



CALIFORNIA STATE UNIVERSITY
SAN BERNARDINO
STUDENT-ATHLETE
HANDBOOK
2017 - 2018



Characteristics of Coyotes

Coyotes are very savvy and clever animals. As the mascot of Cal State San Bernardino, the coyote has many positive characteristics.

Family and Commitment: Coyotes are known for fostering a sense of family. Around the age of two, coyotes find a mate who becomes their mate for life. The parents will raise their pups together.

Survival: While most animals are becoming extinct, coyotes are increasing in number. They are able to adapt to almost any environment, living and thriving in some of the coldest temperatures in the world such as Alaska and some of the hottest temperatures in places like Mexico and Arizona.

Intelligence: Coyotes are some of the most intelligent animals on the planet. They have more than 11 different verbal methods of communicating, but they also communicate through body language and scent.

Team Work: Coyotes work in teams to capture prey. They take turns chasing down prey so when one coyote gets tired another will take over. They use teamwork to lie in wait while another coyote will chase prey in their teammate's direction. Coyotes will also look to the sky and notify each other of circling birds, which they have interpreted as food.

Sharing and Caring for Each Other: When a coyote captures its prey it will wait for the rest of the hunting party to arrive before it begins to eat. Mothers will often gather live prey to teach their pups how to hunt.

These traits are the backbone of what makes Cal State San Bernardino Athletics great. Be proud. Play hard. Go Coyotes!



Cal State San Bernardino Mission Statement

The mission of California State University, San Bernardino is to enhance the intellectual, cultural and personal development of its students. Serving inland Southern California in one of the fastest growing regions in the nation, the university seeks to serve the educational needs of the region and the state by offering a wide range of academic programs and support services. The overall goal is to prepare students to assume leadership roles in the 21st century.

Cal State San Bernardino Athletics Department Mission Statement

The Department of Athletics at California State University, San Bernardino will strive to:

1. Provide an athletic program that is conducted in a manner that will make it respected on the campus and in the community.
2. Emphasize amateurism for our student-athletes and within the nature of all our operations.
3. Emphasize the importance of academic progress so that our student-athletes will graduate with a degree in their chosen field of study.
4. Recruit quality student-athletes and field competitive teams that are coached by skilled professionals.
5. Emphasize to our student-athletes that their conduct be exemplary and positively reflect upon the department, the university, the team and themselves.
6. Prepare our student-athletes for life beyond college, with an emphasis on the development of their physical, social and emotional welfare.
7. Support equitable opportunities as defined by Title IX and the Office of Civil Rights, for all student-athletes and staff.
8. Operate in a cost-effective and fiscally sound manner.
9. Take an active role in conference, regional and national organizations, always striving to improve the athletic environment at each level.
10. Adhere to all conference and national governing organizations' rules and regulations.
11. Condition and prepare athletes for competition using techniques that are consistent with proper safety and health standards.

Philosophy and Objectives

The first responsibility of the Cal State San Bernardino Athletics Department is to assist each student-athlete in acquiring an education. Second, the department will strive to develop the athletic talent of each individual to his or her fullest potential. Third, the athletic program should develop in each student-athlete the qualities necessary to become a responsible member of our society, with the overall welfare of the student-athlete being a primary focus.

Athletic programs are quite visible on campus, in the community and in our region. Therefore, it is important that they should be conducted according to the highest standards. Student-athletes should be taught to compete to the best of their ability and to win and lose with grace and dignity. Sportsmanship, ethical conduct, rules compliance and amateurism are of critical importance. The physical, emotional and social welfare of student-athletes should be paramount.

At California State University, San Bernardino, we shall adhere to all the rules governing the recruiting, training and eligibility of student-athletes, as directed by the National Collegiate Athletic Association (NCAA) and the California Collegiate Athletic Association (CCAA). We shall conduct our program in a non-discriminatory manner, supporting equitable opportunities for all. We shall abide by a sense of fair play and respect the rights of others. We are committed to the principles of sportsmanship, ethical conduct, rules compliance and amateurism, as defined by NCAA rules and regulations.

Intercollegiate Athletics Staff Directory

Name

Athletic Administration

<u>Name</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Shawn Farrell	Director of Athletics	shawn.farrell@csusb.edu	909-537-3015
Mary-Christine Ulatan	Asst. to AD/Budget Manager	mulatan@csusb.edu	909-537-3020
Lory Lewis	Administrative Support Coordinator II	llewis@csusb.edu	909-537-3686
Annette Hollimon	Administrative Support Assistant II	ahollimon@csusb.edu	909-537-5011
Morgan Walker	Senior Associate Athletic Director	mwalker@csusb.edu	909-537-5020
Laura Tropila	Assoc. A.D./Sports Medicine/SWA	ltropila@csusb.edu	909-537-5016
Mark Reinhiller	Assoc. A.D./Media Relations	mrrein@csusb.edu	909-537-3001
Michael Molina	Asst. A.D./Game Management & Marketing	mmolina@csusb.edu	909-537-3076
Meghan McGarry	Academic Advisor	meghan.mcgarry@csusb.edu	909-537-5811
Scott Carlson	Development Associate & Special Events Coordinator	scott.carlson@csusb.edu	909-537-5048
Dr. Dwight Sweeney	Faculty Athletic Representative	dsweeney@csusb.edu	909-537-5495

Sports Medicine

Laura Tropila	Head Athletic Trainer	ltropila@csusb.edu	909-537-5016
Pat Walsh	Assistant Athletic Trainer	pwalsh@csusb.edu	909-537-5016

Equipment Room

Ben Liscano	Equipment Room Technician	bliscano@csusb.edu	909-537-5350
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Baseball

TBD	Head Coach		
Brett Hambright	Assistant Coach	brett.hambright@csusb.edu	909-537-5021
Joe Villa	Assistant Coach	joseph.villa@csusb.edu	909-537-5021

Men's Basketball

Jeff Oliver	Head Coach	joliver@csusb.edu	909-537-5015
Reginald Howard	Associate Head Coach	rhoward@csusb.edu	909-537-5051
Robert Tossetti	Assistant Coach	rtossett@csusb.edu	909-537-3451

Men's Golf

Kyle Emerson	Head Coach	kyle.emerson@csusb.edu	909-537-4359
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Men's Soccer

Darren Leslie	Head Coach	darren.leslie@csusb.edu	909-537-3952
Mark Peters	Assistant Coach	mpeters@csusb.edu	909-537-3952

Women's Basketball

Susan Crebbin	Head Coach	Susan.crebbin@csusb.edu	909-537-5014
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Women's Cross-Country and Track and Field

Tom Burleson	Head Coach-CC/Interim HC Track and Field	Burleson@csusb.edu	909-537-5055
Lauren Reimer	Assistant Coach – Track and Field	Lauren.reimer@csusb.edu	909-537-5055
Kevin Barda	Assistant Coach – Cross-Country	Kvidana-barda@csusb.edu	909-537-5055

Women's Soccer

LeBaron Hollimon	Head Coach	lhollimon@csusb.edu	909-537-7232
Katie Rumfola	Assistant Coach	krumfola@csusb.edu	909-537-7232

Softball

Jim Maier	Head Coach	James.maier@csusb.edu	909-537-5022
Roberta Argott	Assistant Coach	Roberta.argott@csusb.edu	909-537-5022

Women's Volleyball

Kim Cherniss	Head Coach	kcherniss@csusb.edu	909-537-5050
Danny Scott	Associate Head Coach	dscott@csusb.edu	909-537-3079
Mike Gutierrez	Assistant Coach	I_win_again99@yahoo.com	909-537-3079

Cheer and Dance

SuzAnne McDonald	Cheer Advisor	Cheercoach4you@yahoo.com	909-537-5019
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The California Collegiate Athletic Association (CCAA)



Long known as a premier leader in intercollegiate athletics, the California Collegiate Athletic Association continues to lead the way in its 72nd year as NCAA Division II's most established and successful conference.

The 13-member league is home to some of the nation's finest Division II athletic programs in Cal Poly Pomona, Cal State Dominguez Hills, Cal State East Bay, Cal State L. A., Cal State San Bernardino, Cal State San Marcos, Cal State Stanislaus, CSU Monterey Bay, Chico State, Humboldt State, UC San Diego, San Francisco State and Sonoma State.

The CCAA enters the 2017-2018 school year having claimed 150 NCAA championships (102 men, 51 women). On the men's side, CCAA members have brought home at least 10 titles in swimming and diving (24), wrestling (16), track and field (13), tennis (11) and baseball (10). CCAA institutions have also been very successful in NCAA women's athletics, winning 10 cross country, 10 softball, six track and field and five volleyball.

The CCAA has seen many changes since 1991, when Cal State San Bernardino first began play in the CCAA, followed in 1994 by Grand Canyon. In 1998, the CCAA welcomed Cal State Stanislaus, Chico State, UC Davis, San Francisco State and Sonoma State. In 2000, UC San Diego joined the CCAA in all sports. Grand Canyon and UC Davis left the CCAA following the 2003-04 school year. CSU Monterey Bay joined the CCAA in 2004, while Cal State East Bay joined the CCAA in 2009-2010.

In 2006-07 Humboldt State became a member of the CCAA. At the same time, however, the conference said goodbye to Cal State Bakersfield who concluded its tenure in the conference and moved to NCAA Division I status.

The CCAA Student-Athlete Code of Conduct

The California Collegiate Athletic Association recognizes the need for the pursuit of excellence in the classroom and on the field, court or track by its student-athletes. As a result of this effort, emotional, social, intellectual, as well as athletic growth and development will occur. Each student's university experience must culminate with a degree in his or her chosen field of study. The CCAA encourages each member institution to vigorously promote excellence in its support of student-athlete activities with the ultimate goal of assisting student-athletes in obtaining an academic degree.

Student-athletes are encouraged to recognize that participation in intercollegiate athletics at the university level and the CCAA conference level is a privilege that carries considerable responsibility. The CCAA expects each student-athlete to comply with all guidelines and policies of the National Collegiate Athletic Association, the CCAA, and the rules and regulations established by each CCAA member institution. In addition to NCAA and Cal State San Bernardino policies, the CCAA requires each student-athlete to maintain the following ethical standards of conduct:

1. Perform to the best of your ability, both academically and athletically;
2. Contribute your best effort to the success of your team(s);
3. Conduct yourself on and off the field in a manner that reflects credit to yourself, your team, your institution, and the CCAA;
4. Willfully abide by the spirit and the letter of university, NCAA and CCAA rules and regulations;
5. Be respectful and courteous at all times to all members of the university, the CCAA community, and

- to members of other universities, conferences, and the community in which you live;
6. Exhibit dignity in manner and dress when representing your institution and the CCAA;
 7. The physical abuse of another person or property, both public and private, is absolutely forbidden;
 8. Use, possession, or distribution of narcotics or dangerous drugs, except as prescribed by a licensed physician, is prohibited.

Student-athletes agree to follow all standards established by the CCAA Code of Conduct by virtue of their participation in CCAA athletic activities. Behavior that is not in accordance with the CCAA Code of Ethics may result in a letter of reprimand, probation, suspension, dismissal, or expulsion from the CCAA.

Student-Athlete Rights and Responsibilities

The opportunity to compete as a student-athlete at California State University, San Bernardino is a privilege that must be earned by a commitment to excellence and continuing performance. Every student-athlete who competes in intercollegiate athletics for Cal State San Bernardino becomes a member of a team. Not only the individual sports team but, in a greater sense, a member of the Cal State San Bernardino team and family. By accepting this status, student-athletes accept certain responsibilities to themselves, their coaches, their team and to the university as a whole.

1. In addition to CCAA/NCAA policies, the student-athlete is subject to the rules and regulations established by the head coach in his/her respective sport. Each head coach will publish those rules and regulations and make them available to each student-athlete prior to the start of each season.
2. The student-athlete must participate in practices and games except when declared unfit by the team athletic trainer, physician, or is in any other way unable to participate through no fault of the student-athlete.
3. The student-athlete must obey the decisions of the head coach regarding manners, behavior and dress policies. The conduct of all team members is the responsibility of the accompanying coaching staff.
4. A Cal State San Bernardino student-athlete is a public figure whose conduct, both on and off the field, reflects on his/her teammates, coaches, and the university. The student-athlete is expected to act in such a manner as to bring credit to all.
5. The student-athlete is expected to be a responsible member of the team, contributing energy and skill to the best of his/her ability and conforming to the self-discipline which team membership implies.
6. Tardiness will not be tolerated. It is the student-athlete's responsibility to ensure that class schedules, appointments, and other time constraints do not interfere with team responsibilities. When a class schedule creates overlaps, it is expected that the student-athlete and coach work together to solve the problem in a reasonable and professional manner. When excused tardiness becomes chronic, suspension or dismissal from the respective team may occur.
7. If a student-athlete is unable to attend a practice or competition, it is the student-athlete's responsibility to notify the head coach personally. With the exception of illness, you should notify your coach in advance of an expected absence from practice or competition. Chronic unexcused absences could result in suspension or dismissal.

Student-Athlete Misconduct

Allegations of misconduct shall be responded to in a consistent, timely, and educational manner. Student-athlete misconduct may result in disciplinary action, including but not limited to, suspension from competition and/or practice. If appropriate, counseling will be required. In extreme cases, or repeated offenses, sanctions may result in expulsion from the athletics program. The student-athlete must understand that all student activities are governed by the University Standards of Student Conduct. Therefore, student-

athletes may be subject to disciplinary action administered by the university, as well as the Department of Intercollegiate Athletics and other appropriate agencies. The Department of Intercollegiate Athletics reserves the right for disciplinary action to be taken on allegations alone. The student-athlete, however, will be afforded due process rights and an opportunity to be heard, and to respond to any of the allegations.

