

2011-2012

WESLEYAN
UNIVERSITY



STUDENT-ATHLETE
HANDBOOK

Wesleyan University
Student-Athlete Handbook

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WESLEYAN

U N I V E R S I T Y

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Dear Team Member:

At the beginning of each season you should become familiar with many athletic department policies and procedures. Also, I want to make you aware of various opportunities and resources that are available to students participating in athletics.

This student-athletic handbook contains information that will inform you about the most important policies that impact you as a team member. It also provides valuable details regarding post-graduate scholarships, internships, athletic health insurance and other programs and procedures that may prove to be valuable to you.

I urge you to take time to review the handbook and if you have questions about the information contained within, please address your questions to your coach or a member of the athletic department administration.

Finally, I want to express to you how pleased I am that you have chosen to be a participant in athletics at Wesleyan University. The athletics department is committed to providing you with an environment that will produce a meaningful athletics experience. Quality coaching, appropriate equipment, clean and safe facilities and strong support services are all important ingredients in creating this environment, and ones that the department is committed to providing.

It is a privilege to be a member of a Wesleyan varsity team. Along with the opportunity to participate in athletics is the responsibility to conduct yourself in a manner that is a credit to your team and the institution. Whether in practice, on a team trip, in a contest or on campus you represent the Wesleyan student-athlete. Please keep this in mind and always conduct yourself in a way that will bring deserving positive credit to you, your team, your coach and Wesleyan.

The very best to you and your team.

Sincerely,



John Biddiscombe

JSB/kwc

MISSION STATEMENT

In the pursuit of excellence, the Athletic Department strives to be the most innovative and successful athletic program in the prestigious New England Small College Athletic Conference (NESCAC) and a leader at the national level. Wesleyan University pursues excellence in all of its programs. Athletics, as an integral part of the overall educational process, is uniquely positioned to enhance a liberal arts education. Wesleyan coaches share the same goal as the entire Wesleyan community: to transform the lives of our students. To achieve this goal, the University is committed to support our highly trained and dedicated faculty-coaches who practice their craft in state-of-the-art facilities.

The Wesleyan Athletic Department supports a broad range of intercollegiate teams that encourage scholar-athletes to develop their skills and themselves to their full potential and to benefit from the lessons learned from perseverance, competition, sacrifice and teamwork. The University believes that successful intercollegiate teams serve to build a sense of spirit and community on campus and are a source of institutional pride for our alumni. Wesleyan's commitment extends to all intercollegiate athletic activities for women and men's sports and benefits from all admissions decisions being made without regard to financial need.

The Athletic Department also provides a wide array of health and wellness courses and lifetime skill activities that encourage students to develop the habit of leading healthy and balanced lives.

PHILOSOPHY

Wesleyan University prepares students to face a rapidly changing world with confidence and a sense of responsibility to make the world a better place. To that end, the Athletic Department views its interactions with students as opportunities to help them discover, develop and test their skills to create positive change. Through the pursuit of healthy habits and participation in competitive intercollegiate athletics, Wesleyan scholar-athletes embrace the level of commitment necessary to achieve their individual goals, aware of the need to bring out the best in others, successful on the field of play and in the classroom and practiced in the art of leadership. It is, in fact, the University's expectation that the men and women who participate in our athletic program will be exceptionally prepared to excel, contribute, and lead in their communities and beyond.

VALUE STATEMENT

In order to achieve our institutional mission and have successful athletic teams, Wesleyan scholar-athletes are guided by core values:

Teamwork: We work collaboratively and we work hard in a cooperative spirit.

Respect: We respect ourselves and others and embrace our diversity.

Balance: We commit ourselves to our athletic endeavors while recognizing the importance of academic pursuits and community involvement.

Accountability: We hold ourselves and each other accountable for our words and our actions.

Citizenship: We are responsible, caring, and active citizens within and beyond the Wesleyan community.

Integrity: We have a high regard for truth, play according to the rules, strive to act in ethical ways and are sincere in our actions.

Humility: We are grateful for our opportunities and mindful that our participation in athletics is a privilege and not an entitlement.

Sportsmanship: We are gracious competitors regardless of the final score and conduct ourselves with dignity under pressure and in the face of adversity.

ALCOHOL POLICY

Wesleyan athletic team members are an integral part of the Wesleyan community and, therefore, responsible for their actions as outlined in the Wesleyan Code of Non-Academic Conduct. Team members are governed by these rules and regulations both when on the Wesleyan campus and when involved in off-campus team functions.

Particular attention is called to the policies regarding the use of alcohol in the Wesleyan Student Handbook. Included within the standards of conduct is the statement, "The University prohibits underage and unlawful possession, use, or distribution of illicit drugs and alcohol; the underage possession or consumption of alcohol anywhere on university property or at university sponsored events." In addition to this adherence to Federal, State and local alcohol policies, the following policies pertaining to alcohol have been developed by the Department of Physical Education and Athletics. An important purpose of the alcohol policy is to enhance athletic performance and to facilitate safe and enjoyable participation in team functions by all team members by eliminating the use of alcohol.

- 1. Team Functions - There will be no use of alcohol by any team member during any Wesleyan varsity intercollegiate team function. A team function includes, but is not limited to the following events:**
 - a) Contests
 - b) Practices
 - c) While being transported in team buses, vans or cars
 - d) Team trips including extended travel during vacation periods and overseas trips. There will be no use of alcohol by any team member from departure until conclusion of the trip.
 - e) Team banquets, break-up parties on or off-campus, as well as, parties to which all team members are invited, in or out of season.
- 2. Stricter Guidelines - A coach and team can set stricter guidelines, but it is the responsibility of the head and assistant coaches to enforce the alcohol policy.**
- 3. Disciplinary Action - *Disciplinary action is at the discretion of the head coach in consultation with the Athletic Director. The Wesleyan administration may also be involved in discussing appropriate disciplinary action, but team members are reminded that the possibility of further University sanctions exists if a student is also in violation of the University Code of Non-Academic Conduct.***

TEAM INITIATIONS AND HAZING POLICY

Varsity and club sport team initiations, which include hazing, are dangerous to the safety of the student-athletes and are prohibited. Also, any varsity team event that is organized by team members that includes the use of alcohol is a violation of the athletic department alcohol policy.

Team initiations that are intended to create team spirit or a bonding of team members are not inherently bad. However, often these events include some ritual or tradition that includes excessive drinking or unsafe anti-social behavior. Most often, these events are to indoctrinate first year team members into the team. These individuals are usually under 21 years of age, and providing them with alcohol is a violation of the State of Connecticut laws and the Wesleyan University Code of Non-Academic Conduct. Students violating this code are subject to disciplinary actions by the Student Judiciary Board. Team initiations may also place team members in violation of the anti-hazing law of the State of Connecticut.

Team initiations that include any act, whether physical, mental, emotional or psychological, which subjects another person, voluntarily or involuntarily, to anything that may abuse, mistreat, degrade, humiliate, harass or intimidate him/her, or which may in any fashion compromise his/her inherent dignity as a person will be considered as hazing. In addition, any requirement by a member of an organization, which compels another member to participate in any activity, which is against Wesleyan University's Code of Non-Academic or state/federal law will be defined as hazing.

Coaches are to inform team members well before the beginning of the season not to hold events that violate the team hazing policy. *Severe sanctions will be imposed on teams found in violation of the department's team hazing policy.*

WESLEYAN UNIVERSITY HAZING POLICY

Consistent with state law, national fraternal policies and athletic conference guidelines, hazing is prohibited at Wesleyan University. The term "hazing" shall mean any activity or method of initiation into any student organization, whether on public or private property, that could reasonably produce undue mental or physical discomfort, harassment, ridicule or endanger the participants. An activity may be considered hazing regardless of consent or willingness to participate in the activity.

Consistent with the definition above, the following activities have typically been identified as hazing activities: use of alcoholic beverages or other drugs; paddling or branding; creation of excessive fatigue; physical or psychological shocks; quests, treasure hunts, scavenger hunts, or road trips; wearing of public apparel which is conspicuous and not in good taste; engaging in public stunts and buffoonery; degrading or humiliating games and activities; any other activities which are not consistent with University regulations and policies as well as local, state and federal laws.

There are many activities in which members of student groups may voluntarily participate that foster camaraderie and team-building, promote unity and a sense of belonging, and build self-confidence and self-esteem. Examples of such activities include: attending pre-season or organizational training sessions; administering supervised testing for skills, endurance or

performance; sponsoring a skit night; wearing similar clothing as a symbol of unity; doing community service; completing a ropes course; participating in a supervised group trip.

Because it is not always clear which activities are acceptable and which constitute hazing, students are encouraged to consult with advisors, coaches, and/or Campus Programs or Student Services staff members in advance of the event.

Community members who have experienced hazing or have information about an alleged hazing incident should consult with the Office of Public Safety, Athletics Director, or Campus Programs or Student Services staff.

NESCAC PRESIDENTS' STATEMENT ON ABUSIVE DRINKING AND HAZING

In addition to being partners in athletic competition, the 11 colleges and universities comprising the New England Small College Athletic Conference (NESCAC) are united in efforts to provide safe environments in which students may mature intellectually and socially.

Recognizing that social life plays an important role in the college experience, each campus has increased its efforts to encourage students to make responsible choices. Each school takes a strong stand against substance abuse, including alcohol. While the vast majority of students at NESCAC institutions who choose to drink alcohol do so responsibly, each school has disciplinary and educational programs in place for students who misuse alcohol and other substances.

Additionally, all of the conference schools expressly prohibit hazing.

NESCAC member institutions: Amherst College, Bates College, Bowdoin College, Colby College, Connecticut College, Hamilton College, Middlebury College, Trinity College, Tufts University, Wesleyan University and Williams College.

SPORTS WAGERING

NCAA Bylaw 10.3 Sports Wagering Activities

The following individuals shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition.

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

10.3.1 Scope of Application

The prohibition against sports wagering applies to any institutional practice or any competition (intercollegiate, amateur or professional) in a sport in which the Association conducts championship competition, in bowl subdivision football and in emerging sports for women.

10.3.1.1. Exception The provisions of Bylaw 10.3 are not applicable to traditional wagers between institutions (e.g. traditional rivalry) or in conjunction with particular contests (e.g., bowl games). Items wagered must be representative of the involved institutions or the states in which they are located.

10.3.2. Sanction

The following sanctions for violations of Bylaw 10.3 shall apply:

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

10.4 Disciplinary Action

Prospective student-athletes and enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition, subject to appeal to the Committee of Student-Athlete Reinstatement for restoration of eligibility (See Bylaw 10.3.2 for sanctions of student-athletes involved in violations of Bylaw 10.3). Institutional staff members found in violation of the provisions of this regulation shall be subject to disciplinary or corrective action as set forth in Bylaw 19.5.2.2 of the NCAA enforcement procedures, whether such violations occurred at the certifying institution or during the individual's previous employment at another member institution.

