importance.
- 3) A spotter will be used on all lifts.
- 4) All weights are to be re-racked upon completion of a training session.
- 5) Shirts must be worn at all times.
- 6) Only University of South Dakota gear is allowed to be worn in the weight room facility.

SPORTS MEDICINE/ATHLETIC TRAINING

The well-being of each student-athlete at South Dakota receives top priority. As such, the department of athletics works exclusively with Sanford Health services to provide for the treatment of medical conditions related to sports injury or symptoms similar to sports injury and programs for injury prevention. Sanford Health provides a medical professional to serve in the capacity of "team physician". Several doctors are on-site during the week and attend selected competitions. In addition, South Dakota conducts a random drug testing program for student-athletes, as well as testing based on reasonable suspicion. In concert with The National Center for Drug Free Sport, Inc., the Drug Testing Policy and Procedures have been designed to include education and a safe harbor for voluntary disclosure of substance use.

Medical Policy

The athletic training staff of the University of South Dakota seeks to achieve the following goals: to prevent athletic injuries, to treat athletic injuries, to rehabilitate athletic injuries and to prepare graduate assistant athletic trainers for careers in athletic training/sports medicine.

Injury or Illness Policy

The University of South Dakota department of athletics is responsible for overseeing the medical services for student-athletes who are injured in a practice or game which was under the university's supervision with a coach or team representative present.

The process of securing medical aid for illness or injury of a student-athlete is as follows:

- During hours in which the training room is open, report injuries or illnesses in person to the head athletic trainer or the assistant athletic trainer.
- At night, or during hours when the training room is not open, contact campus security for assistance.
- If a doctor writes the student a prescription, the student will be responsible for the expense.
- If for any reason a student receives a medical bill, return it immediately to the athletic trainer for authorization for payment if qualifying under the terms of insurance.

The training room is available to all University student-athletes regardless of sport, sex, or ability. The staff strives to provide quality medical care for all. The decisions made by the athletic training staff take into consideration the best interests of the student-athlete.

Within the framework of the training room policy, the following procedures have been developed for use by student-athletes:

- The training room is co-educational. Athletes are expected to act appropriately at all times.
- Students are responsible for allowing sufficient time for training room work to assure prompt arrival at practice.
- All treatments and evaluations given after practice should be done after the student-athlete has showered.
- The athletic training staff encourages students to visit the training room with all of their concerns. However, student-athletes should be aware of busy times and plan their visits accordingly.
- Contact the athletic training staff immediately upon any sign of injury. The best time to treat any injury is when it first occurs.
- The athletic training staff is responsible for all medical aspects of all student-athletes (in-season and off-season). Do not seek the advice of others until you have checked with the athletic trainer.
- Ask for assistance before using or removing items from the training room. All items that are reused may (crutches, wraps) need to be returned to the training room. Failure to return these items will result in the student paying for them.

University of South Dakota Athletic Training Equipment Check-Out Policy

If a student-athlete sustains an injury that requires the utilization of any modality device (i.e. crutches, braces), the device will be checked out to the student athlete until the medical staff determines further use of the device is no longer medically necessary. Failure to return the item(s) will result in the student-athlete's personal account being charged for the value of the device. If the athlete has graduated, the student athlete's academic transcript shall be held until receipt of payment.

Physical Examinations

All student-athletes are required to have passed a physical examination given by the University Student Health Services staff. The physical must be completed before any equipment may be issued and before the student-athlete may begin to practice. The team physician will be the final authority regarding defects or limitations that will limit or exclude a student-athlete from practice or competition.

Environmental Conditions

Athletic competitions, practices, or workouts can be affected by environmental conditions whether indoors or outdoors. Temperature, humidity, dew points and heat index are all factors that are checked and monitored when the situation warrants. Other factors that are closely observed are lightning, thunder, wind speeds and wind chill factors. If at any time the athletic training staff feels that the weather or environmental conditions may affect the health and safety of the student-athlete, the practice, competition or workout may be altered, postponed or cancelled.

Anabolic Steroids: Affects of a positive test

- First Violation
 - Automatic one-year suspension, commencing upon notification of positive test, with no participation in practice during the period of suspension as per NCAA rules
 - Loss of athletically related financial aid
 - Mandatory re-testing in 7 and 10 months, with laboratory fees to be paid by the individual student-athlete

- Second Violation
 - Results in permanent suspension from athletics at the University of South Dakota

The University of South Dakota athletic department strictly adheres to the NCAA policies banning the use of performance enhancing drugs.