Ethical Conduct

Cal State San Bernardino has established a long-standing tradition of ethical conduct at all levels of university life. In accordance with this tradition, it is expected that student-athletes and staff members of the Athletics Department will at all times represent the university in an honorable manner. With this expectation in mind, the Athletics Department supports the mission of the university and will hold all student-athletes accountable to the highest of ethical standards.

It is also important to note that the NCAA rules and regulations require that you, as a student-athlete, conduct yourself in an ethical manner, and that failure to do so may result in your eligibility for competition being revoked. The following are two bylaws that highlight the general expectations:

- 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).
- You are not eligible to compete if you are found to have engaged in unethical conduct in evading or violating NCAA regulations (NCAA Bylaws 10.1 and 14.01.3).

Academic Services



**Highest Team GPA 2016-2017
Cross Country 3.42**

Eligibility

To compete as a student-athlete at Cal State San Bernardino, a student must meet all NCAA, CCAA, and university requirements, including, but not limited to:

- Register for a minimum of 12 credits of academic work and not drop below that number at any time during the quarter;
- Be a student in good academic standing, which is accomplished by maintaining a 2.0 grade point average (for Cal State San Bernardino and overall);

- Declaration of a major by the beginning of their third year or seventh quarter;
- Make satisfactory progress toward their designated degree by passing 36 units per academic year that directly apply to satisfying the General Education, core and/or support requirements of their major course of study. No more than 9 of the required 36 units may be earned during the summer quarter;
- Earn a minimum of eight degree applicable units each term (eight-unit rule).

Important Policies to Know

- **Census Date** refers to two critically important deadlines for students. It is in the third week of each quarter--check the Academic Calendar in the Course Schedule or online for exact dates. Census date refers to the date each quarter which marks the LAST DAY a student can add a class (by permit only-online registration closes earlier) and the LAST DAY a student can drop a class without a record on the student's transcript. THIS IS ALSO THE DATE BY WHICH YOUR MAJOR ON RECORD MUST MATCH THAT QUARTER'S COURSES IN ORDER TO BE COUNTED AS PROGRESS-TOWARD-DEGREE FOR ELIGIBILITY.
- **Course Repeats** You can repeat courses in which you received below a C; however, there are limits to the number of times you can repeat an individual course (3), the number of units you can repeat for "grade forgiveness" (24), and the number of units beyond 24 that you can repeat with both grades averaged (18). *Grade forgiveness* for a repeated course is by petition only. If the petition for grade forgiveness is approved, the new grade replaces the former grade in terms of GPA calculation. Petitions should be filed after the completion of the course used to discount the previous course. Students are strongly encouraged to speak with an advisor before repeating a course for grade forgiveness to ensure that the student is eligible to repeat that course to discount the grade.
- **Understand how to calculate your GPA and how Credit/No Credit courses or other grading policies can impact your grade point average!** Grade policies and information can be found in the University Bulletin (Catalog).
 - Know that if you are taking three courses but two of those courses are Credit/No Credit, your entire GPA will be determined by the one graded class.

Example:	Final Grades	ENG 102	Cr	(Credit)
		MATH 80	Cr	(Credit)
		BIOL 100	D	(1.00)
				Term GPA: 1.00

Academic Success

- *Plan to successfully complete your General Education requirements from Category A and your GE math class in your first year*, unless otherwise recommended by your major department. These courses will provide you with the learning and knowledge of the core skills required for college success.
 - GE A-1:** Written Communication (ENG 104A, 104B, 106, OR 107)
 - GE A-2:** Oral Communication (COMM 120 OR HON 104C*)
 - GE A-3:** Critical Thinking (COMM 180, HON 104A*, MATH 180, PHIL 105, PHIL 200, PSYC 105, OR SOC 180)
 - GE B-1:** Mathematics (MATH 110, 115, 120, 192, OR 211)
- **GO TO CLASS!** Attendance correlates very strongly with final grades. You are responsible for engaging with professors and in your coursework in ways that ensure understanding of the material. Professors can (but are not required to) administratively drop you from classes if you miss two consecutive class periods in the first three weeks of classes, so it is very important you attend!
- *Participate in class.* Engaged learners get more out of class time and generally

perform better than those who do not participate regularly. Asking questions is one hallmark of an engaged learner, even if you are concerned that others might already know the answer. If you do not know something, ask.

- *Make time to meet with your professors during office hours.* Introduce yourself at the beginning of the quarter, clarify points, ask for assistance, or even just say hello and let them know you are enjoying the class. It is important that you engage your professors well before the last week of classes when you are nervous about grades. Building these relationships early can have a significant impact on your success in college. Have confidence in your ability to connect with faculty and staff – remember that professors and administrators were in your shoes once too!
- *Understand the study habits required for success in college.* It is generally expected that you will study 2-3 hours outside of class for every hour you spend inside the classroom. This means a 12-unit course load will require 24-36 hours of study time outside of class per week. Your first quarter is not a good time to test out the minimum amount of work you need to do. Find your performance ceiling, not your performance floor!
- *Engage your academic support resources as soon as you feel uncertain about your understanding in a class.* The quarter passes by quickly, and the sooner you seek help, the better you will do!

Athletics Academic Services (HP 118) can guide you when you do not know where to turn for help, whether it is in assisting you with study skills or finding appropriate tutoring.

The Tutoring Office (UH 350-351) offers free walk-in and group tutoring for many undergraduate courses, as well as study skills information and tutoring. There are also computer labs available for use.

The Writing Center (CE 310) offers assistance by appointment with writing projects of all types, including essays, lab reports, speeches, presentations, scholarship or graduate school applications, etc.

- *Utilize the Bulletin, major roadmap(s), and suggestions from academic advisors to build a 4-year plan for graduating.* Ensure that you understand all the requirements necessary for graduation and how long it will take you to complete your degree. If you will not complete your degree in four years, do not worry! Building a four-year plan will provide you a map to the most efficient path to graduation, even if that means it is a 4-5 year plan. Be sure to ask an advisor to look at your four-year plan to ensure everything is covered.
- *Purchase textbooks (hard copy or electronic), or other course materials within the first day or two of classes and ensure you have supplies such as notebooks and writing materials BEFORE the first day of class.* If you are having trouble buying your textbooks or course materials, it is important to plan a course of action that will allow you to regularly begin using your textbooks before the first week of class is over. It is important not to miss the early material!
- *If your classes use Blackboard, Moodle, or other online formats, make sure you know how to log in and effectively use the materials and community-oriented aspects involved.*
- *You need to reapply for financial aid and many scholarships each year.* Don't miss the deadlines (which you will not do if you are checking your MyCoyote Account weekly and MyCoyote email daily) and make sure you understand the processes to continue any scholarships you are currently receiving.
- *Continue to check your MyCoyote portal weekly (mycoyote.csusb.edu) and your MyCoyote email daily.* THIS IS VERY IMPORTANT! All critical information the university needs you to know, both general and specific to you, is disseminated via one or both of these methods. What classes are you REALLY registered for? Do you have holds that will keep you from registering? Do you know your registration date and time? What is the status of your financial aid? How did you do in your classes? Are you required to see an advisor before registering? All this information is conveyed via the MyCoyote portal and/or your MyCoyote email.

- *SEE YOUR ACADEMIC ADVISOR(S).* It is important that you see your academic advisor, in Athletics, as well as in your major. Your Athletics Academic Advisor can help guide you as to when and if you need to see a major advisor AND will help ensure you stay on your academic plan and continue to be eligible to compete in your sport. (csusb.edu/advising/services/who-my-advisor)

Engagement, Belonging and Well-Being

- *Become involved in one or more clubs or organizations.* There are more than 100 unique student groups on campus, and one of them is probably calling your name. Students who are engaged and feel connected to their campuses generally persist to their degrees at higher rates, partly because they connect to more resources along the way!
- *Get involved in meaningful community service and “Leave Your Paw Print.”* The Office of Student Engagement offers internships and other service-learning opportunities, often to schools or community organizations. Participating in such opportunities will enhance your understanding and application of relevant course content and enhance your sense of civic responsibility. Plan to attend the annual Community Engagement and Volunteer Service Fair in the fall to learn more about ways that you can impact our local community and gain additional experience to prepare for your career.
- *Utilize the Student Health Center.* Feeling sick? Need a prescription filled? As a CSUSB student, you have access to affordable health care paid for by your tuition.
- *Utilize the Psychological Counseling Center.* Stressed? Depressed? Problems with family members or a partner? The PCC provides a multitude of services including group and individual counseling, referrals, outreach, and wellness workshops. There are available services whether the challenges you are facing are big or small.

Career Pathways

- *Find out about organizations on campus related to your major or career path and get involved!*
- *Begin building relationships with professors in your department.* They will guide you along your path and may provide you with opportunities to conduct research or other projects when you are an upper-division student.
- *Look at the variety of services available on the Career Development Center website (www.career.csusb.edu) and visit the Career Development Center (UH 329) at least once!* Whether you need to talk to someone about your current major, have no idea what major you want to choose, are unsure of your career path, or want to work on your resume for your first college summer job, the Career Development Center can help you at each and every step.
- *Do not be afraid to reassess your major and/or career plans!* More than 80 percent of students change their major at least once, and almost everyone switches careers at some point in their lives. There is no better time to ask yourself the big questions than now — precisely when you have so much access to support intended to help you succeed!

Educational Assistance Program (EAP)

Students who are struggling academically may be designated as required participants in EAP by the Athletics Academic Services staff. This program is intended to ensure all student-athletes are meeting their academic potential and requires its participants to complete a minimum of 6 hours of EAP study hall per week.

Additional requirements may apply, including required mentoring, more frequent grade checks, Blackboard grade checks, class check-ins, mandatory tutoring or participation in Supplemental Instruction, or other supports geared specifically toward addressing an individual student-athlete's needs.

The following statuses/performance levels will result in a student-athlete being required to participate in EAP:

- Math placement results lower than GE Mathematics;
- Academic special admits to the university;
- CSUSB GPA below 2.5;
- Previous quarter GPA below 2.0;
- Ineligibility for sport;
- Other academic concerns on the part of coaches or administrators.

Education Rights and Privacy Act of 1976 (Buckley Amendment)

At the beginning of each year, as part of the NCAA certification process, student-athletes are required to have a current and signed Buckley Amendment Waiver Form. It is kept on file in the Compliance Office as designated by the director of athletics. The Buckley Amendment Waiver grants permission to university faculty and staff to review the student's educational record and report it to the NCAA for the purposes of academic progress and eligibility.

Registration

MyCoyote (<http://mycoyote.csusb.edu>) is the online access to student information and records including registration appointment dates, schedule of classes, grades, GPA, unofficial transcripts, financial aid status, view holds, make payments, etc. Your Coyote ID and password are required to gain access to this information. It is important that all your information is kept up to date, so check your account regularly.

Program Advising Worksheets (PAWS)

PAWS is an automated credit summary for undergraduate degrees that provides students with a listing of all coursework required for graduation from Cal State San Bernardino. It allows students to map out their course selection at any point in their academic career by comparing the classes they have taken or are now taking to those they will need to take to complete their undergraduate degree program.

Holds

The university office placing a hold is required to inform a student within 24 hours of placing the hold on the student's account. There are several different types of holds, including:

- Admissions, which blocks admission to the university;
- Registration, which blocks registration for current and/or subsequent quarters;
- Transcript, which prohibits the release of academic records to the student and/or a third party;
- Vaccination, used due to a lack of information regarding current vaccinations required by the university.

If a hold is placed on your account it is your responsibility to contact the office placing the hold and take the necessary steps to have the hold removed from your account. You do not want your athletic eligibility to be jeopardized by a hold on your account, which prevents you from registering for courses, etc. If you have any questions regarding holds do not hesitate to contact someone in the Department of Intercollegiate Athletics or your academic advisor.

Mid-Term Grade Checks

The grade check procedure is a tool used by the Department of Intercollegiate Athletics as an aid in helping student-athletes assess their academic progress through each term and seek appropriate assistance well in advance. During the fifth week of each quarter, coaches will distribute grade check forms to each student-athlete. It must be returned with signatures and comments from each course instructor by the determined deadline.

Coyote Scholar Athletes of the Year 2016-2017



Daniel Looker
Men's Soccer



Cassandra Williams
Softball

Preparatory Math and English (EO 665)

Executive Order No. 665 was issued by the California State University system in February 1997 to establish system-wide requirements to bring students who need preparatory work up to competency levels in English and mathematics. Minimum standards have been established for campus compliance. Students must be placed in the appropriate preparatory courses in the first quarter of attendance and each subsequent quarter. All required preparatory work must be completed within one year from the initial date of enrollment.

All undergraduate students admitted to Cal State San Bernardino must have proof of exemption or take the English Placement Test (EPT) and/or Entry Level Mathematics (ELM) at the earliest possible date after admission. Test scores must be sent to Cal State San Bernardino prior to registering for classes.

All students entering Cal State San Bernardino who have not completed the general education mathematics or English 107 requirement, are held to the basic skills provision which states, "by no later than the beginning of their second term, students not having satisfied the current general education basic skills mathematics and English requirements must register for a math and/ or English course that will demonstrate the progress is being made toward meeting that requirement." Failure to meet these requirements could result in loss of eligibility. If you have any questions do not hesitate to ask an Academic Advisor!

Preparatory coursework may be used to satisfy the NCAA minimum academic progress requirement as long as it is completed with a "C" or better and only during the first year of enrollment (up to a maximum of 18 quarter units). After the first year is completed all preparatory coursework will not be included in the minimum 36 units per year requirement.

