



**California State University, Fullerton
Student Athlete Handbook**

Student Athletes are encouraged to use this publication as a reference tool for basic University and Athletics Department information.

Name: _____

Phone Number: _____

E-mail: _____

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Welcome to California State University, Fullerton . . .

On behalf of the Department of Intercollegiate Athletics, I would like to welcome all new student-athletes and all those returning to California State University, Fullerton. We are pleased to have you join us as Titans. In previous years, we have been very fortunate to have had many outstanding student-athletes in our program who have brought national recognition to California State University, Fullerton as members of NCAA championship teams, Olympians and All-Americans. During your years here, it is our hope that you too will be able to accomplish your dreams.

Learning is preeminent at California State University, Fullerton, and you are an integral part of the university. Of highest priority for you as student-athletes and for the athletic department is academic success. We are here to provide the support services that you will need to reach your academic goals and to help you better integrate your educational curriculum into the intercollegiate athletics program.

It is our hope that your educational experience at California State University, Fullerton will provide you with the growth that you will need to prepare you for a successful career. You must be as dedicated to the academic rigors of this institution as you are to the intensity of athletic training and competition.

Please utilize all of the support services that are offered to you and use this handbook as an important resource tool.

We look forward to sharing the enjoyment of your academic and athletics experiences during your career as a Titan.

Sincerely,
Brian F. Quinn
Director of Athletics

MEN'S SOCCER

(714) 278-5414
Head Coach: Al Mistri
Assistant: Bob Ammann

WOMEN'S SOCCER

(714) 278-5657
Head Coach: Ali Khosroshahin
Assistant: Demian Brown

SOFTBALL

(714) 278-3495
Head Coach: Michelle Gromacki
Assistant: To be named
Assistant: DeeDee Weiman

WOMEN'S TENNIS

(714) 278-3053
Head Coach: Bill Reynolds

WOMEN'S VOLLEYBALL

(714) 278-3052
Head Coach: Carolyn Zimmerman
Assistant: Traci Dahl

WRESTLING

(714) 278-2138
Head Coach: Dan Hicks

Robert Scialdone
Office Manager: Barbara Horngren

TICKET OFFICE

(714) 278-2783
General Info
Manager: To be named

PERSONNEL

(714) 278-2129
Coordinator: Patty Sexton

DEVELOPMENT

Dev. Director: Pam Jones-Tintle (714)
278-4407

ATHLETICS STAFF

BASEBALL

(714) 278-3789
General Info E-mail
Head Coach: George Horton
Assistant: Jason Gill
Assistant: Rick Vanderhook

MEN'S BASKETBALL

(714) 278-3711
Head Coach: Robert Burton
Assistant: Andy Newman
Assistant: Jason Levy
Assistant: Marlon Morton

WOMEN'S BASKETBALL

(714) 278-3604
Head Coach: Dr. Maryalyce Jeremiah
Assistant: Barbara Bausch
Assistant: Marcia Foster
Assistant: Eugenia Rycraw

M/W CROSS COUNTRY

M/W TRACK & FIELD
(714) 278-3490
Head Coach: John Elders
Assistant: Ron Kamaka
Assistant: Kenny McDaniel
Assistant: Edmund Pula

DANCE

Head Coach: Jennie Moreno
Assistant Coach: Sam Shen

FENCING

(714) 278-2090
Head Coach: Heizaburo Okawa
Assistant: Mike Hinojos

WOMEN'S GYMNASTICS

(714) 278-3842
Head Coach: Richard Gishi
Assistant: Jill Hicks

ADMINISTRATION

(714) 278-2777
Athletic Director: Brian Quinn
Sr. Assoc. Athl. Dir./SWA: Dr. Allison Rich
Compliance Officer: Julie Bowse

MEDIA RELATIONS

(714) 278-3970
Associate AD: Mel Franks
Assistant: Jason Spencer
Assistant: Michael Greenlee

ACADEMIC SUPPORT

(714) 278-3431
Academic Services Director.: Sabrina Sanders
Counselor: Jennifer Aase & Mike Miles
Admissions/Eligibility: Cheryl Anderson

MARKETING

(714) 278-7791
Assistant AD: Steve DiTolla

ATHLETIC TRAINING

(714) 278-2219
Head Athletic Trainer: Julie Max
Assistant: Chris Mumaw
Assistant: Brent Smedley

STRENGTH & CONDITIONING

(714) 278-4912/5934
Assistant: Andy Williams

FACILITIES/EVENTS

(714) 278-3243
Resources Manager: Mike Uraine
Events & Facilities Manager: Scott Stow

EQUIPMENT

(714) 278-3429
Manager: Cliff Hatter
Assistant: Joe Camacho

BUSINESS

(714) 278-3507
Asst. AD, Business Affairs:

I. MISSION, GOALS, AND EXPECTATIONS

MISSION STATEMENT

The mission of the intercollegiate athletics program at California State University, Fullerton is:

- To provide an intercollegiate athletics program that is an integral part of the total educational experience at California State University, Fullerton and fits within the overall mission of the university;
- To ensure a quality academic experience for all student-athletes;
- To provide a quality athletics experience for all student-athletes;
- To enhance the image of California State University, Fullerton, both locally and nationally, and to develop greater pride and involvement among the university's students, faculty, staff, alumni, and community members; and
- To manage a fiscally responsible program.

GOALS

In order to carry out the mission of California State University, Fullerton's intercollegiate athletics program, the following goals have been developed:

- Athletics, as a part of the total California State University, Fullerton mission, shall:
 - Ensure institutional control of intercollegiate athletics through department policies and procedures, the athletics council, and the faculty NCAA representative;
 - Recruit and retain a diversified body of student-athletes for all sports;
 - Provide equal opportunity for men and women athletes; and
 - Strive to maintain a level of excellence, guided by the same high standards set for all other aspects of the university.
- Ensure a quality academic experience:
 - Ensure that student-athletes accomplish normal progress toward receiving degrees;
 - Provide academic support to ensure the best possible educational experience;
 - Serve as a human laboratory for those students interested in physical education, recreation, and/or coaching as careers; and
 - Provide internship opportunities for students in sports

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- management programs.
- Provide a quality athletics experience:
 - Ensure standards of fair play and ethical conduct;
 - Teach the values of sportsmanship, teamwork, and competition;
 - Ensure the physical welfare for all student-athletes;
 - Provide the resources and facilities necessary to be competitive at the NCAA Division I level;
 - Provide the best possible athletic environment which each student-athlete has the opportunity to compete to the fullest extent of his or her abilities;
 - Recruit and retain quality coaches; and
 - Encourage involvement in regional and national organizations and their committees.
- Enhance image and involvement;
 - Be regionally and/or nationally competitive in selected sports;
 - Design opportunities for the development of a positive relationship between faculty, staff, students, alumni, and the community;
 - Maintain membership at the NCAA Division I level;
 - Schedule athletics contests primarily with other NCAA Division I members; and
 - Promote and maintain a positive public image.
- Fiscal responsibility:
 - Develop and maintain a balanced budget on an annual basis;
 - Develop and maintain an adequate cash reserve;
 - Develop appropriate 5-year budget plans;
 - Establish departmental fiscal guidelines to ensure accountability;
 - Publish timely fiscal information; and
 - Encourage all teams to generate funds through special projects as well as contributions to improve their programs.

EXPECTATIONS

Student-athletes at California State University, Fullerton are expected to conduct themselves in a manner that represents the entire athletics department—in the classroom, on the field in both competition and practice, and off the field in the community. The following set of guidelines was developed by student-athletes for student-athletes.

IN THE CLASSROOM—Titans respect their teachers and fellow students. They attend classes and, while in class, they do not cause

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		closed.
April 4	Monday	Instruction resumes.
May 22	Sunday	Last day of classes.
May 23-29	Monday-Sunday	Semester examinations.
May 28-29	Saturday-Sunday	Commencement exercises and evaluation days.
May 30	Monday	Memorial Day - Campus closed.
June 3	Friday	Semester ends; grade reports due.

2005 CSUF Academic Calendar

August 18	Thursday	Academic year begins.
August 20	Saturday	First day of classes.
September 5	Monday	Labor Day – CAMPUS CLOSED.
September 9	Friday	Admission Day – Campus open.
October 1	Saturday	Initial period for filing application for admission to the 2006 fall semester begins.
October 12	Wednesday	Columbus Day – Campus open.
November 11	Friday	Veterans Day – Campus open.
November 21-27	Monday-Sunday	Fall Recess – No classes Campus open 11/21-23 CAMPUS CLOSED 11/24-25.
December 11	Sunday	Last day of classes.
December 12-18	Monday-Sunday	Semester examinations.
December 26 -January 2	Monday-Monday	Holiday break – CAMPUS CLOSED.
January 26	Wednesday	Semester begins.
January 31	Monday	Instruction begins.
February 12	Saturday	Lincoln's Birthday - Campus open.
February 21	Monday	Washington's Birthday observed - Campus closed.
March 28-April 3	Monday-Sunday	Spring recess – No classes. Campus open except Thursday, March 31 due to Cesar Chavez Day.
March 31	Thursday	Cesar Chavez Day - Campus

disturbances. They do not use their positions as athletes to try to influence instructors or as an excuse for missing assignments or classes. If they are going to miss class for athletics-related reasons, they inform the teacher in advance in a polite manner. Most importantly, they give students and instructors a positive image of Titan student-athletes.

ON THE FIELD/COURT—Titans show sportsmanship in both competition and practice. They respect their coaches and their teammates. They respect the staff and players of the opposing teams. They respect the officials who oversee competition and those from their own university as well as the universities that serve as their competition. They do not let the actions of spectators affect their actions. They do not use vulgar or abusive language in any form. They show sportsmanship in both victory and defeat. Most importantly, they give spectators, opposing teams and their staffs, and officials a positive image of Titan student-athletes.

OFF THE FIELD/COURT—Titans represent themselves, their teammates, and their athletics department in a positive way. They do not try to draw negative attention to themselves by such things as being abusive at a club or party. When wearing something that associates them with their teams or their department, they act in a responsible and dignified manner. They respect people as they would like to be respected themselves. They follow the rules of society and do not act as if they are special just because they are student-athletes. Most importantly, they give everyone who sees them a positive image of Titan student-athletes.

CREDO:

As a Titan, I realize that I must conduct myself in a manner which does not in any way detract from the accomplishments of my teammates, my athletics department, my university, or myself. I expect student-athletes from all California State University, Fullerton teams to act in the same manner. I realize that my failure to follow these guidelines may result in disciplinary actions by my coach and/or the California State University, Fullerton athletics department.

II. STUDENT-ATHLETE CODE OF CONDUCT

GENERAL STANDARDS

California State University, Fullerton has established a tradition of ethical conduct at all levels of the University. In accordance with this tradition the University and Intercollegiate Athletics require all student-athletes, coaches, trainers and staff to conduct themselves in a manner that creates and reinforces a positive image of the people, values and traditions associated with the University and Intercollegiate Athletics. Policies and procedures specifically for student-athletes can be found in this handbook. Other policies and resources can be found in the Cal State Fullerton Student Handbook.

Cal State Fullerton intends to uphold all applicable federal, state and municipal laws and expects all students to follow such standards. Accordingly, any behavior not commensurate with responsible and/or lawful conduct may be cause for the University to take appropriate administrative, disciplinary or legal action. The University acknowledges and actively upholds the adult status of each student with all the accompanying rights of such status. Accordingly, each student is responsible for his or her own actions.

The University expects the highest degree of athletic excellence, academic integrity and responsible citizenship from its student-athletes. As such, student-athletes must abide by all University, NCAA and Conference rules, regulations and policies as well as with all federal, state and municipal laws. Additionally, each athletics team has its own team rules and/or standards that might be stricter than those of Intercollegiate Athletics or the University in general. The University and Intercollegiate Athletics provide support and services to assist student-athletes in meeting their goals and responsibilities.

The primary purpose of a student's attendance at a collegiate institution is to acquire an education. The student-athlete's goals must be the same as those of other students, with education as the primary pursuit. At the same time, the student-athlete is afforded the unique opportunity to learn and grow outside the classroom through athletics participation.

Participation in Intercollegiate Athletics at Cal State Fullerton is a privilege. Student-athletes are afforded a special opportunity to develop athletic skills as well as to grow emotionally, socially and intellectually, to travel as University representatives and to become productive members of a team. Intercollegiate Athletics acknowledges the time

contact the sports information office following the interview.