Applicable State Laws

- South Dakota Statute 13-53-42. *Loss of eligibility for intercollegiate extracurricular competition upon controlled substance violation.* Any person who has been determined by a court of competent jurisdiction to have possessed, used, or distributed controlled substances or marijuana as defined in chapter 22-42 under circumstances which would constitute a felony under South Dakota law while enrolled at a South Dakota state supported institution of higher education is ineligible to participate in any form of intercollegiate extracurricular competition at any South Dakota state supported institution of higher education. Upon receiving a request from the chief administrator of the postsecondary educational institution, the Unified Judicial System shall send notice of whether the person who is the subject of the request was adjudicated in a juvenile proceeding of possessing, using, or distributing controlled substances or marijuana as defined in chapter 22-42 under circumstances which would constitute a felony under South Dakota law if that person were an adult. **Source:** SL 1997, ch 102, § 3.

- South Dakota Statute 13-55-29. *Loss of eligibility for state funded scholarships upon controlled substance violation.* Any person adjudicated, convicted, or the subject of a suspended imposition of sentence for possession, use, or distribution of controlled substances or marijuana as defined in chapter 22-42 under circumstances which would constitute a felony under South Dakota law is ineligible for any scholarship for attendance at a postsecondary institution to the extent such scholarship is funded by the State of South Dakota. Upon receiving a request from the chief administrator of the postsecondary educational institution, the Unified Judicial System shall send notice of whether the person who is the subject of the request was adjudicated in a juvenile proceeding of possessing, using, or distributing controlled substances or marijuana as defined in chapter 22-42 under circumstances which would constitute a felony under South Dakota law if that person were an adult. **Source:** SL 1997, ch 102, § 2.

To assist with any questions, please feel free to contact the head athletic trainer. Another excellent source of information is available through The National Center for Drug Free Sport website. The REC (Resource Exchange Center) link on their webpage is a free confidential source of information available to all involved with NCAA athletics. Specifically, REC provides those who inquire whether specific dietary supplements or other substances contain NCAA banned ingredients.

Nutritional Supplements

The NCAA, as well as the University of South Dakota, has a student-athlete drug education and testing program. Over the past several years, the NCAA has reported a significant number of positive drug tests for student-athletes who use over-the-counter nutritional supplements. Despite a very aggressive educational campaign cautioning student-athletes about using over-the-counter nutritional supplements, the NCAA notes an increase in the number of positive drug tests. In addition to the risk of testing positive, there are health and safety risks associated with many nutritional supplements.

It is imperative that we warn student-athletes of the risks involved in the use of nutritional supplements. Using diet pills for weight loss is also a concern. Ephedrine (also known as ephedra and/or ma huang), which is banned by the NCAA, for example, is very accessible as an over-the-counter product, as are other banned products such as “andro” and “nor-andro.” A student-athlete who tests positive under the rules of the NCAA or USD jeopardizes his or her eligibility for athletics. Contact the Head Athletic Trainer with any questions.

Tobacco Use

It is not permissible to use tobacco products during any practice, competition or workout as a student-athlete, manager, cheer team member, coach or by any game personnel. The head athletic trainer will monitor all athletic events with assistance from the athletic training staff. Athletic trainers have the authority to report to the head athletic trainer any misuse of this policy. Misuse of this policy is a violation of NCAA rules and as such sanctions will be applied.

STUDENT-ATHLETE INSURANCE POLICY

Participation in intercollegiate athletics carries with it the inherent risk of injuries. When such injuries occur, the University of South Dakota cannot assume indefinite responsibility for continuing medical care that might be subsequently required. Subject to the limitations stated hereinafter, however, the University of South Dakota does accept certain obligations.

University Obligations

When a student-athlete is injured during the official NCAA playing and practice season, sanctioned competition or University sponsored travel to or from competition under the University of South Dakota's athletic department auspices, the University will provide the following assistance to the injured student. For purposes of this policy, University sanctioned athletic activity includes all practices on university or shared community facilities authorized by a coach, and any events to which an athlete travels with University support or financial assistance.

- All student-athletes must have their own medical insurance. The University of South Dakota's athletics department assists in the coordination of insurance benefits, whereby the student-athlete's own, parents' or legal guardians' insurance is primary and the institution's is secondary.
- Approved medical costs associated with the injury must be submitted to the student-athlete's personal insurance policy. The university will cover costs during the current academic year of the student-athlete's enrollment that exceed the \$3,000.00 deductible of the insurance plan.
- The University of South Dakota reserves the first right to obtain medical opinions from medical staff of its choice about the injury and the necessity and reasonableness of any particular treatment of an injury.
- If the student-athlete seeks a second opinion from a physician other than a South Dakota team physician, and the second opinion confirms the opinion of a team physician, South Dakota will only provide financial assistance for charges associated with the services performed by a South Dakota team physician.