Faculty Athletics Representative (FAR)

The faculty athletics representative (FAR) serves as the president's liaison with the Athletics Department and is responsible for assisting all student-athletes in conflict with campus faculty members. The FAR is a vital link in interpreting the rules of the NCAA and the CCAA. The FAR assists the Athletics Department in assuring that all student-athletes make satisfactory progress toward their degree, comply with NCAA and CCAA rules and regulations, and serves as an advocate for the student-athlete in matters relating to the above. The FAR is a regular, tenure-track faculty member of an academic department on campus and has regular office hours. Student-athletes are encouraged to make an appointment and visit with the FAR whenever they have questions or concerns regarding eligibility, compliance, or other issues concerning their academic and athletic careers.

Student-Athlete Advisory Committee (SAAC)

This advisory committee was established by the NCAA to ensure that the interests of student-athletes are properly represented. Each NCAA member institution is required to have a SAAC on their campus. The Division II SAAC is guided by the following principles: ethics, integrity, fairness and respect for diversity, which shall include attention to gender, race, ethnicity, and sport.

The purpose of SAAC is to provide student-athletes the opportunity to communicate more effectively with their respective institution's athletic administration, coaches, and staff. SAAC allows student-athletes to provide recommendations for the improvement of academic, athletic, and social experiences. They also encourage community involvement through service-learning projects and fundraisers, as well as offer input on the rules, regulations and policies that affect student-athletes' lives on member institution campuses. SAAC encourages unity, common purpose, and camaraderie between teams and among all student-athletes.

Each team has at least two representatives that represent them at bi-monthly meetings who communicate information to other student-athletes, athletic administrators, and coaches.



This year's SAAC officers are: (from left) Hannah Barret (WVB), president; Tony Lo (MSC) vice president; Joanina Gazcon (WTK)), secretary; Tehya Burroughs (WBB), treasurer; Phil Reed (MBB) officer at-large.

Participating in SAAC is a great experience. It provides leadership opportunities, personal and professional growth, and it provides a chance to give back to the community via community service opportunities. Through your participation in SAAC, it is a great addition on a resume to further opportunities beyond CSUSB. Support your SAAC!

Pack Attack

Pack Attacks is a way for all student-athletes to support their fellow student-athletes in action. Pack Attacks are scheduled by each team's SAAC representative. Each team can have up to two Pack Attacks a season. So when you hear a Pack Attack being called, put on your Pack Attack t-shirt that the athletic department provides for you, and come support your fellow student-athletes. It is a great way to show your COYOTE PRIDE and increase camaraderie amongst your peers!

Financial Aid

As a student-athlete, you are eligible to receive national and institutional financial aid in addition to an athletic scholarship. Therefore, all student-athletes are encouraged to complete a FAFSA form in addition to any other Cal State San Bernardino Office of Financial Aid forms prior to receiving their athletic scholarship. Athletic scholarships are granted upon the evaluation of the head coach for the respective sport and are renewable on an annual basis. As previously mentioned, a student-athlete may also receive university financial aid packages on academic merit, financial need, and other forms of federal, state, and private sources as outlined in the university catalog.

NCAA/CCAA Grants-in-Aid Program

NCAA and CCAA rules state that an athletic scholarship may consist of tuition and fees, room and board, and book expense allowance for the period of one academic year. Cal State San Bernardino competes at the Division II level, which allows the programs to award full or partial athletic scholarships. The maximum dollar amount of an athletic scholarship at Cal State San Bernardino is determined by the Office of Financial Aid. The amount of the student-athlete's athletic scholarship is determined by the student-athlete's head coach.

Athletic Scholarship Process

An athletic scholarship is funded based upon athletic ability. An athletic scholarship is awarded in the following manner:

1. Head coach recruits the student-athlete and makes an offer for an athletic scholarship.
2. Head coach formally requests the compliance coordinator to prepare the Financial Aid Agreement.
3. Financial Aid Agreement is mailed to the student-athlete with National Letter of Intent or CCAA Letter of Intent.
4. Student-athlete signs, dates (within seven days of original date), and returns Financial Aid Agreement to the Department of Athletics.
5. The Department of Athletics processes and submits to the Office of Financial Aid.

Athletic Scholarship (Financial Aid Agreement)

The Athletic Scholarship Financial Aid Agreement is a contract between the university and the student-athlete for the period of one academic year. The agreement binds the university to provide the agreed amount athletic scholarship to the student-athlete for that period of time. Accordingly, if the student-athlete fails to abide by the agreement, the athletic scholarship may be reduced or revoked. Actions on the part of the student-athlete that may lead to the reduction or revocation of an athletic scholarship include, but are not limited to:

- The student-athlete becomes academically ineligible (e. g., less than 12 units, GPA lower than 2.00);
- The student-athlete provides false information on their application, letter of intent, or financial aid agreement;
- The student-athlete engages in serious misconduct that brings disciplinary action from the university;
- The student-athlete voluntarily withdraws from the sport prior to the first official practice, as defined by NCAA regulations;
- The student-athlete voluntarily withdraws from the sport after the first official practice, in which event the amount of the award will be prorated at an amount commensurate with the amount of time spent with the team;
- The student-athlete signs a professional contract for his/her sport;
- The student-athlete agrees to be represented by an agent and accepts money that causes him/her to exceed the cost of a full grant;
- The student-athlete accepts money for playing in an athletic contest that causes him/her to exceed the cost of a full grant.

Renewals of the athletic scholarship will be completed no later than July 1 of the given year in which they will be effective.

Stipend Disbursement Dates

Stipends are for student-athletes to use to pay other expenses not associated with tuition and mandatory fees. Stipends are usually used to cover room and board or book expenses. The Athletics Department disburses stipends to student-athletes on a monthly or quarterly basis, depending on the amount of stipend to be received. Stipends can be picked-up from the Student Accounts Office (Bursars) in the basement of University Hall. Please pick up your stipends at University Hall to prevent delays in the processing and mailing of the stipends to your home. Stipends will be available for pick-up on the following dates:

Fall 2017

September 21st
October 24th
November 24th

Winter 2018

December 26th
January 26th
February 28th

Spring 2018

March 30th
April 30th
May 30th

Meal Plans

Cal State, San Bernardino Dining Services offers quality, variety, convenience, and flexibility that will make your college dining experience enjoyable. They strive to keep up with the ever changing trends in dining by offering classic favorites, along with ethnic dishes, vegetarian selections, and even low-fat options in convenient dining locations across campus. All of this is available via a Meal Plan or Dining Dollars. The Meal Plan and Dining Dollars work like a debit card. The money is added to your Coyote One Card and allows you to draw upon pre-deposited funds to purchase food at any of the dining establishment's on-campus. Having a Meal Plan or Dining Dollars account is a great way to have the money you'll need without carrying cash. Please visit the CSUSB Dining Services Office to activate your account. They are located in the Commons Obershaw Dining Room, room 219, or they can be reached at 909-537-5917.

Meal Plan

Meal Plans can be purchased by anyone and be paid for on a quarter-by-quarter or yearly basis.

Dining Dollars

Dining Dollars can be purchased by anyone. These funds offer the most flexibility at a great value. They can be used in the Commons, Coyote Café, Starbucks, The Pub or our C-Stores.

Additional University Services

Career Development Center

The Career Development Center was designed to allow students access to information that would better assist them in their career choices and access to employment opportunities. They provide a variety of services that include:

- Resume critique
- Job track/Interview track
- Career fairs
- Workshops
- Alumni Services

The Career Development Center website is <http://career.csusb.edu> and it can also be reached via phone (909) 537-5250. Do not hesitate to contact the center if you have any questions regarding career choice, job hunting, job interview preparation and related topics. This is an important resource and you should take advantage of the services provided.

Housing and Residential Life

The Office of Housing and Residential Life is responsible for all student housing and residential activities. There are several options for on-campus housing, including housing for first year and transfer students only. Students living on-campus are not required to purchase a meal plan, except for those living in Serrano Village. To receive more information about residential living, please contact the Office of Housing and Residential Life at (909) 473-7800 or visit its website at www.csusb.edu/housing

Student Health and Psychological Counseling Center

The Student Health and Counseling Center provides first aid and basic out-patient care services. The center has a full time staff available Monday through Friday to care for your needs. First aid is always available during clinic hours to anyone on campus. Please dial 911 for emergencies from anywhere on campus for assistance. They are staffed with doctors, nurse practitioners, nurses, and pharmacists. The center has contracted with a local lab and x-ray provider to offer services to students. The Psychological Counseling Center also have full time staff of marriage and family therapists, licensed psychologists and supervised interns.

As a regularly enrolled student at Cal State San Bernardino, you pay a student health fee and this automatically makes you eligible for health and counseling care at the Student Health and Psychological Counseling Center. Your student health fee supports and operates the Health Center. Although basic health care is provided by the Student Health Center, major illness and injury, as well as certain conditions requiring a specialist or hospitalization, are beyond their scope of service. You will be referred to an outside provider for these illnesses or injuries.

The Student Health and Psychological Counseling Center

The Student Health and Psychological Counseling Center is located north of the Commons and between the Santos Manuel Student Union and Jack Brown Hall. For additional information call (909) 537-5241 or visit healthcenter.csusb.edu.

Services to Students with Disabilities (SSD)

The Services to Students with Disabilities provides support services to students who have documented disabilities. SSD provides assistance to students with physical or functional limitations, including visual, hearing, mobility, and motor and speech impairments. The SSD office offers a comprehensive and well-coordinated system of educational support services. Some of the services offered include alternate media services, note-taker services, test proctoring services, interpreter and real-time caption services for the hearing impaired, priority registration, use of specialized equipment, and disability related counseling. For further information, call (909) 537-5238 [(909) 537-7230 (TDD)] or visit the SSD website at ssd.csusb.edu.

Library

John M. Pfau library is located at the center of campus. Hours of operation vary from quarter to quarter. Offers study rooms, computers, books, printers, and access to the online database for even more options for information. Check the library website at library.csusb.edu for current hours or call information: (909) 537-7677.

Bookstore

Books, apparel, school supplies, and just about everything in between. For information regarding hours, location or any other information, visit its website at <http://www.bkstr.com/csusanbernardinostore/home> or call (909) 537-5966.

Training and Practice Policies

The NCAA has rules that limit practice times to a certain amount of hours per day and week.

- A student-athlete's participation in countable athletically related activities shall be limited to four (4) hours per day and 20 hours per week. (NCAA 17 .1 .6 .1) The 20/4 hour excludes preseason practice prior to the first day of classes, institution vacation periods, and any time when school is not in session. Strength and conditioning activities are included in the four hours per day and 20 hours per week total.

It is the head coach's responsibility to inform athletes of rules for practice, training, and competition. This must be clearly stated to them at the very first meeting of the year.

Summer Leagues and Voluntary Workouts

Student-athletes should consult with the athletics department/compliance office to participate in any official state games or to participate in any official try-outs and/or competitions involving national teams, the Pan American Games, or the Olympic Games. Please see the compliance office for information regarding competition during the summer.

Current student-athletes and incoming prospective student-athletes in the San Bernardino area during the summer may engage in athletic activities on a strictly voluntary basis. At no time can a workout or activity be at the direction of, or organized, or recorded by a Cal State San Bernardino Athletics Department staff member. Student-athletes may schedule athletic facilities for voluntary workout use through the Department of Intercollegiate Athletics and may access athletic training services according to posted summer hours.

Employment

Student-athletes may never be compensated at a rate higher than the market, based on their notoriety or affiliation as a student-athlete. Additionally, student-athletes may be paid only for work that they actually perform.

Student-athletes are not permitted to be employed on a condition of their athletics reputation nor may an employer or commercial entity use the name, image or likeness of a current student-athlete to promote the sale of any product or service.

A student-athlete may receive legitimate summer employment earnings (including summer camp earnings) without any restriction on the amount of compensation received, even while attending summer school as a recipient of financial aid. As with all employment earnings for student-athletes, the compensation for the work performed must be at the rate that does not exceed the fair market rate at the time and place of the work performed.

Duties at summer camps or clinics must be of a general supervisory nature, and any coaching or officiating duties shall represent no more than one-half (1/2) of all work performed. Salary for a camp or clinic must not exceed the going rate for counselors of like ability and camp or clinic experience, and student-athletes may not be paid on the basis on the value of reputation or athletic skills.

Student-athletes may not receive compensation for only lecturing at a summer camp or clinic (making an appearance). Student-athletes may not receive travel expenses (lodging, meals, transportation [reimbursement or cash advance]) to and from summer camp, unless the same expenses are paid for all employees of the camp/clinic.

All employment must be approved by the head coach and compliance office.

Outside Competition (Academic Year)

During the academic year (start of practice or first day of classes, whichever occurs first, to last day of final exams or last day of competition, whichever occurs last), student-athletes are prohibited from participating on an outside (non-Cal State San Bernardino) varsity team in non-collegiate competition. Participation on an outside team (representing something/someone other than Cal State San Bernardino) during the academic year will result in the loss of eligibility for the remainder of that academic year and the following year.

There are a number of exceptions to this rule (Olympic Games, national team tryouts, etc.). If you believe that your circumstance may be one of these exceptions, please consult with the compliance office. **Do not participate in any competition during the entire academic year (other than Cal State San Bernardino intercollegiate competition) without first consulting the compliance office. Your eligibility is at stake!**

Amateurism

Per NCAA bylaws, a student-athlete will be ineligible for participation in intercollegiate athletics if he/she has ever taken pay, or the promise of pay, for competing in that sport; agreed (orally or in writing) to compete in professional athletics in that sport; played on any professional athletics team as defined by the NCAA in that sport; or used your athletics skill for pay in any form in that sport.

Further, an agent contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible in all sports. Securing advice from a lawyer shall not be considered contracting for representation by an agent, unless the lawyer also represents the student-athlete in negotiations for such a contract. (NCAA Bylaw 12.3.2)

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. (NCAA Bylaws 12.5.2.1 and 12.5.2.2)

Athletics Drug and Alcohol Policies

Purpose

Student-athletes are affected by alcohol and other drug use and abuse in a variety of ways. Individuals who use or abuse alcohol and drugs, may suffer from a number of short and long-range medical, behavioral, and societal problems. In addition to impacting the health and safety of student-athletes and staff, alcohol and other drug use and abuse have a tremendous effect on athletic performance.

