



2019-20

STUDENT-ATHLETE
HANDBOOK



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Welcome to the Mean Green Family!

It's a great time to be at the University of North Texas! We are excited about the continued success and momentum of each of our programs thanks to your commitment and effort both in the classroom and on the fields/courts of competition. We want to welcome you to our family and remind you of the great privilege and honor it is to be a Mean Green student-athlete who represents this prestigious university.

Our goal throughout our program is to BUILD CHAMPIONS AND PREPARE LEADERS through the pursuit of perfection in academics, athletics and life. It is our commitment to you that we will do everything we can to prepare you for success in life following graduation. If I or any of my staff can be of assistance during your time here, be sure to reach out and ask for help.

Have an exciting year: study smart, compete hard, make wise choices and have fun!

Go Mean Green!!

Wren Baker
Vice President and Director of Athletics



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University of North Texas Athletics Mission Statement and Core Values

University of North Texas -- Mission Statement

UNT is a public research university deeply committed to advancing educational excellence and preparing students to become thoughtful, engaged citizens of the world.

North Texas Athletics – Mission Statement

BUILDING CHAMPIONS and PREPARING LEADERS through the pursuit of perfection in academics, athletics, and life.

WE VALUE:

People and their growth

Integrity

Success



At the University of North Texas, you are fortunate to have a wide variety of support services available to you not only through the university but through the Department of Athletics, as well. However, no matter how good the instructors are or how much assistance you are given, you must do your part to successfully complete your course work. Your admission to the University demonstrates your potential for academic success. It is now important to meet university requirements by making satisfactory progress towards your desired degree.

STUDENT-ATHLETE CODE OF CONDUCT

By joining the University of North Texas Intercollegiate Athletic Program, you become a representative not only of your team but also of your University. Upon entering the University, you will find you have the freedom to manage your lifestyle to a far greater degree than you have experienced in the past. It is essential that this freedom be handled in a responsible manner so as not to jeopardize your opportunities both as an athlete and as a student. It is important that your personal conduct demonstrates good moral and ethical judgment. You are expected to conduct yourself on and off campus, in a manner which brings credit to the University and our team. Be aware of the image you are creating. **Your coach may have specific expectations concerning behavior, dress and sportsmanship. If so, printed materials directly related to your particular sport can be obtained from your coach.**

Once registered at the University of North Texas, you are expected to conform to all federal, state, and local laws, as well as University regulations. As a student-athlete, you are in no way exempt from penalty if you violate these laws. Students penalized for violating public laws are not exempt from further prosecution by the University authorities if their actions also violate University rules. Further, the University of North Texas Athletic Department requires its student-athletes to conduct themselves in a manner which creates a positive image of the people, values and the University of North Texas. The Code of Student Conduct and Discipline is contained in the Policies of the Undergraduate catalog and serves as guidance for the fulfillment of acceptable due process procedures. It is the student's responsibility to familiarize themselves with these policies and to obtain updates from the Dean of Students Office relating to this code. The faculty and staff at North Texas encourage you to act with honor and integrity. Enrollment at the University of North Texas is considered implicit acceptance of the rules, regulations and guidelines governing student behavior. University policies are subject to change and the student is responsible for obtaining all updates from the Vice President for Student Affairs and Dean of Students Office. Misconduct for which students are subject to discipline falls into the following categories:

- Acts of dishonesty
- Conduct which adversely affects the University community
- Acts affecting property or services
- Acts affecting intellectual property
- Acts affecting computing resources or technology
- Acts affecting health, safety, or welfare
- Violations of International, Federal, State or Local laws (whether convicted or not) or other University Policies
- Interfering with the conduct process
- Facilitating acts of misconduct

ENFORCEMENT PROCEDURES FOR MISCONDUCT

Prohibited conduct is defined as any behavior that adversely affects the University community in its pursuit of educational objectives, violates the rights of others or damages property. Enforcement of the disciplinary actions taken for misconduct is based on the severity of the misconduct. A detailed description of the University's student discipline process can be found in the University of North Texas Undergraduate Catalog. In general, sanctions may include a warning, probation, suspension or expulsion of the student.



Student-athletes are bound by the same Code of Student Conduct that applies to the general student body:

https://policy.unt.edu/sites/default/files/07.012_CodeOfStudConduct.Final8_.19.pdf

The rules, regulations, and policies that apply to University of North Texas students are published online (see link above). Since these publications are updated regularly, it is your responsibility to obtain a current copy. These publications and revisions can be found on the University of North Texas website. Policy contact is the Vice President for Student Affairs:

Policy contact:

Elizabeth With

VP for Student Affairs

Division of Student Affairs

[940-565-4909](tel:940-565-4909)

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Expectation of University of North Texas Student-Athletes

Personal misconduct either on or off the campus by anyone connected with University of North Texas detracts from the values that The University of North Texas strives to present to the world and hinders full accomplishment of the University mission.

While attending University of North Texas, a student is expected to obey the laws of the United States, the state of Texas, and municipalities, or, if studying abroad, the laws of other countries. A student is also expected to obey the rules, regulations, and policies established by University of North Texas. Under the Student Conduct Code, the term "attending" is defined as all persons taking courses at the University, either full-time or part-time, pursuing undergraduate, graduate, or professional studies. Persons who are not officially enrolled for a term but who have a continuing relationship with the University or who have been notified of their acceptance for admission will be held to this standard.

Each student is responsible for learning about and adhering to the University of North Texas Code of Student Conduct. The Division of Student Affairs attempts to ensure that the Code of Student Conduct is communicated to all students through various means. However, the student is responsible to the University for his or her conduct that violates University policies. Moreover, should a student witness a violation of University policies on the part of other students, the student is responsible for reporting that violation to the appropriate University official.

Student-Athlete Misconduct Reporting and Determination of Suspension Policy and Protocol

*This policy may be updated and will be communicated to you with any substantive changes.

I. Duty to Report Instances or Suspected Instances of Misconduct

A. Coaches and Staff



- a. All University of North Texas Athletics staff, coaches, graduate assistants, student employees, student assistants, outside consultants, and volunteer coaches (collectively "Athletics Personnel") must report in writing any known, alleged, reported, or suspected student-athlete Misconduct to the Associate Vice President/Chief Operating Officer, Deputy Director of Athletics/Chief Finance Officer or the Vice-President and Director of Intercollegiate Athletics ("Director of Athletics").
- b. In addition to reporting it to the Director of Athletics or the Chief Operating Officer or Chief Financial Officer, Athletics Personnel must report via the online reporting process at www.report.unt.edu any known, alleged, reported, or suspected Serious Misconduct, violations of University of North Texas's Sexual Harassment Policy, Prohibition of Sexual Assault Policy, Equal Opportunity/Nondiscrimination Policy, or Student Academic Integrity Policy; conduct that would be considered criminal behavior, and Clery crimes (as defined in the University of North Texas Annual Fire Safety and Security Report at clery.unt.edu); and those items in section I.B. of this policy that a student-athlete is required to self-report.
- c. All reports must be made immediately, but not later than 24 hours after first learning of the known, alleged, reported, or suspected Misconduct, including Serious Misconduct. Any doubt about whether an obligation to report exists must be resolved in favor of reporting.
- d. Failure to comply with these reporting requirements may result in disciplinary action, up to and including possible termination of employment. This requirement and other requirements in this policy are in addition to any contractual or legal obligations the employee has with University of North Texas.