OVERNIGHT/HOST RESPONSIBILITIES

From time to time you may be asked by your coach to serve in the capacity as a host to a prospective student-athlete during his or her visit to campus. You must take this responsibility seriously and be sure to ask your coach about any concerns you may have about hosting a recruit for your team. The following information will be provided to your prospective student upon his or her arrival to campus. Please read this and understand that your recruit is obliged to comply with all NESCAC, NCAA, and university regulations, and State of Connecticut laws while on campus. In the hosting of prospective students, Wesleyan team members are not to provide the recruit with alcoholic beverages or escort them to events where alcohol is being served. Wesleyan students providing underage recruits with alcohol may be subjected to university disciplinary actions and the recruits that are involved in the underage consumption of alcohol may jeopardize their opportunity to attend Wesleyan.

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INFORMATION FOR OVERNIGHT ATHLETIC VISITORS TO WESLEYAN UNIVERSITY

[This statement is provided to visiting recruits.]

Welcome to Wesleyan! Campus visits are an excellent opportunity for you to learn more about life as a Wesleyan student. We urge you to experience the various academic, social, and residential components of a Wesleyan education.

VISITATION POLICY

As a guest, Wesleyan requires that you assume the same responsibility for your own actions that Wesleyan students have assumed. Please read the following statement and sign your name to indicate that you understand the statement. If you do not understand the statement or how it applies to you, please ask a member of the Athletic Department, Admission staff or Dean 's Office to explain it to you before you sign:

I am aware that although Wesleyan University has agreed to host me overnight, neither the Office of Admission nor any other office or personnel of Wesleyan University will be supervising me at all times during my stay on campus. Visiting students, like enrolled students, are responsible for their behavior as adults within the expectations described below.

I am aware that participants in on-campus visitation programs are required to abide by Connecticut state law and the Code of Non-Academic Conduct which governs students enrolled at Wesleyan University. I acknowledge that Connecticut law prohibits all use of illegal drugs and prohibits the drinking of alcoholic beverages by persons under 21 years of age.

Further, I understand that any negative behavior during my campus stay will be considered by the Admissions Office. Any violation of the rules stated above or any damage to Wesleyan property may impact my application to Wesleyan.

WESLEYAN STUDENT-ATHLETE ADVISORY COMMITTEE

Mission Statement

The Wesleyan University SAAC provides a voice for student-athletes within the Wesleyan community, NESCAC and the NCAA. The SAAC represents the interests of student-athletes to the administration, undertakes projects that benefit all members of the community and fosters a positive student-athlete image.

Division III Philosophy

(http://www1.ncaa.org/membership/governance/division_III/d3_philosophy_stmt)

Colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience, and in which coaches play a significant role as educators. They also seek to establish and maintain an

environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

To achieve this end, Division III institutions:

- (a) Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (students, alumni, institutional personnel) than on the general public and its entertainment needs;
- (b) Award no athletically related financial aid to any student;
- (c) Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;
- (d) Encourage participation by maximizing the number and variety of athletics opportunities for their students;
- (e) Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;
- (f) Assure that athletics participants are not treated differently from other members of the student body;
- (g) Assure that athletics programs support the institution's educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution's athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission; (Revised: 1/9/06 effective 8/1/06)
- (h) Assure that athletics recruitment complies with established institutional policies and procedures applicable to the admissions process; (Adopted: 1/12/04 effective 8/1/04)
- (i) Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body; (Adopted: 1/9/06 effective 8/1/06)
- (j) Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body; (Adopted 1/9/06 effective 8/1/06)
- (k) Provide equitable athletics opportunities for males and females and give equal emphasis to men's and women's sports;
- (l) Support ethnic and gender diversity for all constituents; (Adopted: 1/12/99)
- (m) Give primary emphasis to regional in-season competition and conference championships; and
- (n) Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.

Constitution and Bylaws

Constitution, Article 1

1.1 Name

The name of this organization shall be “Wesleyan University Student-Athlete Advisory Committee.”

1.2 Purposes

The Wesleyan Student-Athlete Advisory Committee (SAAC) is a group of student-athlete representatives who work with the administration to improve and support Wesleyan’s athletic community. SAAC’s goals are to generate a student-athlete voice in dialogue with the faculty, the student body and the NESCAC league. On a national level, SAAC responds to NCAA legislation, as well as, encouraging student-athlete community service efforts.

Bylaws, Article 2

2.1 Membership

2.1.1 Composition

The committee will be composed of one-two representatives from every team-both men’s and women’s. Coaches, captains and the existing SAAC members will appoint committee members. There are to be at least four representatives per class year, with freshmen representatives being added as full voting members no earlier than the end of the fall semester. The juniors and sophomores will be expected to fulfill a two or three-year commitment to the committee. There will be two co-presidents (one male, one female) appointed by the previous years presidents. It is expected that the committee will be gender equal and that no sport will have more than one or two student-athletes on the committee. When student-athletes are appointed or elected to the committee they should understand and agree to the expectations described below.

2.1.2 Duties and Responsibilities

The committee will meet at least once a month in its entirety. The executive board and subcommittee chairs are to meet on a weekly basis. At the first meeting the committee will prioritize the issues it will deal with during the year. Members will be assigned duties to be completed between meetings. Committee members will also be responsible for gathering outside input from other student-athletes pertaining to current issues and concerns. Attendance of outside individuals who are concerned with the topic of a given meeting will be encouraged. If any member misses more than two consecutive meetings of the SAAC they are subject to dismissal.

2.2 Subcommittees

There will be two subcommittees, the Cardinal Committee and the Community Service and Philanthropy Committee. The committees will be chaired by a single member elected at the end of the previous year and will not be a member of the executive board.

2.2.1 The Cardinal Committee

The Cardinal Committee shall be responsible for promoting positive sportsmanship and school spirit. The committee will also be responsible for creating events related to the aforementioned goals.

2.2.2 The Community Service and Philanthropy Committee

The Community Service and Philanthropy Committee shall be responsible for community service within the Wesleyan Community as well as within the greater Middletown community. They shall also be responsible for organizing fundraisers for organizations determined by the entire SAAC body.

2.3 Executive Board

There will be two co-presidents (one male, one female) appointed by the previous years president, one vice-president, one secretary and one treasurer. The vice-president, secretary and treasurer will be appointed by the previous years Student-Athlete Advisory Committee Executive Board.

2.4 Advisors

There will be three faculty advisors for this committee: the Athletic Director, and Assistant Athletic Director and coach, and an outside faculty member.

2.5 Wesleyan Student Assembly Representation

A WSA representative will serve as a non-voting member attending a monthly meeting and presenting the WSA agenda regarding athletics and other related issues to the SAAC. The WSA member shall be a non-athlete in order to prevent conflicts of interest.

PERMISSION TO NOT TRAVEL WITH THE TEAM

For safety, team unity, and effective pre-game organization, it is important that student-athletes travel in university supplied transportation and stay overnight in accommodations that are supervised by head or assistant coaches. However, often for good reasons, students may request permission to travel to or from an away contest independent of the team. In these instances, it is essential that the student have the written permission of the coach and athletics director prior to traveling independent of the team.

To receive authorization to travel independent of the team, the requesting athlete must adhere to the guidelines as specified below:

1. Permission to travel independent of the team must be requested of the coach at least two days prior to the contest.
2. The Permission to Travel form is **obtained from the coach** and completed by the student-athlete. The student-athlete must then **obtain a signature from the coach**.
3. The Athletic Director will review the form and will not approve the request unless it has been approved and the permission to travel form signed by the coach.

Permission to Travel forms will be kept on file until the conclusion of the season and then discarded. A copy of the Permission to Not Travel with the Team is included in the appendix of this handbook.

NESCAC VOLUNTARY OUT-OF-SEASON ACTIVITIES

NESCAC institutions support all students in their desire to engage in activities that promote health and fitness. Students at NESCAC schools who participate in varsity athletics will often look to engage in athletic activity out-of-season. Most have played year round before coming to college. It's natural and healthy for them to remain physically active. At the same time, our schools offer a wonderful array of opportunities and those on teams deserve the chance to explore new and different options. Activity out-of-season is viewed positively so long as it abides by NESCAC regulations and one's participation is never seen as a condition for making a team.

NESCAC rules state that all out-of-season activities must be strictly voluntary. Out-of-season is defined as dates not inclusive in the period designated in Sec. II.C.1 [of the NESCAC manual] as the practice starting dates and last conference approved contest of that athletic season.

The following guidelines have been developed to assist member institutions in the implementation and application of the Conference policy governing out-of-season activities. They must be communicated by the Director of Athletics to all coaches, captains and the faculty on an annual basis and to team members annually by the respective coaches and a member of the athletic administration.

Guidelines

- All out-of-season activities must be **completely voluntary** and should never conflict with any academic obligation.
- There can be no scripting of activity, no attendance taken, no reporting to the coaching staff, no implication that participation can ever be a condition of making a team, and no involvement of any kind by any member of the coaching staff.
- Team captains and members may not coach or direct practices on or off campus. These activities are to be structured in as a "free play" environment. They are not to duplicate a practice that would be led by a coach. If a pick up game is open to the rest of the student body, team members may participate.
- Facilities may not be reserved for a team activity out-of-season. In a multipurpose facility (i.e., field house) this rule would not preclude scheduling of activity limitations for safety reasons. In such instance, however, the activity may not be restricted to varsity candidates and must be open to all members of the student body. Procedures established for the general college community must be followed in the scheduling of such facilities.
- Off-campus facilities may not be rented or reserved for a varsity team activity, however an institution may arrange for off-campus space for recreational activities.
- Students may not use or be issued college-owned apparel or equipment out-of-season, unless it is available to the college community in general.
- Voluntary strength and conditioning programs are permitted. Coaches may design voluntary workout programs for their players. Sport coaches are not permitted to require, direct, or

supervise these activities out-of-season. Strength and conditioning personnel may monitor voluntary individual workouts for safety purposes.

- There are to be no contests or scrimmages by teams against outside competition out-of-season.
- Insurance policies written to provide coverage for accidents occurring from intercollegiate athletics may only cover accidents that occur when students participate in events that are permitted as an in-season activity under NESCAC guidelines. Also, students injured in out-of-season activities will not be covered by NCAA catastrophic injury insurance.
- Permissible out-of-season activities include team community service activities, educational programming including leadership, alcohol and hazing education. Students may volunteer to work in sport-based clinics for youth provided clinics are conducted when classes are not in session and clinics are conducted not more than twice in any given sport in an academic year.
- Exceptions: See NESCAC manual, Athletic Administration Policies for Out-of-Season Activities.
- Violations of this policy will be handled according to established conference guidelines and may result in penalties or sanctions against individuals and/or teams.



**Academic Year 2011-12
Summary of NCAA Regulations – NCAA Division III**

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

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

TO: STUDENT-ATHLETE

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

This summary has two parts:

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

If you have questions, ask your director of athletics (or his or her official designee) or refer to the 2011-12 NCAA Division III Manual. The references in brackets after each summarized regulation show you where to find the regulation in the Division III Manual.