The purpose of Cal State San Bernardino's Alcohol and Drug Policy is to:

- Protect the health and safety of student-athletes and others with whom they interact;
- Promote alcohol and drug education;
- Identify student-athletes who are abusing substances and offer education and support in seeking assessment and treatment when needed;
- Serve as a deterrent to alcohol and drug use;
- Promote fair competition; and
- Preserve the integrity of Cal State San Bernardino's Department of Intercollegiate Athletics.

Alcohol

The Cal State San Bernardino Department of Intercollegiate Athletics has adopted the following standards governing the conduct of all Cal State San Bernardino student-athletes with respect to alcohol and illicit drug (non-prescription) use.

- California law prohibits drinking by those under the age of 21. Thus, underage drinking by student-athletes or recruits is prohibited.
- University funds may not be used to purchase alcohol for consumption by student-athletes or recruits at any time; regardless of the age of those involved, even if the participants are of legal drinking age in the jurisdiction where the alcohol is purchased/consumed.
- Student-athletes may not consume alcohol during any "official team activity," including receptions, dinners, and special events. Alcohol is not permitted while in transit to practice or competition, regardless of whether personal vehicles, buses, vans, airplanes or other means of transportation are used.
- Student-athletes are not to consume alcohol while wearing any Cal State San Bernardino clothing, T-shirts, or uniforms.

Drug Education and Screening Program Purpose

The purpose of the Drug Education and Screening Program is to promote a drug free environment within the university's intercollegiate athletic program. The goals of the program are to educate the student-athletes about drug abuse; to deter the use of potentially harmful drugs and/or performance enhancing drugs which undermine the integrity of athletic competition; and to promote the physical and psychological well-being of student-athletes.

The athletic department maintains the same position on substance abuse as the overall campus as outlined in the Student Discipline Code and the Drug Free Schools and Communities Act of 1989. In addition, all student athletes are subject to drug testing under NCAA rules.

Education

Education is a fundamental part of the program. The Athletic Department will offer yearly lectures on the topic of drug abuse. The lectures will be given by selected qualified speakers from available resources in the area and campus community. Literature on substance abuse will also be available for coaches to disseminate to student-athletes.

Participation

All student-athletes at Cal State San Bernardino shall agree to participate in the drug education and drug screening program. A copy of the policies and procedures of the drug screening program will be available to all student-athletes for review in the Department of Intercollegiate Athletics Office, and the Athletic Training Room. Each student-athlete shall be asked to sign a consent form agreeing to submit to drug testing and compliance with the drug education and screening program. Any student-athlete who does not sign the consent form or comply with the program will forego the privilege of further participation in intercollegiate athletics at Cal State San Bernardino.

A list of banned substances can be found beginning on page 36 of this handbook.

Note: The list of banned substances is often updated for a current list visit

<http://www.ncaa.org/health-safety>. If you have any questions do not hesitate to speak with your head coach or someone in the Athletics Department.

Testing Procedure

Testing will be administered by the Sports Medicine staff. Follow-up testing will be administered by the Community Medical Group of Riverside Urgent Care Laboratory, 4444 Magnolia, Riverside, CA, 92501. Urine samples will be taken under supervision of lab personnel. Specimen handling and chain of custody will be in accordance with written guidelines (available upon request). Positive drug tests may be confirmed as positive by a second test.

Each drug screening may include but is not limited to the following substances:

Amphetamines	Propoxyphene (Davron)
Barbiturates	Phencyclidine (PCP)
Benzodiazepines	Marijuana (Cannabinoids)
Cocaine (as Benzoyllecgonine)	Opiate (Codeine, Morphine)
Methadone	Anabolic Steroids (Baseball only)

Testing will be conducted on a random basis during the academic year. The Sports Medicine staff along with the Director of Athletics will determine when testing will take place and how many tests will be conducted each year. The student-athlete will be selected randomly using a computer-generated program. Student-athletes will be notified by the Athletic Trainer and will report to the Athletic Training room on the same day as the notification. The student-athlete will select a specimen container and will be escorted to the restroom by a Sports Medicine staff member. After collecting a urine sample, the student-athlete will be escorted back to the Athletic Training room. The student-athlete, together with the Athletic Trainer will conduct a test of his or her urine sample using a Dip Drug Scan test. If the sample is positive for a banned substance, the athlete may request a follow up test to be conducted at the Community Medical Group Urgent Care Lab, a Certified Drug Screening Lab. The athlete will have until 9 p.m. the following day to report for the drug screen. Lab hours are 8 a.m. to 9 p.m. Monday through Friday, 8 a.m. to 5 p.m. Saturdays, and 9 a.m. to 1 p.m. Sundays. Athletes may be excused from practice to submit a specimen if no other time is available. If a student-athlete refuses to take a drug test or fails to report for a drug test during the time given, that failure will be recorded as a positive test.

Positive Drug Test Consequences

First Positive Test

- Meet with head coach, athletic director, and athletic trainer.
- Advisement with team physician.
- Follow-up drug screening according to policy.
- Suspension may be imposed if problem is deemed sufficiently serious by team physician and athletic director.

Second Positive Test

- Meet with head coach, athletic director, and athletic trainer.
- Suspension or loss of eligibility for a minimum of one year.
- Athletic related financial aid may be terminated.
- Counseling and rehabilitation.
- Follow-up drug screening according to policy.

Third Positive Test

- Permanent cancellation of eligibility for Intercollegiate Athletics at California State University, San Bernardino.
- Counseling and rehabilitation.

Self-disclosure will be treated as a positive test result. However, if the disclosure is prior to being selected for testing and the student-athlete has had no prior positive tests, consequences will be for counseling with **the Team Physician and follow up testing, without notification of head coach and athletic director**. A positive test is recorded in the student-athletes confidential file and is maintained throughout the duration of the student-athlete's eligibility.

Schedule for Follow-up Drug Screens

Marijuana	6 Weeks
Benzodiazepines	4 days to 2 weeks
Phencyclidine	3 days to 2 weeks
Amphetamines, barbiturates, cocaine	???????
Methadone, opiates, propoxyphene	2 days to 2 weeks
Anabolic steroids (oral)	6 weeks
????? (Injectibles)	3-6 months

Hearing and Appeals Process

A student-athlete who tests positive for drug use may request an appellate hearing. An Appeals Committee will consist of representatives from University Advancement and from Student Affairs. A written request for an appeal must be received by the athletic director within three working days of notification of a positive test result. The consequences of a positive test result as outlined in the Drug Education and Screening Policy will apply during the Appeals process.

Counseling and Rehabilitation

If counseling and/or rehabilitation is deemed necessary, any cost incurred is the responsibility of the student-athlete. The team physician will help with arranging the appropriate treatment.

Confidentiality

The health and well-being of the individual student-athlete is of foremost concern. All consultations within the Athletic Department are confidential. Each student-athlete is asked to sign a release of information for notification of test results to the team physician, athletic director, athletic trainer and head coach. If and when a referral is made for counseling, a note reflecting that referral should be sent to the Athletic Trainer who will record that referral in a confidential file. All information obtained in counseling is confidential and may only be released with a written release by the student-athlete.

Referrals and Disclosure

Student-athletes should feel comfortable approaching department staff about avenues for assistance. Student-athletes will be made aware of and supported in utilizing university and community resources qualified to assist them, a teammate, significant other or family member with alcohol and drug related problems.

All student-athletes are encouraged to seek assistance for alcohol and drug problems on a voluntary basis before a violation of the university's policy has occurred. The department will seek an administrative referral for any student-athlete with a suspected drug and alcohol problem.

Cases of "apparent abuse" will be documented by the observer and reported to the Athletic Department staff. Examples of apparent abuse include reporting to practice, training room, study hall, or any Department of Intercollegiate Athletics-sponsored activities while under the influence of alcohol or drugs. The Athletic Department staff will schedule an immediate meeting with the head coach and the student-athlete to determine the appropriate course of action. In addition to university sanctions, student-athletes who are found in violation of the university's drug and alcohol policies will be subject to departmental discipline which may include suspension from practice or competition or dismissal from the team.

As a result of the accessibility of alcohol by students, alcohol use and abuse are prevalent on college campuses. Student-athletes shall abide by federal, state, local, university, and departmental alcohol policies. Student-athletes are representatives of the Department of Intercollegiate Athletics. Student-athletes shall not attend any athletic-sponsored meetings, treatments, practices, programs, services, contests, etc. while under the influence of alcohol. The consumption of alcohol while on university-sponsored travel is strictly prohibited.

It is the responsibility of all student-athletes to know the federal, state and local laws related to their use of alcohol and drugs. Federal, state and local laws provide many legal sanctions for the unlawful possession or distribution of controlled substances. These sanctions include severe criminal penalties such as fines and/or imprisonment.

Supplement and Over-the-Counter Medication Policy

Dietary supplements that are sold over the counter and through the internet are under-regulated by the U.S. FDA. Therefore, we cannot guarantee the product's purity or safety. Impure supplements can cause a positive drug test under the NCAA drug testing program. Athletes are advised that the use of dietary supplements is at the user's own risk. The list of ingredients and claims made by a manufacturer are not necessarily backed up by reliable, scientific research. The CSUSB Athletic Department DOES NOT recommend the use any dietary supplement.

U.T.

NCAA or Sport National Governing Body (NGB) Positive

Any student-athlete who tests positive for drugs or alcohol when tested by the NCAA or Sport National Governing Body (NGB) will lose his/her eligibility according to the NCAA or NGB regulations. The individual will also be ineligible for participation on any Cal State San Bernardino intercollegiate varsity team for a minimum of the remainder of the current academic year and a maximum of his/her remaining enrollment at the university.

Gambling Policy

NCAA Bylaw 10.3 prohibits student-athletes and Athletics Department staff members from knowingly:

- 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 or soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, food, shirt) that has tangible value; and
- Accepting a bet on any gambling activity involving intercollegiate athletics and professional athletics through a bookmaker, parlay card, or any other method employed by organized gambling

Student-athletes must be aware that participation in gambling or bribery activities can result in disciplinary actions by the university and the NCAA, as well as local, state, and/or federal prosecution of the involved individual(s). If a student-athlete is found to be in violation of university or Athletics Department policy, the sanctions may include a loss of eligibility and/or athletic aid.

In addition to awareness of gambling and bribery's threat to the integrity of intercollegiate sports, student-athletes are responsible for maintaining a clear understanding for what constitutes gambling and bribery activities and reporting any suspected infractions.

Gambling Is a Crime! It is a federal offense to influence or attempt to influence in any way a sporting contest by bribery. This statute covers not only the outright throwing of contests, but also point-shaving, and applies to not only to the maker of the bribe, but also the recipient of the bribe. A violation may result in a substantial fine or imprisonment or both. It is a federal offense to make use of interstate facilities, including the telephone or mail, for the placing of illegal bets.



Hazing Policy

Whether on or off campus, planned or spontaneous, all acts of hazing by any student-athlete are prohibited by the Athletics Department and Cal State San Bernardino. Team initiations or similar orientation activities are included in the definition of hazing and will not be tolerated.

In order for an act to be considered hazing, it only requires that the potential for mental or physical harm exists. A simple, fun initiation can quickly turn into an uncomfortable or dangerous situation, and a crime. All student-athletes must understand and abide strictly by the university hazing policies. Any individual involved in a hazing incident will be disciplined as deemed appropriate by the director of athletics and/or the university judicial process.

In addition, the Athletics Department offers the following as examples of hazing that are strictly prohibited:

- Padding
- Kidnapping
- Involuntary excursions
- Consumption of alcohol
- Spraying, painting or pelting of any substance
- Burning, branding or tattooing
- Restricting any person's arms or legs in any fashion
- Confinement in any room or compartment
- Nudity at any time
- Exposure to uncomfortable elements
- Blindfolding and/or parading of individuals
- Any activity that could be perceived as causing embarrassment

Social Media

When using social media accounts and apps that allow users to post pictures and text such as Facebook, Instagram, Twitter, Snapchat etc., Cal State San Bernardino student-athletes **SHOULD NOT** post any picture(s) and/or text(s) that depict your team, Cal State San Bernardino athletics or the university negatively in any way. The same applies for apps like Tinder, OkCupid, and anonymous apps like Yik Yak. Always think before you post!

Examples include; comments/photos/posts/texts/video showing nudity, personal use of alcohol, drugs, tobacco, unacceptable, illegal or violent activities; or derogatory/lewd comments directed towards an individual, team or organization. In short, anything the university or athletic departments deems inappropriate and reflects poorly on Cal State San Bernardino.

Engaging in less than civilized activity can create a poor image of the department and/or the university, and may lead to YOUR suspension from the team, loss of eligibility, and/or legal issues. You may also be subject to the university judicial process.

Improper Conduct

Coaches, staff and administrators are responsible for the environment in which a student-athlete practices and competes. These individuals are in positions of authority. Dating or romance between coaches, staff members, administrators and student-athletes is an abuse of that authority. The Department of Athletics prohibits student-athletes from pursuing romantic or sexual relationships with departmental coaches, staff or administrators.

Discrimination and Grievance Policies

A coach may suspend a student-athlete from team membership for any infraction of the Department of Athletics rules and regulations provided that the student-athlete receives due process concerning the violation. An athlete may appeal the suspension by contacting the director of athletics who may refer the matter to a committee comprised of faculty members and non-athletics personnel chaired by the faculty athletic representative.

It is expected that an open dialogue will occur prior to suspension or removal from a team. The coach will outline transgressions and will attempt to assist the student-athlete in understanding the nature of the breach of rules. Preferably, an informal resolution of the problem can occur without the formal filing of a grievance.