B. Student-Athletes

- a. A student-athlete who is arrested, charged, or cited with any criminal offense in any jurisdiction (other than a minor traffic violation) must notify their head coach of the arrest, charge, or citation immediately, but not later than 24 hours after the event or release from jail, whichever is later. Failure to comply with this reporting requirement may result in disciplinary action, up to and including possible revocation of athletics privileges.

II. Misconduct and Serious Misconduct

A. Misconduct

- a. Misconduct is defined as a violation of University of North Texas University policies governing student conduct, including but not limited to its Sexual Harassment Policy and Prohibition of Sexual Assault and Retaliation Policy, Equal Opportunity/Nondiscrimination Policy, Code of Student Conduct, or Student Academic Integrity Policy constitutes misconduct. This includes conduct that:
 - constitutes a threat of or an attempt to commit serious misconduct;
 - violates federal law, the law of Texas, or the law of the state or nation where the conduct occurred;
 - violates a policy governing student conduct of the educational institution at which the student athlete was enrolled when the conduct occurred; or
 - violates a policy governing student conduct of the educational institution at which the student athlete was a visitor when the conduct occurred

B. Serious Misconduct

- a. Serious Misconduct is defined as:
 - a felony conviction, including any State Jail Felony conviction;



- a criminal conviction for or an educational institution's finding of responsibility for conduct constituting:
 - a. sexual assault, sexual exploitation, or other similar sexual crime or misconduct, or stalking;
 - b. domestic, family, or dating violence involving persons who are or were related by blood, marriage, or adoption or who have or have had a dating, romantic, or intimate relationship;
 - c. child abuse or neglect; or the manufacture, sale, or transfer of a controlled substance; or unlawful possession or use of a firearm.

III. Limitation or Suspension of Athletics Privileges Pending Investigation

A. By the Director of Athletics

- When the Office of Equal Opportunity or the Dean of Students Office decides to investigate a report of Misconduct by a student-athlete, the investigating office must promptly provide the Director of Athletics, or designee, preliminary information of the alleged incident. The investigating office may redact facts, including identities, from this preliminary information to the extent necessary to protect the rights and privacy of the persons involved and/or the integrity of the investigation. The Director of Athletics, or designee, may limit or suspend athletics privileges based on the preliminary information pending a determination of responsibility by the investigating office.
- Nothing in this policy prohibits the Director of Athletics, or designee, from limiting or suspending athletics privileges based upon a violation or alleged violation of athletic department policies or expectations or team rules.

B. Limitation or Suspension of Athletics Privileges by Head Coach

- Nothing in this policy prohibits a head coach from limiting or suspending athletics privileges based upon a violation or alleged violation of athletic department policies or expectations or team rules.

C. Notification of Limitation or Suspension of Athletics Privileges

- When the Director of Athletics or designee has limited or suspended a student-athlete's athletic privileges, the Director of Athletics, or designee, must promptly notify the relevant head coach, sport program administrator, and the athletic compliance office and, as soon as practicable thereafter, the Director of Athletics, or designee, must ensure that the student-athlete is notified in writing.

D. Athletics Department Liaisons during Investigation

1. Designation of Athletics Staff Liaison. The Director of Athletics must designate an Athletics Department primary staff liaison for the Office of Equal Opportunity and the Dean of Students Office. The Director of Athletics may not designate more than one person to serve as the liaison for any particular office, but a single person may serve as the liaison for both offices. An alternate may be designated to serve in the role of a liaison if the primary liaison is unavailable.
2. Limitation on Communication between Athletics Department and Investigating Office. The Director of Athletics and the liaison (or alternate) serve as the only points-of-contact between the Athletics Department and the Office of Equal Opportunity or the Dean of Students Office. Once a report of misconduct has been made, no Athletics Personnel, other than the Director of Athletics and the designated liaison or alternate,



may make contact with or discuss the report or investigation with the Office of Equal Opportunity or the Dean of Students Office unless otherwise personally approved in writing by the Director of Athletics, or designee (excluding investigative request from the Office of Equal Opportunity or the Dean of Students office).

3. Prohibition on Investigation by Athletics Department Personnel. Athletics Personnel, including the Director of Athletics and the liaisons, may not interfere with the investigative process. Generally, Athletics Personnel may not conduct their own investigation into an alleged incident that constitutes or may constitute serious misconduct or a violation of University of North Texas's Sexual Harassment Policy or Prohibition of Sexual Assault and Retaliation Policy. However, the Office of Equal Opportunity and the Dean of Students Office may enlist the assistance of the Director of Athletics and/or the designated liaison to contact student-athletes and gather information.
- E. With the exception of allegations that would constitute serious misconduct or a violation of University of North Texas's Sexual Harassment Policy or Prohibition of Sexual Assault and Retaliation Policy, the Director of Athletics, or designee, may conduct an inquiry into alleged student athlete conduct to the extent necessary to determine whether or not to immediately suspend or limit athletics privileges. This should be done only after attempting consultation with the designated investigating office in writing, the Director of Athletics, or designee, has supplied or attempted to supply the investigating office with all pertinent, available information before commencing the inquiry, and the investigating office is unable to make a preliminary assessment of the conduct before the student-athlete next exercises athletic privileges.

IV. Mandatory Indefinite Suspension of Athletics Privileges

A student-athlete is immediately, completely, and indefinitely suspended from athletics privileges, including but not limited to practice, competition, and workouts, when the student-athlete has:

- committed serious misconduct (as defined in section II. B. above); or
- been arrested, cited, or charged with or indicted for a felony, including a State Jail Felony, or a crime under foreign law involving conduct that would constitute a felony under Texas law; or
- been arrested, cited, or charged, with a crime involving gambling and/or game fixing.

Upon imposing an indefinite suspension, the Director of Athletics, or designee, must promptly notify the relevant head coach, sport program administrator, and the athletic compliance office of the suspension and, as soon as practicable thereafter, the Director of Athletics, or designee, must ensure that the student-athlete is notified in writing.

V. Lifting Suspensions, and Revising Limitations on Athletics Privileges

A. Effect of Appeal and Exculpatory or Mitigating Information

1. Appeal. A student-athlete may appeal a decision of the Office of Equal Opportunity or the Dean of Students Office in accordance with the Prohibition on Sexual Assault and Retaliation Policy and Code of Student Conduct, respectively. Any limitation or suspension of athletics privileges remains in effect during the pendency of the appeal. Any change to the decision on appeal will be reported to the Athletics Privileges Committee for consideration in accordance with the policy.
2. Exculpatory or Mitigating Information. The receipt of information that exculpates a student athlete or mitigates their conduct—including but not limited to a finding of non-responsibility by the investigating office, the deferral or abandonment of a criminal investigation or prosecution, and an acquittal, mistrial, or reversal of conviction on appeal—does not automatically lift any suspension or limitation of athletics privileges. Any suspension or



limitation of athletics privileges remains in effect until lifted or revised in accordance with this section.

B. Lifting a Suspension; Revising a Limitation on Athletics Privileges

No person or committee may lift a suspension when the student-athlete's conduct or circumstances would require indefinite suspension under section IV of this policy. Otherwise, a suspension may be lifted and limitations on athletic privileges may be revised only as follows.

1. By the Director of Athletics. The Director of Athletics may lift a suspension or revise a limitation on athletics privileges imposed by the Director of Athletics or head coach so long as the Director of Athletics has complied with the duty under this policy, if any, to report the misconduct.
2. By the Head Coach. The head coach may lift a suspension or revise a limitation on athletics privileges imposed by the head coach for a violation of athletic department policies or expectations or team rules so long as the head coach has complied with the duty, if any, under this policy to report the misconduct and athletics privileges have not been otherwise suspended or limited under this policy with the consent of the sport program administrator or Director of Athletics.
3. Notification of the Change by the Director of Athletics. The Director of Athletics, or designee, must promptly notify the relevant head coach, sport program administrator, and the athletic compliance office of the change and, as soon as practicable thereafter, the Director of Athletics, or designee, must notify the student-athlete in writing of the change in their athletics privileges.