Part I: FOR ALL STUDENT-ATHLETES.

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

1. Ethical Conduct – All Sports.

- a. You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]
- b. You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1-(a)]

- c. You are **not eligible** to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition, solicit a bet on any intercollegiate team, accept a bet on any team representing the school or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]
- d. You are **not eligible** to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling. [Bylaw 10.3]
- e. You are **not eligible** to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaw 14.01.3.3]

2. Amateurism ~ All Sports.

- a. You are **not eligible** for participation in a sport if after full-time collegiate enrollment you have ever:
 - (1) Taken pay, or the promise of pay, for competing in that sport;
 - (2) Agreed (orally or in writing) to compete in professional athletics in that sport;
 - (3) Competed on any professional athletics team (as defined by the NCAA) in that sport; or
 - (4) Used your athletics skill for pay in any form in that sport. (Prior to collegiate enrollment, an individual may accept prize money based only on his or her place finish or performance from the sponsor of an open athletics event, the United States Olympic Committee or the appropriate national governing body and actual and necessary expenses associated with the individual's practice and competition on a professional team.) [Bylaws 12.1.3. and 12.1.5]
- b. You are **not eligible** in a sport if you ever have accepted money, transportation or other benefits from an agent or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3.1]
- c. You are **not eligible** in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service or allow your name or picture to be used for promoting a commercial product or service, unless:
 - (1) The individual became involved in such activities for reasons independent of athletics ability;
 - (2) No reference is made in these activities to the individual's involvement in intercollegiate athletics; and
 - (3) The individual's remuneration under such circumstances is at a rate commensurate with the individual's skill and experience as a model or performer and is not based in any way on the individual's athletics ability or reputation. [Bylaw 12.5.1.3]
 - (4) You are **not eligible** in any sport if, because of your athletics ability, you were paid for work you did not perform, or were paid at a rate higher than the going rate. [Bylaw 12.4.1]

3. Delayed Collegiate Enrollment.

- The following rules are applicable to all Division III student-athletes first entering a collegiate institution on or after August 1, 2002:
 - If you did not enroll in college as a full-time student at your first opportunity following the graduation of your high-school class or if you discontinued full-time high school enrollment and you participated in any of the activities listed below, you have used a season of intercollegiate competition for each calendar year or sport season in which you participated in such activities. [Bylaw 14.2.4.3]

4. Activities Constituting Use of a Season.

- a. Any team competition or training in which pay in any form is provided to any of the participants above actual and necessary expenses;
- b. Any individual competition or training in which the individual accepts pay in any form based on his or her place finish or any competition or training in which the individual accepts pay in any form above actual and necessary expenses;
- c. Any competition pursuant to the signing of a contract for athletics participation or entering a professional draft; or
- d. Any competition funded by a representative of an institution's athletics interest that is not open to all participants. [Bylaw 14.2.4.3.2]

If you have used a season(s) of participation according to the regulations above, you must also fulfill an academic year in residence prior to being eligible to represent your school in intercollegiate competition. [Bylaw 14.2.4.3.1]

5. Competition Exceptions (for delayed collegiate enrollment).

- If you participated in organized competition while enrolled in a postgraduate college preparatory school during the initial year of enrollment, you did not use a season of competition. In addition, a maximum one-time one-year exception is applicable for participation in the Olympic Games tryouts and competition, and other specified national and international competition. [Bylaw 14.2.4.3.2.1]

6. Seasons of Participation – All Sports.

- a. A student-athlete must count a season of participation when he or she practices or competes during or after the first contest following the student-athlete's initial participation at that school. [Bylaw 14.2.4.1]
- b. A season of participation shall not be counted when a student-athlete participates in a preseason scrimmage or preseason exhibition conducted prior to the first contest in the traditional segment following the student-athlete's initial participation at that school, or when a student-athlete participates in the one date of competition during the nontraditional segment in baseball, field hockey, lacrosse, soccer, softball and women's volleyball. [Bylaw 14.2.4.1.1]

- c. A season of participation shall not be counted when a student-athlete practices in the nontraditional sports segment. [Bylaw 14.2.4.1]

7. Financial Aid – All Sports.

- a. You are **not eligible** if you receive financial aid other than the nonathletic financial aid that your school distributes. However, it is permissible to receive:
- (1) Money from anyone on whom you are naturally or legally dependent. [Bylaw 15.2.3.3]
 - (2) Financial aid that has been awarded to you on a basis other than athletics leadership, ability, participation or performance. [Bylaw 15.2.3.4]
 - (3) Financial aid from an entity outside your school that meets the requirements specified in the Division III Manual. [Bylaw 15.2.3.2]
- b. You must report to your school any financial aid that you receive from a source other than your school. However, you do not need to report financial aid received from anyone on whom you are naturally or legally dependent. [Bylaw 15.2.3.1]

8. Academic Standards – All Sports.

- a. Eligibility for Practice.
- (1) You are **eligible to practice** if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of your school. [Bylaw 14.1.8.1]
 - (2) You are **eligible to practice** during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies at the time of your initial participation, you are no longer enrolled at your previous school and you are eligible under all school and NCAA requirements. [Bylaw 14.1.8.1.6.1]
 - (3) You also are **eligible to practice** while enrolled in less than a minimum full-time program of studies if you are enrolled in the final semester or quarter of a baccalaureate program and your school certifies that you are carrying (for credit) the courses necessary to complete your degree requirements. [Bylaw 14.1.8.1.6.3]
- b. Eligibility for Competition.
- (1) To be **eligible to compete**, you must:
 - (a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your school;
 - (b) Be in good academic standing according to the standards of your school;
and

- (c) Be enrolled in at least a minimum full-time program of studies leading to baccalaureate or the equivalent (not less than 12-semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the school for all graduate students) or be enrolled and seeking a second baccalaureate degree at your school. [Bylaws 14.01.2, 14.1.8.1 and 14.1.8.1.6.4]
- (2) If you are enrolled in less than a full-time program, you are **eligible to compete** only if you are enrolled in the last term of your **baccalaureate or graduate** degree program and are carrying credits necessary to finish your degree requirements. [Bylaw 14.1.8.1.6.3]
- (3) You are **eligible to compete** during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies and at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.1.6.1]
- (4) If you are a returning student, you are **eligible to compete** between terms, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately before the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.8.1.6.2]

9. Other Rules Concerning Eligibility ~ All Sports.

- a. You are **not eligible** to participate in more than four seasons of intercollegiate participation. [Bylaw 14.2]
- b. You are **not eligible** after 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the school, except for any extensions that have been approved in accordance with NCAA legislation. [Bylaw 14.2.2]
- c. You are **eligible** if you are seeking a second baccalaureate or equivalent degree or you are enrolled in a graduate or professional school provided you received your undergraduate degree from the same school, you have seasons of participation remaining and your participation occurs within the applicable 10 semesters or 15 quarters. You are also **eligible** for championships that occur within 60 days of the date you complete the requirements for your degree. [Bylaws 14.1.9 and 14.1.8.1.6.3.1]
- d. You are **not eligible** in your sport for the rest of your season if, after enrollment in college and during any year in which you were a member of an intercollegiate team, you competed as a member of any outside team in any noncollegiate, amateur competition in the sport during your college team's playing season. Competing in the Olympic Games, tryouts and competition and other specified national and international competition is permitted. [Bylaws 14.7.1 and 14.7.3]

10. Transfer Students Only.

- a. You are considered a transfer student if:
 - (1) The registrar or admissions officer from your former school certified that you officially were registered and enrolled at that school in any term in a minimum full-time load and attended class; or
 - (2) The director of athletics from your former school certified that you reported for the regular squad practice that any staff member of the athletics department of your former school announced, even if that practice occurred before the beginning of the academic term. [Bylaw 14.5.2]
- b. If you are a transfer student from a four-year school, you are **not eligible** during your first academic year in residence unless you meet the provisions of one of the exceptions specified in Bylaws 14.5.5.1.1, 14.5.5.1.2 or 14.5.5.1.3 or one of the waivers specified in Bylaw 14.8.1.2.
- c. If you are a transfer student from a two-year institution, you are **not eligible** during your first academic year in residence at your new institution unless you meet the academic and residence requirements specified in Bylaw 14.5.4.1 or the exception specified in Bylaw 14.5.4.2.
- d. If you wish to correspond with another NCAA institution about your opportunity to transfer, the institution must have permission to contact you before any correspondence may occur.
 - (1) To contact another Division III school, you may seek permission from your director of athletics, or you can grant other Division III institutions permission to contact you. To grant another Division III school permission to contact you about a potential transfer (or for you to be able to contact the school), complete the Permission to Contact: Self-Release form that is provided by the NCAA national office. The form and instructions are available on the student-athlete home page of the NCAA website at www.ncaa.org.
 - (2) To contact Division I or Division II schools, you must seek permission from your director of athletics.

11. Drugs All Sports.

- a. If the NCAA tests you for the banned drug classes listed in Bylaw 31.2.3.4 and you test positive (consistent with NCAA drug-testing protocol), you will be **ineligible** to participate in regular-season and postseason competition for one calendar year (365 days) after your positive drug test and you will be charged with the loss of a minimum of one season of participation in all sports.
- b. If you test positive a second time for the use of any drug, other than a "street drug" as defined in Bylaw 31.2.3.4, it will result in the loss of lifetime eligibility, while a combination of two positive tests involving street drugs (e.g., marijuana, heroin), in whatever order, will result in the loss of an additional year of eligibility. [Bylaw 18.4.1.5]

- c. If you test positive for the use of a "street drug" after being restored to eligibility, you shall be charged with the loss of one additional season of competition in all sports and also shall remain ineligible for regular-season and postseason competition at least through the next calendar year. [Bylaw 18.4.1.5]
- d. A policy adopted by the NCAA Executive Committee establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug. You will remain ineligible until you retest negative and your eligibility has been restored by the NCAA Division III Committee on Student-Athlete Reinstatement. [Bylaw 18.4.1.5.1.1]

12. Non-NCAA Athletics Organization Positive Drug Test – All Sports (Bylaw 31.2.3.4.2).

- a. If you are under a drug-testing suspension from a national or international sports governing body that has adopted the World Anti-Doping Agency (WADA) code, you will not be eligible for NCAA intercollegiate competition for the duration of the suspension.
 - b. The director of athletics must notify the vice president of NCAA educational affairs in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.
 - c. If the student-athlete immediately transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365-day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for a 365-day period. Additionally, the student-athlete must retest negative (in accordance with the testing methods authorized by the Executive Committee) and request that eligibility be restored by the Committee on Student-Athlete Reinstatement.
 - d. The list of banned drugs classes is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA website (www.ncaa.org) or may be obtained from the NCAA health and safety staff in educational affairs at the NCAA national office.
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Part II: FOR NEW STUDENT-ATHLETES ONLY.