A student-athlete, as a member of the university population at-large, is subject to rules and regulations of student conduct as outlined by the CSU. All rules and regulations of the CSU are administered by the Office of Student Affairs under the supervision of the vice president of Student Affairs.

University Sexual Harassment Policy

It is the policy of Cal State San Bernardino, to maintain a working and learning environment free from sexual harassment and discrimination of its students, employees, and those who apply for student and employee status. This applies to age, disability, gender, genetic information, nationality, race or ethnicity, religion, sexual orientation or veteran status. Any behavior determined to constitute a violation of this policy will be viewed as neither complimentary nor humorous, and may be subject to disciplinary action. CSU Executive Order 1097 address complaint policies and procedures concerning sexual harassment, discrimination and retaliation (EO-1097(<http://www.calstate.edu/eo/EO-1097-rev-10-5-16.html>), Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation Against Students and Systemwide Procedure for Handling Discrimination, Harassment and Retaliation Complaints by Students.

"Title IX" is a federal law that prohibits discrimination on the basis of sex (both on and off campus). This law protects all people regardless of their gender or gender identity from sexual harassment and violence, which are forms of sex discrimination. The "Title IX Notice of Non-Discrimination" explains this federal law and can be found on the Office of Ombuds Services and Gender Equity website at <http://ombuds.csusb.edu/genderEquity/policies.html>.

Grievance Procedures

For the purposes of this document, the term "grievance" shall be defined as: a circumstance thought to be unjust and with grounds for review. This may not infringe upon a coach's judgment regarding ability. The Athletics Department has its own system for filing a grievance and can be contacted first before going outside of the department; however, the Executive Order 1074 (<http://www.calstate.edu/eo/EO-1074.pdf>) complaint policy and procedure is available at all times for student-athletes to utilize (see Resolution by University below) .

The grievance system is as follows:

Resolution by Coach

1. A Cal State San Bernardino student-athlete who has a grievance may take their grievance, in writing, to the assistant coach or the head coach under whom the student-athlete participates.
2. Should the student-athlete not want to go directly to the head coach or the assistant coach, the student-athlete may take the written grievance to the team captain, and the team captain will inform the appropriate coach of the grievance.
3. A conference will be held between the appropriate coach and the student-athlete. If this conference

is held with the assistant coach and the grievance is not resolved, a conference will be held between the student-athlete and the head coach. At the discretion of the student-athlete or head coach, the captain and/or assistant may participate. The student-athlete and the coaches will use their best efforts to resolve the grievance.

Resolution by Director of Athletics

1. If the conference between the student-athlete and coaching staff does not provide a resolution, the dissatisfied party will notify the director of athletics who will review the matter and provide a ruling.
2. The director of athletics may confer with the involved parties as well as the faculty athletic representative as is appropriate.

Resolution by University

1. If the grievance has not been resolved by the director of athletics, a student-athlete may follow another university complaint process as outlined in the Student Non-Academic Grievance Policies and Procedure. (<http://studentaffairs.csusb.edu/policies.html>).
2. It is the student-athlete's responsibility to understand the grievance procedure process at Cal State San Bernardino.

The Title IX coordinator will discuss your situation with you and explain the campus process, including what complaint procedures are available to you. The Executive Orders are part of our campus' efforts to widely communicate which procedures should be followed according to the status of the filer and the alleged harasser.

Please speak to the Title IX coordinator first to ensure that your case is handled appropriately and that you are utilizing the correct complaint procedure. Once you have spoken with the Title IX coordinator and filled out the appropriate complaint procedure paperwork, you can submit either electronically or in person, to TitleIX@csusb.edu, or Title IX & Gender Equity, Santos Manuel Student Union, Room 103-A.

Pups of the Year



Hailey Jackson
Women's Volleyball



Jacob Huber
Men's Soccer

Student-Athletes of the Year



Laura Aceves
Track and Field



Daniel Looker
Men's Soccer

Recruiting

Statement of Philosophy

Cal State San Bernardino's Department of Intercollegiate Athletics is committed to recruiting and retaining student-athletes of outstanding integrity and character. We embrace our role in helping student-athletes develop into positive contributors, and we expect them to act as exceptional representatives for Cal State San Bernardino and to serve as role models and leaders for their peers. To this end, our coaches, administrators, and support staff are charged with providing guidance and support for our student-athletes, and holding them accountable in the event of questionable conduct. We strive to maintain an athletics environment that encourages ethical behavior, supports ethnic and gender diversity, provides equitable athletic opportunities for males and females, and places a premium on the health and welfare of its student-athletes.

Recruiting Policy

The Department of Athletics' recruiting policies are an essential component of our sport program administration and the student-athletes experience. Adherence to these policies helps ensure the safety of our student-athlete hosts and prospective student-athletes while on official and unofficial visits and improve the quality of their experience. The policies are intended to protect the image of all sport programs, head and assistant coaches, the athletics program and Cal State San Bernardino.

The policies are established in compliance with NCAA Bylaw 13.6. These policies outline in detail the guidelines by which official recruiting visits are conducted at Cal State San Bernardino. These policies outline expected rules of conduct for student-athlete hosts and prospective student-athletes, coaches and athletic administrators involved in the recruiting process.

A recruiting visit to Cal State San Bernardino provides an opportunity not only for prospective student-athletes and their parents to evaluate Cal State San Bernardino but also for our coaches and Department of Intercollegiate Athletics to evaluate how recruits "fit" into their team structure. Cal State San Bernardino requires all coaches to administer their recruiting official visits in strict adherence to all NCAA, CCAA and university regulations:

- Cal State San Bernardino shall not provide an official visit to a high school or preparatory school prospective student-athlete until he or she registers with the NCAA Eligibility Center and is placed on the institutional request list.
- A visit may not occur if the prospective student-athlete has not presented us with a score from a PSAT, SAT, PLAN or ACT test, taken on a national testing date.
- Official visits may not exceed 48 hours.
- Transportation must be general in nature (airplane-coach seating, train, automobile etc.)
- A visit may not occur if the prospective student-athlete has not presented a high school or college transcript.
- Prior to their initial hosting responsibilities, all sport programs will conduct an annual orientation session with any member of their team who will serve as a student host.
- A prospective student-athlete on an official visit shall be provided lodging and take meals as regular students normally do. Local commercial facilities may be used but at a scale comparable to that of normal student life and only within a 30-mile radius of the institution's campus. Lodging may not include special accessories (e.g., Jacuzzis, suites) that are not available generally to all guests residing at the establishment.

The cost of actual meals, not to exceed three per day, on the official visit for a prospective student- athlete and the prospective student-athlete's parents, legal guardian(s), spouse or children need not be included in the \$30-per-day entertainment expense. Meals must be comparable to those provided to student-athletes during the academic year. A reasonable snack (e. g., pizza, and hamburger) may be provided in addition to the three meals.

Student-Athlete Host Policy

Student-athlete hosts have the responsibility to understand and abide by all university, CCAA, and NCAA regulations.

- There is a zero tolerance policy regarding drugs and alcohol. Prospective student-athletes and student-athlete hosts may not consume alcohol or use illegal substances at any time during a campus visit.
- Prospective student-athletes and student-athlete hosts are prohibited from entering adult entertainment establishments (e.g., strip clubs and topless bars or restaurants) as well as arranging for adult entertainment/escorts.
- During campus visits, prospective student-athletes and student-athlete hosts are prohibited from engaging in any gambling activities or frequenting gambling establishments.
- Student-athlete hosts are to conduct themselves in a manner consistent with the highest standards, treat others with respect and respect the rights of others.
- A maximum of \$30 for each day of the visit may be provided to cover all actual costs of entertainment for the host, the prospective student-athlete (and the prospect's parents, legal guardians or spouse), excluding the cost of meals and admissions to campus athletics events. A list of expenses and receipts are to be submitted after the event. Any money not accounted for must be returned.
- Student-athlete host money may not be used to purchase drugs, alcohol or gifts (e.g., T-shirts, hats or shoes, etc.).
- No cash or apparel (e.g., T-shirts, hats or shoes, etc.) may be given to the PSA or anyone accompanying the prospective student-athlete. (NCAA Bylaw 13 .6 .6 .4).
- Student-athlete hosts may not use vehicles provided or arranged by any coach, institutional staff member or booster of the athletic program. Prospective student-athletes are not permitted to use or drive your vehicle. (NCAA Bylaw 13.5.2.2.2).
- You may not transport the prospect or anyone accompanying the prospect more than 30 miles from campus.

- You should not allow recruiting conversations to occur on or off campus between the PSA and a Representative of athletics Interests of the athletic program or a member of the media.
- Student-athlete hosts must be responsible at all times for making sure the prospect is safely returned to their hotel, residence hall, or the home of the student host by the curfew established by the head coach.

Failure to abide by these guidelines may jeopardize your enrollment status, eligibility to represent Cal State San Bernardino and/or receive athletics aid, and subject you to the university judicial process.

Ticket and Travel Policies

Ticket Policy

Per NCAA rule 16.2 .1.1, an institution may provide up to four (4) complimentary admissions per home contest to a student-athlete in the sport in which the individual participates (either practices or competes). Student-athletes will have the opportunity prior to each home contest to fill in the names of up to four (4) individuals for complimentary admission via the Student-Athlete Portal on your MyCoyote account. Complete the entry of your guest in its entirety. Inadmissible entries would include "Smith family" (as an example) or other entries that are not individual names or are incorrect in other ways (phony names, etc.). This privilege may be revoked at any time by the director of athletics if it is determined that a student-athlete is abusing the opportunity.

Travel Policy

Travel is an important part of being a student-athlete. As a student-athlete at Cal State San Bernardino, you will travel throughout the state representing this university. In addition, teams may compete anywhere across the country for regional and championship play. It is therefore imperative that student-athletes understand their responsibilities when traveling as a member of a Cal State San Bernardino intercollegiate athletic team.

- Only eligible student-athletes, athletic trainers and staff are permitted to travel with the team. Exceptions to this rule must be obtained in writing from the director of athletics.
- No team shall travel out of town unless a member of the athletics staff accompanies them on the trip.
- Drugs, alcohol, smoking and smokeless tobacco are strictly forbidden on road trips, regardless of the age of the student-athlete.
- As a representative of Cal State San Bernardino, student-athletes are expected to display exemplary behavior and be properly attired.
- Students missing class because of a scheduled trip should make arrangements with his/her instructors well in advance. This would include notifying instructors of the season schedule and scheduling any class work.
- Student-athletes are provided a per diem for meals based on the particulars of each trip. Coaches will be responsible for providing the per diem to each member of the travel party.
- It is expected that all student-athletes will travel to and from contests with the team. Exceptions will be made only in cases where advanced permission has been granted by the director of athletics. Parents or legal guardians are the only people to whom a student-athlete can be released, regardless of the athlete's age.

Extra Benefits

An area of utmost concern for student-athletes is the area of extra benefits. Because of the status and reputation associated with being an athlete at Cal State San Bernardino, student-athletes and their family and friends often receive extra attention from faculty, staff, fans and alumni.

Despite the university's efforts to educate these individuals and groups about NCAA rules, student-athletes and their family and friends may be offered benefits (e.g., money, clothing, meals, discounts, gifts, transportation, etc.) that are not regularly available to other students.

A student-athlete should be aware that accepting an "extra benefit" is a violation of NCAA rules and could cause immediate loss of eligibility and/or athletically related financial aid. The following examples could be considered impermissible "extra benefits" under NCAA legislation:

- Receiving a restaurant meal from a faculty, staff or community member.
- Use of a university or staff member's vehicle.
- Receipt of a gift (of any monetary value) from an alumnus to whom you are not related.
- Being lent money or receiving a co-signature on a loan by a coach, administrator or fan.
- Accepting event tickets, meals or entertainment from a "representative of Cal State San Bernardino's athletic interests" (alumni, donor, booster, etc.)

The above serve as only a few examples of possible "extra benefits." Please consult the Department of Athletics Compliance Office if you have any questions **PRIOR** to engaging in any particular action.

Transfer Release Rule

Should a student-athlete wish to transfer to another institution he/she must consult with the Compliance Office to determine eligibility upon transfer to the new institution per NCAA guidelines. Cal State San Bernardino must also grant written permission, at the request of the institution, for any coach or staff member to discuss a possible transfer with any student-athlete. (NCAA Bylaw 13.1.1.2) Requests for a transfer release should be requested through your head coach and/or compliance coordinator.

It is important to note for all student-athletes wishing to transfer to another CCAA institution, there is a one-year mandatory residency requirement. The residency requirement stipulates that you are not allowed to compete at the new CCAA institution during the first academic year (CCAA Bylaw 4.8).

Coaches' Roles and Responsibilities

The head coach is responsible for complying with all NCAA, CCAA, Department of Intercollegiate Athletics, and Cal State San Bernardino policies. The head coach is responsible for assistant coaches complying with all NCAA, CCAA, Department of Intercollegiate Athletics and Cal State San Bernardino policies. The head coach is hired by the director of athletics and is, therefore, a representative of the department. The head coach will establish and oversee team rules for training, practice, and competition. These team rules will be approved by the director of athletics. The team rules must be provided in writing to all team members. Each head coach is responsible for overseeing the academic and athletic performance of individual team members.

Coaches will be sensitive and receptive to their student-athletes' academic, religious, or personal obligations that may interfere with team functions, practice, and competition. Within the sport program, all decisions directly related to squad membership and to the playing time (e.g., positions, travel squads, etc.) are the province of the head coach. These decisions are final and not subject to the appeal process.

Conduct by coaching staff that is in violation of NCAA, CCAA, university or departmental policies may be subject to disciplinary action as set forth in the NCAA and CCAA enforcement procedures and Cal State San Bernardino and Department of Athletics personnel policies.