VI. Annual Review and Communication of Policy

This policy is maintained by the Athletics Department. The University will review this policy on at least an annual basis. The Director of Athletics must communicate this policy annually to all athletics staff, coaches, graduate assistants, student employees, student assistants, student-athletes, outside consultants who work directly with students, and volunteer coaches. Nothing in this policy in and of itself creates any legal obligation on University of North Texas.

VII. Student-Athletes with Legal Issues or Needs

Student-athletes with legal issues or needs should consider consulting The State Bar of Texas Lawyer Referral & Information Service ("LRIS"), which is a free referral service that helps individuals with legal problems or needs find a lawyer or other resource that matches legal needs and financial means in the individual's locale. The phone number for LRIS is 1-800-252-9690 and its website is http://www.texasbar.com/AM/Template.cfm?Section=Lawyer_Referral_Service_LRIS_

Student-athletes should note that NCAA legislation precludes student-athletes from:

- Providing team gear, team equipment, complimentary admissions, autographed memorabilia, and the like in exchange for legal services.
- Accepting free or reduced-cost legal services from a lawyer or law firm if:

- The lawyer or law firm is a University of North Texas booster or
- If the free or reduced cost legal services are offered based on the student-athlete's athletics reputation or skill or pay-back potential as a student-athlete.

We encourage student-athletes to consult the compliance staff prior to hiring legal representation so the compliance staff can fully vet the hiring for compliance with NCAA rules.



HAZING POLICY

It is the responsibility of all student organizations to encourage an atmosphere of learning, social responsibility, and respect for human dignity and to provide positive influence and constructive development for members and aspiring members. As such, these organizations are expected to utilize good judgment to determine the abilities of individual students as they relate to organizational activities and requirements. “Hazing” is an unproductive and hazardous custom that is incongruous with this responsibility and has no place in university life, either on or off campus. Hazing, as defined in this policy, is prohibited. Students and organizations that are found to have engaged in hazing may be disciplined in accordance with the University’s disciplinary procedures.

The purpose of this policy is to define hazing and to provide guidelines with regard to hazing student organizations and their members must follow.

Hazing, (as defined in the Texas Education Code), including engaging in, soliciting, encouraging, direction, aiding or intentionally, knowingly or recklessly permitting behavior such as physical brutality, risk of harm to mental or physical health or safety, intimidation, threat or ostracism, mental stress, humiliation, or other behaviors adverse to health or human dignity in association with pledging, initiation, affiliation with, holding office in, or maintain membership in a student group; or having firsthand knowledge of the planning of hazing or of its occurrence and failing to report it to school authorities.

The following are examples of actions that might constitute hazing. As it is impossible to anticipate every situation that could involve hazing, this list should not be considered to be all-inclusive.

- Paddling
- All forms of physical activity which are used to harass or which are not a part of an organized athletic contest and not specifically directed toward constructive work (may include forced running, push-ups, calisthenics, etc.)
- Requiring a particular group to “line up” or walk a particular way
- Expecting members to use separate entrances to facilities such as a house, gym or building
- Requiring members to carry items such as rocks, coins, paddles, books, food, chains, athletic equipment, bricks, etc.
- Road trips (involuntary excursions or “kidnapping” of members)
- Confining another in any room or compartment
- Spraying, painting, or pelting another with any substance
- Burying in any substance
- Requiring or compelling others to engage in activities creating unnecessary work, duties, detention, or any duties which impair academic efforts
- Requiring or compelling exposure to uncomfortable elements
- Verbal harassment
- Requiring or compelling the wearing, in public, of apparel which is not in good taste (this could include clothing that is embarrassing or identical in nature)
- Requiring or compelling the forced consumption of any liquid or solid substance
- Depriving students of sufficient sleep (six consecutive hours per day is normally considered to be a minimum)
- Preventing or restricting class attendance or employment requirements
- Mandating any sorts of personal servitude
- Scavenger hunts or any activity which requires members to search for various items around a location in a certain amount of time
- Burning, branding, or tattooing any part of the body; or any other activity, whether voluntary or involuntary, this may cause physical injury or endanger the life of the individual being hazed.
- Psychological hazing, which is defined as any act which is likely to: encourage or intimidate a student to subject her/himself



to any activity that could be defined as hazing; cause embarrassment or shame to a member or pledge, cause a member or pledge to be the object of malicious amusement or ridicule; or, cause psychological harm or substantial emotional strain.

ACADEMIC INTEGRITY

Academic Dishonesty/Fraud

Whatever form academic dishonesty may take, UNT, the Department of Intercollegiate Athletics, and the Academic Services regard it as a serious offense. An act is academically dishonest when, and only when, it is an act attempted or performed in order to misrepresent one's involvement in an academic task in any way. Such conduct will result in imposition of sanctions pursuant to university regulations and could result in expulsion from the university.

Plagiarism is the most common form of academic dishonesty and has become more prevalent with the advent of the Internet. Plagiarism can be defined as taking someone else's words and/or ideas and using them as one's own without affording proper credit to the original source. Although it may be unintentional at times, consequences for plagiarizing can range from failing the assignment, failing the course, or being expelled from the university.

Academic Fraud

- What is academic fraud? Examples include but are not limited to the following:
- Acquiring Information (e.g., copying from other students during an exam);
- Providing information (e.g., giving answers to another student for an assignment or exam);
- Plagiarism (e.g., having someone complete assigned work and then claim it as one's own);
- Conspiracy (e.g., agreeing with other students to commit academic dishonesty); Fabrication of information (e.g., falsification of results from research);

Is Academic Fraud an NCAA violation?

Academic fraud is a violation of NCAA Bylaw 10.1(b.). This bylaw prohibits unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member. Specifically, it prohibits the "Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete."

Anytime an institutional staff member (e.g., coach, professor, tutor, teaching assistant) knowingly is involved in arranging fraudulent academic credit or false transcripts for a prospective or enrolled student-athlete, regardless of whether the institutional staff member acted alone or in concert with the prospective or enrolled student-athlete; A student-athlete, acting alone or in concert with others, knowingly becomes involved in arranging fraudulent academic credit or false transcripts



STUDENT-ATHLETE ACADEMIC CENTER

The Student-Athlete Academic Center was established to provide you with a place to receive academic assistance so that you can achieve the most from your educational experience. This center is a haven for higher learning and support. The primary goal of the Center is to provide resource assistance for student-athletes' personal wellbeing as a student-athlete at North Texas. Student-athletes are encouraged to work closely with advisors to take advantage of every opportunity that North Texas has to offer. The Department of Athletics has every interest in supporting students, both athletically and academically. The academic advisors will assist in securing information and referrals, help coordinate class selections and schedules, assess and monitor academic progress, obtain tutorial assistance as needed and help field any questions you may have concerning NCAA rules and regulations. We are committed to serving our student-athletes while being fully integrated with the University's philosophy of being "student-centered," as the Mean Green Student Services Center is a place where students are at the center of everything we do.

We provide access to academic counseling, computer labs, tutoring in most subjects, career planning, community service opportunities, and personal development workshops. We monitor athletic eligibility, provide class registration and we make sure that students are advised on current NCAA, Conference USA, and University regulations.