The media's impression of an individual student-athlete, his or her teammates, coaches, and the institution, will be developed by the student-athlete's handling of and conduct during the interview. Student-athletes should try to avoid the easy "yes" and "no" answers and be thoughtful. Student-athletes are a major public relations avenue for the University. A positive image for the University can be helpful in many ways for now and the future.

SPORTS INFORMATION OFFICE

California State University, Fullerton's sports information office serves as the liaison between the Department of Intercollegiate Athletics and the media. In this capacity, the sports information office serves as the central dissemination point for all publicity, including weekly press releases, annual media guides, statistics, photos, athletics publications, feature stories, etc. The office is also responsible for certain game-management duties for home athletics events, and also manages the athletic department website (fullertontitans.com).

A primary service of the sports information office is to coordinate interviews for the media with intercollegiate athletics personnel and student-athletes. Student-athletes are competing in the public arena, and the media is interested in student-athletes and their accomplishments. Public image is very important at California State University, Fullerton, and student-athletes play a major role in the portrayal of that image. Student-athletes have a responsibility to the institution, coaches, and teammates, to cooperate with the media. Other students, faculty and staff, and California State University, Fullerton community boosters are interested in the intercollegiate athletics experience.

Cal State Fullerton's regular media outlets include the Los Angeles Times, The Orange County Register, and The Daily Titan. The opportunity to deal with the media is a great learning experience for student-athletes in developing communication skills that will be beneficial in all of their future endeavors, not only in athletics.

The sports information staff is available to assist student-athletes with the interview process and provide training if necessary. The staff will make every attempt to screen every interview request to ensure its legitimacy. Interviews will be arranged around student-athletes' academic, athletic, and personal schedules. When an interview has been coordinated, the student-athlete must be punctual, whether the interview is in person or by phone. If a student-athlete encounters a problem with the scheduled appointment, he or she should please contact the sports information office immediately for re-scheduling purposes. The sports information office will not give out student-athletes' telephone numbers.

Student-athletes should be aware that they do not have to answer every question should one cause some discomfort. A proper response in that situation would be "I would rather not discuss that subject." Whatever the case, student-athletes should please remain courteous at all times. Should there be any concerns the student-athlete should

and effort spent in developing both the athlete and the whole person and is proud to have its student-athletes represent the University.

It is the University's responsibility to ensure that the student-athlete may realistically pursue both an education and athletics excellence simultaneously. In fulfilling this responsibility, the University must strive to ensure that the student-athlete is integrated into the student body and has the opportunity for the same experiences as any other student. Part of the institution's responsibility involves providing necessary academic support for its students. Because student-athletes have many competing demands on their time, the University and Intercollegiate Athletics offer academic support, including counseling and tutorial services at times designed to work around class, practice and competition. Such services are described later in this handbook.

SPORTSMANSHIP/SPORTSMANLIKE CONDUCT

"For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics program." (NCAA Constitution 2.4, Principle of Sportsmanship and Ethical Conduct)

Sportsmanlike conduct is conduct becoming to one participating in a sport, such as fairness, respect for one's opponent and graciousness in winning or losing. Such conduct would include dealing in a positive manner with the following situations that could arise in the context of athletics participation:

- Communicating calmly with officials and opponents on routine matters during athletic events;
- Maintaining control during emotionally charged situations, including assisting a teammate or colleague who appears to be losing control;
- Reacting in a positive manner to an aggressive action by an individual or group;
- Refraining from the use of obscene or otherwise inappropriate language or gestures;
- Not making public statements which are negative, controversial or otherwise outside Intercollegiate Athletics' media policy; and

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- Avoiding participation in any action that violates the generally recognized ethical standards of Intercollegiate Athletics, the University or the community.

HAZING

The Department of Intercollegiate Athletics, in conjunction with the Student Athlete Advisory Council, does not and will not condone any form of hazing related to student athletes on any intercollegiate athletic teams.

Hazing is defined as any behavior that is physically, emotionally or psychologically abusive to an individual or selected group of individuals, for the purpose of gaining entrance or acceptance into an established group. A student-athlete's "choice" or consent to participate in hazing activities is not a defense. Hazing is not effective in building team unity and just because something has always been done that way, does not make it right. Examples of hazing activity include but are not limited to head shaving, pressuring others to engage in binge drinking, requiring others to wear embarrassing clothing and/or perform in front of a group, and other activities designed to single out a particular group of students and treat them differently than everyone else for the purpose of belonging/initiation to a larger group or team.

California law makes it a criminal offense for anyone to participate in hazing. The law and its supporting University regulations are based upon the proposition that all students are entitled to be treated with consideration and respect. No individual subject to the jurisdiction of the University shall perform an act that is likely to cause physical, psychological or social harm to any other person within the University community. Consent is not a defense.

Student-athletes and coaches will be held responsible for any violations of the hazing policy.

What can be done to prevent or stop hazing? Student-athletes should conduct themselves with pride, respecting individual differences. Hazing is not effective in building team unity and in fact often leads to divisions within the team. Taking initiative and responsibility for eliminating hazing activities and "traditions," and developing positive teambuilding traditions are the keys to success. If student-athletes are uncertain if a particular activity constitutes hazing, or are looking for positive traditions to start, they should talk to their coaches before conducting said activity.

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The Titan Weight Room rules require that all participating student-athletes:

- Be on time;
- Come prepared;
- Warm-up before training;
- Give full effort all the time;
- Remain standing during the training session;
- Refrain from the use of foul language or any racial terms/slurs;
- Refrain from using cell phones during training;
- Wear Titan gear;
- Resist bickering with coaches or other athletes;
- Communicate; and
- Complete all reps and all sets.

If rules are broken, the first offense will require six stadium runs. The second increases to twelve, and at the third time rules are broken, the involved student-athlete(s) will be precluded from participation in the next three training sessions. Violating a rule for the fourth time indicates a lack of interest in the program and a lack of respect for coaches and teammates. At that point the student-athlete will meet with the Strength and Conditioning Coach and the Senior Associate Director of Athletics to discuss requirements for continued involvement in Titan Athletics.

ATHLETICS EQUIPMENT ROOM

- Equipment room hours are 10:00 AM - 6:00 PM. The equipment room staff should be notified in writing if teams will need equipment service outside of regular hours.
- The equipment room has personnel at all home events.
- Laundry service is available to all teams that request it.
- Laundry turned in one day will be ready the following day for practice and/or events.
- All student-athletes who compete in outdoor sports should remove their practice or game shoes before entering the locker rooms and/or equipment area.
- No balls should be bounced in locker rooms or equipment area.
- No bicycles, skateboards, or roller blades are permitted in locker rooms or equipment area.

If there are questions or concerns regarding equipment room procedures or staffing, student-athletes or coaches should contact the Equipment Manager.

which the student-athlete has participated and the number of scheduled contests or dates of competition during that season in the sport.

HEALTH CARE

The Department of Intercollegiate Athletics at California State University, Fullerton is concerned with the health care of its student-athletes. The responsibilities of its Athletics Training Program include prevention, evaluation, referral, treatment, and rehabilitation of injuries or illnesses sustained during practices or games while competing for California State University, Fullerton. The Department of Intercollegiate Athletics WILL NOT be responsible for medical coverage for any pre-existing injury or illness.

Student-Athlete Responsibilities

To ensure that all student-athletes receive medical benefits from the health-care personnel, the following procedures must be followed:

- Upon sustaining ANY injury during practice or competition, regardless of severity, the student-athlete MUST report immediately to the on-duty athletics trainer;
- If emergency treatment is required while the student-athlete is away from the campus, it is the responsibility of the accompanying athletics trainer, or head coach in the absence of an athletics trainer, to contact appropriate medical personnel and return all medical bills to the head athletics trainer upon return to California State University, Fullerton;
- Referrals to the team physician may be made only by the certified athletics training staff;
- Any outside physician seen without authorization of the certified athletics training staff may result in the student-athlete being responsible for the full payment of all medical bills; and
- Any medical bills received by the student-athlete that were cleared by the certified athletics training staff MUST be brought immediately to the head athletics trainer, who will arrange for payment or explain other requirements or procedures.

ATHLETICS STRENGTH AND CONDITIONING

The philosophy of the Strength and Conditioning staff at Cal State Fullerton is to prevent injury, enhance student-athlete tools (including speed, strength, power, flexibility and fitness) and make it fun. The program serves to train movements, not muscle; postures not parts; and force production, reduction and stability. The keys to success in the program are training hard, eating right and resting/recovering between training.

STUDENT-ATHLETE ALCOHOL POLICY

California State University, Fullerton policy dictates that students, all members of the University community, visitors and guests comply with federal, state and local laws. To this end, individuals under the age of 21 may not possess, serve, consume, or be served alcohol at any time on campus, and operating a motor vehicle while under the influence of alcohol is prohibited.

Student-athletes who are over age 21 and choose to consume alcohol should do so only in moderation. **Intercollegiate Athletics policy dictates though, that no student-athlete, whether 21 years of age or not, will consume alcohol within 24-hours before an athletic contest.**

There will be absolutely no alcohol consumed by a student-athlete at any time while on an athletics road trip. Also, student-athletes may not consume alcohol on official or unofficial visits, or anytime prospective student-athletes are present. All aforementioned standards may be overridden by stricter individual team policies.

Student-athletes often receive special attention from other students and the public. Along with this “high visibility” comes responsibility. As role models, student-athletes are asked to present a positive public image and not do anything to draw negative attention to Athletics or the University. To help maintain the positive public perception of Titan Athletics, neither student-athletes nor Athletics staff will consume alcoholic beverages at Athletics sponsored events.

It is the policy of Titan Athletics that student-athletes abide by the legal drinking age. Excessive consumption of intoxicating beverages is strongly discouraged no matter what the student’s age, as it may have an adverse effect on intellectual and athletic abilities. Any alcoholic beverages should be consumed only in moderation. It has been found that after consuming alcohol, people are much more likely to place themselves in potentially dangerous situations, which they could have avoided with some clear thinking. In addition, the student-athlete is often the most visible person in a group. As such, no Titan Athletics apparel or gear shall be worn in bars or at parties where alcohol is served.

All alcohol-related incidents involving Cal State Fullerton students are reported to the Office of the Dean of Students. That office notifies the Senior Associate Director of Athletics of any violation involving a student-athlete if Athletics is not already involved. The Office of the

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Dean of Students will share with the Senior Associate Director of Athletics the results of any investigation, and the outcome including penalties and follow-up requirements. One of those requirements is always a meeting between the student-athlete and the Senior Associate Director of Athletics to discuss athletics ramifications of the student-athlete's actions. Information concerning alcohol-related incidents involving student-athletes is shared between Intercollegiate Athletics and the Office of the Dean of Students in order to facilitate consistent responses and possibly provide assistance to a student-athlete with an alcohol problem.

Student-athletes who suspect that a friend or teammate might have an alcohol problem, or who are concerned about themselves have several avenues for obtaining advice or help. The Certified Athletic Trainers can provide useful information as well as guidance and resources. Head and assistant coaches are also a good source of advice or assistance, as is the Senior Associate Director of Athletics. Additionally, the Student Health Center has counselors who can assist with information, resources or programs.

SUBSTANCE ABUSE EDUCATION, TESTING AND TREATMENT

Participation in intercollegiate athletics at is a privilege. Each year student-athletes sign a consent form demonstrating their understanding of the NCAA drug testing program and their willingness to participate. The consent statement is required of all student-athletes before participation in intercollegiate competition during the academic year in question. Failure to complete and sign the statement annually shall result in the student-athlete's ineligibility for participation in all intercollegiate competition.

Both California and federal law prohibit the use, possession, and sale or offering for sale of hallucinogens, narcotics and marijuana; and state laws prohibit improper possession of amphetamines and barbiturates. It is a particularly serious offense to sell, provide, share or distribute drugs illegally. Any such offense, on or off campus, may result in the suspension of the offender from the University.

Intercollegiate Athletics staff strongly believes that the use of non-therapeutic drugs can be harmful to both academic and athletic performance. Such drugs do include performance-enhancing drugs banned by the NCAA (including steroids). Because drugs often produce behavioral changes and/or lead to errors in judgment, an individual's use of drugs can cause problems for teammates as well as the individual. As such student-athletes must participate in the California

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Upon completion of the examination, the Health Center will provide a verification form to the student-athlete, who must then present the form to athletics training personnel. It should be noted that a student-athlete must be officially admitted to the University in order to obtain services at the health center and the athletics training room.

