# Table of Contents

Introduction ........................................................................................................................................................................................ 3  
Simon Fraser University Mission Statement .................................................................................................................................................. 3  
Athletics & Recreation’s Vision ........................................................................................................................................................................ 3  
Simon Fraser University – Equity, Diversity, and Inclusion .................................................................................................................. 3  
Great Northwest Athletic Conference ............................................................................................................................................................ 3  
Student-Athlete Code of Conduct ............................................................................................................................................................ 4  
  Code Conduct ................................................................................................................................................................................................. 4  
  Student-Athlete Terms and Conditions .................................................................................................................................................... 5  
Hazing ........................................................................................................................................................................................................ 5  
Gambling/Sports Wagering ........................................................................................................................................................................ 6  
Social Media ........................................................................................................................................................................................................... 6  
SFU Sexual Violence and Misconduct Prevention, Education and Support Policy .......................................................................................... 8  
Disciplinary Action .......................................................................................................................................................................................... 8  
  Probation ...................................................................................................................................................................................................... 8  
  Suspension .................................................................................................................................................................................................. 8  
  Appeal Procedure .................................................................................................................................................................................... 9  
Academics ................................................................................................................................................................................................. 10  
  Academic Resources Provided to SFU Student-Athletes ...................................................................................................................... 10  
  Progress-Toward-Degree Requirements .................................................................................................................................................. 11  
  Missed Class Time .................................................................................................................................................................................. 11  
  Faculty Athletic Representative (FAR) ................................................................................................................................................... 12  
Athletic Eligibility ..................................................................................................................................................................................... 13  
  Academic Eligibility Requirements .................................................................................................................................................... 13  
  10 Semester Rule .................................................................................................................................................................................. 13  
  Outside Competition ................................................................................................................................................................................. 13  
  Amateurism .................................................................................................................................................................................................... 13  
  Boosters and How They Can Affect Your Eligibility ............................................................................................................................ 14  
  Countable Athletically Related Activities (CARA) ........................................................................................................................................ 15  
  Summer Practice ...................................................................................................................................................................................... 16  
Athletic Financial Aid .................................................................................................................................................................................. 17  
Athletic Services ........................................................................................................................................................................................... 21

SFU Student-Athlete Handbook
SFU Student-Athlete Handbook

Strength and Conditioning ................................................................. 21
Equipment Room .................................................................................. 22
Sports Medicine .................................................................................... 23
Medical Insurance Information: All SFU Students ........................................... 28
Drug, Alcohol, and Tobacco Policies .................................................... 29
  1.0 Introduction ................................................................................... 29
  2.1 Drug, Alcohol, and Tobacco Education ........................................... 29
  3.1 Student-Athlete Consent to Drug Testing ...................................... 30
  4.0 Drug Policy ................................................................................... 31
  5.0 Simon Fraser University Athletics Drug Testing ............................ 31
  6.0 SFU and NCAA Drug Testing Procedures ................................... 32
  7.0 SFU and NCAA Drug Testing Sanctions ...................................... 34
  8.1 Appeal Process – NCAA Drug Testing ......................................... 36
  9.0 Appeals Process – SFU Institutional Drug Testing ....................... 37
  10.0 Alcohol Policy ............................................................................ 38
  11.0 Tobacco Policy ............................................................................ 39
  Safe Harbour Program ......................................................................... 39
Student-Athlete Advisory Committee (SAAC) ........................................ 41
Student-Athlete Feedback ..................................................................... 41

Appendix

  2019-20 NCAA Banned Substances

  2019-20 Summary of NCAA Regulations
Introduction

Simon Fraser University Mission Statement
To be the leading engaged university, defined by its dynamic integration of innovative education, cutting edge research, and far-reaching community engagement.

Athletics & Recreation’s Vision
Make a Difference
Create Bright Futures
Winning Matters

As a National Collegiate Athletic Association (NCAA) Division II student-athlete, you must be committed to academic achievement and the pursuit of a degree. The Athletic Department at SFU provides student-athletes with the foundation to be successful in school and sport.

Simon Fraser University – Equity, Diversity, and Inclusion

SFU’s goal is to ensure our campuses are welcoming places for everyone to gather and learn and that all who work or study here feel a sense of belonging, inclusion, fairness, and mutual respect. The ultimate goal is to create the conditions to foster a culture of inclusion and healthy campus environment.

Great Northwest Athletic Conference

Located in five states and one Canadian province, the Great Northwest Athletic Conference (GNAC) has established itself as one of the top NCAA Division II athletic conferences in the nation.

Current Members

The GNAC has eleven full-time members. From the state of Washington we have Central Washington University, Saint Martin’s University, Seattle Pacific University, and Western Washington University; the state of Oregon has Western Oregon University and Concordia University; Northwest Nazarene University from Idaho; Alaska Anchorage University and University of Alaska Fairbanks from Alaska; Montana State University Billings from Montana; and lastly Simon Fraser University of British Columbia – the only Canadian member in the GNAC and entire NCAA.
Student-Athlete Code of Conduct

It is an honor to participate in the long and proud tradition of intercollegiate athletics at Simon Fraser University. As a student-athlete, SFU expects you to experience personal growth, academic achievement, and athletic success. Participating in SFU Athletics is a privilege, not a right.

As a SFU student-athlete, you have significant responsibilities. Recognize that you are among the most visible students on campus and in the wider community. Therefore you are expected to behave as a respectful member of an intercollegiate team and in a manner that is consistent with the values of Simon Fraser University. Student-athletes are held to high standards of conduct, therefore you need to exercise good judgement and conduct yourself with honesty, integrity, and respect for others at all times.

Code Conduct

A student-athlete is to conduct themselves in accordance with all rules and requirements of SFU Athletics, Simon Fraser University, the GNAC, and the NCAA, including team rules designated by your coach.

As a student-athlete, you must adhere to and acknowledge the following:

**University Community:** Be a responsible and engaged member of the University community. Strive to represent your team in and outside the classroom. Show respect for all members of the University and the broader community. Lead by example and acknowledge that both your own and team’s reputations are at stake when you are participating in intercollegiate competition, attending classes, and socializing with friends and others both in and outside of the University community.

**Academic Standing:** Assume full responsibility for your academic progress and achievement. Make every effort to stay in good academic standing at the University. Attend all classes unless excused for team travel, competition, or some other legitimate reason. Seek additional academic help if necessary to improve or maintain your academic standing.

**Sportsmanship:** Demonstrate good sportsmanlike conduct both on and off the playing field. Sportsmanlike conduct includes showing respect toward all who are in attendance at an athletic event (officials, coaches, athletes, opponents, spectators, and the media). Unsportsmanlike conduct includes inappropriate behavior in language, gesture, or action which demeans, physically intimidates, or endangers others, not just during athletic competition but also during all activities that encompass travel to and from the contest site.

**Team Travel:** When travelling for an athletic competition or any other team athletic event, you must behave responsibly and portray a positive image of the University. Team rules set by your coach must be adhered to at all times. Refrain from the consumption of alcohol or illegal/banned substances while on route to or from an athletic sporting event/contests, at hotels, competitions, or practices.

**Team Rules:** Your Coach has established rules and policies for guiding your success as a member of your team. You are expected to follow those requirements and develop the attitude and behavior to make a positive contribution on your team.
Social Media: Do not author, forward, or post vulgar or offensive notes, texts, photographs, or other content that reflect negatively on you, your team, other individuals, or the University. You are required to comply with the Social Media Guidelines.

Policies: You are expected to adhere to the policies and guidelines outlined in this student-athlete handbook, including but not limited to, the SFU Drug, Alcohol, and Tobacco Policy, Hazing, Sexual Violence, and Gambling and Sports Wagering policies.

Consequences: You acknowledge that failure to conduct yourself responsibly, as stated and implied by the conditions in this Simon Fraser University Student-Athlete Code of Conduct, may result in sanctions up to and including suspension or dismissal from the team, loss of athletic scholarship, and suspension or expulsion from SFU.

Student-Athlete Terms and Conditions

Please be reminded of the terms that are agreed to on the Athletic Financial Aid Agreements or Student-Athlete Agreements and Consent forms that are signed when joining SFU Athletics:

1. Fulfill the admission requirements of Simon Fraser University;
2. Meet and maintain the current eligibility requirements for athletics participation and financial aid established by the NCAA, the GNAC, SFU Athletics, and Simon Fraser University;
3. Meet and maintain all practice, competition, fitness, and performance requirements for team members as identified by the team coach;
4. Be enrolled in a minimum of 12 units of standard graded courses each term, must have a minimum cumulative GPA of 2.00 and be in good academic standing, or in the case of a first term or transfer student, must possess an equivalent high school or college standing;
5. Adhere to any other requirements set out in advance by the coach in writing;
6. Agree to release of personal information outlined on the Agreement and Consent forms.

Hazing

Hazing is defined by the NCAA as “any act committed against someone joining or becoming a member or maintaining membership in any organization that is humiliating, intimidating, demeaning, or endangers the health and safety of the person”.

The NCAA also states that “hazing includes active or passive participation in such acts and occurs regardless of the willingness to participate in the activities. Hazing creates an environment/climate in which dignity and respect are absent”.

SFU Athletics prohibits all forms of hazing or initiation activities among student-athletes. A student-athlete who participates in any way in such activities is subject to disciplinary actions outlined in the student-athlete code of conduct. All hazing incidents will be reviewed by the Senior Director, Athletics & Recreation and as well, will be forwarded to the University’s Student Conduct Office.
Gambling/Sports Wagering
Under NCAA Bylaw 10.3, no staff member of a member conference, staff members of the athletics department or student-athletes are permitted to participate in sports wagering in any form.

Prohibited gambling actions include but are not limited to:

- Providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition.
- Soliciting a bet on any intercollegiate team.
- Accepting a bet on any team representing the institution.
- Soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, clothing, equipment, or meals).
- Participating in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card, or any other method employed by organized gambling.

In addition:

- No wagers on any professional or college sports event, even those that don't involve your college.
- No sports “pools”, even those run by your friends.
- No internet gambling on sports events including fantasy leagues that award prizes.
- No auction style sports events.
- No sports wagering using “800” numbers.
- No exchange of information about your team with anyone who gambles. In other words, no information about injuries, new plays, team morale, discipline problems, or anything else.

Social Media
Simon Fraser University Athletics recognizes and supports its student-athletes’ rights to freedom of speech and expression including the use of social networks. In this context, as a student-athlete you are expected to portray yourself, your team, and the school in a positive manner at all times. A student-athlete who violates the social media policy is subject to disciplinary action. All social media incidents will be reviewed by the Senior Director, Athletics & Recreation and if necessary will be brought to the attention of the University’s Student Conduct Office.

Guidelines:

If you participate on a social networking site, you must keep the following guidance in mind:

- Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including photos, videos, comments, and posters) may be accessible even after your remove it.

- Use caution when adding someone or inviting someone to be a friend
• Limit information about your whereabouts or plans in order to minimize the potential of being stalked, assaulted, or the victim of other criminal activity.

• What you post may affect your future. Many university school admission officers, scouts, professional teams, and national governing bodies review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including photos, videos, comments, and posting).

• Similar to comments made in person, the Simon Fraser University Athletic Department will not tolerate disrespectful comments and behavior online such as:
  
  o Derogatory, unsportsmanlike, or defamatory language;
  
  o Comments that create a danger to the safety of another person or that constitute a credible threat of serious physical or emotional injury to another person;
  
  o Comments or photos that describe or depict unlawful acts, abuse, hazing, harassment, or discrimination; selling, possessing, or using controlled substances; or any other illegal or prohibited conduct.

Examples of inappropriate and offensive behaviors concerning social networking may include depictions or presentations of the following:

• Using inappropriate or offensive language in comments, videos, and other postings. This includes threats of violence and derogatory comments against race, marital status, family status, physical or mental disability, sex (including gender identity and gender transitioning), or sexual orientation.

• Posting photos, videos, comments, or posters showing the personal use of alcohol and tobacco (e.g., no holding cups, cans, shot glasses).

• Posting photos, videos, and comments that are of sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.