We understand the demands and responsibilities of student-athletes and we are here to provide the resources needed for their collegiate success. With a staff emphasizing academic integrity and quality service, student-athletes will be afforded the opportunity to lead successful and productive lives, during and after their college career. Our daily regimen is to facilitate the success of student-athletes and to prepare them for future endeavors through our commitment to advise, assist and empower athletes to develop and obtain personal goals. We fully integrate the unique educational experience of being a student-athlete at the University of North Texas. As such, we aim to advise, support and develop the whole student to define and achieve academic, personal and life goals. This service is provided by an ongoing perspective of caring, ethical, and competent student orientated staff.

Our goal is to assist with the student-athletes growth intellectually, socially, and athletically. At North Texas, championships and diplomas go hand-in-hand. Our goal is to develop well-rounded student-athletes who are committed to success in every part of their lives including good, clean competition and appropriate sporting behavior.

Together we will build the bridges between the campus and the athletic experience that will result in ultimate success at the University of North Texas.

NCAA ACADEMIC REQUIREMENTS

Full-time Enrollment

Student-athletes must be enrolled full-time to be eligible for participation in athletics activities. Full-time enrollment is twelve hours for undergraduate students and nine hours for graduate students. A student-athlete who is enrolled in his or her final semester may be enrolled less than full-time provided the student is enrolled in the courses necessary to complete his or her degree. A letter from the student-athlete's academic advisor on campus is required to verify that the student is enrolled in all remaining courses necessary for completion of his or her degree.

Credit-Hour Requirements

Eligibility for competition shall be determined based on satisfactory completion of at least:

- Twenty-four semester hours of academic credit prior to start of the student-athlete's second year of collegiate enrollment (i.e., third semester).
- Eighteen-semester hours of academic credit since the beginning of the previous fall term or since the beginning of the certifying institution's preceding regular two semesters (hours earned during the summer may not be used to fulfill this requirement); and
- Six-semester hours of academic credit the preceding regular academic term (e.g., fall semester) in which the student-athlete has been enrolled full time at any collegiate institution.



NCAA Bylaw 14.4.3.1.6 Additional Requirements-Football

In football, a student-athlete who is a member of the institution's football team and who does not successfully complete at least nine semester hours of academic credit during the fall term or does not earn the Academic Progress Rate eligibility point for the fall term (or does not successfully complete either requirement) shall not be eligible to compete in the first four contests against outside competition in the following playing season.

NCAA Bylaw 14.4.3.1.6.1 Regaining Eligibility for Two Contests

A student-athlete who is ineligible, pursuant to Bylaw 14.4.3.1.6, to compete in the first four contests of a playing season against outside competition may regain eligibility to compete in the third and fourth contests of that season, provided he or she successfully completes at least 27-semester hours of academic credit before the beginning of the next fall term. A student-athlete in his or her initial year of full-time collegiate enrollment may use credit hours earned at the certifying institution during the summer prior to initial full-time enrollment and credit hours earned during the summer following the regular academic year to satisfy the 27-semester/40-quarter credit-hour requirement.

NCAA Bylaw 14.4. 3.1.6.2 Regaining Full Eligibility-One-Time Exception

One time during a student-athlete's five-year period of eligibility, a student-athlete who is ineligible, pursuant to Bylaw 14.4.3.1.6, to compete in the first four contests of a playing season against outside competition may regain eligibility to compete in the first four contests of that season, provided he or she successfully completes at least 27-semester hours of academic credit before the beginning of the next fall term. A student-athlete in his or her initial year of full-time collegiate enrollment may use credit hours earned at the certifying institution during the summer prior to initial full-time enrollment and credit hours earned during the summer following the regular academic year to satisfy the 27 semester credit-hour requirement.

Grade-Point Average Requirements

Beginning with the second year of collegiate enrollment, student-athletes must meet the following minimum grade point average requirements in order to be eligible for intercollegiate competition:

- 1.8 cumulative GPA prior to entering the second year of collegiate enrollment
- 1.9 cumulative GPA prior to entering the third year of collegiate enrollment
- 2.0 cumulative GPA prior to entering the fourth year of collegiate enrollment

Note: Cumulative GPA for NCAA purposes is calculated on all coursework attempted, including all transfer, correspondence, extension and University of North Texas residence course work.

Admission to a particular program within a college or graduation from a specific college may require a higher grade point average.

Degree Declaration

A student-athlete must designate his or her degree program prior to participating in competition that occurs during or immediately before the third year of enrollment (fifth semester). This requirement applies to all student-athletes, including



two- and four-year college transfers. Due to the number of NCAA requirements that must be met at all times, **you will not be allowed to change your major without prior approval from your Athletic Academic Advisor.** If you do not follow this sequence and change your major without permission, you could become ineligible. Please contact your **Athletic Academic Advisor** if you have any questions.

Percentage of Degree Requirements-Four-Year Degree Programs

Beginning with the third year of collegiate enrollment, student-athletes must meet the following percentage of degree requirements in order to be eligible for intercollegiate competition:

- 40% of course requirements must be completed entering the third year of collegiate enrollment
- 60% of course requirements must be completed entering the fourth year of collegiate enrollment
- 80% of course requirements must be completed entering the fifth year of collegiate enrollment

Percentage of Degree Requirements-Five-Year Degree Programs

If the student-athlete's degree is identified in the institution's official catalog as a five-year program or otherwise requires the completion of a minimum of 150-semester hours, there is no percentage of degree requirement for student-athletes during their first two years of collegiate enrollment. Beginning with the third year of collegiate enrollment, student-athletes in a five-year degree program must meet the following percentage of degree requirements in order to be eligible for intercollegiate competition:

- 33% of course requirements must be completed entering the third year of collegiate enrollment
- 50% of course requirements must be completed entering the fourth year of collegiate enrollment
- 67% of course requirements must be completed entering the fifth year of collegiate enrollment.

ACADEMIC STUDENT SERVICES & STUDY HALL REQUIREMENTS

At the University of North Texas, student-athletes have a wide variety of support services available to you not only through the University but through the Department of Athletics, as well. This handbook addresses those services provided from within the Athletics Department, and student-athletes are *strongly* encouraged to familiarize themselves with other services provided by the university – including, but not limited to:

- The Learning Center (which offers group, individual, and online tutoring), more information available at <https://learningcenter.unt.edu/>
- The Writing Center (which many English professors offer extra credit for utilizing, and offers drop-in, by appointment, and online assistance), more information available at <http://writinglab.unt.edu/>
- The Office of Disability Accommodation (which assists students with all types of disabilities – including physical, cognitive, and psychological), more information available at <https://disability.unt.edu/>
- The *many, many* academic department help centers, including the History Help Center, the Economics Help Center, the Math Tutor Lab, the Accounting Lab, and many more...

If you need help accessing any of these main campus services, you are encouraged to ask their Athletics Academic Advisor or the Academic Support Coordinator for assistance!



ATHLETICS ACADEMIC SUPPORT REQUIREMENTS

Because most students need additional academic support structures to successfully navigate the challenge of transitioning from high school to college (or from one college to another), all new student-athletes at UNT will have some requirements for participation in academic support activities. Based on their track record of academic success, continuing student-athletes at UNT may also have some requirements for participation in academic support activities.

Academic support requirements are based on past performance, as well as advisor and coach recommendations, team requirements, and any other individual factors. They are an estimate of what will best promote your success at UNT. They are *not* an assessment of “intelligence” and academic support requirements should *not* be interpreted as a judgement that a student is “not smart” – even “very smart” students are sometimes required to use support!