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

- **Recruitment.**

- a. Offers ~ All Sports.

- (1) You are **not eligible** if, before you enrolled at your school, any staff member of your institution or any other representative of your school's athletics interests offered to you, your relatives or your friends any financial aid or other benefits that NCAA rules do not permit.

- (2) During your recruitment, it was permissible for you to be employed in any department outside of intercollegiate athletics provided the employment is arranged through normal institutional employment policies and procedures. [Bylaws 13.2.1 and 13.2.4.1]

b. Contacts ~ All Sports.

- (1) For purposes of this section, contact means "any face-to-face encounter between a prospective student-athlete or the prospective student-athlete's relatives, guardian(s) or individual of a comparable relationship and an institutional athletics department staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged (e.g., positions himself/herself in a location where contact is possible) or that takes place on the grounds of the prospective student-athlete's educational institution or at the site of organized competition or practice involving the prospective student-athlete or the prospective student-athlete's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of the conversation that occurs." [Bylaw 13.02.2]
- (2) You are **not eligible** if any athletics staff member of your school or any other representative of your school's athletics interests contacted you (as defined above), your relatives or your legal guardians in person off your high school's campus before you completed your junior year in high school (except for students at military academies). [Bylaw 13.1.1.1]

c. Source of Funds ~ All Sports.

- You are **eligible** for intercollegiate competition if prior to initial full-time collegiate enrollment, you received normal and reasonable living expenses from an individual with whom you had an established relationship (e.g., high school coach, nonscholastic athletics team coach, family of a teammate), even if the relationship developed as a result of athletics participation, provided:
 - (a) The individual is not an agent;
 - (b) The individual is not an athletics representative of a particular school involved in recruiting the prospect; and
 - (c) Such living expenses are consistent with the types of expenses provided by the individual as a part of normal living arrangements (e.g., housing, meals, occasional spending money, use of the family car). [Bylaw 12.1.3.1]

d. Sports Camps.

- You are **not eligible** if, before you enrolled at your school, the school, members of its athletics staff or a representative of its athletics interests gave you free or reduced admission privileges to attend its sports camp or clinic after you had started classes for the ninth grade. [Bylaw 13.12.1.4]

e. Visits, Transportation and Entertainment – All Sports.

- (1) You are **not eligible** under Bylaws 13.5, 13.6 or 13.7 if, before you enrolled at your school, any of the following happened to you:
 - (a) Your school paid for you to visit its campus more than once;
 - (b) Your one expense-paid visit to the campus lasted longer than 48 hours;
 - (c) Your school paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expense-paid visit;
 - (d) Your school entertained you, your parents (or guardians) or your spouse outside a 30-mile radius of the campus during your expense-paid visit; or
 - (e) Your school entertained you, your parents (or guardians) or your spouse excessively during your expense-paid visit, or entertained your friends or other relatives at any site.
- (2) You are **not eligible** if your school paid for you to visit its campus before the first day of classes of your senior year in high school. [Bylaw 13.6.1.1.1]
- (3) You are **not eligible** if, when you were being recruited, staff members of your school or any representatives of its athletics interests paid the transportation costs for your relatives or friends to visit the campus or elsewhere other than the one paid visit. [Bylaw 13.5.2.8]
- (4) You are **not eligible** if any person, (other than your parents or legal guardians) at his or her own expense, paid for you to visit your school once and did not accompany you on the visit or paid for you to visit more than once. [Bylaw 13.6.1.1]
- (5) You are **not eligible** if, at any time that you were visiting your school's campus at your own expense, your school paid for anything more than the following:
 - (a) Three free passes for you and those individuals who came with you to an athletics event on campus in which your school's team competed. [Bylaw 13.7.2.1]
 - (b) Transportation, when accompanied by a staff member, to see off-campus practice and competition sites and other facilities. [Bylaw 13.5.3]
 - (c) A meal at the dining hall of your school or a meal at an off-campus site if all institutional dining halls were closed and the school normally provides similar meals to all visiting prospective students. [Bylaw 13.7.2.1.1]
 - (d) Housing at your school that is generally available to all visiting prospective students. [Bylaw 13.7.2.1.2]
- (6) You are **not eligible** if, when you were being recruited, a staff member of your school's athletics department spent money, other than what was necessary, for the staff member's (or representative's) personal expenses during an off-campus visit with you. [Bylaw 13.14.2]

f. Precollege or Postgraduate Expenses All Sports.

- You are **not eligible** if your school, or any representative of its athletics interests, offered you money, directly or indirectly, to pay for any part of your educational expenses or other expenses during any period of time before you enrolled at your school. This applies to your postgraduate education as well. [Bylaw 13.15.1]



2011-12 NCAA Banned Drugs

The NCAA bans the following classes of drugs:

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

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

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

Drugs and Procedures Subject to Restrictions:

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

NCAA Nutritional/Dietary Supplements Warning:

- **Before consuming any nutritional/dietary supplement product, review the product with your athletics department staff!**

1. Dietary supplements are not well regulated and may cause a positive drug test result.
2. Student-athletes have tested positive and lost their eligibility using dietary supplements.
3. Many dietary supplements are contaminated with banned drugs not listed on the label.
4. **Any product containing a dietary supplement ingredient is taken at your own risk.**

It is your responsibility to check with the appropriate athletics staff before using any substance.

**Note to Student-Athletes: There is no complete list of banned substances.
Do not rely on this list to rule out any supplement ingredient.**

Check with your athletics department staff prior to using a supplement.

1. Some Examples of NCAA Banned Substances in Each Drug Class Stimulants:

e.g., amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, etc.

Exceptions: phenylephrine and pseudoephedrine are not banned.

2. Anabolic Agents (sometimes listed as a chemical formula, such as 3, 6, 17-androstenetrione):

e.g., boldenone; clenbuterol; DHEA (7-Keto); nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

3. Alcohol and Beta Blockers (banned for rifle only):

e.g., alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

4. Diuretics (water pills) and Other Masking Agents:

e.g., bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

5. Street Drugs:

e.g., heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073)

6. Peptide Hormones and Analogues:

e.g., growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

7. Anti-Estrogens:

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

8. Beta-2 Agonists:

e.g., bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned (unless otherwise noted)!

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

It is your responsibility to check with the appropriate athletics staff before using any substance.

VARSIY TEAM FUNDRAISING

Fundraising by sports teams normally is conducted to support the following activities:

- Spring trips during spring vacation
- Special trips during the season to play teams outside of the Metro/New England region
- To provide the team with equipment that is not a part of the department budget
- To provide opportunities during away contests that are not funded by the department's funds

The raising of funds is accomplished in a number of ways. Team projects are an important vehicle for fundraising. However, in order to insure the success of this type of fundraising, it is essential that the head coaches communicate to the athletics director about their plans in this area so that teams will not duplicate efforts, therefore reducing the opportunity to have a successful fundraising event for all groups and to be certain that the fundraising event is in compliance with NCAA, NESCAC and Athletic Department regulations.

All fundraising activities must be approved by the athletics director and reported to him by use of the team fundraising form that can be found in the appendix of this handbook. An additional copy of this form can be secured from the athletics department secretary.

STUDENT-ATHLETE EVALUATION OF COACHES

At the end of each season athletic administrators will administer coaching evaluations to each team. In completing the evaluations, please adhere to the following guidelines:

1. Evaluations should be completed for the head coach and all full-time assistant coaches. Evaluations are to be completed within two weeks of the last contest of the season.
2. The evaluations are to be completed in an appropriate setting where the athletes have time and space to complete the evaluations. An indoor space should be used.
3. The evaluation process will be proctored by the athletics director or his designee.
4. Before distributing the evaluations to the student-athletes, the administrative designee will read the statement emphasizing the importance that the evaluations serve and request that each team member give serious thought to their comments.
5. Once the evaluations are completed, they are to be collected by the proctor, a team captain or designated representative and placed in an envelope, which should then be sealed and returned to the athletics director. Sealed envelopes containing the evaluations may be placed in the athletics director's mailbox.

EQUIPMENT DISTRIBUTION - STUDENT-ATHLETES

The following are rules related to equipment distribution in the Physical Education Department:

1. Keep your locker locked at all times.
2. Keep your locker room as neat as possible. **Equipment repeatedly left on the floor or benches will be collected by the equipment room personnel.** Please use the wastebaskets.
3. Do not clean your cleats on the walls.
4. Each player is responsible for his/her own equipment, regardless if it is lost or stolen.
5. Hand in your practice equipment right after your practice. Please make sure your laundry bag is tightly closed. Do not put personal laundry in your laundry bag.
6. Return game equipment immediately after each home contest.
7. If the equipment manager is not in the cage when you return from an away contest, please put your equipment in your locker and the equipment manager will pick it up the next morning.
8. You will be billed for any equipment that is lost or stolen.
9. At the conclusion of the season student-athletes have *two (2)* days to remove personal belongings from their locker. After the two (2) days, **ALL** items will be removed and the locker will be reassigned.
10. If a student-athlete voluntarily leaves a team or is asked to leave by the coach, the student-athlete must return all Wesleyan athletic equipment within two (2) days or it will be removed by the equipment room personnel. All personal items are to be removed within five (5) days or it will be removed by the Physical Education Department personnel.

HEAD STRENGTH & CONDITIONING COACH/FITNESS CENTER COORDINATOR

The Head Strength and Conditioning Coach is responsible for the development and implementation of strength and conditioning programs for Wesleyan's twenty-nine NCAA Division III intercollegiate athletics teams. Other duties include: instruction and supervision of strength and conditioning programs for athletes, teaching strength classes to student body population, counseling athletes, students, and employees on strength, fitness, and nutrition, supervision of fitness center and weight room, handling of all administrative tasks for fitness center and weight room, equipment maintenance, purchasing of equipment, supervising and training of personnel. Please take advantage of this athletic department benefit.

Athletes are reminded that a series of instructional strength training and video clips are available by a link from the Wesleyan Athletics home page. Please take advantage of this valuable instructional aid.

ATHLETIC INJURY CARE

- A. The athletic injury care staff will perform any and all duties that are directly and/or indirectly related to the functions of a comprehensive athletic injury care program.
- B. In so far as the members of the athletic injury care staff are involved in the evaluation and treatment of possible injuries incurred by student-athletes and general medical conditions related to athletic participation, they receive supervision and guidance from several physicians. These physicians are Dr. Bruce Moeckel, Dr. David Hergan and

Dr. Davis Smith. These physicians will work in cooperation with Wesleyan Health Services. Athletes' medical status and eligibility to play or practice are made exclusively by the team physician and University Health Services.

- C. The athletic injury care staff shall provide the injured athlete with immediate and temporary care, and when necessary, refer students to Middlesex Hospital Emergency Department. Thereafter, the athletic injury care staff will administer any follow-up care necessary for the return of the student-athlete to full activity.
- D. As an integral part of the total medical care of the athlete, the athletic injury care staff assists in the prevention, correction or alleviation of pain, disability and deformity caused by injury.
- E. The athletic injury care staff plans, organizes and administers tests, measurements and therapeutic modalities as prescribed by the team physician as a part of the athletic injury care program.