Limitations

The foregoing is subject to the following limitations:

- All treatment of injuries must be authorized or administered by the University of South Dakota. Any outside treatment obtained by an injured athlete without the University's authorization will be the financial responsibility of the student-athlete.
- Any athlete injured in events or competition not conducted or sanctioned by the university is not eligible for financial medical assistance.
- If an injured athlete withdraws or graduates from South Dakota, the provision of medical care and financial medical assistance will be terminated.
- No provisions of this policy shall be interpreted to conflict with applicable NCAA rules and regulations.
- The benefit period for the insurance program offered by USD Athletics has a two (2) year time frame in which to incur expenses. No expenses are covered after two years.

Catastrophic Injury Insurance Program

The NCAA provides catastrophic injury insurance for the protection of the student-athlete. The current catastrophic injury insurance policy provides up to \$20 million in lifetime benefits to varsity student-athletes (including student coaches, student managers, student athletic trainers and student cheerleaders) who are catastrophically injured during qualifying intercollegiate athletics play or practice, or during travel related to these activities. Beginning in 2010, the NCAA increased the current policy deductible of \$75,000 to \$90,000. It provides benefits for medically necessary care and treatment in excess of all other available benefit plans. Contact the head athletic trainer if you have questions regarding the NCAA Catastrophic Injury Insurance Program.

MARKETING/PROMOTIONS

This department is supervised by the Associate Athletic Director for Development. The department works closely with the university marketing unit on campus to ensure consistent and timely marketing of events and promotions to the students, general public and all constituencies.

The director of athletic marketing and promotions is responsible for overseeing athletic department corporate relations, including the sale of all signage, radio/television inventory, game program advertising, game sponsorships, etc. In addition, the media contract, including sales, flagship station and affiliate relations and coaches shows, are under the oversight of the director of marketing and promotions.

The Director of Athletic Marketing and Promotions is the point person for relationships with outside sports marketing agencies. In addition, the position assists other department functions, including game/event management, promotions and marketing-related projects. The director of athletic marketing and promotions oversees all advertising elements aimed at creating awareness of South Dakota Athletics. The director oversees the department's relationship with all outside advertising agencies and coordinates all aspects of advertising, including placement in print, radio, television, website and social marketing mediums. The Director is responsible for creating marketing campaigns aimed to at various ticket plans, including season tickets and single game tickets. Poster design and production are also the responsibility of the director of athletic marketing and promotions. This position oversees and coordinates promotion management for all sports.

FUNDRAISING/DEVELOPMENT

The University of South Dakota's transition to Division I created the need to generate significantly more revenue. Two areas have been identified to be the vehicles to assist—the annual fund (The Howling Pack) and major gifts (“Great Expectations”). The Coyote Athletic Fund (CAF) serves as the overarching umbrella by which the Howling Pack and all other athletic fundraising efforts (endowments, capital campaign, special projects & events) are coordinated. Great Expectations is the major-gift fundraising campaign to support the increased number of athletic scholarships. The USD Howling Pack is the annual fundraising program for all Coyote Athletics.

Major Gifts Fundraising

The University of South Dakota athletics department relies on major gifts from our “Great Expectations” scholarship campaign to support athletic scholarships. All funds are raised through the University of South Dakota Foundation with contributions received from one-time gifts and gifts payable over multiple years. Major gifts come from many sources and include cash, endowments, stocks and bonds.

Annual Fund - The Howling Pack

The Howling Pack is the annual fundraising program of the athletic department at the University of South Dakota. The key efforts of The Howling Pack include its membership/donor fund drive and other special events for generating revenue. It is executed through a comprehensive approach to fundraising for maximizing revenue, through consolidated process for ask, documentation, benefits and receipt. The main goal of the Howling Pack is to provide student-athletes the best possible atmosphere in which to succeed academically and athletically with scholarship and programmatic support.

GENDER EQUITY

The University of South Dakota is in compliance with Title IX (gender equity) requirements of the Office of Civil Rights (OCR), as well as with gender equity requirements of the South Dakota Board of Regents (BOR). The BOR utilizes the oversight and consulting expertise of an external consulting firm to review the gender equity reporting of all six South Dakota Regental Universities.