• Posting pictures, videos, comments, or posters that condone drug related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
SFU Sexual Violence and Misconduct Prevention, Education and Support Policy

Simon Fraser University values and promotes the health, safety, and well-being of individuals and the community. The University, SFU Athletics, the GNAC, and the NCAA do not tolerate sexual violence and misconduct. Any student-athlete in violation of SFU’s Sexual Violence Policy could be subject to disciplinary action.

Prohibited Conduct as outlined in SFU’s Sexual Violence Policy GP 44 are listed as follows:

3.1 Acts of sexual violence and misconduct.

3.2 Retaliation of any kind, direct or indirect, against a survivor who discloses or reports sexual violence and misconduct, against a respondent, or against anyone who participates in a University process addressing allegations of sexual violence and misconduct.

The full policy may be found on SFU’s website under policies and procedures.

SFU’s Sexual Violence Support and Prevention Office provides support, referrals, and information to all those impacted by sexual violence and misconduct including those who receive disclosures of sexual violence and misconduct.

Disciplinary Action

Any student-athlete found to be in violation of the rules or policies as stated in the SFU Student Code of Conduct or this handbook may be subject to disciplinary action as determined by the Senior Director, Athletics & Recreation in consultation with the Head Coach. Disciplinary action could range from a warning to probation to termination from Athletics.

Probation

A student-athlete may be placed on probation for a period of time as determined by the Senior Director, Athletics & Recreation. The terms of probation may be modified depending on the circumstances however; basic probationary conditions imply that the student-athlete will be immediately suspended from SFU Athletics for the remainder of the academic year if they violate any SFU Athletics rule or policy while under probation.

Suspension

The period of suspension shall be determined by the Senior Director, Athletics & Recreation. Suspension shall imply that the individual, while under suspension, shall not be eligible for the benefits of SFU Athletics including, but not limited to:

- Participation in team practices and or games/competitions/contests;
- Travel with the team;
- Eligibility for athletic financial aid

The Head Coach has the authority to release a student-athlete from their program for justifiable cause; however, every effort must be made to work with the student-athlete to educate and improve on their
behavior. Any release from a varsity program must be in written form with copies to the student-athlete and the Senior Director, Athletics & Recreation.

These disciplinary measures will take effect upon written notification from the Senior Director, Athletics & Recreation to the student-athlete in question. They shall remain in effect unless the student-athlete lodges an appeal as described in the following Appeal Procedure.

**Appeal Procedure**

Upon receiving written notice of disciplinary action taken by the department of Athletics, the student-athlete may choose to appeal the decision.

Requests for an appeal hearing must be made by the student-athlete to the Chair of the Athletics Appeals Committee, Vice-Provost, and Associate Vice President Students (or designee) in writing (via email) within three days of when the student-athlete received written notice of the disciplinary action. The request must stipulate the basis of appeal.

Upon request of an appeal, the Chair of the Athletics Appeals Committee (or designee) will provide acknowledgement of the appeal request. The student-athlete must, within 48 hours after receiving this acknowledgement, provide in writing to the Chair of designee any documentation and evidence to support the appeal.

The Chair (or designee) will provide a minimum of 72 hours’ notice of the hearing date. In exceptional circumstances, the student-athlete may request an extension of time for the hearing date or an expedited date for the appeal hearing to the Chair who will consider the request upon showing of good cause, and decide whether or not to approve the extension.

If any of the time deadlines stipulated above end on a weekend, the deadline will be extended to noon on the next business day.

Throughout the appeal process the student-athlete may request an extension of time on any of the above stipulated time periods to the Chair, who will consider whether to grant an extension upon showing of good cause.

The student-athlete may have a support person present during the hearing of the appeal however the student-athlete must present his or her own case. The student-athlete may also consult the SFU Ombudsperson for assistance. If the student-athlete is not able to attend the hearing in person, the appeal hearing may be held using telecommunications technology at the discretion of the Chair. The Chair (or designee) may call upon others to provide additional information if so desired.

At the conclusion of the appeal hearing, the Chair will render a written decision within 48 hours to the Senior Director, Athletics & Recreation. The decision by the Athletics Appeals Committee will be final.
Academics

You are a student-athlete, meaning you are a student first. The NCAA has strong academic requirements and SFU is committed to assisting student-athletes in maintaining these academic standards.

Please visit the SFU Athletics website for resources on academic support.

**Academic Resources Provided to SFU Student-Athletes**

1. **NCAA Academic Advisors**
   
   A NCAA Academic Advisor will work specifically with student-athletes to ensure course and credit hours requirements are met and that classes avoid conflict with training schedules. NCAA rules mandate a specific rate of progress towards degree completion. The NCAA Advisor will assist student-athletes with tracking their progress.

2. **Priority Enrollment**
   
   All SFU student-athletes are given priority enrollment for courses to enable them to create a class schedule that does not conflict with their practice/travel schedule.

3. **Tutors**
   
   SFU Athletics provides tutors (free of charge) for any student-athletes seeking help in specific 100 and 200 level courses. Student-athletes need to apply online and they will be assigned a tutor within 48 hours.

4. **Writing Support**
   
   Assistance with written assignments is provided to student-athletes through the online service writeaway.ca. Assignments are submitted online and comprehensive feedback is provided by a trained tutor within 48-72 hours.

5. **Dedicated Study Space**
   
   LDC Room 404 is designated as the student-athlete study hall. The study hall is supervised by Learning Coaches and Wi-Fi is available.

6. **Support from Learning Coaches**
   
   Learning Coaches are junior/senior SFU student-athletes with excellent study habits who are trained to provide academic support for other student-athletes. They can provide assistance in creating study schedules and mentoring student-athletes’ study habits. At the beginning of each term a schedule of each Learning Coaches program expertise and availability during Study Hall is posted on the Athletic Website.

7. **Student Learning Commons**
   
   The SFU Student Learning Commons, located in the library is available to all SFU students. They offer a wide range of workshops and services, including one-on-one consultations in exam strategies, time management, note taking, academic reading, and writing.
Progress-Toward-Degree Requirements

NCAA Bylaw 14.4.1 states, in order to be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall maintain progress-towards-degree requirements. After completion of a student-athlete’s second year of enrollment and before the beginning of their 5th full-time semester, a student-athlete must have a designated degree program and all credit hours must go towards their degree.

Missed Class Time

Competitive schedules and travel demands may cause a student-athlete to miss some classes and exams. To manage these instances, at the beginning of each semester, student-athletes will be provided missed class time notification letters from SFU Athletics Compliance office. The student-athlete will be expected to give this notification letter to their professors. The letters will outline the days that will be missed related to intercollegiate athletic competition. As per NCAA regulations, a student-athlete cannot miss class time for practice unless associated with an away game contest.

The student-athlete should determine prior to the ADD/DROP deadline whether there is any policy in any class that would negatively impact their grade if classes are missed in connection with athletic competition and/or related travel.

It is the responsibility of each student-athlete to communicate with their professors IN ADVANCE of deadlines to determine what their expectations are for the student-athlete to make up/complete missed course work.

In order to meet the Missed Class Time requirement of the NCAA Bylaw 3.3.4.7, the following policy is in effect at Simon Fraser University:

1. Student-athletes will not be permitted to attend any practice/activities that result in a missed scheduled class or final examinations. Activities considered as practice include:
   - Preparation and conditioning time (weight training, running etc.)
   - Training room time (rehab, taping etc.)
   - Meetings (to include individual film watching)
   - Team or individual practice
   - Training Camps

2. No contests, except for Conference or NCAA Championships contests, may be scheduled during final exam periods. Exceptions to this rules, must be approved by the Senior Director, Athletics & Recreation and the Faculty Athletic Representative.

3. Competition and travel time will attempt to avoid conflicts with final exams.

4. Media and recruiting requests will not interfere with class or exam schedules.

5. Exceptions to any of the above must be approved by the Senior Director, Athletics & Recreation and the Faculty Athletic Representative.
Faculty Athletic Representative (FAR)

The Faculty Athletic Representative (FAR) is a faculty member outside the Athletics Department, who is designated by the President to promote a balance between academics and athletics.

The FAR serves as a liaison between academics and athletics and represents the University in GNAC and NCAA affairs. The FAR can also help student-athletes by liaising with their professors.

At Simon Fraser University, the FAR is Dr. Peter Ruben. Dr. Ruben is a member of the department of Biomedical Physiology and Kinesiology and has been the FAR at SFU since 2008.
Athletic Eligibility

In order to be eligible for practice and competition for intercollegiate athletics in the NCAA there are specific requirements that all student-athletes must follow.

Academic Eligibility Requirements

- Must be enrolled in a minimum of 12 credit hours each fall and spring semester
- Must pass at least 9 credit hours each fall and spring semester
- Must pass 24 new credit hours each academic year
- Able to make up a maximum of 6 credit hours over the summer semester
- Must maintain a cumulative GPA of 2.0
- Must meet the Progress-Toward-Degree Requirements

10 Semester Rule

A student-athlete shall not engage in more than 4 seasons of intercollegiate competition in any one sport and must complete these 4 seasons of participation during the first 10 semesters in which the student is enrolled in a collegiate institution in at least a minimum full-time program of studies.

Outside Competition

- A student-athlete becomes ineligible if, after enrollment in college and during any year in which the student-athlete is a member of an intercollegiate team, he/she competes as a member of any outside team in any non-collegiate, amateur competition (e.g., tournament play, exhibition games) during the institution’s intercollegiate season in the sport (Bylaw 14.7.1).

- Competition as an individual / Not representing Institution – it is permissible for a student-athlete to participate in outside competition as an individual during the academic year in the student-athlete’s sport, provided they are academically and athletically eligible for intercollegiate competition, represents only himself/herself in the competition, and does not engage in such competition as a member or receive expenses from an outside team (Bylaw 14.7.3.4)

- Competition between seasons – if an institution conducts separate fall and spring practice in a sport (i.e., soccer and volleyball), it is permissible for a student-athlete to participate in that sport on an outside team during the period between the two seasons (Bylaw 14.7.3.2).

Amateurism

Only an amateur student-athlete is eligible for intercollegiate athletics participation in a particular sport (Bylaw 12.01.1).

The following activities, but not limited to, will jeopardize a student-athlete’s amateur status and eligibility:

- Receiving any form of payment for the student-athlete's athletic ability or participation in athletics;
• Acceptance of a promise of pay, even if such pay is to be received following completion of the student-athlete's intercollegiate athletic career;
• Signing a contract or a form of commitment to play professional athletics;
• Competition on a professional team even if no payment was received;
• Signing an agreement with or receiving benefits from an agent.

Boosters and How They Can Affect Your Eligibility

A Booster is a representative of SFU Athletic interests who is an individual or business that is known by SFU to have participated in any of the following:

• Been a member of an organization promoting SFU Athletics;
• Contributed financially to SFU Athletics, individual athletic programs, or any other SFU Athletic sport specific booster organization;
• Assisted in the recruitment of prospective student-athletes;
• Provided NCAA permissible benefits to enrolled student-athletes or their families;
• Has participated on one of our sports teams.

YOU as a student-athlete CANNOT accept any extra benefit from a booster. Any unauthorized action by a booster can result in serious violations and penalties for SFU Athletics and more importantly, render you ineligible for competition.

Extra Benefits

An extra benefit is any special arrangement by an institutional employee or booster to provide a student-athlete or the student-athlete’s relatives or friends a benefit not expressively authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation, IF it is demonstrated that the same benefit is generally available to the institution’s general student body or their relatives, friends, or to a particular segment of the student body (e.g., foreign student, minority student) determined on basis unrelated to athletic ability.

A Booster may NOT:

• Provide any type of benefit to a student-athlete that is not available to the general student population;
• Provide cash or loans, discounts, or gifts;
• Use the student-athlete to promote a product, service, or sale.

A Booster may:

• Provide donations to SFU sports teams for the benefit of the team in general;
• Attend functions involving student-athletes;
• Employ student-athletes provided the compensation is paid only for work performed and at a rate commensurate with the going rate in that locality;
• Provide the occasional meal (once a semester) to a student-athlete provided it has been approved by the SFU Compliance Office.
Countable Athletically Related Activities (CARA)

Countable Athletically Related Activities (CARA) include ANY REQUIRED activity with an athletics purpose, involving student-athletes and at the direction of, or supervised by, any member or members of an institutions coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations.