SCHEDULING - ATHLETIC INJURY CARE

- A. The athletic injury care facility is open Monday through Friday from 9:00 a.m. until noon by appointment for treatments and evaluations. The facility reopens at 1:00 p.m. for pregame/practice treatments and coverage. Evaluations are done as time permits in the afternoon.
- B. Appropriate care will be provided for all athletes whenever possible. In-season teams will be given priority over out-of-season teams. If instances arise where there is a necessity for athletic injury care coverage for an out-of-season team, special arrangements will have to be made by the coach with the athletic trainer.
- C. When appropriate, the athletic injury care facility will be open before, during and after contests and/or practices according to the needs of the teams that are in-season.
- D. Since more teams will normally be in-season than there are full-time athletic trainers on the staff, direct coverage of team practices and contest by athletic injury care staff members will be arranged on a priority need basis by the athletic trainer.

MEDICAL HISTORY - ATHLETIC INJURY CARE

Before the start of each team's formal practice sessions, each intercollegiate athlete competing for a Wesleyan athletic team will fill out a medical history form for the Athletic Injury Care staff. The purpose of this medical history form is to screen athletes before participation in a particular sport. At this time any limiting factors will be investigated. Another important reason for this paperwork is to identify any special trait or problem that might lead to medical condition during participation (example: diabetes, allergies, medications, etc.). This information also provides emergency medical information and family contact persons for each athlete. Athletes should go to the Athletic Injury Care website (www.wesleyan.edu/athletics/injurycare) and click on Medical Clearance Information prior to their season and follow the directions provided. Once the form is completed, it becomes a part of the athlete's permanent file in the athletic injury care office. Each year the athlete will update his/her information by completing the online medical

history form. All information remains on file for five years past their class year and is then destroyed. An athlete will not be allowed to participate in intercollegiate practices until this information is on file with the athletic injury care staff.

SICKLE CELL TRAIT - ATHLETIC INJURY CARE

What is Sickle Cell Trait? Sickle cell trait is not a disease. Sickle cell trait is the inheritance of one gene for sickle hemoglobin and one for normal hemoglobin. Sickle cell trait will not turn into the disease. Sickle cell trait is a life-long condition that will not change over time.

- During intense exercise, red blood cells containing the sickle hemoglobin can change shape from round to quarter-moon, or “sickle.”
- Sickled red cells may accumulate in the bloodstream during intense exercise, blocking normal blood flow to the tissues and muscles.
- During intense exercise, athletes with sickle cell trait have experienced significant physical distress, collapsed and even died.
- Heat, dehydration, altitude and asthma can increase the risk for and worsen complications associated with sickle cell trait, even when exercise is not intense.
- Athletes with sickle cell trait should not be excluded from participation as precautions can be put into place.

Do you know if you have sickle cell trait? People at high risk for having sickle cell trait are those whose ancestors come from Africa, South or Central America, India, Saudi Arabia, and Caribbean and Mediterranean countries.

- Sickle cell trait occurs in about 8 percent of the U.S. African-American population, and between one in 2,000 to one in 10,000 in the Caucasian population.
- Most U.S. states test at birth, but most athletes with sickle cell trait don’t know they have it.
- The NCAA recommends that athletics departments confirm the sickle cell trait status in all student-athletes.
- Knowledge of sickle cell trait status can be a gateway to education and simple precautions that may prevent collapse among athletes with sickle cell trait, allowing you to thrive in your sport.

How can I prevent a collapse?

- Know your sickle cell trait status.
- Engage in a slow and gradual preseason conditioning regimen.
- Build up your intensity slowly while training.
- Set your own pace. Use adequate rest and recovery between repetitions, especially during “gassers” and intense station or “mat” drills.
- Avoid pushing with all-out exertion longer than two to three minutes without a rest interval or a breather.
- If you experience symptoms such as muscle pain, abnormal weakness, undue fatigue or breathlessness, stop the activity immediately and notify your athletic trainer and/or coach.
- Stay well hydrated at all times, especially in hot and humid conditions.

- Avoid using high-caffeine energy drinks or supplements, or other stimulants, as they may contribute to dehydration.
- Maintain proper asthma management.
- Refrain from extreme exercise during acute illness, if feeling ill, or while experiencing a fever.
- Beware when adjusting to a change in altitude, e.g., a rise in altitude of as little as 2,000 feet. Modify your training and request that supplemental oxygen be available to you.
- Seek prompt medical care when experiencing unusual physical distress.

CONCUSSION - ATHLETIC INJURY CARE

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a blow to the head or body.
 - From contact with another player, hitting a hard surface such as the ground, ice or floor, or being hit by a piece of equipment such as a bat, lacrosse stick or field hockey ball.
- Can change the way your brain normally works.
- Can range from mild to severe.
- Presents itself differently for each athlete.
- Can occur during practice or competition in ANY sport.
- **Can happen even if you do not lose consciousness.**

HOW CAN I PREVENT A CONCUSSION?

Basic steps you can take to protect yourself from concussion:

- Do not initiate contact with your head or helmet. You can still get a concussion if you are wearing a helmet.
- Avoid striking an opponent in the head. Undercutting, flying elbows, stepping on a head, checking an unprotected opponent, and sticks to the head all cause concussions.
- Follow your athletics department's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Practice and perfect the skills of the sport.

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

You can't see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms include:

- Amnesia.
- Confusion.
- Headache.
- Loss of consciousness.
- Balance problems or dizziness.
- Double or fuzzy vision.
- Sensitivity to light or noise.
- Nausea (feeling that you might vomit).
- Feeling sluggish, foggy or groggy.
- Feeling unusually irritable.
- Concentration or memory problems (forgetting game plays, facts, meeting times).
- Slowed reaction time.

Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse.

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

Don't hide it. Tell your athletic trainer and coach. Never ignore a blow to the head. Also, tell your athletic trainer and coach if one of your teammates might have a concussion. Sports have injury timeouts and player substitutions so that you can get checked out.

Report it. Do not return to participation in a game, practice or other activity with symptoms. The sooner you get checked out, the sooner you may be able to return to play.

Get checked out. Your team physician, athletic trainer, or health care professional can tell you if you have had a concussion and when you are cleared to return to play. A concussion can affect your ability to perform everyday activities, your reaction time, balance, sleep and classroom performance.

Take time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a repeat concussion. In rare cases, repeat concussions can cause permanent brain damage, and even death. Severe brain injury can change your whole life.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON. WHEN IN DOUBT, GET CHECKED OUT.

INSURANCE - ATHLETIC INJURY CARE

Wesleyan University carries an insurance policy on all intercollegiate athletes. The University policy calls for the filing of all claims for an athletic injury against the policy of the parent/guardian and/or the individual athlete. After those resources have been exhausted, the claim must be filed against the student accident insurance policy carried by each student at Wesleyan. Once this has been done, the University policy will be utilized to complete payment of the remainder of the bills related to this injury. The athletic insurance policy provides coverage beyond the limit of the students/parents policy and the student accident insurance policy. If no primary insurance coverage exists, the student accident insurance and the athletic insurance policy cover the claims. Also, for catastrophic injuries not covered by the primary or Wesleyan insurance, the NCAA provides student-athletes with appropriate coverage.

PARTICIPATION IN POST-SEASON ALL-STAR CONTESTS

Students with no remaining eligibility in a sport may participate in post-season all-star contests providing they meet the following conditions:

- That the head coach of the sport informs the athletic director of the student's intention to participate in the contest. The information provided to the athletic director must include the name of the sponsoring association or group and the date and location of the contest. If it is the intention of the student-athlete to use Wesleyan equipment in competing in the all-star contest, the student will be required to complete the waiver form prior to being issued

equipment by the coach or equipment room personnel. By signing this form the student releases Wesleyan from all liability associated with his/her participation in the all-star contest. Furthermore, the student **will not be covered by NCAA catastrophic insurance** if they are injured while participating in the all-star contest.

- Also, it is to be noted that it is not permissible for Wesleyan to provide transportation, per diem, or other forms of support for the student's participation in an all-star contest.

MEDICAL HARDSHIP WAIVER

If you sustain a season-ending injury in the first half of any season in a particular sport you may qualify to request a medical hardship waiver from the Executive Committee of the NESCAC Conference.

Because Wesleyan University has graduate degree programs you may utilize any eligibility remaining in a particular sport while attending graduate school at Wesleyan in the academic year immediately following completing your bachelor's degree requirements. You may also utilize a remaining year of eligibility in a fifth year when completing your bachelors requirements.

The standard for proving you had a season-ending injury in the first half of the season is very high. You must produce extensive contemporaneous medical documentation (see appendix) from your attending physician/physicians and Wesleyan's Athletic Injury Care staff. If you are rehabilitating with our AIC staff you are responsible to make sure all of your treatment and rehabilitation visits are properly documented. All dates of injury, participation in all contests and practices, must be well-documented.

In the unfortunate circumstance of sustaining a season-ending injury, in any season, please ask your coach, AIC staff and/or an athletic administrator to assist you in preparing your documentation for an immediate or future request for such a waiver.

AWARDS

At the conclusion of each season the coach is to submit a varsity letter award and/or certificate of participation list to the athletic office secretary. The standards and requirements for awarding varsity letters vary greatly with each sport. Therefore, the development of a criteria for awarding a varsity letter is left to the discretion of the head coach. However, each coach is expected to establish a criteria that is fair and consistent. A written criteria is to be submitted to the athletic director and updated when changes in the criteria occur.

The athletic department secretary will produce letter award certificates after receiving the award winners list from the coach. At this time, the coach should pick up the letter awards and at some point in the year be certain that new letter winners receive their awards (Note: an athlete only receives one letter award per four years of competition).

Annual All-Sports Banquet

There is an annual All-Sports Banquet presented at the end of the spring season. All senior student-athletes, captains, and major award winners are invited. The following awards are presented at the banquet:

Special Awards

Maynard Memorial Award-Presented annually to the male and female senior scholar-athlete who best exemplifies the spirit, accomplishments, and humility of Roger Maynard '37.

Ahrens Memorial Award-Presented annually to the male Wesleyan athlete who has best combined the qualities of Carl R. Ahrens '60 in his athletics activities at Wesleyan.

Hoagland Award-Presented annually to the person who makes an outstanding contribution to women's athletics.

Fall Season

MEN'S CROSS COUNTRY - The J. Elmer Swanson Award is presented annually to the member of the men's cross country team who distinguishes himself through his commitment to the team's success and his own improvement.

WOMEN'S CROSS COUNTRY - The Jones Award is presented annually for outstanding achievement in women's cross country.

FIELD HOCKEY - The Jones Award is presented annually for outstanding achievement in field hockey.