Academic Support Requirements may typically include the following:

- Independent study time, self-scheduled (i.e. “Study Hall hours”)
- Independent study time, scheduled, including meeting with advisor
- Scheduled time with other academic supports (e.g. counselors, learning specialists, etc.)
- “Mean Green Wing” program sessions (i.e. Tutor and/or Academic Coaching sessions)

Regardless of the type of requirement (hours, sessions, or meetings), student-athletes must bring all appropriate academic supplies (academic binders, planners, course materials, writing utensils, etc.) in order to receive credit for their participation.

STUDY HALL HOURS

Study hall hours is an academic support requirement that is intended to support good time management by requiring you to allot a minimum amount of time to focus on out-of-class academic work and preparation. Hours requirements vary by student, and typically range from 2 hours to 8 hours per week. *Hours for any week must be completed by 12pm (noon) on the Friday of that week.*

Hours may be completed by:

- Independently completing course work at the Student-Athlete Academic Center (this should generally be completed *before 5pm*, as evening hours are full with structured sessions)
 - Students who choose this option will “swipe in” their student ID at the front desk and “swipe out” when they leave – *be sure to “swipe out” before leaving; if you forget to swipe out, the system will erase any hours completed that night!*
 - If you are “swiped in”, you must be working on academically productive work (reading texts, completing homework, gathering research, etc.).
 - If you are engaged in non-productive activities (e.g. on social media websites, napping, socializing, etc.), you will be swiped out and asked to leave, and you will not receive credit for those hours.
- Attending an SI (supplemental instruction) session
- Visiting The Writing Center or any of the other main campus academic help labs
- Meeting with a tutor (in person or online) provided by The Learning Center
 - In order to be credited for hours in any of these main campus venues, students must provide their Athletics Academic Advisor with proof of attendance. Students may write their own note (making sure that it includes the date, the start & end times of the activity, and the contact information of the person verifying) or you may see their Athletics Academic Advisor for a standardized form.

INDEPENDENT STUDY/MEET WITH ADVISOR

In addition to self-scheduled independent study time, new and continuing students may also be required to attend weekly (or bi-weekly) meetings with their advisor, which may be combined with additional “independent study” time. Most commonly,



new UNT student-athletes are required to meet with their Athletics Academic Advisor once a week. Some returning student-athletes may also be required to meet with their Athletics Academic Advisor, either weekly or bi-weekly.

If you are assigned a time for “Independent Study/Meet with Advisor” (or “Meet with Advisor”), you must attend (and be prepared to work!) during your assigned day and time, every week. If you need to request a change to this time (either for one week or a permanent change), you need to contact your Athletics Academic Advisor *in advance* to make arrangements for an alternate time.

OTHER STUDENT SUPPORT MEETINGS

Additional required meetings (with advisors, counselors, learning specialists, or other support staff) may be required, at the discretion of your Athletics Academic Advisor. If you need to request a change to this time (either for one week or a permanent change), you need to contact your Athletics Academic Advisor (or the support staff person with whom you are assigned to meet) *in advance* to make arrangements for an alternate time.

THE MEAN GREEN WING TUTORING & ACADEMIC COACHING PROGRAM

The “Mean Green Wing” Tutoring & Academic Coaching Program provides structured, scheduled, supervised one-on-one and small group tutoring and academic coaching sessions.

Mean Green Wing staff function in two distinct roles:

Academic Coaches (ACs) – ACs meet regularly (1 or 2 times a week) with students (one-on-one) throughout the semester to provide one-on-one assistance in college survival & success skills. Using course syllabi and other materials, they assist students in time management, planning, grade-tracking, study skills building, course preparation & communication, and other academic skill building.

Subject Tutors (Tutors) – Tutors meet regularly (typically once a week) with students throughout the semester for content-based assistance in specific courses; both one-on-one and small group sessions are held. Tutors assist students in comprehending course material, planning ahead for coursework, and preparing for exams/assignments. The goal of a subject tutor is to facilitate a student's learning of the concepts and methods required to tackle course assessments themselves.

After each meeting, Tutors & ACs provide a detailed report (including grades earned, upcoming assignments/readings, due date progress, and other course progress information) to the Academic Support Coordinator. This information is communicated to coaches and advisors daily.

PLEASE KEEP IN MIND – AC & Tutor sessions are a **supplement** to independent work for your classes. If you do not complete reading, studying, and other prep work outside of your sessions, you will not likely find sessions very helpful.

ACADEMIC CENTER BEHAVIORAL RULES

As young adults doing serious academic business, we generally expect that you will conduct yourself with dignity, respect, and common sense while participating in academic support services. Some general guidelines for this are listed below.

1) Respect the building

This includes (but is not limited to!):

- Food is not permitted beyond the front desk/reception area.
- Keep feet off of furniture and walls.
- No use of tobacco products of any kind (including dip and/or e-cigs)
- Alcohol, illegal/illicit drugs, and firearms are not permitted in Study Hall.
- Do not damage equipment (printers, staplers, etc.) or remove it from Study Hall.



2) Respect the staff

This includes (but is not limited to!):

- All Study Hall staff (tutors, ACs, etc.) must be treated with same courtesy and respect that you would show any coach, trainer, or other Athletics staff member.
- Students must be prepared, attentive, and willing to participate in AC/Tutor sessions. Students who do not, or who are otherwise disruptive, will be asked to leave.
- Refusal to comply with the directions of a Study Hall staff member will be reported immediately, to both your Head Coach and your Athletics Academic Advisor.
- Refusal to leave the building (when your behavior is disruptive or disrespectful, and you have been asked to leave) may result in the UNT Police being called to remove you.

3) Respect the work that we are here to do

This includes (but is not limited to!):

- Be prepared for working during sessions by bringing all course materials, which always includes basic supplies (binders, planners, & syllabi) at every session, as well as any course materials relevant to your current session (textbooks, class handouts, etc.).
- AC & Tutor sessions are a supplement to independent work for your classes. If you do not complete reading/studying/other prep work outside of your sessions, you will not likely find sessions very helpful.
- **PUT YOUR PHONE AWAY**
- Study Hall is not a social location. All students must be constructively engaged in academic work, or they will be asked to sign out and leave the building.
- Computers, internet, copiers, printers, and other equipment are for academic use only.
- Any conversations should be minimal and at a very low volume (*do not* “holler” at people across the room, or down the hallway). If you are listening to music while you work, it should not be heard outside of your headphones.

4) Respect yourself

This includes (but is not limited to!):

- Profanity and hate speech (including racist, sexist, ableist, homophobic, or otherwise hate-based language) are strictly prohibited.
- Clothe yourself appropriately – we’re casual, but we do have a few basic standards:
 - Clothing and accessories must be free of paraphernalia of colleges or universities other than UNT.
 - Decent personal hygiene must be practiced.
 - Your body should be appropriately covered from shoulder to mid-thigh. This means no: tube tops, halter tops, spaghetti straps, exposed midriffs or backs, exposed undergarments, short-shorts, or see-through/mesh/Spandex clothing. Clothing that may be appropriate for the weight room is often not appropriate for Study Hall!

ACADEMIC CENTER SCHEDULING RULES

1. Be Here, On Time – Students must be on time to every scheduled session. “On time” means “with your tutor and ready to work with all materials needed”, not walking in the building at the time the session is scheduled to start, without even a pencil in your hand.