In Season Limitations = 20 hours per week, 4 hours per day, 1 required day off per week

Out of Season Limitations = 8 hours per week, Max 4 hours of skill instruction (except Football has max 2 hours of skill instruction), 2 required days off per week

Countable Athletically Related Activities include:

- Competition
- Practice
- Any meeting, activity, or instruction involving sports-related information and having an athletic purpose (held by Athletic staff)
- Training Camps
- Required weight training and conditioning
- Participation in individual workouts
- Required to review athletic practice, contest films, or videotapes
- Required camp, clinic, or workshop participation
- Individual workouts required or supervised by a member of the coaching staff
- Mandatory captain’s practices
- Required on-court/on-field activities

Countable Athletically Related Activities do NOT include:

- Study hall
- Travel
- Academic meetings
- SAAC meetings
- A team meeting to discuss only the drug-testing program
- Orientation

CARA Audits:

Throughout the year, athletes will be selected at random from each team, and be required to submit and log their CARA hours.
Summer Practice

A student-athlete **may NOT** participate in any CARA during the summer. However a student-athlete may use the facilities to participate in voluntary workouts as long as they are initiated by the student-athlete and the activity is not supervised by or held at the direction of any member of the coaching staff.

- For the sports Swimming, Track & Field, and Wrestling – a coach may be present at practice (not strength and conditioning) to monitor only for safety purposes, the coach may **NOT** conduct the workout.

A student-athlete may participate in strength and conditioning workouts **monitored** by the strength and conditioning coaches, they may not conduct the workout. These workouts must be voluntary and a coach **may NOT** be present.

- For the sports Football, Soccer, and Volleyball – a student-athlete may participate in strength and conditioning workouts designed and conducted by the strength and conditioning coaches starting June 1st of each year.

A student-athlete may meet individually with a coach, provided it is at the student-athlete’s request and no practice activities occur.
Athletic Financial Aid

One-year Limit

There are no guaranteed four-year scholarships in Division II athletics because NCAA rules do not permit an institution to award athletic financial aid for a period longer than one academic year. This financial aid must, however, be renewed, reduced, or cancelled prior to the next academic year.

Maximum Limit on Financial Aid

Simon Fraser University’s Financial Aid Office annually calculates the cost of attendance that normally is incurred by students enrolled in a comparable program according to NCAA Div II rules. A student-athlete may receive athletic financial aid up to the value of a full grant-in-aid, plus any other institutional financial aid up to the cost of attendance.

The current year’s Financial Aid Limits are posted on the SFU Athletic website under Athletic Financial Aid Maximum Amounts.

Financial Aid External to SFU

If a student-athlete is receiving any funding from a scholarship and/or award and/or bursary from an agency external to SFU, and the funds are being used towards their educational costs, the student-athlete is required to notify SFU Athletics Compliance Office and complete the NCAA Student-Athlete External Awards Declaration Form.

A student-athlete may receive financial aid, external to SFU, awarded solely on the base of having no relationship to athletics ability.

A student-athlete may receive financial aid, external to SFU, based on athletic ability through an established and continuing program, provided:

- The recipient’s choice of institutions is not restricted by the donor of the aid; and
- There is no direct connection between the donor and the student-athlete’s institution

As a SFU student-athlete, it is your responsibility to provide SFU with this information. It will be assumed that if you do not submit a completed NCAA Student-Athlete External Declaration form to SFU Financial Aid and Awards by the deadline that you are not in receipt of any scholarship and/or award and/or bursary which is provided by an awarding agency external to SFU.

Reduction or cancellation during the period of the award

During the period of a student-athlete’s financial aid award (i.e., the term, the year), their athletic financial aid may be reduced or cancelled if they:

- Renders himself/herself ineligible for intercollegiate competition; or
- Fraudulently misrepresents any information on his/her admissions application, financial aid application, historical report, financial aid agreement, letter of intent; or
- Voluntarily withdraws from a sport for personal reasons; or
- Under disciplinary action for academic or non-academic misconduct from the University; or
• Fails to attend classes, team or individual meetings, study hall, assemblies, tutoring or study group sessions, athletic practice sessions or scheduled contests as specified by the team coach; or
• Fails to adhere to training rules and regulations or failure to comply with SFU’s policies, rules and regulations; or
• Engages in gambling activities prohibited by NCAA legislation; or
• Engages in the use, possession, or traffic of an illegal drug substance, tested positive for a banned substance or failed to take a drug test when requested to do so by the NCAA, SFU, or by national or international sporting bodies; or
• Signs a professional sport contract; or
• Accepts money for playing in an athletic contest; or
• Agrees to be represented by an agent and/or accepts money from an agent.
• Receives other financial aid that results in his/her exceeding the maximum allowable limits for financial support

During the period of a student-athlete’s financial aid award (i.e., the term, the year) his/her athletic financial aid may not be reduced or cancelled on the basis of:

• Athletic ability, performance, or contribution to the team’s success;
• An injury, illness, or physical or mental medical condition;
• For any other athletic reason

Renewal/Non-renewal of Athletic Aid

NCAA rules require that the student-athlete be notified by July 1 of each year as to whether the student-athlete’s financial aid will be renewed or not renewed for the following academic year. If the athletics department decided not to renew the student-athlete’s financial aid, the student-athlete will be provided an opportunity for a hearing if requested. Athletic aid can be reduced or cancelled for any reason at the end of the academic year.

Appeal Process

Appeals procedure if Simon Fraser University decides to reduce or cancel institutional financial aid based in any degree on athletics ability during the period of the award, Simon Fraser University’s Financial Aid & Awards office shall inform the student-athlete in writing within 14 consecutive calendar days from the date Athletics notified the student-athlete of the reduction or cancellation of financial aid.

If Simon Fraser University decides to reduce or cancel institutional financial aid based in any degree on athletics ability for the ensuing academic year, Simon Fraser University’s Financial Aid & Awards office shall inform the student-athlete in writing on or before July 1 before the academic year in which the financial aid is to be effective.

The student-athlete shall be provided a hearing opportunity to appeal the decision.

A student-athlete wishing to appeal a decision to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability for the ensuing academic year must do so in writing. The written request shall include:

• A completed and signed copy of Athletic Financial Aid Appeal Application form;
• A short letter stating the reasons for believing that the decision was unfair. Include names of institutional staff members (e.g., coach, financial aid officer) with whom the student-athlete has discussed the financial aid; and
• Copies of any relevant documents (e.g., copy of the Athletic Financial Aid Agreement, medical documentation, email communications) to support the appeal.

The student-athlete must submit these materials to the Director, Financial Aid & Awards within fifteen (15) consecutive calendar days of receiving written notification of the action to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability. When the student-athlete submits the materials, he/she may request to the Director, Financial Aid & Awards for a hearing before the Financial Aid Appeals Committee. The Financial Aid Appeals Committee shall conduct a hearing within thirty (30) consecutive calendar days of receiving a written request for such a hearing unless all parties agree to a delay.

The Financial Aid Appeals Committee will assess cases based on the evidence and documentation submitted, both written and oral, the academic record of the appellant, and the probable actions of a hypothetical “reasonable person” who might encounter circumstances to those encountered by the appellant.

The student-athlete may wish to contact the Office of Ombudsperson for guidance.

All information submitted will be handled in a manner consistent with the Freedom of Information and Protection of Privacy (FOIPOP) Act.

At the conclusion of the hearing, the Chair of the Financial Aid Appeals committee shall in writing:

• Request additional information, to be considered at a future hearing, or
• Find that there is insufficient cause to rescind the decision to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability, or
• Find that there is sufficient cause to modify or overrule the decision to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability. The institutional financial aid based in any degree on athletics ability is then made available to the student as soon as possible.

The Financial Aid Appeals committee shall consist of the following members:

a) Chair – Associate Registrar (or designate)
b) Elected Student official (or designate)
c) Faculty Athletics Representative (or designate)

The Financial Aid Appeals Committee will issue a written decision to the student-athlete that sets out the reasons for the decision in a comprehensive manner.

The Financial Aid Appeals committee’s recommendation to rescind, modify, or support the decision to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability is left to a majority decision of the committee. The decision of this committee is final. There is no appeal beyond the Financial Aid Appeals committee. The student-athlete shall be notified in writing within fifteen (15) consecutive calendar days of the committee’s final decision. If the student-athlete wishes to discuss the
results of the appeal, a meeting with the Chair or a designated member of the Financial Aid Appeals committee is arranged.

As indicated above, decisions of the Financial Aid Appeals Committee are final and not subject to further appeal unless significant new information is presented. The Associate Vice President, Students will consider such a further appeal taking into account the new information as presented.

**Final Semester Financial Aid**

If you are going into your final year of eligibility and plan to finish with less than 12 credit hours in the spring semester you must let the Compliance Office know prior to the start of the academic year.

All financial aid agreements are signed for one academic year and paid out equally between the fall and spring. The University follows provincial financial aid guidelines and cannot disburse financial aid to anyone in less than 9 credit hours. If you will not be enrolled in 12 credit hours (or a minimum of 9 credit hours) in the spring, we will need to pay put your entire athletic financial aid in the fall. If you will be in 9 to 12 credit hours in the spring, then your financial aid will stay as normal and be paid out equally in both semesters.

If you are going to be enrolled in less than 12 credit hours for the spring you will need to get a letter from your faculty indicating you only need X amount of credit hours to complete your degree. This letter is required in order for Financial Aid to be disbursed and must be submitted to the Associate Director, Student-Athlete Services by the first week of September.
Athletic Services

Strength and Conditioning

In order to perform at an optimal level, it is necessary for student-athletes to maintain year-round workout routines. The Strength and Conditioning Staff tailors workouts for student-athletes in individual and team settings. Multiple workout plans are designed to target the athletes’ needs during different phases of the year (in-season, off-season, post-season, and pre-season). Our staff focuses upon teaching proper movement, aiming to reduce the risk of injury while improving the student-athletes’ physical performance.

Failure to abide by the below policies and procedures could result in restriction of access for individuals.

Primary Rules

1. Conduct yourself according to the Student-Athlete Code of Conduct
2. Leave the varsity weight room in a better and cleaner state than when you arrived.
3. No food, tobacco products, or glass containers permitted.
4. Wear proper lifting attire (shorts, t-shirt, shoes) at all times.
5. Return all free weights, plates, bars, boxes, benches, to correct racks and storage areas.
6. No horseplay at any time. This includes throwing of footballs, basketballs, etc.
7. Use of a towel to wipe off excess perspiration on benches and equipment.
8. No sport bags, backpacks, or books allowed in the weight room.
9. Use of a spotter is recommended, particularly for maximal lifts.
10. Overt profanity, excessively loud, or suggestive language is prohibited.
12. No outside coaches or personal trainers are permitted to coach in this facility.
13. Cell phones must be switched off during your time in the facility.
Equipment Room

As an athlete you will be provided with:

1. **Locker in Your Team Room:** Your locker assignment is handled by your coach

2. **Laundry Bag and Laundry Pin:** You will be given a colored laundry mesh bag to have your training gear washed and dried.
   
   a. Place small items such as socks and under garments inside the mesh bag. Do not “overfill” the bag as the clothing will not wash and dry properly. Check for holes in the meshing. Damaged bags will be replaced.
   
   b. Take your assigned numbered laundry pin and weave it through the mesh opening making sure it is weaved tightly so that items do not slip through the pin and mesh opening. **Remember your laundry pin#**
   
   c. Take t-shirts, shorts, sweat tops, and bottoms (not through draw strings) and slip through the pin, then close off the pin. **No street attire will be washed and delicate clothing is not recommended.**
   
   d. Give 4 – 6 hours or next day to pick up your clean garments.

3. **White Towels:**
   
   a. The Equipment Room provides towels for drying off your body after a shower. DO NOT use towels to wipe dirt, grease, or blood stains.
   
   b. After drying off with the towel(s), it is to be returned IMMEDIATELY to the Equipment Room to be laundered.
   
   c. Toss soiled towel into appropriate laundry cart
   
   d. Please DO NO leave wet towels lying in lockers or on the floor, specifically for hygienic reasons.

4. Please be respectful of the staff working the Equipment Room as they are providing a service for student-athletes. “Please and Thank-you” goes a long way.