FOOTBALL - The Bacon Award is presented annually to the football player whose efforts during the season have contributed most to the success of the team. **The Eck Memorial Award** is presented annually to the player who exemplifies the best in team spirit, sportsmanship and devotion to the game of football. **The Luke Yohan Memorial Award** is presented annually to the senior player who raises his level of play in Little Three games while demonstrating the strength of character, passion for the game, and above all, devotion to his teammates exhibited by Luke Yohan '97, a four-year football team member and lacrosse captain who was killed in a automobile accident in April, 1997.

MEN'S SOCCER - The Walsh Memorial Award is presented annually to the player who has shown outstanding ability and leadership. **The Bernie O'Rourke Memorial Award** is presented annually to the player whose devotion to the game of soccer and his teammates is exemplary.

WOMEN'S SOCCER - The Jones Award is presented annually for outstanding achievement in women's soccer.

WOMEN'S TENNIS - The Jones Award is presented annually for outstanding achievement in women's tennis.

WOMEN'S VOLLEYBALL - The Jones Award is presented annually for outstanding achievement in women's volleyball.

Winter Season

MEN'S BASKETBALL - The Morningstar Memorial Award is presented annually to the basketball player who best exemplifies sportsmanship, leadership, determination and unselfishness.

WOMEN'S BASKETBALL - The Jones Award is presented annually for outstanding achievement in women's basketball.

MEN'S ICE HOCKEY - The Spurrier Award is presented annually to the most valuable player of the hockey team. **The Scanlon/LaCross Memorial Award** is presented annually to the member of the men's ice hockey team whose character and effort were exemplary.

WOMEN'S ICE HOCKEY - The Jones Award is presented annually for outstanding achievement in women's ice hockey.

MEN'S INDOOR TRACK - The Coaches Award is presented annually to the member of the team who through outstanding leadership, loyalty, dedication, excellent performance, unselfish behavior and enjoyment of the sport, contributes the most to the success of the team.

WOMEN'S INDOOR TRACK - The Jones Award is presented annually for outstanding achievement in women's indoor track.

MEN'S SQUASH - Henri Salaun Intercollegiate Squash Award is presented annually to the member of the men's squash team who distinguishes himself through his commitment to the team's success and his own improvement.

WOMEN'S SQUASH - The Jones Award is presented annually for outstanding achievement in women's squash.

MEN'S SWIMMING AND DIVING - The McCurdy Award is presented annually to the member of the swimming team who best exemplifies leadership and sportsmanship.

WOMEN'S SWIMMING AND DIVING - The Jones Award is presented annually for outstanding achievement in women's swimming and diving.

WRESTLING - The Most Valuable Wrestler Award is presented annually to the wrestler, who through outstanding leadership, loyalty, dedication, excellent performance, unselfish behavior, steadfast determination and enjoyment of the sport contributes the most to the success of the team.

Spring Season

BASEBALL - The MacNaughten Memorial Award is presented annually for outstanding achievement in baseball.

MEN'S CREW - The Founder's Oar is presented annually to the outstanding oarsman. **The Captain's Oar** is presented annually to the member of the crew team who best demonstrates dedication and sportsmanship.

WOMEN'S CREW - The Jones Award is presented annually for outstanding achievement in women's crew.

GOLF - The Wood Memorial Award is presented annually to the outstanding golfer.

MEN'S LACROSSE - The Lacrosse "MVP" Award is presented annually to the player deemed to have made the most valuable contribution to the men's lacrosse team. **The William T. Call III Memorial Award** is presented annually to the player who exemplifies the best in team spirit, sportsmanship, unselfishness and devotion to the game of lacrosse.

WOMEN'S LACROSSE - The Jones Award is presented annually for outstanding achievement in women's lacrosse.

SOFTBALL - The Jones Award is presented annually for outstanding achievement in women's softball. **The Meredith Frummer Memorial Award** is presented annually to the member of the team who posts the highest seasonal batting average.

MEN'S TENNIS - The Wood Memorial Award is presented annually to the player who demonstrates leadership, discipline, competitive spirit and sportsmanship. **The Fred B. Millett and Mike B. Burton Memorial Award** is presented annually to the Wesleyan men's tennis doubles player who best combines the qualities of skill, spirit, and sportsmanship exemplified by Fred B. Millett and Mike B. Burton during their Wesleyan tennis careers, 1961-65.

MEN'S TRACK AND FIELD - The Martin Award is presented annually to the member of the track team who best exemplifies sportsmanship, friendship, and leadership.

WOMEN'S TRACK AND FIELD - The Jones Award is presented annually for outstanding achievement in women's track and field.

NCAA DIVISION III TRANSFER REGULATIONS

By Law 13.1.1.2 - **Four-Year College Prospects**. An athletics staff member or other representative of the institution's athletic interests shall not make contact in any manner (e.g., in-person contact, telephone calls, electronic communication, written correspondence) with the student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining written permission to do so, regardless of who makes the initial contact. If permission is granted, all applicable NCAA recruiting rules apply. If an institution receives a written request from a student-athlete to permit another institution to contact the student-athlete about transferring, the institution shall grant or deny the request within seven business day (see Bylaw 13.02.1) of receipt of the request. If the institution 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. Written permission may be granted by:

- a) The first institution's athletic director (or an athletics administrator designated by the athletics director); or

- b) The student-athlete, if the student-athlete attends a Division III institution (see Bylaw 13.1.1.2.1).

By Law 13.1.1.2.1 – **Self-Release.** Using a form made available by the NCAA national office, a student-athlete who attends a Division III institution may issue, on his or her own behalf, permission for another Division III institution to contact the student-athlete about a potential transfer. The student-athlete shall forward this form to the director of athletics at the institution of interest. Contact between the student-athlete and institution may occur during the 30-day period beginning with the date the permission to contact form is signed by the student-athlete. An additional form must be issued for contact to occur or continue beyond the initial 30-day period. The form can be obtained on the NCAA web site at www.ncaa.org, click on the forms tab on the top of the page, under the tab By Category click on Compliance and then go to Division III Permission to Contact and click on Self-Release Form.

By Law 13.1.1.2.1.1 – **Privacy and Disclosure Requirements.** During the initial 30-day period the institution in receipt of the form shall not notify the student-athlete's current institution of the contact. At the completion of the initial 30-day period, if the student-athlete decides to transfer to the institution in receipt of the form, the institution in receipt of the form shall notify the student-athlete's current institution within a seven-day period of the form's expiration date that the self-release was issued. At the completion of the initial 30-day period, if the student-athlete decides not to pursue the transfer, the institution in receipt of the form shall not notify the student-athlete's current institution of the contact at any time. If the student-athlete is undecided at the end of the 30-day period, the initial contact must remain private unless and until the student-athlete issues a second permission to contact form. Upon receipt of the second permission to contact form, the institution in receipt of the form shall notify the student-athlete's current institution within seven days that a second release was issued.

If you are considering transferring to another institution and would like to continue as a student-athlete in your intercollegiate sport or sports, please contact Gale Lackey, Associate Athletic Director at extension 2925 for your release documentation.

NCAA POSTGRADUATE SCHOLARSHIP PROGRAM

The NCAA awards up to 174 scholarships of \$7,500 each year to student-athletes who have excelled academically and athletically. Athletics participation is limited to those sports for which the NCAA conducts a championship or designates as emerging sports. Students must be nominated in the academic year in which they complete their final season of eligibility for intercollegiate athletics under NCAA legislation. Nominees must have a minimum grade-point average or 3.200 (based on a maximum 4.000) or its equivalent and must be nominated by the faculty athletics representative or director of athletics of a NCAA member institution. A candidate must have signified the intention to continue academic work beyond the baccalaureate degree as a graduate student. Each sports season (fall, winter, spring), there are 29 scholarships available for men and women. A proportionate number of awards in each category are allocated for Divisions I, II and III, with the remaining at-large scholarships selected without division restrictions. The scholarships are one-time, non-renewable grants. The following deadline dates of applications are approximate and may vary a few days each year: Fall-January 20, Winter-March 17, and Spring-May 12.

Please see Gale Lackey, Associate Athletic Director for more information.

•••• NCAA Ethnic Minority and Women's Enhancement Scholarships ••••

The goal of the enhancement programs is to increase the pool of and opportunities for qualified minority and female candidates in intercollegiate athletics through postgraduate scholarships. Thirteen scholarships to ethnic minorities and thirteen scholarships to women are available annually to college graduates who will be entering into the first year of their initial postgraduate studies. The applicant must be seeking admission or have been accepted into a sports-administration or other program that will help the applicant obtain a career in intercollegiate athletics, such as athletics administrator, coach, athletic trainer or other career that provides a direct service to intercollegiate athletics. Each award is valued at \$6,000. Deadline for admission is December 1, 2011.

•••••••• NCAA Internship Program ••••••••

The NCAA offers one-year internships at its national office in Indianapolis, Indiana, providing on-the-job learning experiences for college graduates from four-year NCAA member institutions who express an interest in pursuing a career in the administration of intercollegiate athletics. These are paid, twelve-month positions that include benefits. The NCAA offers the following internship positions: academic and membership affairs/student-athlete reinstatement; administrative services, communications (digital communications, image management and strategy, public and media relations); championships; corporate and broadcast alliances; Division I men's basketball; Division I women's basketball; enforcement; governance; leadership development and minority inclusion initiatives; life skills and gender inclusion initiatives; and NCAA eligibility center. Internship applicants will select their top two areas of interest on the online application. Applications for internships are available at www.ncaa.org. The deadline is December 1.

WALTER BYERS POSTGRADUATE SCHOLARSHIP PROGRAM

In 1988, the NCAA established the Walter Byers Postgraduate Scholarship Program as a means of recognizing the contributions of the former executive director through encouraging excellence in academic performance by student-athletes. Under this program, one male and one female student-athlete annually will be awarded a postgraduate scholarship in recognition of outstanding academic achievement and potential for success in postgraduate study. It is intended that an individual named a Byers Scholar will be recognized as one who has combined the best elements of mind and body to achieve national distinction for his or her achievements, and promises to be a future leader in his or her chosen field of career service.

The Walter Byers Postgraduate Scholarship Program is separate and distinct from the NCAA Postgraduate Scholarship Program, which provides numerous annual awards with smaller stipends. The basic stipend for each Byers Scholarship shall be \$24,000 for an academic year. The scholarship amount will be reviewed every two years so that the purchasing power of the award will remain reasonably close to the award as initially conceived in 1988. If the graduate school where the Byers Scholar is enrolled provides evidence of satisfactory performance and progress, the grant may be renewed for a second year. Therefore, in any single year, \$96,000 worth of scholarships are awarded (\$48,000 to the current year's recipients and \$48,000 to the previous year's awardees for their second year of graduate school).

If you satisfy the qualifications listed below please contact your faculty athletics representative or chief academics officer about obtaining his or her nomination and the application packet.