The other option is a student-athlete may have a physical exam from an off-campus source, although a California State University, Fullerton physical form, available in the athletics training room, should be used. Should a student-athlete choose to do this, all costs are his/her responsibility. Once the student-athlete has received clearance from his/her outside physician, written verification must be presented to athletics training personnel.

All physicals will be considered current for 12 months from the date of the exam. At that time, the student-athlete will be required to undergo an updated physical exam.

MEDICAL HARDSHIP WAIVER

A student-athlete may be granted an additional year of competition by the conference for reasons of medical hardship. A medical hardship is defined as an incapacity resulting from an injury or illness that has occurred under **all** of the following conditions:

- The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at any two-year or four-year collegiate institution or occurs subsequent to the first day of classes of the student-athlete's senior year of high school.
- The injury or illness occurs prior to the completion of the first half of the playing season that concludes with the NCAA championship in the sport (measured by the number of scheduled contests or dates of competition not exceeding the maximum limitations in each sport as set forth in NCAA Bylaw 17 as set prior to the first scheduled contest or date of competition of the designated official NCAA championship playing season in the applicable sport) and results in incapacity to compete for the remainder of that playing season.
- The injury or illness occurs when the student-athlete has not participated in more than two contests or dates of competition (which ever is applicable to that sport) or 20 percent (whichever number is greater) of the institution's scheduled contests or dates of competition in his or her sport. Only scheduled competition (excluding scrimmages and exhibition contests) against outside participants during the playing season that concludes with the NCAA championship shall be countable under this limitation in calculating both the number of contests or dates of competition in

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- The insurance carrier may not honor the claim and send a denial letter.

If a balance remains or a letter of denial is received, the claim sheet from your insurance carrier, a copy of the bill, as well as a copy of the Explanation of Benefits (EOB) must be brought or sent to the Certified Athletic Room.

If a student-athlete's personal/family policy is through an HMO or PPO, the procedures required by the plan must be followed. It is the responsibility of the student-athlete and his or her parents or guardians to be familiar with those procedures in order to expedite treatment. This is especially important if the plan requires pre-authorization for medical treatment. Also, it is required that the designated Primary Care Physician be located in the Fullerton/Orange County area to ensure appropriate care.

Cal State Fullerton will be responsible only for costs of medical services that have been cleared through the athletic training room. Any student-athlete who takes it upon him/herself to seek medical services without authorization from the CSUF athletic training staff does so at his/her own expense.

Any damage to teeth incurred during practice or competition must be reported to the athletic training staff immediately. The first documented dental treatment or service must be within 120 days of injury. Treatment of cavities or cleaning of teeth will not be paid for.

Athletes will be provided corrective optical lenses (glasses, contact lenses, or protective eyewear) ONLY if vision problems are determined to be a result of participation in intercollegiate sports or the athlete requires vision correction to participate in intercollegiate athletics.

HEALTH SCREENING AND PHYSICAL EXAM PROCEDURES

The Department of Athletics requires each student-athlete to undergo a yearly physical examination prior to the beginning of his/her intercollegiate practices and/or competitions. This is facilitated by the athletics training room staff in one of two ways. First, the student-athlete may choose to have a physical exam at the CSF Student Health Center. There is no fee for this service, and it is a simple process. The student-athlete must first make an appointment with the Student Health Center by calling 714-278-2813. On the day of the appointment, the student-athlete must report to the Athletic Training Room to receive a health center referral form prior to going to the Student Health Center.

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State, Fullerton Substance Abuse, Education, Testing, and Treatment Program or they will not be eligible to represent the university in competition and may not take part in any practice or other team activity.

The goals of the policy are to:

- Provide educational programs concerning the effect of substance abuse on athletic activities and the health and well-being of student-athletes;
- Deter substance abuse by student athletes;
- Identify in a confidential way any participant in the program who may be abusing a specific substance;
- Educate any participant in the program so identified regarding such involvement as it may affect him/her and his/her teammates;
- Encourage the proper treatment of any chronic chemical dependency;
- Provide reasonable safeguards that every participant in the program is medically fit to engage in intercollegiate athletics competition;
- Encourage discussion at all appropriate levels about usage of controlled substances; and
- Deter student-athletes from gaining an unfair competitive advantage.

A separate brochure outlining this policy is published by Athletics and The Division of Student Affairs and is provided to each student-athlete at the initial compliance meeting in the fall.

NCAA BANNED DRUGS

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee, and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example. The list of banned drugs along with any updates to the list can be found on the NCAA web site (www.ncaa.org).

Nutritional supplements are not strictly regulated and may contain substances banned by the NCAA. Student-athletes should not take any supplements without prior approval of a Certified Athletic Trainer.

TOBACCO POLICY

The use of tobacco, smoke or smokeless, is prohibited in connection with any intercollegiate team function. A team function is defined as any activity that is held or attended as a team whether it is meetings,

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practices, games, road trips or informal workouts on or off the grounds of the University. This also includes team-related activities in the training room, locker room and weight-training facilities. Intercollegiate Athletics strongly encourages its student-athletes to refrain from the use of tobacco in their private lives.

The University has a no smoking policy in all buildings and facilities and during indoor or outdoor campus events.

A student-athlete who uses tobacco and would like information on quitting or options, should contact a member of the Athletics Training Staff for advice and/or assistance

GAMBLING ACTIVITIES

NCAA rules prohibit sports gambling of any kind by student-athletes, coaches, administrators, trainers or anyone else involved in college athletics.

Prohibited activities include:

- Wagers on any professional or college sporting event, even those not involving Cal State Fullerton;
- Sports pools (e.g., Super Bowl or NCAA Final Four pools);
- Internet gambling on sports events;
- Sports wagering via telephone; and
- Exchange of information about one's team with anyone who gambles. This includes information about injuries, new plays, and team morale and discipline problems.

Sports wagering by student-athletes, coaches and/or athletics administrators undermines the integrity of sports contests and jeopardizes the personal safety and integrity of student-athletes and Athletics staff members alike. Sports gambling is not a victimless crime. Money skimmed from sports-betting schemes is used to fund narcotics sales, loan sharking and a host of other illegal activities. It is one of the major sources of revenue for organized crime. Operators need inside information to set the betting line or odds. An attempt to procure this information through the bribery of a sports participant is a felony.

A student-athlete's participation in gambling interests, even in the most minor fashion, could jeopardize his/her career—athletically, academically and professionally. Because of the extreme importance of this issue, student-athletes are asked to observe the following guidelines:

- Report to the head coach any offers of gifts, money or favors in

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the student athletic trainers. Each team elects two student-athletes to the Committee. The team representatives on the Committee elect their board members. All student-athletes are welcome to attend Council meetings and should contact a representative with interest or inquiries. At the meetings, representatives discuss matters affecting student-athlete life and welfare, learn more about NCAA and Conference rules, and plan events. The Director of Athletic Academic Services serves as Staff Advisor to the Council.

Council meetings are held once a month and are open to all student-athletes.

ATHLETIC TRAINING

MEDICAL INSURANCE POLICIES

California State University, Fullerton Department of Athletics provides outstanding care to its student-athletes within specific NCAA limitations and guidelines. The following is an explanation of University policies and procedures concerning athletics injuries and medical coverage. It is extremely important that student-athletes understand the nature of the medical coverage provided for injuries and illnesses.

Personal medical insurance is a requirement for participation in Cal State Fullerton's intercollegiate athletics programs. In all cases involving injury or illness due to CSUF practice or competition, the Athletics Department's coverage is considered "supplementary" or "secondary." A student-athlete's (or his/her family's/guardian's) medical insurance is considered primary. Only medical expenses due to an injury or illness sustained by a student-athlete as a direct result of practice or competition on behalf of CSUF will be considered for coverage under Cal State Fullerton's policy. Expenses to treat a student-athlete's injury or illness not a result of practice or participation in intercollegiate athletics (defined as a pre-existing injury) will not be covered.

Student-athletes should submit all medical bills incurred to the primary insurance carrier. This will result in one or more of the following actions:

- The insurance carrier may honor the claim and pay all or a portion of the bills incurred;
- The insurance carrier may ask for more information regarding patient, injury, treatment, hospitalization, etc. It is the student-athlete's responsibility to forward the requested material; however, the athletics training staff would be glad to assist in obtaining this information; or

VI. STUDENT-ATHLETE HEALTH AND WELFARE

NCAA LIFE SKILLS PROGRAM

The NCAA Life Skills program is designed to address the “total development” of the student-athlete. It is a well-rounded plan for students to develop the individual skills necessary to lead a successful, productive life and become leaders of and contributors to the community and the nation. The program consists of five components: academic excellence, athletic excellence, career development, personal development and service, and is designed to help student-athletes not only bridge the gap from high school to college and from college to the professional world, but also to make meaningful contributions to their communities.

Intercollegiate Athletics has a Life Skills program of its own, which was and continues to be developed with the needs and concerns of Titan student-athletes in mind. The program includes speakers on such varied topics as drug and alcohol abuse, proper nutrition and eating disorders, time and stress management, gambling and career development. Anyone with interest in or ideas for the Life Skills Program should contact the Director of Athletic Academic Services for information.

STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

The SAAC was created to provide student-athletes the ability to voice opinions to the university and the Athletic Department.

The Student-Athlete Advisory Committee

- Strives to develop champions for life through leadership, school involvement, academic support and community outreach;
- Establishes and maintains open channels of communication with all student-athletes and administration in order to appropriately express any issues of concern relevant to student-athletes;
- Gives student-athletes the opportunity to contribute to the betterment of the University and the community as a whole in the hope that they will use their athletic abilities to enhance the lives of others as well as themselves; and
- Educates student-athletes about rights and regulations that pertain to them in accordance with Conference and NCAA guidelines.

SAAC has two voting representatives from each of the sixteen intercollegiate teams as well as from the cheer and dance teams and

exchange for supplying team information or for attempting to alter the outcome of any contest;

- Maintain a clear understanding of what activities constitute gambling and bribery and report any suspected infractions;
- Refer questions concerning the release of team information to a coach or Athletics Sports Information staff; and
- Increase awareness that participation in gambling or bribery activities can result in disciplinary actions by the University and the NCAA, as well as local state and/or federal prosecution of the involved individuals.

Student-athletes are required to report any solicitations which they might receive asking them to be a party to sports bribery. Failure to do so will result in suspension and possible expulsion. Additionally, any student-athlete or staff member found guilty of handling bets, distributing handicap information or otherwise serving as an agent of the gambling industry will be subject to severe discipline including suspension, termination and/or expulsion.

Any student-athlete who is concerned that he or she, or someone he or she knows might have a problem should seek assistance immediately either through a trusted Athletics administrator or the University Counseling Center.

SPORTS AGENTS AND PROFESSIONAL SPORTS ORGANIZATIONS

It is essential that student-athletes know the NCAA rules related to involvement with professional sports organizations and agents. An infraction of the rules concerning agents could have severe negative consequences for the University and the student-athlete. A student-athlete shall be ineligible for any participation in intercollegiate athletics if he or she ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport. NCAA rules preclude a student-athlete from:

- Agreeing, either orally or in writing, to be represented by an agent or organization for the marketing of his/her athletic ability or reputation, even when the agreement is for the future. Once a student-athlete's eligibility has expired, including post-season eligibility, then an agreement can be made;
- Negotiating or signing a playing contract in any sport in which the student-athlete intends to compete;

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- Asking to be placed on a professional league's draft list. The exception to this rule is a Professional Basketball Draft. An individual may enter such a draft without jeopardizing eligibility provided he or she is not drafted and declares, in writing to the Director of Athletics, within 30 days of the draft, his or her intention to resume intercollegiate participation. Student-athletes in sports such as baseball, where students may be drafted without officially declaring their interest, may be drafted without penalty as long as they do not enter into a contract with the drafting team;
- Accepting expenses or gifts of any kind (including meals and transportation) from an agent (including acceptance of such expenses or gifts by a friend or family member);
- Receiving preferential benefits or treatment (e.g., loans with a deferred pay-back plan) because of reputation, skill or pay-back potential as a professional athlete; and
- Retaining professional services for personal reasons at less than the normal charge from a representative of the University's athletic interests.