**Equipment Room Hours**

Monday – Friday 7:00am – 10:00pm

Saturday & Sunday 8:00am – 10:00pm
Sports Medicine

The Sports Medicine clinic offers injury prevention instruction, injury assessment, treatment, and rehabilitation to all student athletes. The Sports Medicine team provides home and road coverage of varsity sports to ensure the safety of the athletes. The clinic is located on the bottom floor of the Lorne Davies Complex.

Sports Medicine Clinic Hours

Clinic hours vary depending on the time of the year. During the varsity season, the clinic is generally open Monday – Friday, 8:00am – 7:00pm. Weekends the clinic will only be open for scheduled games and will open 1.5 hours pre-game (3 hours pre-game for football).

Sports Medicine Clinic Guidelines

1. Athletes MUST sign up for treatment times by accessing the online booking system. They may access this through the SFU Athletics website.

2. Whirlpool Room Guidelines
   - You MUST ask before entering the whirlpool room.
   - You must shower prior to using hot and cold whirlpools.
   - Do not put more ice into cold whirlpools without asking staff.
   - Only 6 people are allowed in the whirlpool room at one time due to Health Authority Regulations.
   - Please dry off before exiting the whirlpools to prevent water on the clinic floor.

3. Please keep noise in the clinic to a minimum. It is difficult for therapists to converse with their patients when competing with athletes who are socializing!

4. Conduct yourself in a respectful manner while in the clinic. You will be asked to leave if your behavior becomes disruptive or is offensive to others.

5. If you are ill or are seeing your own family doctor for an injury, please inform one of our Sports Medicine staff. Should you require to see a Doctor we can assist you in making an appointment. These are very busy doctors so DO NOT miss an appointment made for you.

6. When a therapist has prescribed an exercise rehab program, it is expected that you will follow through with this until instructed otherwise.

7. If you have any questions relating to medications and potential drug testing implications, please talk to one of our Sports Medicine Staff. We can help you determine whether a substance is permitted or not and direct you to The National Center for Drug Free Sport Resource Exchange Center which can be found at www.dfsaxis.com and enter “ncaa2” as the password.
8. Remove spikes or cleats before entering the clinic and remove shoes before getting onto the treatment tables.

9. Do not use equipment or supplies without asking permission and do not remove supplies or equipment from the clinic without permission. This includes tape.

10. Self-treatment is not permitted. All taping, wrapping, electrotherapy, etc. will be provided by clinic staff.

11. Food and drinks, other than water, are not permitted in the clinic.

12. Use of cell phones in the clinic is not permitted at any time. Please turn them off.

13. Dress appropriately; the clinic is a co-ed facility.

14. When using hot packs, do not lie on or place significant weight on them when heating your back or hamstrings as they may burst. Also ensure you always have a towel between the hot pack and your skin to prevent burning.

15. If you require ice, please help yourself to the ice machine and bags or ice cups (in the freezer section of the fridge). Do not ice an area longer than 15 minutes in order to avoid frostbite.

16. Nail clippers are kept on the corkboard by the whirlpool room door. Please ensure nail clippings find their way into the garbage.

Medical Care

Sports medicine personnel will provide medical care to all student-athletes for any illness or injury incurred while directly participating in sanctioned athletic practices or intercollegiate competitions. The goal of sports medicine staff is to provide for the physical and mental well-being of all SFU athletes through the prevention, evaluation, treatment, and rehabilitation of athletic related injuries and where appropriate the referral to the appropriate medical provider.

New Student-athletes

Student-athletes who are participating in an athletic program for the first time, must undergo a physical exam and be cleared to participate by a physician. This must be arranged and paid for by the individual student-athlete; Simon Fraser University does not organize this for you. In addition, all of the medical release forms and insurance information required by SFU Sports Medicine Department must be completed and on file prior to August 1st of that year.

Complete your online medical form by creating a profile on PRIVIT online pre-participation medical form. Follow the link provided below in the step by step instructions.
Returning Student-athletes

Returning student-athletes must fill out a medical history update and undergo a physical screening each year. This must be arranged and paid for by the individual student-athlete; Simon Fraser University does not organize this for you. In addition, all of the medical release forms and insurance information required by SFU Sports Medicine Department must be completed and on file prior to August 1st of that year.

Complete your online medical form by creating a profile on PRIVIT online pre-participation medical form. Follow the link provided below in the step by step instructions.

Steps to Complete the Pre-Participation Medical:

*ALL PRE-SEASON MEDICALS MUST BE COMPLETED BY AUGUST 1ST*

1. Follow the link: [https://sfu.privitprofile.ca/index.jspa](https://sfu.privitprofile.ca/index.jspa)

2. Register

3. Complete all required sections of your profile

4. Upload your insurance information

5. From the Home page, scroll down to the blue “Print Documents” tab (your personal details & E-PPE questionnaire must both indicate 100% complete in order to access). Within “Print Documents” check the boxes beside the “Privit Profile Medical History Summary” and “Medical Examination Form” to print both forms and bring them to your physician to be completed.

6. Upload your signed physical form from your doctor.

7. Once your submission is complete, your medical will be reviewed. Check back daily to see if you've been cleared. Sports Medicine will contact you if there are any problems related to clearance.

Sickle Cell Solubility Test

Sickle cell trait is not a disease, it is an inherited red blood cell condition that can affect athletes at all levels and can increase the risk for physical distress during intense exercise. The NCAA mandates that all student-athletes have knowledge of their sickle cell trait status. Every academic year student-athletes must have a Sickle cell solubility test or signs a written release if they decline the test.

Concussion Management Plan

All SFU student-athletes (new and returning) are required to undergo baseline concussion testing as part of their annual pre-participation medical examination. This must be completed prior to the start of any practices and may be arranged through the Sports Medicine staff. There will be an education piece on concussion management through the Student-athlete Education canvas course.
Early detection of a student-athlete with signs and symptoms of a concussion are essential to the management of the injury. It is important that student-athletes accept responsibility for reporting injuries and illnesses including signs and symptoms of concussion to their coaches and Sports Medicine staff.

Signs and symptoms of a concussion include but are not limited to:

- Headache
- Nausea
- Difficulty Sleeping
- Sleeping more than usual
- Light-headed or dizziness
- Sensitivity to light or sound
- Blurred vision
- Ringing in ears
- Slowed thinking, acting, speaking, or reading
- Feeling “in a fog”
- Easily confused
- Memory loss
- Difficulty concentrating
- Neck pain
- Lack of energy
- Severe mood changes, feeling sad, anxious, or angry

Danger signs include but are not limited to:

- Loss of consciousness
- Headaches that worsen
- Weakness, numbness, or decreased coordination
- Repeated vomiting
Concussion Management Protocol

Initial Injury
- Any Symptoms to suspect a concussion, remove from participation for the remainder of the day

Evaluation by the SFU Sports Medicine Staff &/or Medical Doctor

Complete Rest
- Must be asymptomatic (no symptoms) for minimum of 24hrs
- Each concussion is unique; it may be longer than 1 day if initial symptoms are high severity
  - Rest includes full physical rest and mental rest

Refer to Academic Advisor

Refer to Centre for Students with Disabilities only if: Signs/symptoms are longer than 2 weeks, Previous Concussion History or Mental Illness (i.e. depression)

The timeframe of the progression of these steps is variable to each athlete & is evaluated by the SFU Sports Medicine staff. (Each step = 1 day)

Step 1: Light Aerobic Exercise
- When asymptomatic and given permission by the SFU Physio staff
- Light workout on a Stationary Bike
  - If ANY symptoms, stop immediately and return to rest

Step 2: Resistance Training
- Light Run
  - If ANY symptoms, stop immediately and return to rest

Step 3: Sport Specific Training
- Light strength training / sport specific drills
  - If ANY symptoms, stop immediately and return to rest

Step 4: Non-Contact Practice Participation
- If ANY symptoms, stop immediately and return to rest

Prior to Step 5, Repeat baseline testing and receive Clearance from Medical Doctor prior to participation

Step 5: Full Contact Practice

Step 6: Return to Full Participation

This protocol is a GUIDE ONLY, each concussion is treated and progress is based on the individual and their symptoms

SFU Student-Athlete Handbook
Medical Insurance Information: All SFU Students

Insurance Coverage

Proof of medical insurance is REQUIRED before any sport participation. The guidelines for BC students, out of province students, and international students are as follows.

All students are automatically enrolled in an extended benefit plan: I HAVE A PLAN

Students from Canadian Provinces

Please maintain your current provincial medical insurance and provide the ID information on your medical form to facilitate proper care in the case of illness/injury.

International Students (Students from outside of Canada)

1. Guard Me Insurance: You will be automatically enrolled in a mandatory 4 month primary medical insurance plan for your first term through Guard Me.
   a. Once a student receives a valid B.C. Medical Services Plan (MSP) he/she must opt out of the plan to avoid further enrollment.
2. B.C. requires that residents including students and/or anyone issued a Canada Immigration Study Permit must procure and maintain British Columbia Medical Services Plan (BC MSP) insurance.
3. BC Medical Services Plan
   a. Students attending Simon Fraser University are required to maintain BC MSP and while they wait the 90 day activation period they will be covered under Guard Me or acceptable equivalent.
   b. Apply for it upon arrival to Canada
   c. Costs $75 per month
   d. Bring in the card for proof to SFU Sports Medicine

Supplementary Medical Insurance

Athletics & Recreation maintain supplementary accidental medical insurance policies for varsity student-athletes which covers the cost of hospitalization or immediate medical care resulting directly from a varsity sport injury or from any associated travel. The supplemental coverage is for the amount NOT covered by your primary insurance. If the student-athlete fails to maintain his/her basic MSP or extended health insurance, the University will not accept responsibility or financial liability for any required medical or dental treatments. For further details, please contact Sports Medicine at 778-782-4457.

Non-Athletic Related Injuries

The NCAA does not allow the University to pay for non-athletic related injuries or illnesses that an individual student-athlete may fall victim to.
Drug, Alcohol, and Tobacco Policies

1.0 Introduction

Simon Fraser University Athletics advocates the development of a healthy and responsible lifestyle for its student-athletes during their university experience as well as for the remainder of their lives. “Student-athlete” is defined as a person registered as an active student-athlete on the NCAA Eligibility list.

Substance abuse is one of the most important issues facing athletics and society today. The use of illegal drugs and performance-enhancing substances, and the misuse of legal drugs, supplements, alcohol, and tobacco are completely inconsistent with the standards expected of student-athletes at Simon Fraser University. Educating student-athletes about the seriousness of drug abuse and how detrimental it can be to an individual's physical and mental wellbeing, health, safety, and welfare is our first priority.

Simon Fraser University Athletics follows the philosophy of the World Anti-Doping Agency (WADA) as outlined in its’ strategic plan. “Doping in sport results from a combination of individual, cultural, societal, and physiological factors. Prevention of doping in sport must be based on a clear understanding of the complex nature of the problem and the comprehensive mix of strategies needed to address them successfully.”

As a member of the National Collegiate Athletic Association (NCAA), SFU adheres to the NCAA drug testing policies and, in the event there is any inconsistency between the NCAA and SFU Drug, Alcohol, and Tobacco Policy, the SFU Drug, Alcohol, and Tobacco Policy will apply. Simon Fraser University and the NCAA share the responsibility of promoting a drug-free athletics environment with its member institutions to protect the health of student-athletes and preserve fair competition. NCAA and SFU institutional drug-test samples are collected and processed by an independent certified collection agency, Drug Free Sport using laboratories certified by the World Anti-Doping Agency, which establishes Olympic anti-doping policies.

Each student-athlete is responsible for what he or she puts into their body and each student-athlete is obligated to know relevant university policies, federal, provincial, and local laws and to conduct themselves in accordance with these laws and policies.

The intent of these Drug, Alcohol, and Tobacco policies is to prevent the use of substances on the NCAA banned drug class list or the World Anti-Doping Association (WADA) banned list by student-athletes through education, testing, and professional guidance. This policy also provides information on the risks associated with the use and abuse of alcohol or tobacco.

2.1 Drug, Alcohol, and Tobacco Education

SFU Athletics is committed to providing student-athletes with accurate information about the problems associated with the use of substances on the NCAA or WADA lists of banned substances in sport and to promoting health and safety in sport.