In general, Cancellations & Reschedules are strongly discouraged. When they are necessary, the following rules apply:

How to Set Up a Reschedule or Cancellation –

- A. *Well in advance* of the scheduled session, the student should contact their Academic Advisor to communicate the rescheduling of a session with the Tutor Coordinator. This is required unless the school is closed or there is a scheduled team-related activity (i.e. games, travel, etc).
- B. The Tutor Coordinator will schedule the session during the time that the student-athlete and tutor/academic coach has mutually agreed on.



Note: It is **strongly** recommended that you confirm any reschedule/cancellation plans with the Tutor Coordinator in writing (via text or email).

2. 12 Hour Rule – Any time a reschedule or cancellation is necessary or requested, students should give as much advance notice as possible. 12 hours is the *absolute bare minimum* advance notice required to avoid a “No Show” being recorded for a missed session. There are no exceptions to the 12 Hour Rule. (For emergencies & other situations that may justify a No Show being “waived”, see the Academic Infractions – Reimbursements section.)

3. Within One Day Rule – A “reschedule” for any session must take place either *before or within one day after* the originally scheduled session. (For example, a Tuesday session could be rescheduled to the Sunday or Monday before, or the Wednesday after, but *not* to the Thursday after.) Anything else is considered a cancellation. Cancellations of required Tutor/AC sessions are reported to coaches and advisors.

Please note – if you only give your Tutor/AC the bare minimum advance notice, it is unlikely that they will be able to reschedule within one day. You might get lucky, but it’s a gamble. If you “have to” cancel because you only gave your Tutor/AC minimal notice, that is **your** responsibility and *not* their fault.

Bottom line: The likelihood of a reschedule request being accommodated is directly related to the amount of planning ahead/advance notice given!

ACADEMIC REPORTING

Each day, study hall report will be emailed to advisors for delivery to their respective coaches. This report includes information from Tutor/AC sessions and any other academic support staff with whom students work. The information generally included is:

- Any grades earned below 70%
- Absences/tardies for scheduled sessions
- Absences/tardies for class (yes, we randomly check to see if you are in class!)
- Whether students are prepared (with course materials & prep work) for scheduled sessions
- Progress on course assignments (including failure to meet assignment deadlines)
- Any other progress, reminders, or concerns regarding a course

The goal of this report is to ensure that we are able to assist you in dealing with minor problems before they become disasters!

STUDENT ATHLETE ACADEMIC CENTER MISSED TUTOR POLICY

The student athlete academic center offers tutorial services to the student-athlete population. Engagement in these services is a helpful tool for students seeking academic support. In order to provide effective tutorial services, student(s) must remain engaged in the process and manage their schedule responsibly so that all students have the opportunity to utilize our services. Students will be held to the following standards if they miss a tutoring appointment.

A “miss” for the purposes of this policy is defined as a student 1) *not showing up to an appointment*, 2) *showing up for an appointment 15 or more minutes late*, or 3) *cancelling an appointment with less than 12 hours of notice regardless of the reason*.



Student-Athlete Missed Tutor Policy

- Academics staff will monitor the number of missed appointments for each student throughout the semester. Academics staff will excuse two (2) missed appointments per student each term for uncontrollable circumstances (family emergency, illness, etc.). If a student exceeds two (2) missed tutor appointments in the term, they will be charged a reimbursement fee of \$15.00 per appointment.
- Once a student has missed five (5) appointments, they will be removed from tutoring services and required to meet with the senior associate athletic director for academics and the academic counselor of record to be considered for reinstatement of services. Reinstatement will be based on probationary guidelines at the discretion of the academics staff.
- This baseline policy establishes minimum standards set forth by academic services staff. A coaching staff reserves the right to adopt this policy or establish a more stringent policy.

Criteria for Canceling or Approval for Missed Tutor Appointment

- It is the student's responsibility to cancel their appointments with the tutorial coordinator with at least 12 hours of notice. However, for mandatory tutoring, the student must contact their academic counselor with at least 12 hours of notice. Any appointment that is cancelled with less than 12 hours' notice will be marked as a miss regardless of the reason.

Collection of Reimbursement Fee

- All fees will be deducted from "cost of attendance" for all scholarship student-athletes. Walk-ons and student-athletes who do not receive "cost of attendance" will pay cash to the director of academics. The academic counselor will notify the student, the coaching staff and the business office at the time of the third miss informing them of the reimbursement fee. At the conclusion of the term, the academic counselor will notify the coaching staff of any outstanding fees that need to be paid prior to the start of the following term. Students will provide verification of the receipt to their academic counselor and coaching staff for reinstatement of services.

Deadline for Payment and Penalties

- All reimbursement charges must be paid by the first day of classes the following semester. Failure to pay these charges by the deadline will prohibit a student from utilizing tutorial services for the following term. Once reconciled, the student will be able to resume their services per normal protocol.

FAQ – FREQUENTLY ASKED QUESTIONS

Who are Study Hall/Mean Green Wing services for?

Everyone!

What if I want/need to request additional academic support?

Contact the Athletics Academic Advisor for your sport, and let them know what you need. If you simply want to request a tutor for a particular class, you may also directly contact the Academic Support Coordinator (who will update your advisor), being sure to include the course *and section* number for which you are requesting tutoring.

How do I know my schedule for academic support (hours, sessions, etc.)?

Requirements for Study Hall "hours", advisor meeting times, schedules for AC & Tutor sessions, and any other academic requirements are sent to you by your Athletics Academic Advisor, *to your UNT (EagleConnect) email*. Any



changes to your Study Hall schedules will likewise be emailed to your EagleConnect email, at least 24 hours in advance of the change.

Why do I have to use my UNT (Eagle Connect) email?

Your UNT (EagleConnect) email is where all of your “official university correspondence” is sent, including emails from professors, financial aid notices, and other important information. You need to be in the habit of checking this email daily, and of clearing out any “junk” emails so that you don’t miss important ones!

When will I get my academic support schedule (for the Fall 2017 semester)?

AC and tutor sessions for all students, as well as some online course orientations and other “one-time” sessions, will be held during the end (Wednesday – Friday) of the 1st week of classes. Your Athletics Academic Advisor will email you individually if you have one of these requirements. Be sure to check your email daily!

Mean Green Wing tutor & AC sessions will be out the Sunday and Monday of the Labor Day weekend. Sessions will resume regularly following the holiday – on Tuesday, September 5th.

Your Athletics Academic Advisor or the Academic Coordinator will email your schedule by Monday August 28th at 11:59. *If you do not receive an email, it is YOUR responsibility to follow up with your advisor and find out about your schedule! If you have a conflict with you schedule, it is your responsibility to let the Academic Coordinator know within 24 hours.*

When is the Academic Center (Study Hall) open?

The operating hours for the Student-Athlete Academic Center are:

- Sunday: 4:00 pm – 10:00 pm
- Monday through Thursday: 8:00 am – 10:00 pm
- Friday: 8:00 am – 5:00 pm

What about holidays (for the 2019– 2020 Academic Year)?

Study Hall is only closed for university-recognized holidays on the following dates:

- **Labor Day:** Structured Study Hall sessions (Tutor & AC sessions) are NOT held over the Labor Day Holiday (Sunday, September 1st & Monday, September 2nd) – Study Hall is closed on both of these days.
- **Thanksgiving:** Structured Study Hall sessions (Tutor & AC sessions) are NOT held over the Thanksgiving Holiday (Wednesday, November 27th & Thursday November 28th) – Study Hall is closed on both of these days. Note that structured Study Hall sessions (Tutor & AC sessions) ARE held on the Sunday returning from Thanksgiving break (Sunday, November 26th).
- **Spring Break:** Structured Study Hall sessions (Tutor & AC sessions) are NOT held over the Spring Break Holiday (Sunday, March 8th – Friday, March 13th) – Study Hall is closed this entire week. Note that structured Study Hall sessions (Tutor & AC sessions) ARE held on the Sunday returning from Spring break (Sunday, March 18th).