NONDISCRIMINATION AND HARASSMENT

It is the policy of California State University, Fullerton, to create and maintain an environment that values diversity, respects human dignity, is hospitable, equitable and tolerant, and in which all persons is free from all forms of invidious discrimination or discriminatory harassment.

Mindful of its high calling to promote diversity in thought and to assure all students an appropriate learning and working environment, California State University, Fullerton:

- Challenges and summons its students, faculty, staff and administration to promote a hospitable and equitable learning environment for all persons;
- Asserts that tolerance for diversity shall be the norm for behavior on the part of all who are present on the campus; and
- Discourages the use of derogatory or disparaging language and other forms of expression and, particularly, condemns those who insult persons on the basis of race, ethnicity, national origin, ancestry, citizenship, religion, creed, sex, sexual orientation, marital status, age, disability or veteran status.

SEXUAL HARASSMENT

It is the policy of California State University, Fullerton to maintain a working and learning environment free from sexual harassment of its students, employees and those who apply for student or employee status. Sexual harassment is illegal under Title VII of the Civil Rights

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Complimentary Admission Requests

Each student-athlete and coach is eligible to receive up to four complimentary tickets through a pass list for each one of his/her events or games. The student-athlete/coach fills out a pass request list at the athletics ticket office. From this list, the ticket manager compiles a list to be used at the gate for admission. The recipient is required to show identification for admission. These sheets are kept on file in the ticket office and monitored by the ticket manager.

EXTRA BENEFITS

Student-athletes are reminded that use of Athletics Department phones, and computers, etc., is an extra benefit, and as such, is prohibited by NCAA rules. Only those benefits expressly authorized by NCAA legislation may be provided to student-athletes. Student-athletes are reminded to always ask first before accepting any benefit including things as small as a ride or a cup of coffee. Questions should be directed to the head coach or to the Director of Compliance.

TEAM TRAVEL POLICY

Student-athletes have a unique opportunity to travel with their teams and represent the University. With such a benefit comes responsibility, and as such, all student-athlete code of conduct and team rules apply on road trips. Drinking alcoholic beverages and using tobacco products is not permitted while away from campus for practice and/or competition. Student-athletes will use only the transportation and lodging provided to them by the University. Teams should be transported to events, airports, or other points of departure for events in university owned or university rented vehicles or chartered buses driven by university certified drivers only. No private vehicles will be used unless the Head Coach receives written permission from the student-athlete's parents and releases the student-athlete to his or her parents or guardians. The Student-Athlete Trip Waiver/Release is the form to be used, and it can be obtained in the Athletics Business Office.

A student-athlete who wishes to be released after a competition to return to campus separately from the team must complete a travel release form, have it signed by a parent or legal guardian and submit it to the head coach before he or she may be released. Forms should be completed prior to departure, if possible.

RELATED NCAA-REQUIRED FORMS

Automobile Information

In an effort to monitor prohibited benefits in regard to use of automobiles, each athlete is required to complete the automobile information sheet each year. It is then kept on file in the Director of Athletics' office in the student-athlete's individual file.

Meal Money Signature Sheet

During team travel, when cash is given to student-athletes for meal money, each student-athlete is required to sign for the amount he/she receives. The coach must submit this form to the Athletics Business Officer along with other expense receipts for the trip for monitoring purposes.

Act of 1962, Title IX of the Higher Education Amendments of 1972, and the California Education Code 89535. Executive Order 927 - System wide Policy on Prohibiting Harassment in Employment and Retaliation for Reporting Harassment or Participating in a Harassment Investigation also prohibits sexual harassment within the California State University system. The university will not tolerate sexual harassment and will take action to eliminate such behavior.

ACADEMIC DISHONESTY

Academic dishonesty includes such things as cheating, inventing false information or citations, plagiarism, and helping someone else commit an act of academic dishonesty. It usually involves an attempt by a student to show possession of a level of knowledge or skill which he or she does not possess.

Cheating is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, fraudulent or unauthorized means. Examples of cheating include, but are not limited to: using notes or aids or the help of other students on tests and examinations in ways other than those expressly permitted by the instructor, plagiarism as defined below, tampering with the grading procedures, and collaborating with others on any assignment where such collaboration is expressly forbidden by an instructor.

Plagiarism is defined as the act of taking the specific substance of another and offering it as one's own without giving credit to the source. When sources are used, acknowledgment of the original author or source must be made following standard scholarly practice.

The initial responsibility for detecting and dealing with academic dishonesty lies with the instructor concerned. An instructor who believes that an act of academic dishonesty has occurred is obligated to discuss the matter with the student involved. The instructor should possess reasonable evidence, such as documents or personal observation. However, if circumstances prevent consultation with the student, the instructor may take whatever action, subject to student appeal, the instructor deems appropriate.

An instructor who is convinced by the evidence that a student is guilty of academic dishonesty shall:

- Assign an appropriate academic penalty. This may range from an oral reprimand to an F in the course. To the extent that the faculty

member considers the academic dishonesty to manifest the student's lack of scholarship and to reflect on the student's academic performance and academic integrity in a course, the student's grade should be adversely affected. Suggested guidelines for appropriate actions are an oral reprimand in cases where there is reasonable doubt that the student knew that his or her action constituted academic dishonesty; an F on the particular paper, project or examination where the act of dishonesty was unpremeditated, or where there were significant mitigating circumstances, or an F in the course where the dishonesty was premeditated or planned.

- Report to the student involved, to the department chair, and to the vice president for student affairs the alleged incident of academic dishonesty, including relevant documentation, and make recommendations for action that he or she deems appropriate.

The Vice President for Student Affairs shall maintain an academic dishonesty file of all cases of academic dishonesty with the appropriate documentation. Students shall be informed when their names are inserted into the file and provided with copies of any appeals or disciplinary procedures in which they may become involved. The vice president for Student Affairs or his or her designees may initiate disciplinary proceedings under Title 5, California Code of Regulations, Section 41301, and Chancellor's Executive Order 148; when two or more incidents involving the same student occur, he or she shall do so. Opportunities for appeal regarding sanctions resulting from disciplinary proceedings are provided by Executive Order 148.

A student may appeal any action taken on a charge of academic dishonesty under the University Policy Statement 300.030, "Academic Appeals." See "Academic Appeals" in the "Student Affairs" section of the university catalog.

STUDENT ATHLETE APPEAL/GRIEVANCE PROCESS

The appeal process was designed to assist a student-athlete determined to have violated the Athlete's Code of Conduct ("Code") while at California State University, Fullerton. A student-athlete found to be in violation of the Code may appeal the decision within five calendar days of hearing the decision. The review committee composed of the Senior Associate Director of Athletics, Faculty Athletics Representative, and Associate Dean of Students for Judicial Affairs will determine if there is a cause for review. If so, the committee will then determine the appropriateness of the penalty. The committee will meet within seven

Cash or any other non-permissible award may *not* be forwarded in the student-athlete's name to a different individual or agency.

VARSITY LETTER AWARDS

As acknowledgement for athletic participation, and as recognition for outstanding performance, California State University, Fullerton Athletics distributes Letter Awards in all intercollegiate (NCAA sponsored) sports. Letter Awards are presented upon the recommendation of the Head Coach and with the approval of the sport's administrator, according to the criteria outlined below. The Equipment Manager administers the awards program with the assistance of the Director of Compliance and the Senior Associate Director of Athletics.

The letter awards are as follows:

- First Year – Watch (CSUF logo)
- Second Year – Jacket (light weight, CSUF logo)
- Third Year – CSUF desk pen/clock
- Fourth Year – Blanket (special CSUF logo)

"Redshirt" athletes are not eligible for letter awards during the year they do not compete. Transfer students are eligible for letter awards.

In order to receive a letter award in his or her sport, a student-athlete must:

- Be recommended by the head coach of his or her sport;
- Be eligible for competition; and
- Have upheld the traditions and rules of the institution for the entire season.

Letter awards are based on:

- Total contribution to the team—based on leadership, dedication and value to the team as discerned by the Head Coach; and/or
- Participation in a percentage of the team's scheduled regular season events as determined by the head coach and approved by the Director of Compliance and/or the Senior Associate Director of Athletics.

At the end of the regular season the Head Coach must complete the Letter Award Petition and submit it to the sport's administrator for approval. Once approved, the form should be submitted to the Equipment Manager. The Head Coach to mark the date the awards will be distributed on the Petition with at least two weeks notice given to the Equipment Manager to ensure timely delivery.

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semester units at the member institution, provided at least three fourths of the earned units are graded during their previous two semesters; or 3.200 over at last semester/12 graded units in the event the students have been in attendance at the member institution for less than two semesters.

Big West Academic All-Conference Team

The Big West Conference sponsors annual Academic All-Conference teams in sports Cal State Fullerton sponsors for: cross country, men's and women's soccer, men's and women's basketball, baseball, softball, women's tennis, men's and women's track and field, and women's volleyball. Recognition of selection will be in the form of a press release.

To be eligible for selection to an Academic All-Conference team, a student-athlete must have a minimum cumulative institutional grade-point average of 3.200, have completed one full academic year at Cal State Fullerton prior to the season for which the award is being given and have competed in at least fifty-percent of Fullerton's contests in that sport.

Big West Scholar-Athlete of the Year

Each year every Big West member school selects one male and one female Big West Scholar-Athlete of the Year. Honorees are announced on March 1, and receive a plaque at a breakfast held in conjunction with the Big West Basketball Tournament.

To be eligible for the award, a student-athlete must be: a non-freshman meeting the minimum criteria of a Big West Scholar-Athlete, as described above; selected by his or her own University; and selected prior to February 1 of the academic year based on athletic and academic performance from the previous academic year's spring term and the current academic year's fall term.

Post-Season Competition Awards

Post-season competition awards may only be presented to student-athletes who are eligible for participation in the post-season event(s).

NONPERMISSIBLE AWARDS

Student-athletes and prospective student-athletes may never receive a cash award for athletics participation, performance or ability. Gift certificates and country club or sports club memberships are prohibited unless received prior to collegiate enrollment or while not regularly enrolled.

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calendar days of the student-athlete's request for an appeal.

The student-athlete will have the opportunity to present his or her case (how the action in question did not violate the Code and/or why the sanction is not appropriate) to the committee. The review committee has the discretion to consider any other information it deems relevant. The student-athlete may have an advisor present in the meeting with the review committee. Per Presidential Directive Number 9, the advisor may not be a licensed or practicing attorney. However, this does not preclude the student-athlete from consulting with an attorney when preparing for the meeting.

The review committee will decide the appeal and notify the student-athlete of the decision within three calendar days of meeting with the student. The student-athlete may appeal the committee's decision to the Vice President for Student Affairs within three calendar days of learning of the review committee's decision. After considering the review committee's decision and any written materials presented by the student, the Vice President will make the final decision regarding the action within ten working days of receipt of the student-athlete's written appeal. Any sanctions imposed will remain in effect throughout the review.

EXTRA BENEFITS

Student-athletes must be careful not to accept any benefit that is not available to all students (or some group of students other than student-athletes). Such prohibited benefits include free or reduced cost gifts or services, meals, rides, medical or dental work, etc. If there is any doubt, before accepting the item, service or arrangement in question, a student-athlete should check with his or her coach or the Director of Compliance.

TEAM RULES

Student-athletes are expected to adhere to team rules as provided by the head coach and Intercollegiate Athletics. Team rules may be stricter than general program rules. Within Intercollegiate Athletics, all decisions directly related to individual and team performance, (e.g., playing time, position, amount of athletically-related financial aid, traveling squad roster), are the province of the head coach, and such decisions are final.

A copy of the rules for each team that refer to player appearance, training, curfew, and conduct is given to each team member prior to the beginning of the season.

CRIMINAL ACTIVITY

Intercollegiate Athletics does not condone any criminal behavior. Student-athletes arrested for and/or convicted of crimes will be suspended pending review by the Campus Judicial Officer, Head Coach, Director of Athletics, and Senior Associate Director of Athletics. Athletics has no authority to overturn University dismissals. In cases of lesser University punishment, the student-athlete's continued privilege of Athletics participation will be reviewed.

If a student-athlete is arrested, he or she must call his or her coach as soon as possible. The coach will contact the Senior Associate Director of Athletics who will begin investigating and report the violation to the Campus Judicial Officer. If a student-athlete violates a local state or federal law and the misconduct involves a violent action, drugs and/or a felony charge, the student-athlete may be suspended from participation in Intercollegiate Athletics until the charges have been addressed by the legal system.