Therefore, SFU Athletics will conduct drug education sessions at least once a year for student-athletes. The sessions are designed to review athletic department, institutional, Great Northwest Athletic
Conference (GNAC) and National Collegiate Athletic Association (NCAA) alcohol, tobacco, and other drug policies. Educational sessions will include:

- A review of the NCAA drug, alcohol, and tobacco policies
- List of the current NCAA banned drug classes (also on the SFU Athletics website)
- Drug testing protocol
- Review and complete Student-Athlete Education course
- A review of the institutional drug-testing program
- Provide resources for concerns regarding banned substances, including nutritional supplements.
- Review of SFU Safe Harbour Program

Appropriate educational materials, including these Simon Fraser University Athletics Drug, Alcohol, and Tobacco Policies as well as the list of banned drug classes, will be made available to all participants. Since the specific banned substances may change as directed by NCAA or WADA, student-athletes must check first with Drug Free Sport to verify if a substance is not banned. Please note the list of NCAA or WADA banned substances may include legal substances (i.e., prescribed medication) and illegal substances.

All student-athletes and athletic coaches are required to attend an annual educational session unless prior arrangements have been made with the Senior Director, Athletics & Recreation or designee. It is mandatory for student-athletes who miss a scheduled educational session to attend a make-up session before participating in team activities.

Each individual varsity team may have additional team rules and sanctions regarding drug, alcohol, and tobacco use. Team sanctions cannot reduce or diminish the sanctions outlined in the SFU Athletic Drug, Alcohol, and Tobacco Policy.

### 3.1 Student-Athlete Consent to Drug Testing

Each academic year, a student-athlete shall sign: (1) the SFU Student-Athlete Consent form and (2) the NCAA Drug Testing Consent form (collectively known as the “Consent Forms”) by which the student-athlete consents to be tested for the use of drugs prohibited by the NCAA and/or WADA. Failure to complete and sign the Consent Forms before practice or competition, or before the Monday of the fourth week of classes, whichever is earlier, shall result in the student-athlete’s ineligibility to participate (i.e., practice and competition) in any intercollegiate athletics.

Before a student-athlete participates in practice and competition, he or she will be:

- Directed to the policy located on the SFU Athletics website
- Required to complete an education session describing the alcohol, tobacco, and other drug education and drug-testing policies
- Given an opportunity to ask any questions regarding the information contained in the policies, the testing program, or other related issues.

Signing the NCAA Drug Testing Consent form allows the NCAA to test for any banned drugs classes listed in the NCAA Division II bylaw 31.2.3.4 and allows the NCAA to test each student-athlete on a year round basis.

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee.
Full list of NCAA banned substances can be located on the SFU Athletics Website.

The NCAA Drug Testing Consent form shall be in effect from the date the document is signed and its provisions shall remain in effect until the NCAA Drug Testing Consent form for the following academic year is signed by the student-athlete.

As Simon Fraser University is a NCAA Division II institution, NCAA drug testing can be held at any time on a year-round basis.

The SFU Consent form shall be in effect from the date the document is signed and its provisions shall remain in effect until the SFU consent form for the following academic year is signed by the student-athlete. The SFU Consent form allows SFU to test each student-athlete at any time on a year round basis.

All NCAA and SFU Institutional drug testing is managed by Drug Free Sport.

4.0 Drug Policy

The unauthorized use of anabolic steroids, stimulants, diuretics, performance enhancing drugs, marijuana, cocaine, amphetamines and any other substance prohibited by federal or provincial law, banned by the NCAA or World Anti-Doping Association (WADA) by a student-athlete is expressively prohibited by Simon Fraser University Athletics. The unauthorized use of banned drugs/substances may result in sanctions outlined in these Policies.

Specific banned substances may change as directed by NCAA or WADA; student-athletes must check with Drug Free Sport to verify that a substance is not banned.

Annually, prior to the first day of classes or practice, each student-athlete must notify SFU Sports Medicine of any nutritional supplements that he or she may be taking.

SFU and NCAA may provide an exemption for those student-athletes with a documented medical history demonstrating the need for regular or temporary use of a drug on the banned list. For prescribed medications on the banned list which do not qualify for an exemption, student-athletes need to consult SFU Sports Medicine for an alternate medication not on the banned list.

If a student-athlete is prescribed a medication, or is taking a medication on the banned substance list, the student-athlete must consult with SFU Sports Medicine staff.

Student-athletes are directed to utilize the National Center for Drug Free Sport Resource Exchange Center for questions or concerns regarding banned substances, including nutritional supplements. The National Center for Drug Free Sport Resource Exchange Center can be found at www.dfsaxis.com and enter “ncaa2” as the password.

5.0 Simon Fraser University Athletics Drug Testing

The NCAA and SFU Athletics may conduct drug testing including unannounced random drug testing, reasonable suspicion drug testing and/or NCAA Championship qualifier testing.

SFU Athletics drug testing processes may include, but is not limited to, testing of the NCAA list of banned-drug classes. Other prohibited substances that SFU may screen for include hallucinogens, opiates, barbiturates, tranquilizers, MDMA (Ecstasy), and flunitrazepam (Rohypnol). Specific banned substances
may change as directed by NCAA or WADA, student-athletes must check with Drug Free Sport to verify that a substance is not banned.

5.1 Unannounced Random Testing

All student-athletes who have signed the SFU Consent form and are not listed on the institutional squad list are subject to unannounced random testing and may be subject to multiple tests.

At any time during the year, SFU Athletics may submit the official institutional squad list(s) to the National Center for Drug Free Sport and student-athletes will be selected for testing from that list using a random number program. Student-athletes listed on the institutional squad list that have exhausted their eligibility; or who have career-ending injuries; or who have entered in and are in compliance with the SFU Safe Harbour Program will not have their names included in the squad list(s) submission. (Note: student-athletes in the Safe Harbour Program can still be selected for drug testing by the NCAA).

5.2 Reasonable Suspicion Testing

A student-athlete may be subject to testing at any time when, in judgment of the Senior Director, Athletics & Recreation or designee, there is reasonable basis to suspect the student-athlete is using a prohibited substance. Such reasonable suspicion may be based on information presented to the Senior Director, Athletics & Recreation or designee. Reasonable suspicion may be based on, but not limited to:

- Observed possession or use of substances appearing to be prohibited drugs
- Previous positive drug test including a positive test, refusal or failure to appear for a drug test
- Observed abnormal appearance, conduct, or behavior that may cause someone to suspect the use or abuse of a banned substance. Examples of abnormal appearance, conduct, or behavior may include, but is not limited to the following:
  - Significant decline in academic or athletic performance
  - Missing classes
  - Significant weight gain or
  - Increased injury rate or illness
  - Lethargy
  - Agitation
  - Nervousness
  - Short temper
  - Acts of violence

5.3 NCAA Championship Qualifier Testing

Simon Fraser University Athletics may drug test any student-athlete or team likely to qualify for NCAA championship competition.

6.0 SFU and NCAA Drug Testing Procedures

6.1 Notification

The student-athlete will be notified of and scheduled for testing by the institution no more than 24 hours prior to the test. The Senior Director, Athletics & Recreation or designee will notify the student-athlete in person of the date, location, and time to report to the collection station. Upon notification the student-
The student-athlete will be required to read and sign the Athlete Notification Form. In the event the student-athlete is not available for in person notification, attempts will be made to notify him/her by phone, email, or text. If the student-athlete has been notified of the testing by phone, email, or text, the student-athlete will sign the notification form when they report for the test. As part of the notification, the specimen collection process will be reviewed with the student-athlete.

All student-athletes are required to complete the online Student-Athlete Education course at the start of each season that explains the specimen collection process and will be provided with access to educational materials on the specimen collection process.

6.2 Reporting for Collections

The Senior Director, Athletics & Recreation or designee will be present in the collection station to certify the identity of student-athletes and will be responsible for security of the collection station. Student-athletes shall provide picture identification when entering the drug-testing station. The Senior Director, Athletics & Recreation or designee must remain in the collection station until the collection process has been completed for all student-athletes.

The student-athlete will be provided with an information sheet that outlines the drug test appeal process, and that advises the student-athlete that they are responsible to check their SFU email for notification of a positive drug testing result. The student-athlete will only be contacted if there is a positive drug testing result.

6.3 Specimen Collection Procedures

The specimen collection process is managed by Drug Free Sport. Upon entering the collection station, the student-athlete will provide photo identification and/or a site coordinator will identify the student-athlete and the student-athlete will be officially signed into the station. Specimen Collection will then proceed as per NCAA drug testing guidelines as outlined by Drug Free Sport.

6.4 Reporting Results

The specimen testing process is managed by Drug Free Sport. Urine samples will be collected and sent to an approved laboratory for analysis. Each sample will be tested to determine if banned drugs and substances are present. Note that separate laboratories are used for processing street drug screens and for processing the other banned substances. This may result in different notification times in the event of a positive test for street drugs and other banned substances. In the event of a positive drug test, the results will be made available to the Senior Director, Athletics & Recreation or designee.

Positive drug test results will be determined by NCAA stipulated levels. SFU institutional drug testing results for substances on the WADA prohibited substance list (not included on the NCAA list) will be determined by WADA stipulated levels.

The specimen collection and testing process is managed by Drug Free Sport. If the laboratory reports a specimen as substituted or adulterated as determined by Drug Free Sport, the student-athlete will be deemed by SFU to have refused to submit to testing.
6.5 Notification of a Positive Test

Once SFU Athletics has received notification of a positive drug test and the positive test level, the Senior Director, Athletics & Recreation or designee will attempt to immediately meet in person with the student-athlete, the head coach, and the Senior Woman Administrator. In the event the Senior Director, Athletics & Recreation or designee is unable to meet in person with the student-athlete, notification of the positive drug test will be sent to the student-athlete’s SFU email address with instructions to contact the Senior Director, Athletics & Recreation to acknowledge receipt of the email. If no response is received to the email within 24 hours, a registered letter will be couriered to the student-athlete’s home address.

In the event that testing results come at separate times (i.e., street drug results versus all other banned substances tested), the notification process will occur with each report of a positive test as soon as the Senior Director, Athletics & Recreation or designee receives the results. Therefore, if the student-athlete has positive test results for both street drugs and another banned substance, there may be two different notification dates.

7.0 SFU and NCAA Drug Testing Sanctions

Further to the NCAA drug testing sanctions, SFU Athletics has implemented additional sanctions described below for both NCAA and SFU institutional positive institutional positive drug testing results.

The University may exercise discretion with respect to SFU Athletics imposed sanctions.

Criminal convictions for drug offenses will be treated with sanctions equal to a positive drug test.

7.1 Refusal / Failure to Appear for Drug Test

Refusal to sign either of the Consent forms, failure to appear for testing, or refusal to participate in drug testing will result in the student-athlete being declared ineligible for one calendar year (365 days). Sanctions, at minimum equal those outlined for a first positive drug test, will be imposed. A second refusal to participate in drug testing will be treated as a second positive drug test.

7.2 Positive Drug Test

Any student-athlete who tests positive for a banned substance as described in this policy shall be subject to the following sanctions:

7.2.1 First Offense – Positive Drug Test

A student-athlete who, as a result of a drug test administered by the NCAA or SFU, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular-season competition under the following provisions:

Penalty – Banned Drug Classes other than “Street Drugs”

A student-athlete who, as a result of a drug test administered by the NCAA or SFU tests positive for use of a substance in a banned drug class other than “street drugs”, shall be charged with the loss of one season of competition in all sports. Additionally if he/she has participated in intercollegiate competition during the same academic year, the student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the
student-athlete’s positive drug test specimen and until he/she tests negative in accordance with the outlined testing methods.

**Penalty – “Street Drugs”**

A student-athlete who, as a result of a drug test administered by the NCAA or SFU, tests positive for use of a substance in the banned drug class “street drugs” shall be charged with the loss of competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he/she tests negative.