Also, a campus-wide Gender Equity and Diversity Oversight Committee is in place (since 2005) to review compliance and provide a formal avenue for any person or group interested in offering information in this area. The President shall appoint all members of the committee for three-year terms. A sample constituency for the GEOC includes the following: EEO/Affirmative Action Officer, Fiscal Officer (chair of committee), facilities management senior position, two faculty members, Athletic Board of Control Chair, one male and one female student-athlete, one male and one female Head Coach, Senior Woman Administrator (SWA) and the Director of Athletics. (Note: The SWA and Director of Athletics are ex-officio members.)

MINORITY/DIVERSITY

The initiatives by the NCAA to educate on the values of diversity and inclusion are valuable. The following information is taken from an NCAA educational piece called *Diversity and Inclusion – Enhancing Diversity in Intercollegiate Athletics*: “Within the NCAA, diversity can be found from institution to institution, team to team and among each student-athlete, coach, administrator and official. One of the Association’s goals is to create a culture in which each person is seen as unique and every individual feels like he or she is a viable and valued part of the university, athletics department and intercollegiate athletics.” Further, “The connection between diversity and inclusion and enhanced learning is clear. Research studies have shown that when college students socialize with college students of a different racial group, the interactions positively contribute to students’ academic development, satisfaction with college, level of cultural awareness and commitment to promoting racial understanding. Students educated in diverse settings are more motivated and better able to deal with conflicts, as well as appreciate both similarities and differences among their peers.”

An aspect of racial diversity at the University of South Dakota (and in the state of South Dakota at large) is the importance of reaching out to and supporting the Native American student population. And, within the student-athlete population specifically, there are 30+ African-Americans, as well as a relatively small representation of other ethnicities. With the above-stated NCAA quotes in mind (e.g. “The connection between diversity and inclusion and enhanced learning is clear...”) the South Dakota athletic department strives to establish programming and resources related to diversity initiatives.

SOCIAL NETWORKING SITES GUIDELINES

There are many outlets available to you to communicate with current and future friends, acquaintances, and family members. Social networking sites (e.g., Facebook, Twitter), chat rooms, bulletin boards and blogs are just a few of these outlets. South Dakota athletics understands the importance and usefulness of these outlets and encourages responsible use of them. Whether in the real world or the cyber world, you represent yourself, your team, the athletics department and the university and we expect you to do it with the highest standards of honesty, integrity and class. South Dakota athletics has developed the following guidelines that you are expected to follow as you participate in any of the above-mentioned or similar communications:

- Keep your page/site private but understand that anything you post on-line (even if you make your site private) is out of your control the moment you place it on.
- Do not post your home address, local address, phone numbers, date of birth, class schedule, location your team is staying on the road, etc. If you do, you open yourself up for predators, stalkers, identity thieves and other criminals.
- Do not post information, photos, videos or other items on-line that could embarrass you, your family, your team, the athletics department or the University. This includes information, photos and items that may be posted by others on your page/site.
- Be sure you know who you are adding as a “friend” to your page/site. Many people are looking to take advantage of student-athletes or to get close to the program. These individuals could be criminals, journalists, individuals involved in organized gambling, etc.
- **Many potential employers and graduate schools analyze these sites in their search processes.** Anything posted that is attributed to you could be damaging to your future.
- Student-athletes could face discipline and even dismissal for inappropriate postings.

HOUSING

The University of South Dakota and department of athletics are committed to providing all student-athletes with the opportunity to enhance their social and personal values by taking part in community living environment. Therefore, student-athletes who live on campus are subject to the same residence hall rules and regulations as the rest of the student body. Further, the University does not provide dormitories for the exclusive use by student-athletes, nor create segregated areas within residence halls solely for student-athletes. For additional information on residence halls, refer to the Residential Life web page on the University’s website.

Incoming Freshmen and Transfers

A student-athlete must be officially admitted to the University to apply for housing in the residence halls. The Housing Application and Contract forms must include a Housing Deposit to be considered for residence hall room assignment. This

deposit is not covered by scholarship and coaches are responsible for communicating this with student-athletes to avoid delays in the housing application process.

Roommate Assignment

Student-athletes wishing to room with a teammate, another student-athlete or student should provide the name of the preferred roommate on the housing application form. Both students must list each other's names as roommate preference in order for correct room assignment.

Off-Campus Housing

Head Coaches retain the right to approve or deny student-athlete requests to live off campus. If approved, student-athletes are responsible for selecting suitable housing. Student-athletes are responsible for all costs above the financial amount stipulated for the housing grant-in-aid by athletics.