When such action is taken, the student-athlete is given written notification of the suspension, signed by the respective Head Coach, the Director of Athletics and the Senior Associate Director of Athletics. A determination regarding further action by Intercollegiate Athletics and the University will be made on a case-by-case basis once the charge has been resolved through the legal system.

While suspended, a student-athlete may not practice or compete, and his or her continued receipt of athletics aid and use of student-athlete support services, such as the weight and training rooms, and academic support services, will be determined on a case-by-case basis.

RULES EDUCATION

Several educational programs have been established for coaches, student-athletes, and support staff for the purpose of providing all members of the Titan Department of Athletics with current NCAA, Big West Conference, California State University, Fullerton and the Department of Athletics policies and procedures.

Enrolled Student-Athletes

The Director of Compliance holds annual meetings with each team before their season of competition begins regarding:

- California State University, Fullerton general regulations
- NCAA regulations concerning ethical conduct, amateurism, financial aid, eligibility, recruitment, gambling and agents
- Academic standards

tickets" may not be issued. The individual utilizing a complimentary admission must present identification to the person supervising the use of the pass list at the admission gate. An institution may provide admission for each student-athlete to all of the institution's regular-season home intercollegiate athletics contests, in sports other than that in which the student-athlete is a participant, via a printed student-athlete pass or gate list. Proof of identity shall be required upon admission.

All complimentary ticket lists must be submitted to the Athletics Ticket Office two hours prior to events occurring during the week and by 5:00 p.m. Friday for all weekend events. Failure to have the ticket list in on time may result in guests having to pay for their tickets upon arrival at the event. The timeline provides the ticket office with ample time to review the lists and help avoid NCAA violations. Guest receiving complimentary tickets must always show a picture ID before being admitted to the contest.

AWARDS

The NCAA awards limitations apply to awards received by a student-athlete while enrolled at California State University, Fullerton during the academic year (i.e., from the beginning of the fall term through completion of the spring term, including any intervening vacation period) as a regular student with a minimum full-time academic load. The limitations also apply to awards received by a student-athlete while representing his/her institution at any other time. These limitations include such areas as: type, value, and number of awards, all-star awards; championships; awards banquets; and non-institutional awards. A student-athlete's receipt of non-permissible awards, extra benefits, or excessive or improper expenses not authorized by NCAA legislation violates the NCAA's amateurism principle and renders the student-athlete ineligible for athletics participation in the sport for which the improper award benefit, or expense, was received.

Scholar-Athlete Awards

Big West Scholar-Athletes are recognized every spring at a ceremony preceding and during a selected baseball game. Eligible student-athletes receive certificates acknowledging their academic and athletic success over the previous academic year.

To be eligible for the Big West Scholar-Athlete Award, a student-athlete must have lettered in a varsity sport during the previous season of competition and have achieved a minimum grade point average of: 3.000 over at least 24 semester graded units at the member institution during their previous two semesters of attendance; 3.000 over 24

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and/or non-permissible per NCAA rules.

Boosters, (a term that includes parents of student-athletes), should be encouraged to contact a California State University, Fullerton coach or the Director of Athletics with any questions regarding permissible activities as they pertain to NCAA rules. And they should call or write a California State University, Fullerton coach if they know of a talented student-athlete who might benefit the Titan program. Boosters, however, may not be involved in recruiting, whether the contact is on or off campus, in person, by phone, or by mail.

Some quick guidelines for boosters include but are not limited to:

- Do not give money, gifts, or extra benefits (i.e. meals, loans, use of automobiles, reduced-cost housing, telephone privileges) to currently enrolled student-athletes or their families;
- Do not provide employment for currently enrolled student-athletes or their relatives during the regular academic year unless you check with the department of athletics regarding the student-athlete's eligibility for employment;
- Do not telephone or write high school or junior-college prospective student-athletes on behalf of the athletics department about attending California State University, Fullerton.
- Do not entertain or give special treatment or free services to prospective student-athletes or their families; and
- Do not provide free tickets of any kind, nor free transportation to high school/junior college student-athletes, currently enrolled student-athletes, or to their families.

COMPLIMENTARY ADMISSIONS AND TICKET BENEFITS

California State University, Fullerton adheres strictly to the NCAA regulations regarding admissions and ticket benefits for student-athletes. All ticket benefits are handled by the California State University, Fullerton Athletics Ticket Manager, with records kept in that office.

An institution may provide up to four complimentary admissions per home or away contest to a student-athlete in the sport in which the individual participates (either practices or competes), regardless of whether the student-athlete competes in the contest. Complimentary admissions may be provided to members of the institution's team for all contests in a tournament in which the team is participating. However, the contests must be at the site at which the institution's team participates. Complimentary admissions may only be provided through a pass list for individuals designated by the student-athlete. "Hard

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- Sports medicine requirements and information
- Substance-abuse education, testing and treatment

RELATED NCAA-REQUIRED FORMS:

Summary of NCAA Regulations: Student-athletes are given a copy of these regulations, which are summarized for them by the Director of Compliance at the team meeting before the first practice.

CALIFORNIA STATE UNIVERSITY, FULLERTON, CONFERENCE AND NCAA VIOLATIONS

Any violation committed or witnessed by a student-athlete should be reported immediately to the Director of Compliance who together with the Director and Senior Associate Director of Athletics is responsible for determining and enforcing sanctions for conduct violations as well as reporting said violations to the proper body.

Additionally, violations of the University's rules of conduct are reported to the Vice President for Student Life and/or the Campus Judicial Officer. Violations of Conference or NCAA conduct rules are reported to the Big West Conference Commissioner and the NCAA Enforcement Staff, as appropriate.

If a student-athlete is found to be in violation of University, conference or NCAA policy, the penalty imposed will depend upon the severity of the offense. Penalties may include the following:

- Probation;
- Suspension for one or more contests;
- Dismissal from the squad;
- Cancellation or gradation of athletics grant-in-aid; or
- Dismissal from the University.

III. ACADEMIC RULES AND SERVICES

ATHLETIC ACADEMIC SERVICES

The mission of Athletic Academic Services is: to provide academic and effective support services for California State University, Fullerton student-athletes to help them persist until graduation, and to assist the Athletic Department in ensuring that student-athletes receive the information they require to be in compliance with NCAA rules for academic eligibility. Athletics is responsible for approximately 400 current and former student-athletes. A variety of programs and services have been developed to fulfill this mission.

ACADEMIC ADVISEMENT

General education advisement is available by appointment and on a walk-in basis in the Academic Advisement Office- LH 215. Student athletes are advised to select courses which will not only help them maintain athletic eligibility, but lead them directly to graduation. Students with declared majors are referred to faculty advisors in their major departments. Our advisement process encourages student athletes to take ownership of their academic progress and make appropriate decisions regarding their future goals.

PRIORITY REGISTRATION

Student athletes receive assistance through the department with course selection to register through TITAN registration, which includes priority registration to student athletes. This helps ensure schedules which will allow them to compete as well as carry full class loads.

TUTORING

Tutoring is provided in a variety of ways to student athletes. The University Learning Center (MH 33, x2738) provides a wide range of tutors for CSUF students, the Writing Center (MH45, x3650) can assist with editing writing assignments and one-on-one tutoring can be arranged with Athletic Academic Services for more specialized needs. Math and English tutoring will be held weekly for athletes in Study Hall and our satellite tutoring room located in KHS 170. Check for semester schedule.

STUDY HALL

The Study Hall provides a structured learning environment with computers and study tables for student athletes to work independently on their homework assignments. All freshman, first-time transfer students as well as student athletes below a 2.0 GPA are required to attend study hall for 4 hours per week. Study Hall, located in LH 217, is

AMATEUR STATUS

Only an amateur student-athlete is eligible for Intercollegiate Athletics participation in a particular sport. An individual loses amateur status in a sport if he or she uses athletics skill, directly or indirectly, for pay in any form in that sport. Pay includes but is not limited to a salary, gratuity, bonus, split of game receipts, educational expenses (other than permissible financial aid), expenses, gifts and preferential treatment. A student-athlete must always contact his or her head coach before participating in any outside athletic competition or accepting any benefits, gifts, services, etc.

In order to retain NCAA amateur status, student-athletes may not:

- Permit the use of their name or picture to advertise, recommend or promote directly the sale or use of a commercial product or service of any kind;
- Accept benefits such as gifts, meals, loans of cars or money, discounts on airplane tickets, clothing, dry cleaning, credit cards, use of a phone or calling card, movie tickets, or professional sporting event tickets, offered by athletics interest groups (e.g., alumni or booster organizations) or anyone within the athletics program of the University;
- Be represented by an agent or organization for the purpose of marketing athletic ability or reputation in that sport;
- Receive any benefit that is not available to other students, their relatives or friends;
- Participate in a non-NCAA-sanctioned summer sports league;
- Accept payment, or promise of payment (e.g., cash prizes, gifts or travel) for athletics participation;
- Request to be placed on the draft list of a professional league (other than the professional basketball draft);
- Try out with a professional team or permit the professional team to conduct medical exams during any part of the academic year (including vacations) unless eligibility has been exhausted;
- Play on any professional athletics team;
- Have athletically related financial aid determined by anyone other than the University; or
- Participate on teams other than those of Cal State Fullerton during the playing season (including exhibition and tournament games).

BOOSTERS AND ATHLETICS REPRESENTATIVES

A letter is sent yearly to members of booster clubs and other known supporters of the athletics department. The letter, from the Director of Athletics and Director of Compliance, includes information regarding areas of common questions, and details activities that are permissible

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- Emergency and medical expenses for spouse and dependents
- Testing for learning disabilities and programs
- Medical and dental costs not covered by another insurance program for those student-athletes not eligible for the Special Assistance Fund.
- Academic Achievement awards
- Graduation awards
- Professional program testing

Related NCAA-Required Forms

Grant-In-Aid Forms

The terms of the grants-in-aid are in full compliance with the rules and regulations of the national organizations and conferences in which this university holds memberships.

Employment and Earnings Declaration

All student-athletes who are employed on- or off-campus during the academic year must complete this disclosure form. The information is verified by the Director of Compliance, and kept in the student-athlete's file.

Voluntary Withdrawal Forms

Student-athletes who are receiving an athletics grant and voluntarily withdraw from the team must notify the coach in writing. Copies of the withdrawal notice are sent to the Senior Associate Director of Athletics, Director of Financial Aid, Director of Compliance, and Assistant Athletics Director, Business for implementation.

Voluntary Reduction of Grant-In-Aid

Student-athletes who voluntarily take a reduction in their grant-in-aid must sign this document. Copies are sent to the Senior Associate Director of Athletics, Director of Financial Aid, Director of Compliance, and the Assistant Athletics Director, Business for implementation.

Notification of Student-Athlete Cut From a Team

This letter is sent to a student-athlete informing him/her of a right to a hearing. The financial aid appeals committee will consider the appeal.

Student Special Assistance Fund Application Form

This application can be obtained in the athletics office. It is completed by the student-athlete, approved by the Senior Associate Director of Athletics and Director of Financial Aid, and submitted to the Big West Conference office.

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open Monday-Thursday from 8:00 am-2:00 pm and 4:00 pm-9:00 pm. and Friday from 8:00 am – 1:00 pm. The Study Hall Policy follows:

Please log in before you use the study hall. If the monitor is not in the study hall, a counselor can be found in LH215. Make sure you sign out when you leave for any reason. If you meet with a tutor or in an instructor directed study group, please have the tutor or instructor sign you in and out on a study hall slip located at the monitor's desk.

Respect the rights of the students using the study hall and those of the surrounding faculty/staff. The study hall is a quiet environment for individual study. Any group study sessions can utilize our "satellite study hall" sites in LH 215, LH 210G, LH219 or KHS 170.

Athletic Academic Services requests that you respect the following rules:

- Talking excessively, playing games or internet surfing is prohibited. You will receive one warning, on the second warning you will be clocked out, asked to leave and your coach will be contacted.
- No food, gum, or drinks of any kind are allowed in the study hall.
- You will not be allowed to enter the study hall without books or a plan to research specific information for class. If said information is not being researched you will be asked to leave the study hall.
- Printing is a privilege. No printing of more than 10 pages without monitor approval. Any power point presentations or assigned articles should be condensed. Ask the monitor for assistance.
- Leave your study area the way you found it. Throw away any trash and push in the chair when you're checking out
- Cell phones and pagers must be set on vibrate mode. Talking on your cell phone in the study hall is prohibited as to not disrupt others.
- Students must remain in the study hall/tutoring session for at least 30 minutes to receive credit for study.
- Save all papers and files on a personal disk or send them to your e-mail address. All computers will be restarted and cleaned weekly for virus protection.
- No downloading of any materials including photos, music or files unless related to class work.