Loss of a student-athlete’s eligibility will also result in a loss of student-athlete privileges (for the penalty time frames noted above) including but not limited to:

1. Participation in regular season and post season competition
2. Team travel
3. Athletic Financial Aid
4. Participation in all practices, team meetings and events, off season training sessions
5. Priority registration
6. Access to varsity sports medicine services
7. Attending SFU Athletics meetings and student-athlete events
8. Athletic academic tutoring support services*
9. Athletic academic study hall*

*Access to athletic academic tutoring support services and the athletic academic study hall will remain available to student-athletes undergoing an appeal as outlined in 9.2 SFU Athletics Institutional Drug and Appeals Committee Proceedings

Only in the instance of a first positive drug test offense for cannabinoids: including natural cannabis, hashish, marijuana, or synthetic delta 9-tetrahydrocannabinol (THC), and cannabimimetics (including “Spice”, JWH018, JWH073, or HU-210), a student-athlete will retain student-athlete privileges number 4 through 9 listed above.

A student-athlete with a positive drug test result will be required to attend a confidential meeting with the Senior Director, Athletics & Recreation, the student-athlete’s coach, and the Senior Woman Administrator. The student-athlete will be asked to discuss the nature and extent of his or her involvement with prohibited drugs.

The Senior Director, Athletics & Recreation and Senior Woman Administrator will offer to provide support in attaining resources for the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case.

Treatment and rehabilitation costs are the responsibility of the student-athlete.

**7.2.2 Second Offense – Positive Drug Test**

If the student-athlete tests positive for a second time for any substance following a NCAA or SFU institutional drug test, he/she will be permanently removed from the Simon Fraser University intercollegiate athletic program.
**7.3 Re-entry Testing**

A student-athlete, who has lost his/her eligibility due to a positive drug testing result, will be required to undergo a re-entry drug test at the student-athlete’s expense prior to regaining eligibility. The student-athlete must contact the Senior Director, Athletics & Recreation one month prior to the end of their sanction period to arrange re-entry testing.

If the student-athlete regains his/her eligibility to participate in intercollegiate sports, he/she may be required to undergo unannounced follow-up testing as determined by the Senior Director, Athletics & Recreation or designee.

A positive result on a re-entry drug test will be deemed a second offense for purposes of determining sanctions under this policy.

**8.1 Appeal Process – NCAA Drug Testing**

The NCAA drug-testing program allows an institution to appeal a positive drug test on behalf of a student-athlete who has tested positive or who violated NCAA drug-testing protocol.

A student-athlete, who wishes to appeal a NCAA drug testing result, must request the Senior Director, Athletics & Recreation or designee in writing to submit an appeal to the NCAA. The NCAA drug-testing program allows an institution to appeal a positive drug test on behalf of a student-athlete who has tested positive or who violated NCAA drug-testing protocol. The NCAA appeals process is outlined at NCAA.org.

- The request for an institutional appeal shall be submitted by the Senior Director, Athletics & Recreation or designee to the National Center for Drug Free Sport within two business days of the confirmation of the positive drug test from Drug Free Sport.
- The student-athlete must present their appeal letter and supporting documents to the Senior Director, Athletics & Recreation or designee within 30 days. This documentation must be submitted by the institution on behalf of the student-athlete to National Center for Drug Free Sport within 45 days of the notice to appeal.
- Appeals are conducted by telephone conference.
- The Senior Director, Athletics & Recreation or designee and the student-athlete must be on the appeal call.
- The NCAA will not restrict access for any reason to an institution that wishes to appeal and has satisfied the appeal procedures.
- In the event that the appeal is accepted as determined by Drug Free Sport, no further action regarding the student-athlete’s eligibility needs be taken and the student-athlete is considered eligible for competition.
- In the event that the subcommittee denies the appeal, the provisions of Bylaw 18.4.1.5 will be applicable.
9.0 Appeals Process – SFU Institutional Drug Testing

9.1 Student-athlete request for Appeal

A student-athlete who wishes to appeal a Simon Fraser University institutional drug test result will be entitled to an appeal hearing before the SFU Institutional Drug Appeals Committee.

Requests for such an appeal hearing must be made by the student-athlete to the Chair (Associate Vice-President, Students or designee) in writing within forty-eight (48) hours of deemed notification of a positive test result. Deemed notification to be in person or when in signed receipt of registered letter.

The request must stipulate each basis of appeal and whether the student-athlete is requesting testing of specimen B (specimen B is the second sample provided by the student-athlete at the time of drug testing).

Upon request of an appeal, the Chair of the SFU Institutional Drug Appeals Committee or designee will provide acknowledgement of the appeal request. The student-athlete must, within 48 hours after receiving this acknowledgement, provide in writing to the Chair or designee any documentation and evidence to support the appeal.

The Chair or designee will provide a minimum of 72 hours’ notice of the hearing date. In exceptional circumstances, the student-athlete may request an extension of time for the hearing date or an expedited date for the appeal hearing to the Chair who will consider the request upon showing of good cause, and decide whether or not to approve an extension.

If any of the time deadlines stipulated above end on a weekend, the deadline will be extended to noon on the next business day.

Throughout the appeal process the student-athlete may request an extension of time on any of the above stipulated time periods to the Chair, who will consider whether to grant an extension upon a showing of good cause.

9.2 SFU Athletics Institutional Drug Appeals Committee Proceedings

While appealing a positive drug test a student-athlete remains ineligible. During the appeal process SFU Athletic academic support services will remain in place until the final decision of the appeal committee has been issued.

The SFU Athletics Institutional Drug Appeals Committee is composed of only the Chair, two delegates, and an administrative support person appointed by the Associate Vice-President, Students.

The student-athlete may have a support person present during the hearing of the appeal with the Drug Appeals Committee. However, the student-athlete must present his or her own case. The student-athlete may also consult the SFU Ombudsperson for assistance. If the student-athlete is not able to attend the hearing in person, the appeal hearing may be held using telecommunications or other communications technology at the discretion of the Chair. The Chair or designee may call upon others to provide additional information if so desired.

The SFU Athletics Institutional Drug Appeals meeting will adhere to the principles of fairness and natural justice and will be conducted in a fair and impartial manner.
These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test.

The proceedings will not be public. No record will be kept of the deliberations of the Drug Appeals Committee.

9.3 Testing on Specimen B

If the student-athlete requests for additional testing of the sample, such request must be made concurrently with the request to appeal a Simon Fraser University institutional drug test results outlined in 9.1. The Chair or designee will formally request the laboratory retained by the University to perform testing on specimen B. The Chair or designee can postpone the appeal hearing until the specimen B testing results have been received.

The student-athlete will be responsible for all costs associated with specimen B analysis (e.g., laboratory cost, travel costs).

The student-athlete may choose to be present at the opening of specimen B at the laboratory. If the student-athlete does not wish to be present at the opening of specimen B, but desires to be represented, arrangements may be made by the student-athlete for a surrogate to attend the opening of specimen B. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of specimen B.

Specimen B findings will be final. Specimen B results will be communicated to the Senior Director, Athletics & Recreation and then to the Chair. If specimen B findings are positive the Chair can only continue with the appeal hearing if other reasons for the appeal had been originally provided. If specimen B results are negative, the drug test will be considered negative and no appeal hearing will be held and the student-athlete’s eligibility will automatically be restored and costs associated with specimen B analysis reimbursed to the student-athlete.

9.4 Appeals Committee Decision

At the conclusion of the appeal hearing, the Chair will render a written decision within 48 hours to the Senior Director, Athletics & Recreation. The decision by the SFU Institutional Drug Appeals Committee will be final.

10.0 Alcohol Policy

Simon Fraser University does not condone the illegal or otherwise irresponsible use of alcohol. It is the responsibility of the student-athlete to know the risks associated with alcohol use and abuse. This responsibility also obligates student-athletes to know relevant university policies and federal, provincial, and local laws and to conduct themselves in accordance with these laws and policies.

Possession or consumption of alcoholic beverages by individuals under the legal age (19 years of age in British Columbia) is a violation of provincial liquor laws. Likewise, it is illegal for anyone to supply alcoholic beverages to persons under the legal age. (As student-athletes may travel outside of British Columbia, legal age may vary from 19).
Alcohol use by student-athletes is discouraged. Each team may have their own rules regarding use of alcohol by student-athletes of legal age, both during the season and during the off-season.

The discovery of a violation of this alcohol policy will result in removal of student-athlete privileges at the discretion of the Senior Director, Athletics & Recreation.

Athletic staff members, coaches, and/or student-athletes are obligated to inform the Senior Director, Athletics & Recreation when he/she has information that the alcohol policy has been violated.

Criminal convictions of alcohol related offenses involving the abuse of alcohol, such as impaired driving, public intoxication, and/or assaults while under the influence of alcohol will be treated with sanctions equal to a positive drug test.

11.0 Tobacco Policy

The NCAA pursuant to NCAA Bylaw 17.1.9 prohibits the use of tobacco products by a student-athlete during practice and competition. A student-athlete who uses tobacco products during practice or competition shall be disqualified for the remainder of the practice or competition and any further disciplinary action will be at the discretion of the Senior Director, Athletics & Recreation.

The NCAA, pursuant to NCAA Bylaw 11.1.5 prohibits the use of tobacco products by all game personnel (e.g., coaches, trainers, managers, and game officials) in all sports during practice and competition.

The discovery of a violation of this tobacco policy will result in removal of student privileges at the discretion of the Senior Director, Athletics & Recreation. Athletic staff members, coaches, and/or student-athletes are obligated to inform the Senior Director, Athletics & Recreation when he/she has information that the tobacco policy has been violated.

Safe Harbour Program

Simon Fraser University Athletics has a Safe Harbour program. Student-athletes may voluntarily enter the SFU Athletic Safe Harbour program for evaluation, testing, and counselling for substance use and/or abuse. The SFU Athletic Safe Harbour program allows a student-athlete to self-report and seek assistance with alcohol or drug related problems without disciplinary sanctions to the student-athlete’s eligibility.

While in compliance with the SFU Athletic Safe Harbour program, the student-athlete will not be included in the list of student-athletes eligible for SFU random institutional drug testing. A student-athlete may only enter once into the SFU Athletic Safe Harbour program during their athletic tenure at Simon Fraser University.

Student-athletes in the SFU Safe Harbour program will be exempt from random institutional testing but may be selected for SFU Athletics institutional reasonable suspicion testing, NCAA qualifier testing, and for any drug testing conducted by the NCAA. All positive drug test sanctions will apply as outlined in the SFU Athletics Drug, Alcohol, and Tobacco Policy.

A student-athlete will be permitted to remain in the SFU Safe Harbour program for a maximum of thirty (30) days.
Prior to entry into the SFU Athletic Safe Harbour program, the student-athlete will be required to meet with the Senior Director, Athletics & Recreation or designate and complete the “Declaration of Entrance into the Safe Harbour program” form.

**Entering the SFU Safe Harbour Program:**

There are circumstances in which a student-athlete will **not** be eligible for the SFU Athletics Safe Harbour Program.

A student-athlete is not eligible to enter if:

1. He/she has been informed of an impending institutional drug test. Once a student-athlete or their coach has been notified of an institutional drug test, the SFU Safe Harbour program is no longer available until that drug test is completed and the results have been determined.
2. He/she has had a previous positive drug test (NCAA or institutional) while at Simon Fraser University.
3. He/she has previously entered him/herself into the SFU Athletics Safe Harbour program at any time during their athletic eligibility.
4. It is thirty (30) days or less before the student-athlete’s NCAA or Conference postseason competition.

Upon entry into the SFU Athletic Safe Harbour Program, a student-athlete may be selected for reasonable drug testing by the Director as outlined in the SFU Drug, Alcohol, and Tobacco policies. If upon entrance into the SFU Athletic Safe Harbour program, the student-athlete tests positive for a banned substance, that positive test will **not** result in any athletic eligibility sanctions, with the exception of the team physician’s decision to suspend the student-athlete from play or practice if medically indicated.

While in the program the student-athlete may be subject to a subsequent follow up drug test as outlined in the SFU Drug, Alcohol, and Tobacco policies, section 5.2 Reasonable Suspicion Testing. If the student-athlete has a positive result from the subsequent test while in the program, the student-athlete will be sanctioned equal to a positive drug test as outlined in the SFU Drug, Alcohol, and Tobacco policies section 7.0 SFU and NCAA Drug Testing Sanctions.

The student-athlete’s head coach will be notified by the Senior Director, Athletics & Recreation regarding the entrance of the student-athlete into the SFU Athletic Safe Harbour Program. Other university employees may be informed only to the extent necessary for the implementation of this program.