Student-Athlete Exit Interview

The director of athletics, senior woman's administrator and/or designated representative (excluding coaching staff members) shall conduct exit interviews in each sport with a sample of student-athletes who have left the team or whose eligibility has expired. Interviews shall include questions regarding the value of the students' athletic experiences, the extent of the athletics time demands encountered by the student-athletes, proposed changes in intercollegiate athletics and concerns related to the administration of the student-athletes' specific sport. All student-athletes will be asked to evaluate their Head coach by completing a Cal State San Bernardino Student-Athletes Opinion of Coaching Effectiveness Form at the end of the season.

Athletic Training and Medical Information

Training Room Procedures

As an intercollegiate athlete at Cal State San Bernardino, you may have to seek out the services of the training room and the athletic trainers. The primary function of the athletic trainers and the training room is the management and care of injuries that may affect you during the time that you are an intercollegiate athlete at the Cal State San Bernardino.

The training room is located on the bottom floor of the arena. The training staff consists of a head athletic trainer, assistant athletic trainer and several student trainers, working together with the team physician.

The following are some important training room procedures with which to familiarize yourself and, possibly, answer some of your questions:

1. All students participating in intercollegiate athletics must complete and pass a physical examination given by the team physician, designee of the trainer, or their own private physician.
2. All intercollegiate athletes must complete a Medical History Questionnaire, Notice of Agreement and Understanding, Emergency Notification Card, Notice of Medical Expense Insurance Limitations, Continuity of Care, and Drug Testing consent to be filed with the athletic trainer.
3. All injuries and illnesses occurring during competition should be reported to the head athletic trainer as soon as possible.
4. An athlete who is injured must report to the training room daily for treatments and/ or rehabilitation.
5. If you are to be taped or receive treatment prior to practice, you are expected to report to the training room early enough to allow for treatments, taping, or other treatments/services.
6. Any athlete who is withheld from practice or games by a physician due to an injury must provide the athletic trainer with a written physician's release prior to returning to practice.
7. Any appointments with a physician, dentist, or other specialist regarding athletic injury will be made through the athletic trainer or team physician.
8. Prevention of an injury is much better than having to treat one after it occurs. Good overall conditioning, flexibility, strength, and nutrition are the groundwork for prevention.

If you have any questions please feel free to contact the sports medicine staff, Head Athletic Trainer Laura Tropila, ext. 75016, or Assistant Trainer Patrick Walsh.

Training Room Rules

The following rules will be in effect in the Training Room. Please make a conscientious effort to follow them.

1. Do not wear cleated shoes in the training room.
2. Do not bring uniforms or other "stuff" into the training room. Allow more space in the training room by leaving them in the locker room.
3. All treatment and taping will be applied by the trainer or staff, please avoid self-treatments.
4. All athletes must shower before entering the whirlpool.
5. Do not use training room equipment or supplies without permission of the athletic trainer.
6. Shoes should be kept off the treatment tables.
7. Avoid improper language at all times.
8. The athletic trainer may add rules as the situation arises!

Insurance Coverage

Participants in Intercollegiate Athletics at Cal State San Bernardino are provided medical insurance coverage at no direct cost to the participant. There are, however, specific limitations to this coverage that the participant should be aware of.

1. This student athlete insurance will pay only those medical expenses not covered by the family insurance policy. If the student-athlete has no other insurance, the student athlete insurance will respond for the full amount.
2. Participants who are injured while engaged in intercollegiate athletic activities must report their injury to the athletic trainer immediately. Claims for medical expenses incurred as a result of the injury must be made within 90 days of the date of injury.
3. Coverage: This medical expense program provides payment for usual and customary medical/dental expenses up to \$75,000 for accidental injury sustained while taking part in Intercollegiate Athletics or supervised travel related thereto. The benefit period extends to two years from the date of injury. Accidental death and dismemberment benefit is \$10,000.
4. **THIS POLICY DOES NOT COVER SICKNESS OR ILLNESS.**
5. The medical expense insurance can only be utilized after the athlete's injury is determined to be a direct result of participation in official, supervised athletic practices or intercollegiate competition.
6. Any disclosure misrepresenting the university's responsibility for an accident/injury or failure to report primary insurance coverage will result in full liability to you for medical expenses. Please note, any and all treatment for an athletic injury must first be authorized by the Cal State San Bernardino athletic trainer. If any treatment is received without prior approval, unless in case of an emergency, the university and/ or its insurance agent will not be responsible for medical coverage.

Please note that off-season injuries, self-referrals to outside physicians, or accidents/illnesses not related to a supervised practice or intercollegiate competition are not covered by the student athlete insurance.

Pre-participation Physical Examinations

Physical examinations are required for new student-athletes (first years and transfers). These examinations are conducted by the sports medicine staff and must be completed prior to participation. First years and transfer students will receive a general physical as well as an orthopedic screening. Returning student-athletes will receive a general health screening unless they sustained an injury during the previous year.

Injuries and Illness

Do not assist an injured teammate or opponent by moving him/her. Moving someone can cause additional injuries. The athletic trainers are prepared to handle athletic injuries, including emergencies. Be especially careful to avoid contact when the injured person is bleeding.

It is your responsibility to report injuries and illnesses to an athletic trainer as soon as they occur. Do not go directly to a physician or the emergency room unless first aid is necessary and an athletic trainer cannot be reached.

The Cal State San Bernardino Department of Athletics will not pay medical bills from personal or family physicians for athletics injuries or illness unless prior approval is received through arrangements made by the Head athletic trainer.

Injuries resulting from causes other than sanctioned athletics participation should be brought to the attention of the athletic training staff. Athletic training services will assist you with the management and proper referral of these and other medical problems during your sport season.

Pre-existing Injuries: Neither the insurance carrier nor the university will accept the responsibility of expenses for a student-athlete with a pre-existing condition/injury and will not pay for any treatment for a pre-existing condition.

Practice or Game Participation for an Injured or Ill Athlete

Decisions of the availability of a student-athlete for practice or game competition will be the sole responsibility of the athletic training staff. Failure to comply with these decisions will relieve the staff of any further responsibility of the injured or ill student-athlete. Injured student-athletes are expected to report to all practice sessions in practice gear. No treatments are given during practice unless the trainer has notified the coach.

Drugs and Medication

Before taking over-the-counter medication, contact an athletic trainer regarding its NCAA Banned Drug status. Report any prescription medication to an athletic trainer regardless of the physician source. Specific reactions, effectiveness, and NCAA acceptability are concerns of the sports medicine staff.

Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore, purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact the team's physician or athletic trainer prior to taking a nutritional supplement.

Dental Care

The athletic department will be financially responsible only for injury to sound natural teeth incurred while participating in an official practice session or game. Normal dental care, not directly related to an athletic injury, is the responsibility of the student-athlete.

Corrective Lenses

Purchase of glasses or contact lenses for participation purposes is the responsibility of the student-athlete. The university is not responsible for lost or broken contact lenses or eyeglasses.

Student-Athlete's Responsibilities

- Cooperate with athletic training staff and inform them of any past or existing injuries.
- Report injuries to the athletic trainer as soon as possible so that proper care may be initiated.
- Follow all instructions of the team physician and the athletic trainer concerning treatment of respective injury or illness.
- Each student-athlete is expected to report to the athletic training room at the designated time for all treatment and rehabilitation.
- Student-athletes are expected to use the athletic training room during posted hours only.

NEVER TOUCH OR ASSIST AN INJURED OR DOWN STUDENT-ATHLETE. SIGNAL FOR THE COACH OR ATHLETIC TRAINER.

Participation by the Pregnant Student-Athlete

The NCAA Sports Medicine handbook states the following as it pertains to the pregnant student-athlete:

Assessing the risk of intense, strenuous physical activity in the pregnant student-athlete is difficult since there are no studies that have specifically addressed this topic. The American College of Obstetrics and Gynecology has recommended that following a thorough clinical evaluation, healthy pregnant women should be encouraged to engage in regular, moderately intensive physical activities. However, many medical experts recommend that women avoid participating in competitive contact sports after the 14th week of pregnancy and pregnant student-athletes who participate in non-contact endurance sports should consider participating at the non-competitive level.

The risks and benefits of athletics participation should be one of the objectives for the team physician in counseling the pregnant student-athlete. This includes the effects of pregnancy on competitive ability, the effects of strenuous physical training and competition on both the pregnant student-athlete and the fetus, and the warning signs to terminate exercise while pregnant.

If a decision is made to allow the pregnant student-athlete to compete, documentation outlining the student-athlete's medical condition, the potential risks of athletics participation during pregnancy and the student-athlete's understanding of these risks to her and her baby be included in the student-athlete's medical records via a signed informed consent. The institution will also obtain approval from the physician most familiar with the pregnant student-athlete's condition, the team physician and other appropriate university officials.

Following delivery or pregnancy discontinuance, medical clearance is required to ensure the student-athlete's safe return to athletics. NCAA rules permit a one-year extension of the five-year period of eligibility for the female student-athlete for reasons of pregnancy.

Note: Any student-athlete that suspects or has knowledge that she has become pregnant is required to notify her head coach, the head athletic trainer, or the director of athletics. We will work with you confidentially, but must be involved to assure that decisions are made to ensure your health.

Media Relations and Sports Information

The information in your biographical form is very important to the Department of Athletics when conducting interviews or distributing press releases. It is important that you answer each question honestly and correctly.

Interviews

All feature story interviews should be setup by the head coach. Student-athletes should NOT participate in an interview that was not arranged by the Department of Athletics, whether it is in person or on the phone. The interviews will take place either in the Athletics Department, another facility at the university or by phone. For phone interviews please note that a student-athlete's personal information (e.g., address or phone number) will not be distributed without authorization from the student-athlete.

For postgame interviews student-athletes and coaches are allowed a ten (10) minute grace period after each contest before the media is allowed to request an interview. If a student-athlete is requested for an interview, it will be conducted outside of the locker room, dugout, etc.

REMEMBER TO BE HUMBLE IN VICTORY AND GRACIOUS IN DEFEAT.

As a student-athlete you are representing Cal State San Bernardino and your comments should reflect this representation in a positive manner.

Interview Tips

- Do not hesitate to pause a few seconds before answering a question in order to collect your thoughts.
- As a student-athlete you are not required to divulge any personal information during an interview. If you feel uncomfortable answering a question, "No comment" is a perfectly acceptable answer.
- If you are injured, you are not required to discuss the nature of your injury during an interview or to any outside source.
- Remember that if you are asked a question in a negative way to give your answer in a positive way. For example, you are asked, "If the team has such great players why has the team not won any games?" a proper response would be to highlight the good players or the tough teams played. Do not put down the coach, teammates, or the Cal State San Bernardino program.
- Everything you say should be considered "on the record." Do not assume that a reporter will not use something that you say. With this in mind make sure you do not say anything in jest or that you would not want reported.

It is against NCAA rules for a student-athlete to endorse or have their likeness used to support a product or brand. Community outreach programs are acceptable and a student-athlete may endorse these as long as it is not for a specific brand or product. Before agreeing to any promotional activities (this includes a project in association with a fraternity, sorority or student government organization) you should contact someone in the athletic department to verify whether it complies with NCAA rules. [NCAA Bylaws 12.5.2.1 and 12.5.2.2]

If you have any questions dealing with the media or any other sports information concerns please contact Mark Reinhiller, media relations and sports information, (909) 537-3001.

2016-2017 CCAA Charnofsky Award



Jessica Koch
Women's Soccer



Shearn Chua
Men's Golf



2017-18 NCAA Banned Drugs

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

The NCAA bans the following classes of drugs:

1. Stimulants.
2. Anabolic Agents.
3. Alcohol and Beta Blockers (banned for rifle only).
4. Diuretics and Other Masking Agents.
5. Illicit Drugs.
6. Peptide Hormones and Analogues.
7. Anti-Estrogens.
8. Beta-2 Agonists.

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

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

Drugs and Procedures Subject to Restrictions:

1. Blood Doping.
2. Gene Doping
3. Local Anesthetics (under some conditions).
4. Manipulation of Urine Samples.
5. Beta-2 Agonists permitted only by prescription and inhalation (i.e., Albuterol).

NCAA Nutritional/Dietary Supplements **WARNING:**

Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff!

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

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

Some Examples of NCAA Banned Substances in Each 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); methylhexanamine (DMAA); “bath salts” (mephedrone); Octopamine; DMBA; phenethylamines (PEAs); etc.

exceptions: phenylephrine and pseudoephedrine are not banned.

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

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; testosterone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; stanozolol; stenbolone; trenbolone; SARMS (ostarine, ligandrol, LGD-4033); etc.

Alcohol and Beta Blockers (banned for rifle only):

alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:

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

Illicit Drugs:

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

Peptide Hormones and Analogues:

growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1 (colostrum); etc.

Anti-Estrogens:

anastrozole; tamoxifen; formestane; ATD, clomiphene; SERMS (nolvadex); Arimidex; clomid; evista; fulvestrant; aromatase inhibitors (Androst-3,5-dien-7,17-dione), 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.drugfreesport.com/axis password ncaa1, ncaa2 or ncaa3.**

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



Summary of NCAA Regulations - NCAA Division II

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

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

TO: STUDENT-ATHLETE.

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

This summary has two parts:

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

If you have questions, ask your director of athletics (or his or her official designee) or refer to the 2017-18 NCAA Division II Manual. The references in brackets after each summarized regulation show you where to find the regulation in the Division II Manual.

Part I: For All Student-Athletes.