When do Mean Green Wing Program Tutor & AC sessions begin and end?

All tutoring and AC sessions will begin during the second week of the semester for both fall and spring semesters.

CLASS ATTENDANCE

GO TO CLASS!!! It cannot be overemphasized that there is a direct correlation between classroom attendance and academic success. It is the policy at North Texas that students will attend all class sessions to ensure continued enrollment in the course; therefore all student-athletes’ are expected to attend class.



UNIVERSITY APPROVED ABSENCES

If you miss any of your classes for your sport it is considered a University approved absence. Make sure you are communicating with your instructors in advance regarding any absence related to your sport. Within three days after the absence, students must obtain authorized absence cards from the Dean of Students Office. The cards must be picked up after each absence and presented to your instructors. The Dean of Students Office is located in the Union Suite 409 (940-565-2648).

STUDENT-ATHLETE PROGRESS REPORT

The Student-Athlete Progress Report will be completed twice a semester. Academic Services will request the information directly from your instructors. However, if any of your instructors do not respond or if we need any additional information, you will be required to take a paper progress report to your instructors for completion. It is required that you return the progress reports to your advisor by 5pm on the specified due date.

CHANGE OF CLASS SCHEDULE

Because the NCAA has established minimum course hour requirements in order to maintain eligibility (12 hours), you must have all schedule changes approved in advance. Failure to do so may affect your eligibility.

DROPPING/RETAKEING A COURSE

Please adhere to the following

Speak to you instructor (in accordance with their course policies) before dropping any course.

Speak with your Athletics Academic Advisor and the Academic Support Coordinator before dropping or duplicating a course, in order to ensure that the drop or duplication is the best option.

You are permitted to drop or duplicate (i.e. "re-take") up to 9 hours beyond what is required for your degree without financial penalty. This limit is increased by the number of AP/dual credit hours that a student brings with them to North Texas.

You are financially responsible (i.e. must pay for) for any dropped or duplicated courses beyond the limit described above.

You must submit a fully completed university drop slip, to the Registrar's Office before the drop deadline for the applicable semester in order to complete my course drop request.

You are only allowed 6 drops over the course of your academic career at UNT. If you are an in-state transfer, drops at your previous institution counts toward this total.

ACADEMIC STATUS

Academic Alert (Freshman Only)

Freshmen whose grade point average drops below a 2.0 will be placed on Academic Alert. If you fail to raise your GPA in the following semester, you will be placed on Academic Probation.

Academic Probation



You will be placed on Academic Probation if your UNT GPA falls below a 2.0. If you fail to raise your GPA while on Academic Probation, you will be suspended.

Academic Suspension

You will be suspended from the University for one long semester if you are on Academic Probation and fail to raise your GPA to 2.0. You will be suspended for two long semesters if you repeat the process a second time (See Undergraduate Catalog for details). If you are suspended, you are dismissed at the end of the term, your registration for the next term will be cancelled and you become separated from the University.

STUDENT-ATHLETE DEVELOPMENT

Student Athlete Development was created by the NCAA to help student-athletes transition from their lives as student-athletes to their lives after graduation, while also making meaningful contributions to their communities. SAD focuses on five main areas of student-athlete development: Academic Excellence, Athletic Excellence, Personal Development, Career Development and Community Service. All student-athletes are required to participate in Student-Athlete Development events. Participation includes attending lectures/ workshops every semester including an annual program on drug and alcohol awareness as mandated by the NCAA. All student-athletes will also be expected to participate in at least two community service projects each semester. Even though Student-athlete Development activities are required, they are designed to help student-athletes achieve their personal and academic goals and to make your career at North Texas a more rewarding experience.

STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

The mission of SAAC is to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete well-being, and fostering a positive student-athlete image. SAAC may also serve as a conduit of communication among student-athletes, coaches, and athletics administrators on issues to improve the student-athlete experience and promote growth and education through sports participation. SAAC is the liaison between the Athletic Department and the student-athletes. SAAC gives student-athletes a voice in Athletic Department decision making and the opportunity to respond to proposed Conference USA Conference and NCAA legislation. SAAC also serves to build a sense of community within the Athletic Department and to promote a positive image for the department on campus. SAAC consists of a staff advisor from the Mean Green Student Services Center and two representatives from each team.

Representatives are selected via an application process and reviewed by the Mean Green Student Services staff. If you have any new business or concerns for the Student-Athlete Advisory Committee, please notify your team representative. All new business must be submitted at least 48 hours before the upcoming meeting to the SAAC staff advisor to be added to the agenda.

MEAN GREEN CUP

A competition between all University of North Texas Athletic teams that effectively encompasses the Student-Athlete Development Commitment areas of academic and athletic excellence, personal and career development, and community service.

ATHLETIC SCHOLARSHIP

An athletically related scholarship, as well as other forms of financial assistance, may be provided to help you with your University expenses. Individual teams are provided with a specific number of scholarships in accordance with budgetary restrictions and the NCAA regulations. These scholarships are awarded by the University upon recommendation from the Head Coach and the approval of the Athletic Director. Scholarships are not reimbursement for services performed, but are



provided to help student-athletes with their educational expenses. An athletic scholarship is restricted to educational expenses such as tuition, fees, room, board and course-required books during regular terms. Once a scholarship is awarded, North Texas is committed to fulfilling its financial obligation to you.

Your scholarship may be discontinued but not limited to the following, if you:

1. Render yourself ineligible for athletics competition
2. Misrepresent information on your application or Letter of Intent
3. Voluntarily withdraw from your sport for personal reasons
4. Engage in misconduct serious enough to warrant disciplinary action and cancellation of aid

Student-athletes are afforded the opportunity to appeal any changes to their scholarship. If aid is reduced or discontinued, you should first meet with your Head Coach. If an understanding is not reached, you may request in writing, an appeal hearing, to the chair of the University Scholarship Committee.

UNIVERSITY CHARGES NOT PAID BY ATHLETIC DEPARTMENT

There are always questions about what expenses are covered when a student-athlete is on full scholarship. Tuition, mandatory course fees, required books, room and board are covered. If you incur any of the following charges, YOU must pay them:

Property Deposit

The cost of treatment for non-athletically related injuries

Late fees imposed by the university

Library fines

Fines for damage to University property, including lost Residence Hall key

Replacement cost for a student I.D.

Vehicle registration fee

Parking permits or parking tickets

APPELLATE PROCEDURE TO NORTH TEXAS SCHOLARSHIP COMMITTEE

A student who wishes to appeal any decision made by the UNT Athletic Department which is allowed by the National Collegiate Athletic Association (NCAA), including a request for a transfer release or a reduction or withdrawal of financial aid, must follow the procedures outlined below:

The student has 14 calendar days after receiving notification of request denial, reduction or cancellation to submit their appeal in writing.

Submit a written request that includes:

Full name, ID number, year in school, sport, academic year to which the appeal relates, type and amount of previous



athletic aid, reasons for believing the decision was unfair, names of institutional staff members with whom the student has discussed the aid and copies of relevant documents (e.g., letters regarding initial award of athletic aid)

After submitting the appeal to the chair of the University Scholarship Committee (USC), a date is set for review of the USC. The athletic department is notified on the appeal and the date.

At the appeal hearing, the committee will listen to the appeal of the student. Then separately, the athletic department will be asked to present its response to the written appeal.