All communications involving counselling sessions, attendance, progress, treatment plans, and counsellor recommendations, will be restricted to the Senior Director, Athletics & Recreation, team physician, and Head Physiotherapist. All matters of confidentiality must be followed by informed parties.

Counselling options may be coordinated through the SFU Sports Medicine staff.

Failure to comply with the SFU Athletics Safe Harbour program treatment plan will result in the student-athlete’s removal from the program.

Upon completion of the SFU Safe Harbour program the student-athlete may be required to undergo an SFU institutional drug test.
Student-Athlete Advisory Committee (SAAC)

The Student-Athlete Advisory Committee (SAAC) are student-athletes committed to enhancing the student-athlete experience. The SAAC also offers input on the rules, regulations, and policies that affect student-athlete’s lives on their campus.

Division II SAAC Mission Statement

The mission of the NCAA Division II Student-Athlete Advisory Committee (SAAC) is to enhance the total student-athlete experience by promoting opportunity for all student-athletes; protecting student-athlete welfare; and fostering a positive student-athlete image. The Division II SAAC will be guided by the following principles: ethics, integrity, fairness, and respect for diversity, which shall include attention to gender, race, ethnicity, and sport.

SFU SAAC Mission Statement

The mission of the Simon Fraser University SAAC is to enhance the student-athlete experience through social and academic opportunities. Ensuring student-athlete prosperity through effective communication with the Athletic administration and by fostering a positive student-athlete image within our community.

Membership

The effectiveness of the SAAC relies solely on the quality of effort put in by the members of the committee. For this reason, we will request potential candidates to complete an application process to become part of the SAAC. The application will be open to all student-athletes. We will not limit the number of applicants, but will ensure each application is vetted though an interview process before final selection to the SAAC. We will endeavor to have representation from each team.

Objectives

- To serve as a forum in which in depth discussion can occur, deal with any topics seen as a concern or benefit involving the student-athletes or the Department of Athletics.
- To create a greater relationship between the community of SFU and the student-athletes of SFU.
- To construct committees and subcommittees to enhance and accomplish the goals of this council and the purpose in which we pursue.

Student-Athlete Feedback

At the end of every academic year, the Athletic Department sends out a “Student-Athlete Exit Survey” for all graduating student-athletes.

We welcome your feedback and guarantee all information remains confidential. All survey entries remain anonymous.

By gathering this information from student-athletes, we hope to enhance SFU’s student-athlete experience.
2019-20 NCAA Banned Substances

It is the student-athlete’s responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA bans the following drug classes.

a. Stimulants.
b. Anabolic agents.
c. Alcohol and beta blockers (banned for rifle only).
d. Diuretics and masking agents.
e. Narcotics.
f. Cannabinoids.
g. Peptide hormones, growth factors, related substances and mimetics.
h. Hormone and metabolic modulators (anti-estrogens).
i. Beta-2 agonists.

Note: Any substance chemically/pharmacologically related to all classes listed above and with no current approval by any governmental regulatory health authority for human therapeutic use (e.g., drugs under pre-clinical or clinical development or discontinued, designer drugs, substances approved only for veterinary use) is also banned. The institution and the student-athlete shall be held accountable for all drugs within the banned-drug class regardless of whether they have been specifically identified. Examples of substances under each class can be found at www.ncaa.org/drugtesting. There is no complete list of banned substances.

Substances and Methods Subject to Restrictions:

- Blood and gene doping.
- Local anesthetics (permitted under some conditions).
- Manipulation of urine samples.
- Beta-2 agonists (permitted only by inhalation with prescription).
- Tampering of urine samples.

NCAA Nutritional/Dietary Supplements:

Warning: Before consuming any nutritional/dietary supplement product, review the product and its label with your athletics department staff!

- Nutritional/Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test.
- Student-athletes have tested positive and lost their eligibility using nutritional/dietary supplements.
- Many nutritional/dietary supplements are contaminated with banned substances not listed on the label.
- Any product containing a nutritional/dietary supplement ingredient is taken at your own risk.

Athletics department staff should provide guidance to student-athletes about supplement use, including a directive to have any product checked by qualified staff members before consuming. The NCAA subscribes only to Drug Free Sport AXIS™ for authoritative review of label ingredients in medications and nutritional/dietary supplements. Contact the Drug Free Sport AXIS at 877-202-0769 or www.dfsaxis.com (password ncaa1, ncaa2 or ncaa3).
Some Examples of Substances in Each NCAA Banned Drug Class.

THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES.
DO NOT RELY ON THIS LIST TO RULE OUT ANY LABEL INGREDIENT.

Stimulants:
- amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; methamphetamine; methylphenidate (Ritalin); synephrine (bitter orange); dimethylamylamine (DMAA, methylhexanamine); “bath salts” (mephedrone); Octopamine; hordenine; dimethylbutylamine (DMBA, AMP, 4-amino methylpentane citrate); phenethylamines (PEAs); dimethylhexylamine (DMHA, Octodrine); heptaminol etc.
  exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenedione):
- Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; testosterone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; stanozolol; stenbolone; trenbolone; SARMS (ostarine, ligandrol, LGD-4033, S-23, RAD140)); DHCMT (oral turanibol) etc.

Alcohol and Beta Blockers (banned for rifle only):
- alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics and Masking Agents:
- bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triamterene; trichlormethiazide; etc.
  exceptions: finasteride is not banned

Narcotics:
- Buprenorphine; dextromoramide; diamorphine (heroin); fentanyl, and its derivatives; hydrocodone; hydromorphone; methadone; morphine; nicomorphine; oxycodone; oxymorphone; pentazocine; pethidine

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

Peptide Hormones, growth factors, related substances and mimetics
- growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1 (colostrum, deer antler velvet); etc.
  exceptions: insulin, Synthroid are not banned

Hormone and metabolic modulators (anti-estrogens):
- anastrozole; tamoxifen; formestane; ATD; SERMS (clomiphene, nolvadex); Arimidex; clomid; evista; fulvestrant; aromatase inhibitors (Androst-3,5-dien-7,17-dione), letrozole; etc.

Beta-2 Agonists:
- bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

Any substance that is chemically related to one of the above classes, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting Drug Free Sport AXIS, 877-202-0769 or www.dfsaxis.com password ncaa1, ncaa2 or ncaa3.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.
Part I: For All Student-Athletes.

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

1. Ethical Conduct - All Sports.

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

c. You are not eligible to compete if you knowingly provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate amateurism or professional athletics competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the institution; or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]

d. You are not eligible to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling. [Bylaw 10.3]

e. You are not eligible to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaws 10.1 and 14.01.3.3]

2. Amateurism - All Sports.

a. You are not eligible for participation in a sport if after initial full-time collegiate enrollment you have ever:

(1) Taken pay, or the promise of pay, for competing in that sport [Bylaws 12.1.4-(b) and 12.1.4-(c)];

(2) Agreed (orally or in writing) to compete in professional athletics in that sport [Bylaw 12.1.4-(e)];

(3) Played on any professional athletics team as defined by the NCAA in that sport [Bylaws 12.1.4-(g) and 12.2.3.2]; or

(4) Used your athletics skill for pay in any form in that sport. [Bylaw 12.1.4 – (a)]

b. You are not eligible in a sport if you ever have accepted money, transportation or other benefits from an agent or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3]

c. You are not eligible in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allowed your name or picture to be used for promoting a commercial product or service. [Bylaw 12.5.2]
d. You are **not eligible** in any sport if, because of your athletics ability, you were paid for work you did not perform, were paid at a rate higher than the going rate, or were paid for the value an employer placed on your reputation, fame or personal following. [Bylaw 12.4]

### 3. Seasons of Competition - All Sports.

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

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

a. Activities constituting use of a season:

(1) Any competition that is scheduled in advance;

(2) Any competition in which official score is kept;

(3) Any competition in which individual or team standings or statistics are maintained;

(4) Any competition in which an official timer or game officials are used;

(5) Any competition in which admission is charged;

(6) Any competition in which teams are regularly formed or team rosters are predetermined;

(7) Any competition in which team uniforms are used;

(8) Any competition in which an individual or team is privately or commercially sponsored; or

(9) Any competition that is either directly or indirectly sponsored, promoted or administered by an individual, an organization or any other agency. [Bylaw 14.2.4.2.1.2]
b. If you discontinued high school enrollment before graduation and participated in any of the activities constituting use of a season, you have used one season of intercollegiate competition for each consecutive 12-month period after a one-year time period (the next opportunity to enroll after one calendar year has elapsed) following the discontinued enrollment and before initial full-time collegiate enrollment. [Bylaw 14.2.4.2.1.1.3]

c. If you have used a season(s) of competition according to the regulations above, you must fulfill an academic year in residence at any member institution prior to being eligible to represent your institution in that specific sport in intercollegiate competition, unless you meet an exception. [Bylaws 14.2.4.2.1.3, 14.2.4.2.1.3.1 and 14.2.4.1.3.1.2]


a. You are not eligible if you receive financial aid other than the financial aid that your institution distributes. However, it is permissible to receive:

(1) Money from a relative or legal guardian;

(2) Financial aid that has been awarded to you on a basis other than athletics ability;

(3) Financial aid from an entity outside your institution that meets the requirements specified in the Division II Manual; [Bylaw 15.2.2] or

(4) On- or off-campus employment earnings, provided the compensation does not include remuneration for value that the student-athlete may have for the employer because of publicity, reputation, fame or personal following; the student-athlete is compensated only for work actually performed; and the student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services. [Bylaw 15.2.3]

b. You must report to your institution any financial aid that you receive from a source other than your institution. However, you do not need to report financial aid received from a relative or legal guardian.

5. Academic Standards - All Sports.

a. Eligibility for Competition.

(1) To be eligible to compete, you must:
(a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your institution;

(b) Be in good academic standing according to the standards of your institution; and

(c) Be enrolled in at least a minimum full-time baccalaureate degree program (not less than 12 semester or quarter hours) and maintain progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the institution for all graduate students in that program) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7 and 14.1.8]

(2) If you are enrolled in less than a full-time program, you are **eligible to compete** only if you are enrolled in the last term of your degree program and are carrying credits necessary to finish your degree. [Bylaw 14.1.7.1.7.3]

(3) You are **eligible to compete** during the official vacation period immediately before initial enrollment, provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]

(4) You are **eligible to compete** between terms if you are continuing enrollment, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately preceding the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.7.1.7.2]

b. Eligibility for Practice.

(1) You are **eligible to practice** if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of the certifying institution, which shall not be less than 12 semester or quarter hours, regardless of the institution's definition of a minimum full-time program of studies. [Bylaw 14.1.7.1]
(2) You are **eligible** to **practice** during the official vacation period immediately preceding initial enrollment provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you no longer are enrolled in your previous educational institution, and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]

(3) You also are **eligible** to **practice** if you are enrolled in the final semester or quarter of a baccalaureate program while enrolled in less than a minimum full-time program of studies and your institution certifies that you are carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution. [Bylaw 14.1.7.1.7.3]

c. Continuing Eligibility - All Sports.

(1) In order to be eligible for competition at the end of each academic term, a student-athlete must successfully complete nine-semester or eight-quarter hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full time at any collegiate institution. [Bylaw 14.4.3.2]

(2) If you have transferred to your current institution midyear, or you have completed one academic year in residence at your current institution or used one season of eligibility in a sport at your current institution, your eligibility shall be determined by your academic record in existence at the beginning of the fall term or at the beginning of any other regular term of that academic year and you must satisfy the following requirements for academic progress to **be eligible** to compete.

(a) You must have completed 18-semester or 27-quarter hours since the beginning of the previous fall term or since the beginning of the certifying institution's preceding regular two semesters or three quarters. Credit hours earned in the period after the regular academic year at the institution (e.g., hours earned in summer school) shall not be used to satisfy the academic credit-hour requirements of this regulation. [Bylaw 14.4.3.3]

(b) You must earn 24-semester or 36-quarter hours of academic credit during any year in which you are enrolled full time in at least one academic term. You may satisfy this requirement based on earning:

i. 24-semester or 36-quarter hours since the beginning of the previous fall term;
ii. 24-semester or 36-quarter hours since the beginning of the certifying institution’s preceding regular two semesters or three quarters; or

iii. 48-semester or 72-quarter hours during the first two years of collegiate enrollment (the certifying institution’s first four semesters or six quarters following your initial full-time enrollment in a collegiate institution). [Bylaw 14.4.3.4]

(c) You must achieve a minimum cumulative grade-point average of 2.000 prior to the beginning of each fall term. [Bylaw 14.4.3.5]

(d) You must meet the minimum cumulative grade-point average at the certifying institution based on the method of calculation used by the institution for calculating cumulative grade-point averages for all students, and the calculation shall only include coursework normally counted by the institution in calculating the cumulative grade-point average for graduation. [Bylaw 14.4.3.5.3]

(e) You must choose a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment (fifth semester or seventh quarter). (This includes transfer students who have not completed an academic year in residence yet or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.6]

d. Freshmen.