EARLY WARNING SYSTEM

The Early Warning System addresses students that need additional support. After obtaining the student's academic progress, the Athletic Academic Services Office works to bring together the coaches, faculty,

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and student to address the issues of concerns so appropriate referrals can be made.

COMPUTER LAB

Located in LH 217, each computer is linked to the internet and hosts a selection of software programs. Computer Lab Assistants are on hand to maintain a quality learning environment, record attendance and assist with lab maintenance. Hours: Monday-Thursday from 8:00 am-2:00 pm and 4:00 pm-9:00 pm. and Friday from 8:00 am – 1:00 pm.

TRAVEL LAPTOP PROGRAM

Provided for teams while traveling to competitions, coaches can check out a laptop for length of travel and return it upon their arrival to CSUF. The following is the check out policy:

- The laptop computers may **only** be checked out to coaches.
- Coaches must sign for the computer on the check out sheet, including dates for pick-up and return.
- The coach that checks out the laptop is responsible for making sure it is returned to Athletic Academic Services.
- Athletic Academic Services will inspect the laptop computers for damage **after each use** and will recharge the batteries.
- If a laptop computer is damaged or lost, **the team that checked it out last will be responsible for the cost of repair or replacement.**
- Only one laptop may be checked out per team at one time.

“CHAMPS” LIFE SKILLS PROGRAM

“Challenging Athletes’ Minds for Personal Success”

Developed by the NCAA to prepare students for the challenges of life beyond the playing field, this program includes a series of workshops and speakers. In addition, all freshman athletes will enroll in a one credit course, University 100, surrounding Life Skills designed to promote their success.

UNIVERSITY 100

University 100 is a general study skills class offered by the university. The one unit course is required of all student-athletes who are first year students. Transfer students who are interested in attending selected study skill workshops should check with their academic advisor for times and dates of those sessions. In addition, there will be a series of additional workshops available through the “CHAMPS” Life Skills Program.

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program (e.g., premiums for optional medical insurance, hearing aids, vision therapy, and off-campus psychological counseling).

- Costs associated with student-athlete or family emergencies.

The following are restrictions on the use of the funds:

- Financing any portion of an institutional grant-in-aid that could have been awarded to the student-athlete is prohibited.
- Non-qualifiers may not receive special assistance funds during their first academic year in residence.
- Entertainment expenses for student-athletes are not permissible.
- The purchase of disability, illness, or injury insurance to protect against the loss of potential future professional sports earnings is not permissible.
- The funds may not be used for administrative purposes (conferences may not charge an administrative fee nor may salaries or staff expenses for administration of the funds be paid from these monies).

STUDENT-ATHLETE OPPORTUNITY FUND

The Student-Athlete Opportunity Fund (SAOF) is also provided by the NCAA through the Big West Conference office based on sports sponsorships and a distribution formula. The fund is intended to provide direct benefits to student-athletes as determined by conference offices. All student-athletes, including international, are eligible to receive SAOF benefits, regardless of whether they are grant-in-aid recipients, have demonstrated need or have either exhausted eligibility or no longer participate due to medical reasons. Benefits are intended to pay costs that arise in conjunction with participation in intercollegiate athletics, enrollment in an academic curriculum or that recognize academic achievements. Fund monies are not to be used to pay coaches’ salaries, undergraduate tuition, room and board and books (except summer school), capital improvements and stipends for student-athletes. The SAOF funds may be used to supplement the Special Assistance Fund.

The responsibility for oversight and administration of the fund, including interpretations, rests solely with the conferences. The Big West Conference has identified several uses as being permissible. The following list is a sample of the types of benefits available, and not all - inclusive. Application for these benefits is required for review and acceptability:

- Summer school
- Fifth and/or sixth year aid
- Graduate School entrance exams (e.g., GRE, GMAT, etc.)
- Fees for internship programs

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- As always, student-athletes receiving fifth-year grants will receive academic counseling, support and monitoring through the Athletics Academic Center.
- Student-athletes receiving fifth year grants will be required to check-in at least biweekly with the head coach on academic performance and progress toward the graduation plan. The head coach will report monthly to the sport supervisor on the progress of fifth-year student-athletes.

SPECIAL ASSISTANCE FUND

The Special Assistance Fund is provided through the revenue distribution plan of the NCAA. The purpose of the fund is to assist student-athletes with special financial needs.

The following student-athletes are eligible to apply for funds by submitting the proper form to the office of the Director of Athletics:

- Pell-eligible student-athletes (except non-qualifiers in their initial year of residence), including student-athletes who have exhausted their athletics eligibility or no longer are able to participate because of medical reasons.
- Student-athletes who are receiving countable athletically related financial aid and who have demonstrated financial need as determined by an analysis consistent with federal methodology or the methodology used for all students at the institution.
- Foreign student-athletes who have had an official foreign student-athlete advisory entity of the institution outside the Department of Athletics certify in writing that the student-athlete has financial need.

The responsibility for oversight and administration of the fund, including interpretations, rests with the conference office. The guiding principles of the fund are to meet the student-athlete's needs of an emergency or essential nature for which financial assistance is not otherwise available. Conference interpretations not addressed by the Executive Committee should stay within this intended purpose. The following uses of the fund are permissible:

- Cost of clothing and other essential expenses (not entertainment) up to \$500 for Pell-eligible student-athletes and full grant-in-aid student-athletes who demonstrate financial need.
- Cost of expendable academic course supplies (e.g., notebooks and pens) and rental of nonexpendable supplies (e.g., computer equipment and cameras) that are required for all students enrolled in the course.
- Medical and dental costs not covered by another insurance

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TITAN ACADEMIC SUCCESS PROGRAM

A specialized program for referred students that may need additional mentoring and support focused on successful academic progress. Program includes working with a mentor on a weekly academic plan, life skills workshops, tutoring and study hall participation and monthly academic progress reports.

MISSED CLASS TIME

In order to minimize interference with student-athletes' academic programs, coaches will limit organized practice activities, the length of their playing seasons, the number of regular-season contests/ dates of competition, and participation in non-collegiate-sponsored athletics activities.

No class time shall be missed for practice activities except when a team is traveling to an away contest and the practice is in conjunction with the contest.

No intercollegiate events may be scheduled during finals week, with the exception of NCAA or Big West Conference events, which occasionally coincide with finals. Any exception to this policy must have prior approval of the Athletic Council.

ACADEMIC PROGRESS

Athletics monitor the academic progress of student-athletes by sending grade check forms to all faculty members who have student-athletes enrolled in their classes. Grade checks are sent to instructor's midway through each semester. Head coaches are informed if grades are unsatisfactory or if class attendance is a concern.

ACADEMIC RECOGNITION

Student-athletes who achieve a minimum GPA of 3.00 in 12 graded units are placed on the Athletic Department Honor Roll.

Each year, Big West Team Scholars and one male and one female Big West Scholar athlete are selected for special recognition at a spring event.

The Athletic Academic Recognition Program is held each year to honor graduating seniors, award beneficiaries, and student-athletes who have achieved high academic status.

Athletic Academic Services assists student-athletes in applying for NCAA awards and graduate scholarships.

GRADES AND GRADING POLICY

Students have the option of choosing how their course grades are recorded. One option is the use of traditional letter grades (LTR) A, B, C, D, and/or F. The other option is Credit/No Credit (C/NC) grading for which performance at the “C” level or better is required for a grade of Credit. There are some courses that are offered only with the C/NC option such as English 99 and some upper division classes that can only be taken for a letter grade. Students should consult the class schedule or university catalog for other restrictions. All courses taken to meet the requirements of a Major, Minor, or GE must be taken for a letter grade (option 1).

OTHER GRADING SYMBOLS W, WF, U, AND I

The class schedule and university catalog are the best sources of detailed information about the various grade designations and add and drop dates for the semester. A grade of “W” (Withdrawal) is assigned if a student drops a course after the announced add/drop deadline. The student must be able to provide serious and/or extenuating reasons why a class must be dropped at such a late date. Under no circumstances will any student be allowed to drop a class during the last three weeks of the semester. An instructor may also assign a grade of “W” if a student stops attending class. A student-athlete who falls below 12 units because an instructor has withdrawn him/her from class will no longer be eligible to compete during that semester.

A grade of “I” (Incomplete) is assigned after consultation with an instructor and Agreement that the student be allowed extra time after the end of the semester to complete course requirements. The “I” grade is not automatically given; but rather is solely the decision of the instructor. A student has one semester to complete the class. After that, the “I” grade is converted automatically to an “F” grade.

A “U” (Unofficial withdrawal) grade is assigned if a student has stopped attending class or has not completed all assignments. A grade of “WF” is assigned if a student has stopped attending class and or was not passing the class when he or she asked for a withdrawal after the second week of class. Important, grades of “WF” and “U” are calculated the same as “F” in your GPA. Student-athletes should meet with their academic counselor before dropping a class or ceasing to attend.

DEAN’S LIST

If a student-athlete’s semester GPA is a 3.50 or higher for at least 12 units of graded coursework he/she will receive notification from the University that he/she is on the Dean’s Honor List for that semester

- The grant is awarded to athletes who have exhausted their athletic eligibility and:
 - Are within the 6 year clock required by the NCAA for awarding of athletic aid. (An athlete may receive 5 years of athletic aid within 6 years after initial enrollment in a collegiate institution);
 - Have not already received 5 years of aid including all secondary institutions the student has attended prior to California State University, Fullerton;
 - Have not graduated from a 4 year institution; and
 - Received athletic aid the previous academic year (the year the athletic eligibility is exhausted).
- Sports may supplement (contingent upon their budget) the "Fifth Year Grant" up to, but not exceeding, the amount of a full NCAA grant.

Procedures:

- Prior to awarding and signing the grant, the athlete must meet with the Athletic Admissions & Eligibility Coordinator in order to review that the above criteria have been met.
- A student-athlete who is interested in receiving a fifth year grant must receive a recommendation from his or her coach. The recommendation should be sent by the coach to the Athletic Admissions and Initial Eligibility Coordinator.
- The Athletic Admissions and Initial Eligibility Coordinator will determine if the student-athlete is eligible to receive the aid and all of the conditions are met. At that point, the Admissions and Initial Eligibility Coordinator must recommend that the student-athlete receive a grant.
- The student-athlete will develop a graduation plan, which will be reviewed and approved (and may be developed in conjunction with) the athletics academic counselor(s).
- The graduation plan may include a work component to be developed in consultation with the athletics academic counselor(s) and the head coach.
- The work component can involve participating in the athletics mentoring program, performing administrative tasks for the student-athlete’s team, working in the athletics administrative offices, etc.
- The student-athlete will arrange an interview with the Director and/or the Senior Associate Director of Athletics, and will bring the graduation plan to said meeting.
- Upon approval by the Director and/or the Senior Associate Director of Athletics, the student-athlete will receive the fifth-year grant, either for a full academic year or one semester at a time.

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aid, normally have coverage for one or two courses a summer. Intercollegiate Athletics provides these awards in order to assist student-athletes in meeting expected graduation dates (usually four years) and to assist those who have worked diligently to meet continuing eligibility requirements during the regular academic year but have remaining deficiencies. Student-athletes have many demands on their time and must schedule classes along with practice and competition. Due to impacted student-athlete schedules and high student enrollment in required classes, it is sometimes difficult for a student-athlete to complete all of his or her degree program requirements in four years. Taking certain classes in the summer may help a student-athlete to graduate within that time frame.

NCAA Bylaws require that summer athletics financial aid does not exceed the proportion in which athletics aid was awarded during the academic year just completed; e.g., if a student-athlete received athletics aid for half tuition in the regular academic year, he or she could not receive more than half tuition in any of the summer sessions.

Please note, if a student-athlete chooses to drop a summer school class for which he or she is receiving athletics aid, the student-athlete will be responsible for paying for the class (except in extenuating circumstances).

Student-athletes interested in obtaining athletics aid for summer classes should speak to their coaches for more information.

PRIOR APPROVAL

Any student-athlete who wishes to attend summer school at another institution and intends to use the summer school units for academic eligibility, must receive the advance approval of the university Faculty Athletics Representative. Prior approval forms are available from Athletic Academic Services LH 215.