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

1. Ethical Conduct - All Sports.

- a. You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]

- b. You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1-(a)]
- c. You are **not eligible** to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the 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-(a) and 12.1.4-(b);
 - (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]
- 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. [Bylaws 14.2.4.2 and 14.2.4.2.1.2]

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

- 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. [Bylaw 14.2.4.2.1.3]

4. Financial Aid - All Sports.

- a. You are **not eligible** if you receive financial aid other than the financial aid that your institution distributes. However, it is permissible to receive:
 - (1) Money from anyone on whom you are naturally or legally dependent;
 - (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 anyone on whom you are naturally or legally dependent.

5. Academic Standards - All sports.

- a. Eligibility for Competition.
 - (1) To be **eligible to compete**, you must:

- (a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your institution;
 - (b) Be in good academic standing according to the standards of your institution; and
 - (c) Be enrolled in at least a minimum full-time baccalaureate degree program (not less than 12 semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the institution for all graduate students in that program) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7 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 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]

- (b) 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]
- (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 grade-point average at the certifying institution based on the method of calculation used by the institution for calculating grade-point averages for all students, and the calculation shall only include coursework normally counted by the institution in calculating the grade-point average for graduation. [Bylaw 14.4.3.5.3]
- (e) You must choose a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment. (This includes transfer students who have not completed an academic year in residence yet or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.6]

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 14.02.10, if you:
 - (a) Graduate from high school;
 - (b) Attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1; and
 - (c) Achieve the required sum ACT (68) or SAT (820) score as specified in Bylaw 14.3.1.1. (Note: The minimum combined SAT score of 820 applies to tests taken prior to March 1, 2016. The minimum combined SAT score required 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 you attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1 or achieve the required sum ACT (68) or SAT (820) score. (Note: The minimum combined SAT score of 820 applies to tests taken prior to March 1, 2016. The minimum combined SAT score required for tests taken on or after March 1, 2016, will be evaluated based on the concordance established by the College Board.) You may not compete in your sport during your first academic year in residence; however, you may practice on campus or at your institution's regular practice facility. [Bylaws 14.02.10, 14.3.1.1 and 14.3.2.1]
- (3) You are referred to as a nonqualifier if you fail to meet the criteria above 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 14.02.10.3 and 14.3.2.2.1]
- (4) If you are a nonqualifier or partial qualifier, you will have four seasons of eligibility after your first academic year in residence. However, student-athletes who have exhausted three seasons of competition in Division I are not eligible for further seasons of competition in Division II. [Bylaw 14.3.3]

6. Other Regulations Concerning Eligibility - All Sports.

- a. You are **not eligible** to participate in more than four seasons of intercollegiate competition 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 and 14.2.2.3]
- 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 Bylaw 14.8.1.
- 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 ineligibility 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 charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or 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 or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [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 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 or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [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]

11. Non-NCAA Athletics Organization Positive Drug Test - All Sports.

- a. If you test positive by a sport's governing body that has adopted the World Anti-Doping Agency (WADA) 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 will be 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. Furthermore, the student-athlete must retest negative (in accordance with the testing methods authorized by the Board of Governors). [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 \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per NCAA Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.2.1]

b. Publicity - All Sports.

- (1) You are **not eligible** if, before you enrolled at your institution, your institution publicized any visit that you made to its campus. [Bylaw 13.10.4]
- (2) You are **not eligible** if, before you enrolled at your institution, you appeared on a radio or television program that involved a coach or another member of the staff of the athletics department at your institution. [Bylaw 13.10.3]

c. 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. [Bylaw 13.14.4]

d. 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]

e. Visits, Transportation and Entertainment - All Sports.

- (1) You are **not eligible** under Bylaws 13.5, 13.6 or 13.7 if, before you enrolled at your 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 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 campus athletics event in which the institution's intercollegiate team practices or competes. Such complimentary admissions are for the exclusive use of the prospect and those persons accompanying the 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 persons accompanying the prospective student-athlete in the facility's press box, special seating box(es) or bench area is specifically

¹ Unless the value of the benefit was \$100 or less.

prohibited. For violations of this bylaw in which the individual receives an excessive number of complimentary admissions, and the value of the excessive admissions is \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. [Bylaw 13.7.2.1]

- (b) During any unofficial recruiting visit, the institution may provide the 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 \$100 or less, the eligibility of the individual (i.e., prospective or enrolled student-athlete) shall not be affected conditioned on the individual repaying the value of the benefit to a charity of his or her choice. The individual, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff with the institution's self-report of the violation. [Bylaw 13.5.3]
 - (c) A meal on or off campus in the locale of the institution. [Bylaw 13.7.2.1.1]
 - (d) An institution shall not permit its athletics department staff members or representatives of its athletics interests to pay, provide or arrange for the payment of transportation costs incurred by relatives, friends or legal guardian(s) of a prospective student-athlete to visit the campus or elsewhere. [Bylaw 13.5.2.8]
- (5) You are **not eligible** if, when you were being recruited, your institution gave you complimentary admissions to more than one regular-season home game scheduled outside your institution's community or gave you more than three complimentary admissions to that one regular-season

home game scheduled outside your institution's community. [Bylaws 13.7.2.1 and 13.7.2.2]

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

f. 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 \$100 or less, the eligibility of the prospective student-athlete shall not be affected conditioned on the prospective student-athlete repaying the value of the benefit to a charity of his or her choice. However, the prospective student-athlete shall remain ineligible from the time the institution has knowledge of receipt of the direct impermissible benefit until the prospective student-athlete repays the benefit. Violations of this bylaw remain institutional violations per Constitution 2.8.1, and documentation of the prospective student-athlete's repayment shall be forwarded to the enforcement staff. [Bylaw 13.15.1]

GUIDELINE 2C

PREVENTION OF HEAT ILLNESS

June 1975 • Revised June 2002, June 2010

Practice or competition in hot and/or humid environmental conditions poses special problems for student-athletes. Heat stress and resulting heat illness is a primary concern in these conditions. Although deaths from heat illness are rare, exertional heatstroke (EHS) is the third-leading cause of on-the-field sudden death in athletes. There have been more deaths from heatstroke in the recent five-year block from 2005 to 2009 than any other five-year block in the previous 30 years. Constant surveillance and education are necessary to prevent heat-related problems. The following practices should be observed:

1. An initial complete medical history and physical evaluation, followed by the completion of a yearly health-status questionnaire before practice begins, is required, per Bylaw 17.1.5. A history of previous heat illnesses, sickle cell trait and the type and duration of training activities for the previous month should also be considered.
2. Prevention of heat illness begins with gradual acclimatization to environmental conditions. Student-athletes should gradually increase exposure to hot and/or humid environmental conditions during a minimum period of 10 to 14 days. Each exposure should involve a gradual increase in the intensity and duration of exercise and equipment worn until the exercise is comparable to that likely to occur in competition. When environmental conditions are extreme, training or competition should be held during a cooler time of day. Hydration should be maintained during training and acclimatization sessions.
3. Clothing and protective equipment, such as helmets, shoulder pads and shinguards, increase heat stress by interfering with the evaporation of sweat and inhibiting other pathways needed for heat loss. Dark-colored clothing increases the body's absorption of solar radiation, while moisture-wicking-type clothing helps with the body's ability to dissipate heat. Frequent rest periods should be scheduled so that the gear and clothing can be removed and/or loosened to allow heat dissipation. During the acclimatization process, it may be advisable to use a minimum of protective

PROTECT YOURSELF AND YOUR TEAMMATES

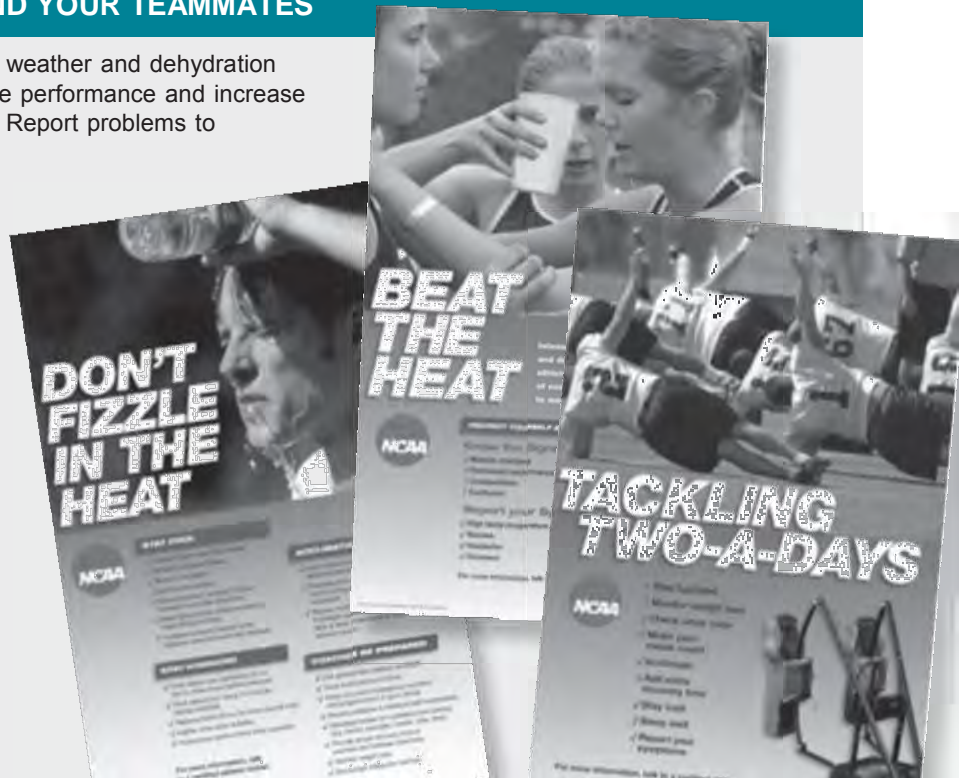
Intense exercise, hot and humid weather and dehydration can seriously compromise athlete performance and increase the risk of exertional heat injury. Report problems to medical staff immediately.

Know the Signs

- Muscle cramping.
- Decreased performance.
- Unsteadiness.
- Confusion.
- Vomiting.
- Irritability.
- Pale or flushed skin.
- Rapid weak pulse.

Report Your Symptoms

- High body temperature.
- Nausea.
- Headache.
- Dizziness.
- Unusual fatigue.
- Sweating has stopped.
- Disturbances of vision.
- Fainting.



gear and clothing and to practice in moisture-wicking T-shirts, shorts, socks and shoes. Rubberized suits should not be worn.

4. To identify heat stress conditions, regular measurements of environmental conditions are recommended. The wet-bulb globe temperature (WBGT), which includes the measurement of wet-bulb temperature (humidity), dry-bulb temperature (ambient temperature) and globe temperature (radiant heat), assesses the potential impact of environmental heat stress. A WBGT higher than 82 degrees Fahrenheit (28 degrees Celsius) suggests that careful control of all activity should be undertaken. Additional precautions should be taken when wearing protective equipment (see reference No. 6). The American College of Sports Medicine publishes guidelines for conducting athletic activities in the heat (see reference No. 1).
5. EHS has the greatest potential of occurrence at the start of preseason practices and with the introduction of protective equipment during practice sessions. The inclusion of multiple practice sessions during the same day may also increase the risk of EHS. Ninety-six percent of all heat illnesses in football occur in August.
6. Hydration status also may influence the occurrence of EHS; therefore, fluid replacement should be readily available. Student-athletes should be encouraged to drink frequently throughout a practice session. They should drink two cups or more of water and/or sports drink in the hour before practice or competition, and continue drinking during activity (every 15 to 20 minutes). For activities up to two hours in duration, most weight loss represents water loss, and that fluid loss should be replaced as soon as possible. After activity, the student-athlete should rehydrate with a volume that exceeds the amount lost during the activity. In general, 20 ounces of fluid should be replaced for every pound lost. Urine volume and color can be used to assess general hydration. If output is plentiful and the color is "pale yellow or straw-colored," the student-athlete is not dehydrated. As the urine color gets darker, this could represent dehydration of the student-athlete. Water and sport drinks are appropriate for hydration and rehydration during exercise in the heat. Sport drinks should contain no more than 6-8 percent carbohydrates and electrolytes to enhance fluid consumption. In addition,



the carbohydrates provide energy and help maintain immune and cognitive function.

7. During the preseason period or periods of high environmental stress, the student-athletes' weight should be recorded before and after every workout, practice and competition. This procedure can detect progressive dehydration and loss of body fluids. Those who lose 5 percent of their body weight or more should be evaluated medically and their activity restricted until rehydration has occurred. For prevention, the routine measurement of pre- and post-exercise body weights is useful for determining sweat rates and customizing fluid replacement programs.
8. Some student-athletes may be more susceptible to heat illness. Susceptible individuals include those with sickle cell trait, inadequate acclimatization or aerobic fitness, excess body fat, a history of heat illness, a febrile condition, inadequate rehydration and those who regularly push themselves to capacity. Also, substances with a diuretic effect or that act as stimulants may increase risk of heat illness. These substances may be found in some prescription and over-the-counter drugs, nutritional supplements and foods.
9. Student-athletes should be educated on the signs and symptoms of EHS, such as elevated core temperature, weakness, cramping, rapid and weak pulse, pale or flushed skin, excessive fatigue, nausea, unsteadiness, disturbance of vision, mental confusion and incoherency. If heatstroke is suspected, prompt emergency treatment is recommended. When training in hot and/or humid conditions, student-athletes should train with a partner or be under observation by a coach or athletic trainer.