•••• Qualifications for the Walter Byers Postgraduate Scholarship ••••

To be eligible for consideration, nominees shall:

- Have an overall cumulative grade-point average of 3.500 or better (based on a maximum 4.000), or the equivalent in other recognized grading systems;
- Have competed in intercollegiate athletics as a member of a varsity team at an NCAA member institution;
- Be a graduating senior or be enrolled in graduate study at an NCAA member institution;
- Have intentions of applying for admission into a graduate degree program at a properly accredited, nonprofit educational institution or into a post-baccalaureate professional degree program at a professionally accredited law school, medical school, or the equivalent, without restriction as to the national site of the institution;
- Be committed to work on a full-time basis toward a graduate degree or toward a post-baccalaureate professional degree;
- Have evidenced superior character and leadership;
- Have demonstrated that participation in athletics has been a positive influence on the nominee's personal and intellectual development. Relative success in athletics is important but not of overriding significance; and
- Enroll into a graduate degree program within five years of being named a Byers Scholar.

Please see Gale Lackey, Associate Athletic Director for more information.

Appendix

- I. Permission to Travel and/or From Contest Other Than With Intercollegiate Team**
- II. Athletic Team Fundraising Form**
- III. Evaluation of Coaches Form**
- IV. NCAA Permission to Contact: Self Release-Division III**
- V. Support and Counseling Resources for Students**
- VI. Directory of Physical Education Staff and Faculty**
- VII. Health Related Web Sites for Collegiate Student-Athletes, Coaches, Faculty and Staff Focusing on Alcohol Abuse**
- VIII. Wesleyan Athlete Contract Form**
- IX. Medical Documentation Standards Guidelines**

WESLEYAN UNIVERSITY

DEPARTMENT OF PHYSICAL EDUCATION
FREEMAN ATHLETIC CENTER
MIDDLETOWN, CT 06459-0413
PHONE (860) 685-2895 FAX (860) 685-2691

PERMISSION TO TRAVEL TO AND/OR FROM CONTEST OTHER THAN WITH INTERCOLLEGIATE TEAM

*FORMS MUST BE RECEIVED BY DIRECTOR OF ATHLETICS
AT LEAST 2 DAYS BEFORE EVENT*

Name: _____

Sport: _____

Contest Date: _____

Contest Site: _____

Reason for not traveling with team:

Method of transportation to and/or from contest (please be specific):

Location (if staying overnight off campus):

For Office Use Only

Approved by:

Head Coach's Signature

Athletics Director's Signature

WESLEYAN UNIVERSITY

DEPARTMENT OF PHYSICAL EDUCATION
FREEMAN ATHLETIC CENTER
MIDDLETOWN, CT 06459-0413
PHONE (860) 685-2895 FAX (860) 685-2691

ATHLETIC TEAM FUNDRAISING

Date of Request: _____

Description of Fundraiser:

Date Fundraiser Begins: _____

Date Fundraiser Ends: _____

If the coach is not coordinating the fundraising activity, please indicate the person who will be below:

Name: _____

**Wes Box Number
or Address:** _____

Telephone: _____

FOR OFFICE USE ONLY

Approved by:

Head Coach's Signature

Chairman's Signature

**WESLEYAN UNIVERSITY
EVALUATION OF COACHES**

This form is used to assist your coach in evaluating his or her coaching effectiveness, and to assist those responsible for promotions and reappointments. Your coach would appreciate a thoughtful response to this form. Also, **FORMS THAT DO NOT CONTAIN YOUR WESID NUMBER** will not be used for evaluating the coach.

SPORT: _____ **COACH:** _____ **DATE:** _____

Please evaluate your interest and commitment to the sport for this season from very serious (5) to casual (1):
5 4 3 2 1

1. Were you a starter for a majority of the season? Yes No

2. Generally speaking, was your experience with this team satisfactory? Why or Why Not?

3. Do you feel that you experienced growth in your athletic skills under this person's coaching? Why or Why Not?

4. Were you satisfied with your coach's overall performance? In your explanation please comment on the coach's knowledge of the sport, overall planning, communication skills and enthusiasm.

5. Please comment on areas of your coach's performance that are not covered in this evaluation.

*Please complete bottom of yellow and blue pages
Coach receives white copy*



Permission to Contact: Self-Release – Division III

- For:** Student-athletes.
Action: Complete form, sign and send to the director of athletics at institution where you wish to discuss a possible transfer.
Authorized by: NCAA Bylaw 13.1.1.2.2.
Purpose: To grant Division III student-athletes permission to contact other Division III institution's athletics department staff about a possible transfer.
Period of Release This permission to contact will be in effect for 30 days from the date this document is signed.

NAME OF STUDENT-ATHLETE: _____

Name of institution you wish to contact: _____

Use this form so you may contact another NCAA Division III college or university's athletics staff members (including coaches) about a possible transfer. This form does not allow you to contact athletics department staff members at NCAA Division I or Division II institutions.

Bylaw 13.1.1.2 states that:

“An athletics staff member or other representative of the institution's athletics interests shall not make contact in any manner (e.g., in-person contact, telephone calls, electronic communication, written correspondence) with the student-athlete of another NCAA or National Association of Intercollegiate Athletics four-year collegiate institution, directly or indirectly, without first obtaining written permission to do so, regardless of who makes the initial contact. An institution must grant or deny a student-athlete’s request for permission to contact within 14 days of the initial request. If permission is not granted, the second institution shall not encourage the transfer. If permission is granted all applicable NCAA recruiting rules apply. Written permission may be granted by:

- (a) The first institution's athletics director (or an athletics administrator designated by the director of athletics); or
 - (b) The student-athlete, if the student-athlete attends a Division III institution.”
-

1. This form gives you permission to have contact with the athletics staff at another Division III college or university to discuss a potential transfer. It also gives another college or university permission to contact you. This form does not include any information about your academic or athletics eligibility; however, in order to be immediately eligible to compete at the new institution, you must have been both academically and athletically eligible for athletics had you stayed at your current institution.

2. This form is effective for 30 days from the date of signature. While the form is effective, the new institution may contact you or you may contact the new institution. If this is the first time you have sent this form to a particular institution, then that institution must preserve the privacy of this contact, and any further communication for 30 days. If you desire, this privacy can be waived by checking the box on page No.2 of this form. At the end of the 30 day period, if you decide to transfer, your new institution must notify your current institution within a seven day period of the form's expiration date that this form was issued.
3. **If you decide not to pursue the transfer, the new college or university is not allowed to notify your current institution of the contact at any time.** If you are undecided at the end of the 30 day period, you must send a new copy of this form to have additional contact with the college or university. Further, because this second release is beyond the first 30 day period, the new college or university must notify your current institution within seven days of receiving a second form that a second release was issued.
4. By signing this form, you agree that you permit the named college or university to contact you for a 30 day period from the date this document is signed. You also agree that if you decide to transfer, or if you send a second self-release, the new college or university will notify your current institution of these facts. Institutions in receipt of this form are not allowed to notify your current institution of this release, unless:
 - (a) You have granted permission for that notification to occur by checking the box near the end of this form;
 - (b) You notify the institution in receipt of the form that you have decided to transfer to that institution; or
 - (c) You have issued a second self-release.

Signature of student-athlete

Date

Name (please print)

Name of current institution

Sport(s) of interest

Contact information (telephone number, e-mail address, or physical address).

- Check this box if this is the first release issued to this institution.
- Check this box if you give the named college or university permission to notify your current institution of this permission to contact during the 30 days this form is effective.

What to do with this form: Sign and send this form to the director of athletics at the college or university you would like to contact about a possible transfer. You may send this form via facsimile, e-mail or standard mail, but the form must include a signature. If this form is e-mailed, it still must include a scanned signature.

This form is to be kept in the director of athletics office for six years.

Support and Counseling Resources for Students

** The Office of Public Safety will assist in contacting “on call” staff members after business hours. **

Office of Affirmative Action

860-685-3927

North College, 237 High Street

Dr. Sonia BasSheva Manjon, VP of Institutional Partnership and Chief Diversity Officer

Counseling and Psychological Services

860-685-2910

Davison Health Center, 327 High Street

(Staff available 24/7 via “on call” when classes are in session)

Dr. Jennifer D’Andrea, Director

x3196

jdandrea@wesleyan.edu

Office of Student Affairs

860-685-2600

North College, 237 High Street

(Staff available 24/7 via “on call”)

Michael Whaley, Vice President of Student Affairs

x3160 mwhaley@wesleyan.edu

Marina Melendez, Dean of the Class of 2014

x2764 mmelendez@wesleyan.edu

Noel Garrett, Dean of the Class of 2011

x2774 ngarrett@wesleyan.edu

David Phillips, Dean of the Class of 2012

x2757 dphillips@wesleyan.edu

Louise Brown, Dean for Academic Advancement

x2758 lsbrown@wesleyan.edu

Dean of the Class of 2013

Richard Culliton, Assistant V.P./ Dean of Students

x2627 rculliton@wesleyan.edu

Sarah Lazare, Associate Dean of Student

x2332 slazare@wesleyan.edu

Academic Resources

Scott Backer, Assistant Director of Student Life/

x3162 sbacker@wesleyan.edu

Student Conduct

Alice Hadler, Associate Dean for International

x2832 ahadler@wesleyan.edu

Student Affairs

Office of Public Safety

860-685-2345

208 High Street

(Staff available 24/7)

David Meyer, Director

x2809 dmeyer@wesleyan.edu

Office of Residential Life

860-685-3550

North College, 237 High Street

(Staff available 24/7 via “on call”)

Frances Koerting, Director

x3175

fkoerting@wesleyan.edu

Maureen Islieb, Associate Director

x3166

mislieb@wesleyan.edu

Stacey Phelps, Assistant Director

x3550

sphelps@wesleyan.edu

Liliana Carrasquillo, Area Coordinator

x2024

lcarrasquillo@wesleyan.edu

Daniel Labonte, Area Coordinator

x3163

dlabonte@wesleyan.edu

Jonathan Connary, Area Coordinator

x3168

jconnary@wesleyan.edu

Brian Nangle, Area Coordinator

x3167

bnangle@wesleyan.edu

John Mayer, Residential Operations Coordinator

x2755

jmaher@wesleyan.edu

University Chaplains

169 High Street

David Leipziger Teva, Director of Religious & Spiritual Life and Jewish Chaplain	x2278	dleipziger@wesleyan.edu
Marwa Aly, Muslim Chaplain	x2277	maly@wesleyan.edu
Rev. Joan Cooper Burnett – Protestant Chaplain	x2275	jburnett@wesleyan.edu
Father Hal Weidner - Catholic Chaplain	x2285	hweidner@wesleyan.edu

University Health Services

860-685-2470

Davidson Health Center, 327 High Street

(Staff available 24/7 via “on call” when classes are in session)

Joyce Walter, Director	x2656	jwalter@wesleyan.edu
Davis Smith, Medical Director	x2470	pdsmith@wesleyan.edu