PARKING

You must have a valid university parking permit to park a vehicle anywhere on campus. This includes parking for practice, lifting, meetings, training room, team travel, etc. This applies even if you do not live on campus. You must park in the appropriate parking lot as indicated by the type of parking pass you have purchased. If necessary, you may apply for an additional parking permit, for which there is a charge. You are responsible for paying all parking tickets you receive. Failure to pay parking tickets in a timely fashion will affect your ability to register for classes for subsequent terms. Parking Permits can be purchased at the Business Office in Slagle Hall.

TEAM TRAVEL

The department of athletics is committed to following all State of South Dakota, University, Conference and NCAA rules and regulations related to transporting student-athletes to and from practice and competition sites. Since team travel represents a major expense to the department, individuals involved in making such arrangements must strive to negotiate terms that are in the best interest of the University and the department. Moreover, when warranted by the size and related costs of the traveling party, transportation and lodging arrangements are to be let out for bid according to University and State guidelines.

All team travel arrangements for away contests are itemized, trip-by-trip, by the respective head coach during the budget formulation process. Coaches are expected to remain within established budget limitations. In general, travel arrangements include; developing the team itinerary, completing travel authorization paperwork, arranging for transportation, lodging and team meals, and obtaining team travel advances, and reporting all expenses and reconciling the cash advance with appropriate documentation upon completion of travel.

Each team's head coach is responsible for setting standards of conduct (e.g., dress, behavior, curfews, free time activities, etc.) during trips. Each team will be accompanied by a member of the coaching staff. When possible, an administrative representative of the athletic department will travel with teams.

Mode of transportation is determined based on distance, hours of travel, missed class time, and cost. The determination for the mode of transportation is made during the budget cycles when the coach presents his or hers preference after considering all factors.

A. Commercial air- is typically considered when travel time is greater than 8-10 hours unless airport connections and itineraries are inconvenient or make traveling by charter bus more attractive. All air travel is approved through the designated team supervisor and coordinated through the accounting assistant and the assistant athletic director of administration. Group travel is arranged with the universities travel agency and payment is approved by University of South Dakota Accounting.

B. Charter aircraft- is used when travel itineraries and squad size are not conducive for commercial flights. Cost is considered when using this option. Charter aircraft is used on a very limited basis with the cost difference over commercial air being justified. Chartered aircraft is secured through the Assistant Athletic Director for Administration with the Athletic Director's approval. The University's legal counsel reviews all contracts prior to execution.

C. Charter Bus-is the typical mode of transportation for travel parties greater than 12, but is not required when vehicles from the University motor pool can be secured and are more cost effective for shorter trips and smaller teams. Charter buses are secured through the bid process for each team based on the travel schedule for the season.

D. Fleet Vehicles-are viable and encouraged modes of transportation for short distances, airport transfers, and small squads. University fleet vehicles are for official business only and are to be used by authorized faculty and staff. All drivers must have a valid and current driver's license. University vehicles are generally not to be driven by students unless accompanied by an authorized coach or staff member. Permission may be granted, upon approval from the Director of Athletics, for a student-athlete or cheer team member to drive a university vehicle. The University Motor Pool is charged with the responsibility of providing safe and economical transportation. Per (SDCL) 32-38-1 to 32-38-5 safety belts shall be worn at all time in accordance with the codified law. The University Motor Pool reserves the right to decline use of a 15-passenger van to transport personnel due to weather and road conditions or operator training requirements that have not been met by the drivers. These vans are in the process of being removed from the state fleet. Information regarding training is to be made through Fleet & Travel Management.

Group Travel Advances-Before departing for an away athletic event, coaches must request a cash advance 5 days prior to departure with the athletics business office. The request is then submitted to the assistant athletic director/administration and athletic director for approval.

Travel Payment Detail reports must be completed and submitted to the athletic business office. Upon returning from the trip, an expense report must be submitted to the athletic business office for reconciliation of the travel. All dated, verifiable bills and receipts must be attached to the travel payment detail report, including meal receipts for verification. If students and staff are advanced money for meals they must sign the approval form at the time of receiving meal money.

Any balance due on cash advances must be paid when expenses are filed on the travel payment detail form. Reimbursement of expenses in excess of the cash advance will be made by direct deposit to the employees account.

Release of Liability Waiver

In general, all team members must travel to and from an away event with their teammates and must stay with them at assigned lodgings. However, exceptions may be made at the discretion of the head coach, as appropriate. If a student-athlete does not return home with the team, alternative arrangements must be pre-approved (prior to departure from campus for the travel/competition) by the head coach and an athletic administrator. A Release of Liability Waiver must be completed prior to the team travel, to all the student-athlete to travel back to campus through the approved, alternative arrangements.