FIFTH YEAR GRANT PROGRAM

The California State University, Fullerton Department of Intercollegiate Athletics "Fifth-Year Grant" program was created to provide financial assistance to student-athletes who have exhausted their athletic eligibility and wish to complete their education at California State University, Fullerton. The following guidelines apply:

- The 5th year grant is awarded for one year (two semesters), and may not exceed the cost of books and in-state (resident) fees.
- The grant cannot exceed the athletic grant given in the previous academic year.

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ATHLETIC HONOR ROLL

If a student-athlete's semester GPA is a 3.00 or higher for at least 12 units of graded coursework he/she will receive notification from Athletic Academic Services that he/she is on the Athletic Honor Roll for that semester

REPETITION OF COURSE POLICY

Under the Repetition of Course Policy (ROCP), a student may repeat up to a maximum 16 units of D's, F's, or U's for better grades. Units earned at other institutions are counted in the 16. The grades for any courses repeated beyond 16 units will not replace previous D's, F's or U's, they will only be "averaged in calculating the overall GPA.

Any course taken at CSUF must be re-taken at CSUF in order for the grade to replace the previous D, F, or U. If a "D" is earned in a repeated course, the units are earned only once.

Repeated classes do not have to be taken the next semester or with the same instructor. The class must have the same course name and number in order to apply ROCP. It is a good idea however, to repeat the class the next semester while the material is fresh.

To have a GPA recalculated before a Graduation Check is processed, a student must fill out the "Student Record Inquiry" form after repeating the course. This form can be found in Admissions and Records (LH-114) or the Academic Advisement Center (UH-179). If the form is not submitted, the GPA will be recalculated only when the Grad Check is processed.

GRADE POINT AVERAGE, PROBATION, AND DISQUALIFICATION

The grade report contains important information to help interpret academic standing and continued eligibility. If any portion of the report is unclear, a student-athlete should make an appointment with his/her academic counselor immediately.

If a student-athlete's total GPA at CSU Fullerton falls below 2.00, the student-athlete will be placed on University Probation and must make immediate efforts to return to good standing. As discussed elsewhere in this publication, if a student-athlete's semester GPA or cumulative California State University, Fullerton GPA falls below 2.00 he/she is placed on Athletic Probation. If a student-athlete's semester GPA is below 2.00 for two consecutive semesters he/she is ineligible for competition. An appeal may be filed based on serious extenuating circumstances.

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Student-athletes who fall significantly below a 2.00 are in danger of disqualification from the university and will not be allowed to re-enter until their GPA is brought back up to a 2.00.

Students who do not pass all of their remedial coursework, (FLED 99 English 99, Math 30A and B and/ or Math 40), in the first year of enrollment will be Administratively Disqualified. A student may not re-enter the university for a second year, until he/she can prove he/she has passed the required remedial classes. The classes must be taken either at the local community college or another university. There are no exceptions to this rule.

GRADE DISPUTES AND GRADE CHANGES

Course instructors should always be willing and able to explain and justify the grades they award. If a student-athlete believes his/her grade was given in error or is unjust, or unfair, the first step is to discuss the grade in a tactful manner with the instructor. If the instructor is unwilling to change a grade the next step is to discuss the matter with the department chair. The university catalog has more information about this process as do the academic counselors.

ACADEMIC DISHONESTY

Representing someone else's work as one's own, (including Internet resources) or helping another student to do so is dishonest. Penalties range from a, "F" on the assignment, to an "F" for the entire course. In some cases, a student will be disqualified from the university. Student-athletes also face additional penalties as assigned by the Senior Associate Director of Athletics with involvement of the Head Coach. Students found to be guilty of academic dishonesty will have their name and file noted by the university and a repeat offense may result in expulsion from the university. Students have the right to appeal charges of academic dishonesty. Information on such an appeal can be found in the university catalog.

CLASSROOM CONDUCT POLICIES

Student-athletes are expected to attend every class meeting unless competition, serious injury, or serious illness prevents such attendance. Students who must miss class to represent the University or to participate in a University-sponsored activity must notify the class instructor in writing a minimum of two weeks in advance of the absence. Given prior notice, instructors are encouraged to allow students to make up class work, complete class work in advance of the class absence, or complete an alternative assignment without penalty. In case of a disagreement about whether an activity constitutes a

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STUDENT-ATHLETE EMPLOYMENT

Student-athletes who plan to work during the academic year must complete the Student-Athlete Employment and Earnings Declaration. The form requests information on the employer dates of employment, rate of pay, and more. Completion of the forms is to ensure that student-athletes: are aware of the rules governing their status as student-athletes; are not being paid for any value they might have for the employer because of their reputation or fame due to athletics ability; are being compensated only for work actually performed; and are compensated at a rate commensurate with the going rate for similar services. Student-athletes should see the Director of Compliance to obtain a copy of the statement.

POLICIES & PROCEDURES FOR SPORTS MANAGERS

- All managers must be full-time (undergraduate or graduate) students at Cal State Fullerton.
- Students must be within the five calendar years from initial full time enrollment at any collegiate institution.
- Managers must have a minimum 2.0 GPA at the time of application.
- Managers will be held to the same Cal State Fullerton 2.0 gpa rule as student-athletes.
- Managers must sign the NCAA drug consent form and will be subject to drug testing.
- Managers may receive a stipend from the sport for duties performed, if the sports budget allows.
- **Managers will not be involved in any coaching or recruiting activities.**
- Managers must complete a Cal State Fullerton Sports Manager application form and have it approved before any managerial duties may be performed.
- Managers must sign a manager's contract before duties commence.

If a manager will be participating on a regular basis in actual practice activities, he/she becomes a practice player, and must be listed on the squad list and certified eligible for practice by the Faculty Athletics Representative.

SUMMER ATHLETICS AID

Athletically-related financial aid for summer tuition is available on a restricted basis for student-athletes to enroll in summer session courses. The supply of summer athletics financial aid is limited, so some qualifying applicants may not receive an award, and financial aid will not be available for all courses. Student-athletes receiving summer

RENEWALS AND NON-RENEWALS OF ATHLETIC SCHOLARSHIPS

The renewal of athletics aid must be made on or before July 1 prior to the academic year in which it is to be effective. Cal State Fullerton will notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous year whether the grant has been renewed or not renewed for the ensuing academic year. Notification of financial aid renewals and non-renewals are approved and prepared by the Financial Aid Office.

HEARING OPPORTUNITY REQUIRED

If the institution decides to reduce or not renew financial aid for the ensuing academic year, Cal State Fullerton will inform the student-athlete in writing that he or she, upon request, will be provided a hearing before the Financial Aid Appeals Committee. The decision to renew or not renew the financial aid is left to the discretion of the Financial Aid Committee, to be determined in accordance with its normal practices for students generally.

BOOK VOUCHER PROCEDURE

Student-athletes receiving grant-in-aid money for books will purchase those books through the use of a book voucher. The athletics business office prepares the book vouchers for the individual student-athletes and forwards them to the coaches for signature and distribution. Student-athletes are able to purchase their books at the customer service counter of the Titan Shops by showing their book vouchers and class schedules. This provision covers only required textbooks or packets identified on the course syllabus, and only for courses that the student-athletes complete. Book vouchers or reimbursements are not to exceed the amount stated on the grant, unless the grant book amount is for the NCAA maximum of \$400. Then vouchers and reimbursements will be provided for all enrolled and completed courses.

Additional vouchers may be obtained in the athletics business office as long as the student-athlete's book expenditures do not exceed his/her book allotment. The student-athlete's coach must sign all vouchers. If book purchases are made for a course which is subsequently dropped, books are to be returned immediately to the coach or athletics business office. Failure to do so is an NCAA violation and a hold will be placed on the student-athlete's university account, which will prevent certain privileges, including registration and eligibility for practice and competition.

University-sponsored activity, the appropriate administrator will make the determination.

Athletic Academic Services has a form for notifying instructors of competition and travel dates. The form should be submitted along with discussions of the dates and assignments during the first week of classes. If there are potential problems it is advisable to drop a class rather than risk a grade of "U" or "F." Remember changes cannot be made to class schedules after the second week of class so discussions the first week are imperative.

Student-athletes are expected to be on time for every class. If unforeseen circumstances cause a student-athlete to be late or miss the class, he/she should meet the instructor after class or make an appointment to apologize and explain the circumstances.

DISABILITY SERVICES

Cal State Fullerton provides support services for students with disabilities, including learning disabilities. More information can be obtained in the office of Disabled Student Services.

NCAA ELIGIBILITY

NCAA eligibility is always the responsibility of the student-athlete. The university's FAR has responsibility for final certification of each student-athlete's eligibility for competition and has the final say on all questions of academic eligibility. The office of Athletic Academic Services monitors each student-athlete's eligibility, but is not responsible for the certification. However, the office of Athletic Academic Services will assist student-athletes as they make progress toward graduation.

FULL-TIME ENROLLMENT

To be eligible to participate in organized practice sessions, compete, and receive an athletics scholarship a student-athlete must be enrolled in 12 units. Remedial courses do not count as full-time enrollment except for first time freshmen. Transfers who must take English 99 and/or Math 40 must sign up for 15 units.

CREDIT-HOUR REQUIREMENTS

All student-athletes must successfully complete at least six (6) semester or quarter hours in their previous regular academic term of full-time enrollment to be eligible to participate in the next regular academic term. Each year, satisfactory completion of 24 semester hours of academic credit since the beginning of the previous fall term is required for competition.

75/25 RULE

Student-athletes must earn at least 18 of their 24 units (75%) during the fall and spring semesters. No more than 6 units (25%) may be earned during the summer and applied toward eligibility. Please remember that these numbers are minimum standards. Student-athletes are always able to earn additional units toward graduation.

PERCENTAGE OF DEGREE REQUIREMENTS

Each year student-athletes must have completed a specific percentage of units toward their degree. The calculation of that percentage is based upon the rule that was in effect at the time the student-athlete entered the certifying institution. As such, at Cal State Fullerton, of the 24 units completed during the academic year, 18 units must be either General Education classes and/or Major classes.

MINIMUM GRADE-POINT AVERAGE REQUIREMENT

California State University, Fullerton minimum grade-point average standards are stricter than the NCAA rule requires. As such, freshmen and sophomores will be disqualified if their grade point balance falls at or below a –15. Juniors will be disqualified at or below –9 and seniors will be disqualified at or below a –6. A more complete explanation of the university academic requirements is published in the University Catalog.

The NCAA rule requires that third-year student-athletes (60-89 units) earn a minimum of 90 percent of the required minimum cumulative GPA, or a 1.80. Fourth-year student-athletes (90 units or more) must have 95 percent of the required minimum cumulative GPA, or a 1.90.

2.00 RULE

At Cal State Fullerton student-athletes must achieve a minimum semester GPA of 2.00 every semester. If a student-athlete falls below a semester GPA of 2.00 for more than two consecutive semesters, that student-athlete becomes ineligible for competition.

DESIGNATION OF DEGREE

A student-athlete shall designate a program of studies leading to a specific baccalaureate degree at the certifying institution by the beginning of his or her third year of enrollment. If a degree program is not designated by that time, the student-athlete will be unable to compete until he or she officially designates a degree program.

V. AWARDS, BENEFITS, AND AMATEURISM**FINANCIAL AID**

Financial aid as defined by the NCAA “is funds provided to student-athletes from various sources to pay or assist in paying their cost of education at the institution. It includes all institutional aid and other permissible financial aid.”

CALIFORNIA STATE UNIVERSITY, FULLERTON FINANCIAL AID PROGRAMS

Opportunities for institutional aid administered by California State University, Fullerton include such items as scholarships, grants, loans, work-study, and on-campus employment. Students apply for such aid through the Financial Aid Office. Aid given each student-athlete is reported to the NCAA through the squad list and is checked against permissible limits. Amounts and calculations of permissible aid are reported by the Assistant Athletics Director, Compliance. The financial aid office also monitors total financial aid packages for all athletes.

APPEAL COMMITTEE

The members of the appeal committee regarding financial aid matters for student-athletes are appointed by the Director of Financial Aid on an as-needed basis.