Other Administrative Resources

Tanya Purdy, Coordinator of Health Education/ WesWELL	x2466	tpurdy@wesleyan.edu
Timothy Shiner, Director of Student Activities & Leadership Development	x2467	tshiner@wesleyan.edu
Lisa Hendrix, WSA Administrator	x2410	lhendrix@wesleyan.edu
Frank Marsilli, Campus Center Coordinator	x3559	fmarsilli@wesleyan.edu
Michael Sciola, Director of Career Resource Center	x2180	msciola@wesleyan.edu

Other Student Resources

8-to-8 Peer Listening and Referral Service	x7789
Ajua Campos	x2410
Asian/Pacific American Alliance	x2410
Queer Resource Center	x2425
Ujamaa	x2410

Central Connecticut Sexual Assault Crisis Service (SACS)

(24-hour State Hotline)

1-888-999-5545

1-888-568-8332 (Spanish)

PHYSICAL EDUCATION
WESLEYAN UNIVERSITY
2011-2012

<u>Sport</u>	<u>Name</u>	<u>Phone</u>	<u>E-mail address</u>
<i>Director of Athletics</i>	John Biddiscombe	685-2895	jbiddiscombe@wesleyan.edu
<i>Associate Director of Athletics/ Volleyball</i>	Gale Lackey	685-2925	glackey@wesleyan.edu
<i>Associate Director of Athletics/ Women's Basketball</i>	Kate Mullen	685-2888	kmullen@wesleyan.edu
<i>Assistant Director of Athletics/ Facilities</i>	Erin Carey	685-3644	ecarey@wesleyan.edu
<i>Assistant Director of Athletics/ Men's Lacrosse</i>	John Raba	685-3917	jraba@wesleyan.edu
<i>Assistant Director of Athletics/ Football</i>	Mike Whalen	685-2908	mwhalen@wesleyan.edu
<i>Administrative Assistant</i>	Susan Ferris	685-2893	sferris@wesleyan.edu
<i>Administrative Assistant</i>	Kirsten Carlson	685-2895	kcarlson@wesleyan.edu
<i>Athletic Business Manager</i>	Tom Wantuck	685-2894	twantuck@wesleyan.edu
<i>Equipment Manager</i>	Bob Chiapetta	685-3558	rchiapetta@wesleyan.edu
<i>Head Athletic Trainer</i>	Joe Fountain	685-3528	jfountain@wesleyan.edu
<i>Sports Information Director</i>	Brian Katten	685-2887	bkatten@wesleyan.edu
<i>Cross Country</i>	John Crooke	685-5320	jcrooke@wesleyan.edu
<i>Field Hockey</i>	Patti Klecha-Porter	685-2899	pklechaporte@wesleyan.edu
<i>Men's Soccer</i>	Geoff Wheeler	685-2898	gwheeler@wesleyan.edu
<i>Women's Soccer</i>	Eva Meredith	685-3585	emeredith@wesleyan.edu
<i>Women's Tennis</i>	Ken Alrutz	685-2926	kalrutz@wesleyan.edu
<i>Men's Basketball</i>	Joe Reilly	685-2918	jpreilly@wesleyan.edu
<i>Men's Ice Hockey</i>	Chris Potter	685-2927	cjpotter@wesleyan.edu
<i>Women's Ice Hockey</i>	Jodi McKenna	685-2904	jamckenna@wesleyan.edu
<i>Indoor Track (M&W)</i>	Walter Curry	685-2905	wcurry@wesleyan.edu
<i>Men's Squash (M&W)</i>	Shona Kerr	685-2444	skerr@wesleyan.edu
<i>Swimming (M&W)</i>	Mary Bolich	685-2929	mbolich@wesleyan.edu
<i>Wrestling</i>	Drew Black	685-2907	dblack@wesleyan.edu
<i>Baseball</i>	Mark Woodworth	685-2924	mwoodworth@wesleyan.edu
<i>Men's Crew</i>	Phil Carney	685-2923	pcarney@wesleyan.edu
<i>Women's Crew</i>	Pat Tynan	685-4162	ptynan@wesleyan.edu
<i>Golf</i>	Chris Potter	685-2927	cjpotter@wesleyan.edu
<i>Women's Lacrosse</i>	Holly Wheeler	685-2906	hwheeler@wesleyan.edu
<i>Men's Tennis</i>	Ken Alrutz	685-2926	kalrutz@wesleyan.edu
<i>Track (M&W)</i>	Walter Curry	685-2905	wcurry@wesleyan.edu
<i>Softball</i>	Jennifer Lane	685-2436	jslane@wesleyan.edu

Health Related Web Sites for Collegiate Student-Athletes, Coaches, Faculty and Staff Focusing on Alcohol Abuse Prevention

NCAA Nutrition and Performance Web Site –

http://www.ncaa.org/wps/portal/ncaahome?WCM_GLOBAL_CONTEXT=/ncaa/NCAA/Academics+and+Athletes/Personal+Welfare/Nutrition-performance/Nutrition

The mission of this website is to promote a healthy and safe environment for student-athletes regarding optimal nutrition, positive body image and peak performance by providing education and awareness.

BACCHUS & GAMMA – www.bacchusgamma.org/index.asp

The BACCHUS and GAMMA Peer Education Network is here to provide support for what it takes to be a peer educator on today's college campuses.

National Institute on Alcohol Abuse and Alcoholism – www.collegedrinkingprevention.gov

The Task Force is comprised of college presidents, researchers, and students. The goals of the Task Force are threefold:

- a. Provide research-based information about the nature and extent of dangerous drinking to high school and college administrators, students, parents, community leaders, policymakers, researchers, and members of the retail beverage industry;
- b. Offer recommendations to college and university presidents on the potential effectiveness of current strategies to reverse the culture of drinking on campus; and
- c. Offer recommendations to the research community, including NIAAA, for future research on preventing hazardous college student drinking.

Facts on Tap – www.factsontap.org

The program, with its materials, training, and technical support, is designed to enhance campus-based alcohol prevention efforts. Whether infused into an existing prevention program or acting as a foundation for a new effort, *Facts on Tap* allows prevention professionals to have the tools they need to reach all students and the professionals that work with them.

The Core Institute – www.siu.edu/~coreinst

The Core Institute is a not-for-profit organization whose main purpose is to assist institutions of higher education in drug and alcohol prevention efforts. In addition, they offer literature based on past nation-wide administrations of the Core instrument, slide presentations of past results, an instructional video on how to administer the Core instrument, and on-line research advice and help, as well as other assessment tools.

The Coalition of Higher Education Association for Substance Abuse Prevention –

www.iatf.org/index.htm

The Coalition of Higher Education Association for Substance Abuse Prevention is a coalition of higher education associations and organizations that seek to eradicate abuse of alcohol, tobacco, legal and illegal drugs and other substances among college students. It strives to inspire students to review their lifestyles and make informed decisions regarding these substances. The Task Force supports teaching college students life skills that will enable them to be successful in college and afterwards.

**Health Related Web Sites for Collegiate Student-Athletes, Coaches, Faculty
and Staff Focusing on Alcohol Abuse Prevention**
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The American College Health Association – www.acha.org/index.cfm

Since its inception in 1920, the American College Health Association has been dedicated to the health needs of students at colleges and universities. It is the principal leadership organization for the field of college health and provides services, communications, and advocacy that help its members to advance the health of their campus communities.

WESLEYAN UNIVERSITY

Department of Physical Education and Athletics Athlete Contract Form

Name of Sport _____

Head Coach's Name _____

It is a privilege to be a member of a Wesleyan team. Along with the opportunity to participate in athletics it is the student's responsibility to conduct oneself in a manner that supports the team's goals and behave in a manner that will bring deserving positive credit to you, your team, your coach and Wesleyan. The purpose of this contract is to remind you that your participation is governed, in part, by the following athletic department policy. Further, by signing this form you have acknowledged you have read the policies, understand the wording and agree to abide these important rules.

Team members that have not completed and signed this form will be prohibited from participating in the first scheduled game of the season and will not be allowed to practice or play after that date until the form is signed and returned to the athletic director's office.

1. Alcohol Policy

I have read the athletics department alcohol policy contained in the Student Athlete Handbook (SAH) and agree to abide by it. I will not engage in the use of alcohol at team practices, contests, while being transported, on a team trip or at a team function. I understand that a violation of this policy will lead to disciplinary actions including possible dismissal from the team.

2. Hazing

I fully understand that Wesleyan does not tolerate hazing. I have read the hazing policy in the (SAH) and understand that any initiation activity must be cleared by the coach. Any activity considered to be hazing will result in severe sanctions that may include suspension or expulsion from the team, or that my team's competitive schedule may be cancelled.

3. Issue of Race, Gender and Sexual Orientation

Team unity is an important ingredient in a successful athletic experience. Hurtful language or actions do not support the goal of team unity and should be avoided. I will be sensitive to the issues of sexual orientation, race and gender and will respect the dignity of my teammates, coaches and opponents.

4. Gambling

I understand the NCAA rule on gambling and the severe consequences that will result from the violation of the policies. I agree not to provide information to individuals involved in organized gambling, solicit or accept a bet on any intercollegiate team, or participate in any gambling activity that involves intercollegiate athletics.

5. Overnight/Host Responsibilities

I have read the policy governing the hosting of a prospective student and am aware that violations of this policy may result in the recruit not being able to matriculate at Wesleyan. Also, I understand that I will be sanctioned if I provide the recruit with alcohol or other illegal drugs.

6. Travel To And From An Athletic Contest

I have reviewed the travel policy in the (SAH) and understand that if I intend to not return with my team from the contest I must receive prior permission from my coach and complete and return the Permission To Not Travel With Team Form to the athletic director's office.

Finally, I have reviewed the mission and value statement in the (SAH) and will work with my coach and teammates in support of these values.

Print Name _____

Class _____

Signature _____

Date _____

MEDICAL DOCUMENTATION STANDARDS GUIDELINE

Contemporaneous Diagnosis Of Injury

- Contemporaneous medical documentation that validates timing of injury or illness (**required**)
- Contemporaneous medical documentation that verifies initial severity of injury or illness (demonstrates incapacitation likely results for remainder of season) (**recommended**)
- Operation report(s) or surgery report(s) or emergency room document(s) (**recommended**)

Acknowledgement That The Injury Is Incapacitating

- Contemporaneous letter or diagnosis from treating physician identifying injury or illness as “incapacitating” **OR**
- Non-contemporaneous letter or diagnosis from treating physician identifying injury or illness as “incapacitating” **AND**
- Treatment logs or trainer’s room notes (indicating continuing rehabilitation efforts)

Length Of Incapacitation (verifying opportunity for injured student-athlete to resume playing within championship season in question is medically precluded)

- Estimated length of incapacitation or recovery time range contained within original contemporaneous medical documentation **AND**
- Contemporaneous documentation of follow-up doctors visits (within the estimated time range) in which student-athlete is not cleared to resume playing **OR**
- Treatment logs or trainer’s room notes (indicating continuing rehabilitation efforts)