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POTENTIAL RISK FACTORS

As identified throughout Guideline 2C, the following are potential risk factors associated with heat illness:

1. **Intensity of exercise.** This is the leading factor that can increase core body temperature higher and faster than any other.
2. **Environmental conditions.** Heat and humidity combine for a high wet-bulb globe temperature that can quickly raise the heat stress on the body.
3. **Duration and frequency of exercise.** Minimize multiple practice sessions during the same day and allow at least three hours of recovery between sessions.
4. **Dehydration.** Fluids should be readily available and consumed to aid in the body's ability to regulate itself and reduce the impact of heat stress.
5. **Nutritional supplements.** Nutritional supplements may contain stimulants, such as ephedrine, ma huang or high levels of caffeine.* These substances can have a negative impact on hydration levels and/or increase metabolism and heat production. They are of particular concern in people with underlying medical conditions such as sickle cell trait, hypertension, asthma and thyroid dysfunction.
6. **Medication/drugs.** Certain medications and drugs have effects similar to those of some nutritional supplements. These substances may be ingested through over-the-counter or prescription medications, recreational drugs, or food. Examples include antihistamines, decongestants, certain asthma medications, Ritalin, diuretics and alcohol.
7. **Medical conditions.** Examples include illness with fever, gastrointestinal illness, previous heat illness, obesity or sickle cell trait.
8. **Acclimatization/fitness level.** Lack of acclimatization to the heat or poor conditioning.
9. **Clothing.** Dark clothing absorbs heat. Moisture wicking-type material helps dissipate heat.
10. **Protective equipment.** Helmets, shoulder pads, chest protectors, and thigh and leg pads interfere with sweat evaporation and increase heat retention.
11. **Limited knowledge of heat illness.** Signs and symptoms can include elevated core temperature, pale or flushed skin, profound weakness, muscle cramping, rapid weak pulse, nausea, dizziness, excessive fatigue, fainting, confusion, visual disturbances and others.

**NOTE: Stimulant drugs such as amphetamines, ecstasy, ephedrine and caffeine are on the NCAA banned substance list and may be known by other names. A complete list of banned drug classes can be found on the NCAA website at NCAA.org/SSI.*

FIRST AID FOR HEAT ILLNESS

Heat exhaustion. Heat exhaustion is a moderate illness characterized by the inability to sustain adequate cardiac output, resulting from strenuous physical exercise and environmental heat stress. Symptoms usually include profound weakness and exhaustion, and often dizziness, syncope, muscle cramps, nausea and a core temperature below 104 degrees Fahrenheit with excessive sweating and flushed appearance. First aid should include removal from activity, taking off all equipment and placing the student-athlete in a cool, shaded environment. Fluids should be given orally. Core temperature and vital signs should be serially assessed. The student-athlete should be cooled by ice immersion and ice towels, and use of IV fluid replacement should be determined by a physician. Although rapid recovery is typical, student-athletes should not be allowed to practice or compete for the remainder of that day.

Exertional Heatstroke. Heatstroke is a medical emergency. Medical care should be obtained at once; a delay in treatment can be fatal. This condition is characterized by a very high body temperature (104 degrees Fahrenheit or greater) and the student-athlete likely will still be sweating profusely at the time of collapse, but may have hot, dry skin, which indicates failure of the primary temperature-regulating mechanism (sweating), and CNS dysfunction (e.g., altered consciousness, seizure, coma). First aid includes activation of the emergency action plan, assessment of core temperature/vital signs and immediate cooling of the body with cold water immersion. Another method for cooling includes using cold, wet ice towels on a rotating basis. Student-athletes who incur heatstroke should be hospitalized and monitored carefully. The NATA's Inter-Association Task Force recommends "cool first, transport second" in these situations (see reference No. 7).

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TIPS FOR STUDENT-ATHLETES AND COACHES

Stay cool

- Conduct warm-ups in the shade.
- Schedule frequent breaks.
- Break in the shade.
- Use fans for cooling.
- Take extra time – at least three hours – between two-a-day practices.
- Wear light-colored, moisture-wicking, loose-fitting clothing.
- Increase recovery interval times between exercise bouts and intervals.

Stay hydrated

- Drink before you are thirsty (20 ounces two to three hours before exercise).
- Drink early (8 ounces every 15 minutes during exercise).
- Replace fluids (20 ounces for every pound lost).
- Lighter urine color is better.
- Incorporate sports drinks when possible.

Acclimatize

- Avoid workouts during unusually hot temperatures by picking the right time of day.
- Progress your exercise time and intensity slowly during a two-week period before preseason.
- Reduce multiple workout sessions; if multiple sessions are performed, take at least three hours of recovery between them.

Coaches be prepared

- Use appropriate medical coverage.
- Have a cell phone on hand.
- Know your local emergency numbers and program them in your phone.
- Report problems to medical staff immediately.
- Schedule breaks for hydration and cooling (e.g., drinks, sponges, towels, tubs, fans).
- Provide ample recovery time in practice and between practices.
- Monitor weight loss.
- Encourage adequate nutrition.

GUIDELINE 2D

WEIGHT LOSS-DEHYDRATION

July 1985 • Revised June 2002

There are two general types of weight loss common to student-athletes who participate in intercollegiate sports: loss of body water or loss of body weight (fat and lean tissue). Dehydration, the loss of body water, leads to a state of negative water balance called dehydration. It is brought about by withholding fluids and carbohydrates, the promotion of extensive sweating and the use of emetics, diuretics or laxatives. The problem is most evident in those who must be certified to participate in a given weight class, but it also is present in other athletics groups.

There is no valid reason for subjecting the student-athlete's body to intentional dehydration, which can lead to a variety of adverse physiological effects, including significant pathology and even death. Dehydration in excess of 3 to 5 percent leads to reduced strength and muscular endurance, reduced plasma and blood volume, compromised cardiac output (elevated heart rate, smaller stroke volume), impaired thermoregulation, decreased kidney blood flow and filtration, reduced liver glycogen stores and loss of electrolytes. Pathological responses include life-threatening heat illness, rhabdomyolysis (severe muscle breakdown), kidney failure and cardiac arrest.

With extensive dehydration, attempts at acute rehydration usually are insufficient for body fluid and electrolyte homeostasis to be restored before competition. For example, in wrestling this is especially true between the official weigh-in and actual competition.

All respected sports medicine authorities and organizations have condemned the practice of fluid deprivation. To promote sound practices, student-athletes and coaches should be educated about the physiological and pathological consequences of dehydration. The use of laxatives, emetics and diuretics should be prohibited. Similarly, the use of excessive food and fluid restriction, self-induced vomiting, vapor-impermeable suits (e.g., rubber or rubberized nylon), hot rooms, hot boxes and steam rooms should be prohibited. Excessive food restriction or self-induced vomiting may be symptoms of serious eating disorders (see Guideline 2F).

Dehydration is a potential health hazard that acts with poor nutrition and intense exercise to compromise health and athletic performance. The sensible alternative to dehydration weight loss involves preseason determination of an acceptable (minimum) competitive weight, gradual weight loss to achieve the desired weight, and maintenance of the weight during the

course of the competitive season. Standard body composition procedures should be used to determine the

appropriate competitive weight. Spot checks (body composition or dehydration) should be used to ensure compliance with the weight standard during the season.

Student-athletes and coaches should be informed of the health consequences of dehydration, educated in proper weight-loss procedures, and subject to disciplinary action when approved rules are violated.

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GUIDELINE 2G

DIETARY SUPPLEMENTS

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Nutritional and dietary supplements are marketed to student-athletes to improve performance, recovery time and muscle-building capability. Many student-athletes use nutritional supplements despite the lack of proof of effectiveness. In addition, such substances are expensive and may potentially be harmful to health or performance. Of greater concern is the lack of regulation and safety in the manufacture of dietary supplements. Most compounds obtained from specialty “nutrition” stores and mail-order businesses are not subject to the strict regulations set by the U.S. Food and Drug Administration. Therefore, the contents of many of these compounds are not represented accurately on the list of ingredients and may contain impurities or banned substances, which may cause a student-athlete to test positive. Positive drug-test appeals based on the claim that the student-athletes did not know the substances they were taking contained banned drugs have not been successful. Student-athletes should be instructed to consult with the institution’s sports medicine staff before taking ANY nutritional supplement. Reference NCAA Banned Drug Classes in Appendix A.

Member institutions are restricted in the providing of nutritional supplements – see NCAA bylaws for divisional regulations.

It is well known that a high-carbohydrate diet is associated with improved performance and enhanced ability to train. Carbohydrates in the form of glycogen are the body’s main fuel for high-intensity activity. A large number of student-athletes only consume 40 to 50 percent of their total calories from carbohydrates, versus the recommended 55 to 65 percent for most people (about 5 to 10 grams per kilogram of body weight). The lower end of the range should be ingested during regular training; the high end during intense training.

High-carbohydrate foods and beverages can provide the necessary amount of carbohydrates for the high caloric demand of most sports to optimize performance. Low-carbohydrate diets are not advantageous for athletes during intense training and could result in a significantly reduced ability to perform or train by the end of an intense week of training. When the levels of carbohydrates are reduced, exercise intensity and length of activity decreases, and fatigue rapidly increases. A high-carbohydrate diet consisting of complex carbohydrates, fruits, vegetables, low-fat dairy products and whole grains (along with adequate

protein) is the optimal diet for peak performance. (See Guideline 2F, Nutrition and Athletic Performance.)

RESOURCE EXCHANGE CENTER

The NCAA subscribes to the Resource Exchange Center (REC). The REC (www.drugfreesport.com/rec) provides accurate information on performance-enhancing drugs, dietary supplements, medications, new ingredients and validity of product claims, and whether a substance is banned by the NCAA. This service is provided 24 hours a day via a password-protected website for all NCAA member schools and their student-athletes and athletics personnel. To access the REC, go to www.drugfreesport.com/rec. The password is ncaa1, ncaa2 or ncaa3, depending on your divisional classification.

Protein and amino acid supplements are popular with bodybuilders and strength-training student-athletes. Although protein is needed to repair and build muscles after strenuous training, most studies have shown that student-athletes ingest a sufficient amount without supplements. The recommended amount of protein in the diet should be 12 to 15 percent of total energy intake (about 1.4 to 1.6 grams per kilogram of body weight) for all types of student-athletes. Athlete should consider eating a post-workout carbohydrate snack that contains protein within one hour of concluding that vigorous exercise session. Although selected amino acid supplements are purported to increase the production of anabolic hormones, studies using manufacturer-recommended amounts have not found increases in growth hormone or muscle mass. Ingesting high amounts of single amino acids is contraindicated because they can affect the absorption of other essential amino acids, produce nausea, and/or impair kidney function and hydration status.

Other commonly advertised supplements are vitamins and minerals. Most scientific evidence shows that selected vitamins and minerals will not enhance performance provided no deficiency exists. Some vitamins and minerals are marketed to student-athletes for other benefits. For example, the antioxidants, vitamins E and C, and beta carotene, are used by many student-athletes because they believe that these antioxidants will protect them from the damaging effects of aerobic exercise. Although such exercise can cause muscle damage, studies have found that training will increase the body's natural antioxidant defense system so that megadoses of antioxidants may not be needed. Supplementation in

high dosages of antioxidants, such as vitamins E and C, and beta carotene, could disrupt the normal balance of these compounds and the balance of free radicals in the body and cause more harm than good. (American Council on Science and Health)

The mineral chromium has been suggested to increase muscle mass and decrease fat; these claims have little, if any, credible support. In fact, the Federal Trade Commission has declared such claims to be unsubstantiated and deceptive. Similarly, magnesium is purported, but not proven, to prevent cramps. To obtain necessary vitamins and minerals, student-athletes should eat a wide variety of foods because not all vitamins and minerals are found in every food. Other substances naturally occurring in foods, such as carnitine, herbal extracts and special enzyme formulations, do not provide any benefit to performance. The main source of energy for the muscle during exercise will come from carbohydrate rich foods. The high-protein diet has received recent attention, but data showing that this diet will enhance performance are weak. High-protein diets are discouraged by most nutrition experts due to increased stress placed on the kidneys. Mild to severe stomach cramping and diar-

rhea, dehydration and gout have been associated with use of certain amino acid supplements.

Creatine has been found in some laboratory studies to enhance short-term, high-intensity exercise capability, delay fatigue on repeated bouts of such exercise and increase strength. Several studies have contradicted these claims, and, moreover, the safety of creatine supplements has not been verified. Weight gains of 1 to 3 kilograms per week have been found in creatine users, but the cause is unclear.

Many other "high-tech" nutritional or dietary supplements may seem to be effective at first, but this is likely a placebo effect — if student-athletes believe these substances will enhance performance, they may train harder or work more efficiently. Ultimately, most nutritional supplements are ineffective, costly and unnecessary.

Student-athletes should be aware that nutritional supplements are not limited to pills and powders; "energy" drinks that contain stimulants are popular. Many of these contain large amounts of either caffeine (e.g. 500 milligrams) or other stimulants, both of which can result in a positive drug test. Student-athletes should be wary of drinks that promise an "energy boost," because they may contain banned stimulants. In addition, the use of stimulants while exercising can increase the risk of heat illness.

Student-athletes should be provided accurate and sound information on nutritional supplements. It is not worth risking eligibility for products that have not been scientifically proven to improve performance and may contain banned substances. Member institutions should review NCAA Bylaw 16.5.2, educational



THE DANGER OF SUPPLEMENTS

Nutritional/dietary supplements may contain NCAA banned substances. The U.S. Food and Drug Administration does not strictly regulate the supplement industry; therefore, purity and safety of nutritional/dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact their institution's team physician or athletic trainer for further information.

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columns and interpretations for guidance on restrictions on providing supplements to student-athletes. Institutions should designate an individual (or individuals) as the athletics department resource for questions related to NCAA banned drugs and the use of nutritional supplements. In addition, institutions should educate athletics department staff members who have regular interaction with student-athletes that the NCAA maintains a list of banned drug classes and provides examples of banned substances in each drug class on the NCAA website; any nutritional supplement use may present risks to a student-athlete's health and eligibility; and questions regarding NCAA banned drugs and the use of nutritional supplements should be referred to the institution's designated department resource individual (or individuals). See Appendix B for Division I legislative requirements.

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