(1) You are referred to as a qualifier and are eligible to practice and compete in your sport and to receive financial aid (institutional and athletically related) during your first academic year under Bylaw 14.02.13, if you:

(a) Graduate from high school;

(b) Attain a minimum cumulative high school grade-point average as specified in Bylaw 14.3.1.1.3 (based on a maximum 4.000) in a successfully completed core curriculum of at least 16 academic courses as specified in Bylaw 14.3.1.4;

(c) Achieve the minimum combined score on the SAT verbal/critical reasoning and math sections or a minimum sum score on the ACT as specified in Bylaw 14.3.1.1.3; and meet the requirements of the initial-eligibility index in Bylaw 14.3.1.1.3 (Core grade-point
average + Combined SAT or Sum ACT). (Note: The SAT scores in the table apply to tests taken prior to March 1, 2016. SAT scores for tests taken on or after March 1, 2016, will be evaluated based on the concordance established by the College Board.)

(2) You are referred to as a partial qualifier and are eligible to receive institutional and athletically-related financial aid if you fail to meet the criteria for a qualifier, but at the time of graduation from high school meet the requirements of the initial eligibility index for partial qualifiers set forth in Bylaw 14.3.1.2.1. You are required to successfully complete a core curriculum of 16 academic courses as outlined in Bylaw 14.3.1.1-(a) in order to be a partial qualifier. (Note: The SAT scores in the partial qualifier index apply to tests taken prior to March 1, 2016. SAT scores for tests taken on or after March 1, 2016, will be evaluated based on the concordance established by the College Board.) As a partial qualifier, you may not compete in your sport during your first academic year in residence; however, you may practice on campus or at your institution's regular practice facility. [Bylaws 14.02.13, 14.3.1.1 and 14.3.1.2]

(3) You are referred to as a nonqualifier if you fail to meet the criteria above for qualifiers or partial qualifiers. Although a nonqualifier is ineligible for practice and competition during the first academic year in residence, a nonqualifier may receive nonathletics institutional aid. [Bylaws 14.3.1.6 and 14.3.1.6.1]

(4) If you are a nonqualifier or partial qualifier, you will have four seasons of eligibility after your first academic year in residence. However, a nonqualifier who has exhausted three seasons of competition in Division I, is eligible for a fourth season of competition following a transfer to a Division II institution, provided the student-athlete has completed the Division I progress-toward-degree requirements to earn a fourth season of competition. [Bylaws 14.3.1.2.4 and 14.3.1.6.4]

6. Other Regulations Concerning Eligibility - All Sports.

a. You are not eligible to participate in more than four seasons of intercollegiate competition in any one sport. [Bylaw 14.2]

b. You are not eligible after the first 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the institution, except for extensions that have been approved in accordance with NCAA legislation. [Bylaws 14.2.2, 14.2.2.2, 14.2.2.3 and 14.2.2.4]
c. You are **eligible** for championships that occur within 60 days of the date you complete the requirements for your degree. [Bylaws 14.1.7.1.7.3.1 and 14.1.8.3]

7. **All Sports Other Than Basketball.**

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

8. **Basketball Only.**

a. You are **not eligible** if, after you become a student-athlete, you participate in any organized basketball competition except while representing the institution in intercollegiate competition. Competing in the Olympic Games tryouts and competition and other specified national and international competition is permitted. [Bylaws 14.7.2, 14.7.4 and 14.7.5]

b. There are no restrictions on the participation of Division II student-athletes in outside basketball competition during the summer. [Bylaw 14.7.5.2-(a)]

9. **Transfer Students Only.**

a. You are a transfer student if:

   (1) The registrar or admissions officer from your former institution certified that you officially were registered and enrolled at that institution in any term in a minimum full-time load and you attended a class or classes while enrolled as a full-time student; or

   (2) The director of athletics from your former institution certified that you reported for the regular squad practice that any staff member of the athletics department of your former institution announced before the beginning of any term. [Bylaw 14.5.2]

b. If you are a transfer student from a four-year institution, you are **not eligible** during your first academic year in residence unless you meet the provisions of one of the exceptions specified in Bylaw 14.5.5.3 or one of the waivers specified in Bylaws 14.8.1 or 14.8.2.

c. If you are a transfer student from a two-year institution, you are **not eligible** during your first academic year in residence at your new institution unless you meet the
academic and residence requirements specified in Bylaw 14.5.4 or the exceptions specified in Bylaw 14.5.4.6.

d. If you transferred from a four-year college to a two-year college and then to your new institution, you are not eligible during your first academic year in residence at your new institution unless you meet the requirements specified in Bylaw 14.5.4.1 or 14.5.4.3 or the exceptions specified in Bylaw 14.5.4.6.

10. Drugs - All Sports.

a. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular-season competition in accordance with the eligibility provisions of Bylaw 18.4.1.4.

b. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class other than "illicit drugs" (in accordance with the testing methods authorized by the NCAA Board of Governors), shall be subject to the following: (1) the student-athlete is ineligible for all sports until he or she has been withheld from the equivalent for one season of regular-season competition. The student-athlete must be otherwise eligible for competition to fulfill this penalty except a transfer student-athlete may fulfill a transfer residency requirement and a drug test penalty concurrently if he or she meets all other eligibility requirements; a student-athlete who tests positive during a year in which he or she did not use a season of competition, shall be charged with the loss of one season of competition in all sports. A student-athlete who tests positive during a year in which he or she used a season of competition, shall be charged with the loss of an additional season of competition in all sports (in addition to the season used); and the student-athlete shall remain ineligible for intercollegiate competition for 365 consecutive calendar days after the collection of the student-athlete's positive drug test specimen and until he or she tests negative pursuant to the NCAA Drug-Testing Program’s policies and procedures. [Bylaw 18.4.1.4.1]

c. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "illicit drugs" (in accordance with the testing methods authorized by the Board of Governors) shall be ineligible for competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative pursuant to the NCAA Drug-Testing Program’s policies and procedures. [Bylaw 18.4.1.4.2]
d. A policy adopted by the Board of Governors establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than an "illicit drug." You will remain ineligible until you retest negative. [Bylaws 18.4.1.4.3 and 18.4.1.4.3.1]


a. If you test positive by a sport's governing body that has adopted the World Anti-Doping Agency code, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.1.

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

c. The director of athletics must notify the NCAA chief medical officer in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.

d. If the student-athlete transfers to a non-NCAA institution while ineligible and competes in intercollegiate competition during the prescribed period of ineligibility at a non-NCAA institution, the student-athlete remains ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for the entirety of the prescribed penalty (the total number of prescribed contests or dates of competition) while enrolled and otherwise eligible for competition at an NCAA institution. Furthermore, the student-athlete shall be ineligible for intercollegiate competition for the applicable consecutive-day period (365 or 730) after his or her final non-NCAA competition. Finally, the student-athlete remains ineligible until he or she retest negative pursuant to the NCAA Drug-Testing Program’s policies and procedures. [Bylaw 18.4.1.4.4]

e. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA website (www.ncaa.org) or may be obtained from the NCAA Sport Science Institute staff.

Part II: For New Student-Athletes Only.

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

a. Offers - All Sports.

(1) You are not eligible if, before you enrolled at your institution, any staff member of your institution or any other representative of your institution’s athletics interests provided or offered to you, your relatives or your friends any financial aid or other benefits that NCAA legislation does not permit. [Bylaw 13.2.1]

(2) An institution's staff member or any representative of its athletics interests shall not be involved, directly or indirectly, in making arrangements for or giving or offering to give any financial aid or other benefits to the prospect or the prospect's relatives or friends, other than expressly permitted by NCAA regulations. Receipt of a benefit by prospective student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution's prospective students or their relatives or friends or to a particular segment of the student body (e.g., international students, minority students) determined on a basis unrelated to athletics ability. For violations of this bylaw in which the value of the offer or inducement is $200 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per NCAA Constitution 2.8.1 and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.2.1]

b. Source of Funds - All Sports.

- You are not eligible if any organization or group of people outside your institution spent money recruiting you to attend your institution, including entertaining, giving gifts or services and providing transportation to you or your relatives or friends unless the coach is serving in his or her capacity as a local sports club coach. [Bylaws 13.14.4 and 13.14.4.1]

c. Sports Camps.

- You are not eligible if, before you enrolled at your institution, the institution, members of its staff or a representative of its athletics interests employed, or gave you free or reduced admission privileges to attend its
camp or clinic after you started classes for the ninth grade. [Bylaw 13.12.1.5.1]

d. Visits, Transportation and Entertainment - All Sports.

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

(a) Your institution paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expense-paid visit; or
(b) Your institution entertained you, your parents (or legal guardians) or your spouse excessively during your expense-paid visit or entertained your friends or other relatives at any site.¹

(2) A prospect may not be provided an expense-paid visit earlier than June 15 immediately preceding the prospective student-athlete's junior year in high school. Violations of this bylaw shall be considered institutional violations per Constitution 2.8.1; however, such violations shall not affect the prospective student-athlete's eligibility. [Bylaw 13.6.1.2]

(3) A member institution may not provide an expense-paid visit to a high school or preparatory school prospect until he or she: (a) presents the institution (or has on file with the NCAA Eligibility Center) with a current high school or college-preparatory school transcript (official or unofficial); (b) registers with the NCAA Eligibility Center; and (c) is placed on the institution's Institutional Request List with the Eligibility Center. [Bylaw 13.6.2]

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

(a) During an unofficial visit, the institution may not pay any expenses or provide any entertainment except a maximum of five complimentary admissions to a home athletics event, regardless of location, in which the institution's intercollegiate team practices or competes. Such complimentary admissions are for the exclusive use of the prospect and those persons accompanying the prospective student-athlete on the visit and must be issued on an individual-game basis. Providing seating during the conduct of the event (including intermission) for the prospective student-athlete or those

¹ Unless the value of the benefit was $200 or less.
persons accompanying the prospective student-athlete in the facility's press box, special seating box(es) or bench area is specifically prohibited. For violations of this bylaw in which the individual receives an excessive number of complimentary admissions, and the value of the excessive admissions is $200 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.7.2.1]

(b) During any unofficial recruiting visit, the institution may provide the prospective student-athlete with transportation to view practice and competition sites in the prospective student-athlete's sport and other institutional facilities and to attend an institution's home athletics contest (on or off-campus). An institutional staff member must accompany the prospective student-athlete during such a trip. For violations of Bylaw 13.5.3 in which the value of the transportation is $200 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff with the institution's self-report of the violation. [Bylaw 13.5.3]

(c) A meal on or off campus in the locale of the institution. [Bylaw 13.7.2.1.1]

(5) You are not eligible if, when you were being recruited, your institution gave you complimentary admissions to more than one regular-season home athletics event, regardless of location. [Bylaw 13.7.2.1]

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

e. Precollege or Postgraduate Expense - All Sports.

- An institution or a representative of its athletics interests shall not offer, provide or arrange financial assistance, directly or indirectly, to pay (in whole or in part) the costs of the prospective student-athlete's educational or other expenses for any period before his or her enrollment or so the prospective student-athlete can obtain a postgraduate education. For violations of Bylaw 13.15 in which the value of the benefit received directly by the prospective student-athlete is $200 or less, the eligibility of the prospective student-athlete shall not be affected conditioned on the prospective student-athlete repaying the value of the benefit to a charity of his or her choice. However, the prospective student-athlete shall remain ineligible from the time the institution has knowledge of receipt of the direct impermissible benefit until the prospective student-athlete repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the prospective student-athlete's repayment shall be forwarded to the enforcement staff. [Bylaw 13.15.1]