ATHLETICS GRANT-IN-AID

The awarding of an athletics grant-in-aid to a recruited athlete is initiated by the coach and approved by the sport supervisor. Limitations are established for permissible aid by NCAA membership standards. Guidelines to the Grant-In-Aid Process:

- Coach completes a grant-in-aid request form.
- Request form is submitted or emailed to the Coordinator of Athletics Admissions and Eligibility for printing of grant-in-aid form and National Letter of Intent.
- The grant-in-aid forms are given to coach for signature, and then the coach gives them to student-athlete to sign.
- The forms are given to the Senior Associate Director of Athletics for signature.
- The forms are then sent to the Financial Aid Office for input and signature.
- The student-athlete then receives one copy of the document and the remaining copy is returned to the Coordinator of Athletics Admission and Eligibility to send a signed copy to Financial Aid and keep one copy for Athletics records.

apply to the particular student-athlete.

If a request is made by another institution, the student-athlete will be consulted to ascertain if he/she wishes to talk to the outside institution. If the student-athlete agrees to talk to the outside institution, the Director of Compliance will inform the coach of the request(s). Such requests for permission to speak are usually granted, unless extenuating circumstances apply. The Director of Compliance will counsel the student-athlete on the rules and regulations affecting transfers (i.e., one-time transfer regulations, residency requirements, intra-conference transfer rules, and National Letter of Intent regulations), whichever ones apply to the particular student-athlete. In addition the student-athlete will be counseled as to releases, and hearings available to him or her.

SUMMARY OF NEW DIVISION I ACADEMIC ELIGIBILITY REQUIREMENTS

Entering Second Year of Collegiate Enrollment

24 semester/36 quarter credits

18/27 credits earned during academic year

90% of GPA for graduation

Six credits earned per term

A maximum of six semester/nine quarter hours of remedial courses may be used in the first year

Entering Third Year of Collegiate Enrollment

40% of degree requirements completed

18/27 credits earned during academic year

95% of GPA for graduation

Six credits earned per term

Declaration of degree program

Entering Fourth Year of Collegiate Enrollment

60% of degree requirements

18/27 credits earned during academic year

100% of GPA for graduation

Six credits earned per term

Entering Fifth Year of Collegiate Enrollment

80% of degree requirements

18/27 credits earned during academic year

100% of GPA for graduation

Six credits earned per term

TRANSFERS

A midyear transfer is subject to the above requirements and is able to use any degree credits to satisfy the requirements. A transfer student-athlete (international or domestic) who initially enrolls as a full-time student in any collegiate institution's regular academic term on or after August 1, 2003, will be subject to the academic requirements set forth above.

PART-TIME ENROLLMENT

A student-athlete is responsible to earn 18 semester/27 quarter credit hours in any academic year in which the student-athlete was enrolled full time during one or more terms. Part-time hours may be used to fulfill this requirement. An exception to this rule is a student-athlete who enrolls in his or her first full-time term of collegiate enrollment in the

spring term will not be responsible for earning 18/27 credit hours until he or she has spent a full academic year at the institution.

SUMMER CREDIT HOURS

Summer credit hours may be used to satisfy the 24-credit-hour requirement when certifying a student-athlete entering his or her second year of collegiate enrollment. Summer hours may also be used to meet the 40/60/80 percent-of-degree-requirements.

REMEDIAL, TUTORIAL OR NONCREDIT COURSES

A student-athlete may use remedial, tutorial or noncredit courses earned during his or her first year of collegiate enrollment as progress toward a degree. These courses may be used to meet the 24-semester/36 quarter credit-hour requirement, but may not exceed six semester/nine quarter credit hours.

SIX CREDIT HOURS

All student-athletes, including those currently enrolled, must successfully complete at least six (6) semester or quarter hours in the previous regular academic term of full-time enrollment to be eligible to participate in the next regular academic term.

PLAYING AND PRACTICE SEASONS

The playing and practice season for each particular sport is the period of time between the date of an institution's first officially recognized practice session and the date of the institution's last practice session or competition, whichever occurs later. An institution is permitted to conduct officially recognized practice and competition each academic year only during the playing season as regulated for each sport in accordance with the provisions of this bylaw.

INDIVIDUAL HOUR LIMITATIONS

Countable hours must be recorded on a daily basis for each student-athlete regardless of whether the student-athlete is participating in an individual or team sport. Any countable individual or group athletically related activity must count against the time limitation for each student-athlete who participates in the activity but does not count against time limitations for other team members who do not participate in the activity. A student-athlete's participation in countable athletically related activities in season shall be limited to a maximum of four hours per day and 20 hours per week. Outside of the playing season during the academic year, student-athletes participation shall be limited to a maximum of eight hours per week, of which not more than two hours per week may be spent on individual skill workouts.

Any activities that do not conform to the recruiting policies set forth in this document, and that take place during an official visit, will result in the student host losing the privilege of being a host for one year.

Any violation of this recruiting policy by the host, recruit, or coach will be reported to the Cal State Fullerton Compliance Committee for appropriate sanctions.

PERMISSION FOR CURRENT STUDENT-ATHLETES TO SPEAK TO OTHER INSTITUTIONS

An athletics staff member or other representative of the institution's athletics interests cannot directly or indirectly contact a student-athlete currently enrolled at another NCAA or NAIA four-year collegiate institution without first obtaining the written permission of the other institution's athletics director (or an athletics administrator designated by the athletics director) to do so, regardless of who makes the initial contact. If a student-athlete calls a coach or other athletics staff member at another institution and has not requested permission to speak, the coach or staff member may not talk to the student-athlete about available positions, transferring, or anything else. If permission is not granted, the second institution shall not encourage the transfer and the institution may not provide athletics aid to the student-athlete until the student-athletes has attended the second institution for one full academic year. If permission is granted to contact the student-athlete, all applicable NCAA recruiting rules apply.

If the institution denies a student-athlete's request to permit any other institution to contact the student-athlete about transferring, the institution shall inform the student-athlete in writing that he or she, upon request, shall be provided a hearing conducted by an institutional entity or committee outside of the athletics department (e.g., the office of student affairs; office of the dean of students; or a committee composed of the faculty athletics representative, student-athletes and non-athletics faculty or staff

Current student-athletes requesting permission to speak should make the request to the Director of Compliance. The student-athlete is encouraged to speak to his or her coach first as the Director of Compliance will inform the coach of the request(s). Such requests for permission to speak are usually granted, unless extenuating circumstances apply. The Director of Compliance will counsel the student-athlete on the rules and regulations affecting transfers (i.e., one-time transfer regulations, residency requirements, intra-conference transfer rules, and National Letter of Intent regulations), whichever ones

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administrator. Specifically prohibited are the following: the use of drugs, sex as a recruiting device, gambling activities of any kind, use of strippers, escort services, gentlemen's clubs or any activity which violates criminal law.

A prospect may not be provided with cash, gifts (i.e. souvenirs or clothing items), nor purchase gifts with the entertainment money. Student hosts will receive a maximum of \$30 for each day of the visit to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardian or spouse), excluding the cost of meals and admission to campus athletic events.

A prospect may be provided on-campus parking during an official visit.

A prospect on an official visit may be provided lodging comparable to that provided to regular students. Local commercial facilities may be used at a scale comparable to that of normal student life and only within a 30-mile radius of the institution's campus. Transportation to and from campus must be on a level of a normal student.

A prospect visiting a member institution may participate in physical workouts or other recreational activities during a visit to an institution's campus, provided such activities: (a) are not organized or observed by members of the athletics department coaching staff; and (b) are not designed to test the athletics abilities of the prospect.

A regular team physician or other designated physician, may conduct a medical evaluation to determine the prospect's medical qualifications to participate in intercollegiate athletics provided no athletics department staff member other than the athletic trainer is present and the examination does not include any test or procedure designed to measure the athletics agility or skill of the prospect.

It is permissible to administer medical examinations at any time to prospects who either have signed the National Letter of Intent with California State University, Fullerton or have been accepted for enrollment in a regular full-time program of studies at that institution, provided the examinations occur during an official paid visit or the prospects visit the institution at their own expense for this purpose.

On any recruiting visits recruits must be returned to the housing facility not later than midnight.

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All competition and any associated athletically related activities on the day of competition will count as three hours regardless of the actual duration of these activities.

REDSHIRT DEFINITION

The term "redshirt" is used to describe a student-athlete who does not participate in competition in a sport for an entire academic year. If a student-athlete does not compete in a sport the entire academic year, he or she has not used one of his or her four seasons of competition. Each student is allowed no more than four seasons of competition per sport. NCAA rules indicate that **any** competition, regardless of the amount of time played, during a season causes that season to be counted as one of the four seasons of competition in that sport.

Exit Interviews: Student-athletes from all sports, some whose eligibility has expired and some who will continue at California State University, Fullerton are asked to complete a questionnaire related to their athletics experience. Interviews include questions regarding the value of the students' athletics experiences, the extent of athletics time demands they encountered, proposed changes in intercollegiate athletics and concerns related to the administration of the student-athletes' specific sports. Exit interviews are administered and compiled by the Director of Compliance and/or the specific sport administrator. Each questionnaire is reviewed by administration, and kept on file in the office of the Director of Athletics or Senior Associate Director of Athletics. The questionnaires are used as a reference for performance evaluations of the coaches and reviewed by the administrators for trends or issues which could be significant in specific sport programs.

IV. RECRUITING

Student-athletes should not be engaged in the recruiting of prospective student-athletes. Off-campus, unavoidable, incidental contacts with prospects are fine as long as they do not occur at the direction of the coaching staff or any other University staff member. Written correspondence with a prospect is permitted if it is not done at the direction or expense of the University. Telephone calls to prospects (other than as part of a regular admissions program directed at all prospective students) are not permissible.

STUDENT-ATHLETE HOSTS

Student-athletes may serve as hosts for prospective student-athletes' official visits to the University. Student-athlete hosts may receive up to the NCAA allowable maximum \$30 for each day of hosting a prospective student-athlete. The money is designated to cover all actual costs of entertaining the prospect, the prospect's parents, legal guardians or spouse. These funds cannot be used to buy tangible items such as souvenirs, T-shirts, or other mementoes. Additionally, no cash may be given to the visiting prospect or anyone else. If entertaining more than one prospective student-athlete, a student-athlete may receive up to \$15 more for each additional prospect. Student-athletes may receive a complimentary meal, provided they are accompanying the prospect during the official visit.

No vehicles may be provided or arranged for by any coach, staff member or supporter of the University. In the event a student-athlete transports the prospect, the destination must be within a 30-mile radius of campus.

Student-athlete hosts must sign a form stating that they received expense money and/or complimentary tickets. At the time of signing, the rules for hosting a prospective student-athlete will be reviewed. The Director of Compliance will administer the forms.

If a student-athlete receives complimentary admissions to an athletic event on campus, he or she may accompany the prospective student-athlete to that event during his or her visit to campus. Admission to games will be via pass list.

The head coach of that particular sport will select the host for each prospect.

OFFICIAL VISIT GUIDELINES

A prospect may take a maximum of five expense-paid visits, with no more than one permitted to any single institution. This restriction applies regardless of the number of sports in which the prospect is involved.

In sports other than men's basketball, a prospect may not be provided an expense-paid visit earlier than the opening day of classes of the prospect's senior year in high school. In men's basketball, a prospect may not be provided an expense-paid visit earlier than January 1 of the prospect's junior year in high school and no such visits may occur during the summer between the prospect's junior and senior years in high school.

A prospect may not be provided with an expense-paid visit without presenting the institution with a high-school (or college) academic transcript and for high school prospects, a score from a PSAT, an SAT, a PLAN or an ACT test.

An official visit to an institution's campus shall not exceed 48 hours.

During the official visit, a maximum of three complimentary admissions to a home athletics event may be provided to a prospect. Such complimentary admissions are for the exclusive use of the prospect and those persons accompanying the prospect on the visit and must be issued only through a pass list.

A prospect may not be provided with complimentary admissions for postseason conference tournaments. A prospect may purchase tickets only in the same manner as any other member of the general public.

Only current student-athletes are allowed to be a host. Student-athletes hosting prospective student-athletes regardless of whether a student host has reached the legal drinking age are prohibited from purchasing, providing or drinking alcoholic beverages during a recruiting visit.

An institution may entertain a prospect and his or her parents [or legal guardians(s)] or spouse, at a scale comparable to that of normal student life, only on the institution's campus or, on an official visit, within 30 miles of the institution's campus.

Neither student-athlete hosts, nor prospect may engage in any activity which has not been expressly approved by the head coach, or athletic