Within 10 days after hearing both sides of the appeal, the USC will make a determination on the appeal and notify each party of the decision. By the NCAA, the committee's decision is final. The chair of the USC notifies the student in writing of the final decision (no later than 3 weeks after the appeal is submitted).

One of the two actions is taken: The USC will uphold and support the initial denial. Or, if the USC finds that the decision to deny a second institution the permission to contact a student-athlete or that the reduction, cancellation or non-renewal of aid is a violation of the rules, regulations and institutional policies, the appeal is immediately approved. The permission to contact is granted or the athletic aid is then made available to the student as soon as possible. If the student wishes to discuss the result of the appeal, a meeting with the chair of the USC may be arranged.

ADDITIONAL FINANCIAL AID

All outside grants and loans that you receive must be in accordance with the NCAA rules and regulations, and must be reported annually; therefore, if you are on an athletic scholarship, it is important that you check with the Director for Compliance before accepting additional aid. The Department of Athletics encourages student-athletes to apply for both Federal and State funds. It is possible to qualify for both an athletic scholarship and federal and state funds in the form of Pell Grants, etc. These grants are based on financial need. This money cannot only supplement the funds of those student-athletes on partial scholarship, but may also entitle those on full scholarship to additional funds. If additional funds are needed, personnel in the University's Financial Aid Office will help you investigate the possibility of long-term student loans or federal grants, as well as assist you with the application process. Before any other form of aid is accepted, you should discuss it with the Director for Compliance.

STUDENT-ATHLETE GRIEVANCE PROCEDURE

Every student has access to a number of problem-solving mechanisms within the University. As a student-athlete, you have the same access as any other student. The Mean Green Student Services Department will inform you of your options should you find yourself in trouble. However, because there are problems which arise because of your special position as a student-athlete, grievance procedures to deal with these special situations have been established. Student-to-Student problems should be taken to Student Rights & Responsibilities located in the Dean of Students Office. Your rights will be explained to you along with the procedures to file a grievance. Student-to-Coach problems should be addressed following the University's Complaint and Grievance Procedures (1.7.2). Every effort should be made to resolve situations with your coach first. If every effort has been made to resolve the situation and no solution has been reached, contact the Athletic Director. If, after following these two steps, you wish to continue your grievance, you should proceed following one of the paths listed above. Grievances regarding denial of transfer release or a reduction or withdrawal of financial aid should follow the procedures outlined in the Appellate Procedure to the University of North Texas Scholarship Committee.

SUMMER SCHOOL AND FIFTH YEAR APPLICATION PROCESS

If you would like to, or must attend summer school at UNT, please meet with your Athletic Academic Advisor for further instructions. If you plan to attend summer school elsewhere, please meet with your Academic Advisor and your Departmental Advisor to make sure that the course work that you plan to take will transfer back to UNT.



Degree completion grant-in-aid funds are for the sole purpose of assisting student-athletes who have exhausted their eligibility, or who have been deemed medically disqualified, to graduate with one undergraduate degree. Athletics aid cannot be used to complete a double major, an additional minor, or a graduate degree.

Awards for degree completion aid will be offered on a term-by-term basis and MAY be renewed for the next term. Renewal is contingent upon satisfactory completion of the prior term – both academically and in the work assignment.

Aid may be awarded for a maximum of tuition, fees, required books, and room/board stipend only and will be proportional up to the previous scholarship award percentage. Cost of Attendance stipends are not awarded to post-eligibility or medically disqualified student-athletes. Room/board stipend is proportionally provided only to former student-athletes living in the Denton/local area and attending classes at UNT for 15 hours a semester and will only be provided during the regular academic year (i.e. Fall and Spring semesters). Room/Board stipends will NOT be provided during the summer, including, but not limited to the month of August. Domestic/international health insurance is not covered by the athletic department for program participants.

WORK COMMITMENT

Student-athletes who have exhausted their eligibility or are medical non-counters do not have any sport commitments. As a result, these individuals will be required to earn their athletics aid by working 15 hours a week, within the department of athletics. If a student-athlete cannot fulfill the work requirements, they will not be awarded athletics aid.

Work assignments will be agreed upon by the student-athlete and the Athletics Department prior to the semester for which the degree completion aid is awarded. When possible, the work assignments will be made with consideration to the student-athlete's major and/or areas of interest. Additionally, if this aid is awarded to a student-athlete who is returning to school after participating in professional athletics or who is asking to complete the undergraduate degree and has a job, the Athletics Department will make an effort to schedule accordingly, but there will still be a work commitment component in exchange for athletics aid.

GENERAL CRITERIA

1. In all exhausted eligibility cases, only student-athletes who complete their final year of eligibility at UNT will be considered. Aid will be prorated for students not enrolled full-time.
2. In medical non-counter cases, only student-athletes who have been medically disqualified from competition and have been designated as medical non-counters will be considered and are only eligible for two semesters of aid.
3. The student-athlete must have received aid during their final year of eligibility or in the case of a medical-non-counter, the preceding year.
4. If a student-athlete leaves prior to the completion of their eligibility to participate in professional athletics, any subsequent request will be handled on a case-by-case basis, but the Athletics Department will only provide aid for a maximum of two semesters of coursework.
5. Returning student-athletes may be asked to submit payment on their own and then request reimbursement at the conclusion of the semester with passing grades in each course taken.
6. The material in this policy document is subject to change without notice and should not be construed as a commitment or guarantee by UNT Athletics. The post eligibility degree-completion program is subject to available funding and is not guaranteed to any current or former student-athlete.



Application Forms and Process

APPLICATION FORMS

Former student-athletes must submit all documents, COMPLETED, to the Senior Associate Athletic Director for Compliance:

Page 31- Academic Criteria and Expectations

Page 32- Degree Completion Aid Request Form

Page 33- Plan for Degree Completion Form

Page 34- Degree Completion Work Assignment Request

APPLICATION PROCESS

- Step 1- Obtain the Post-Eligibility Degree Completion Request Forms from your athletics academic advisor (athletics academic advisor will give you a copy of your academic map to attach to packet)
- Step 2 – Read and sign the Academic Criteria and Expectations on page 3
- Step 3- Complete the Degree Completion Aid Request Form on page 4
- Step 4- Complete the Degree Completion Work Assignment Request on page 6
- Step 5- Meet with athletics academic advisor and have them complete their portion on page 5
- Step 6- Attach a written plan for graduation and confirm academic map
- Step 7- Review all completed documents with the athletics academic advisor and obtain signatures
- Step 8- Turn in all completed documents to the Senior Associate AD for Compliance; Compliance will complete their portion on page 4 and 5.
- Step 9 – Athletic Department Internal Review will be completed and post eligibility applicants will be notified before the term begins of their financial aid award and work assignment.

Application forms must be turned in no later than 45 days before the first term in which they are requesting to enroll.



Academic Criteria and Expectations

ACADEMIC CRITERIA

Those who receive consideration for post-eligibility aid must have NO HOLDS on their MyUNT account, must have had no history of questionable behavior, and cannot have any outstanding disciplinary issues at UNT.

Those who will receive consideration:

- The student-athlete is making satisfactory progress toward their degree and is within 30 hours/two semesters of graduating with an undergraduate degree.
- Any hours more than 30 are the personal responsibility of the former student-athlete. All holds, past due bills, fees, etc. are the personal responsibility of the student-athlete.

ACADEMIC EXPECTATIONS

1. Students must meet with their athletics academic advisor during the first week of classes.
2. Students must pick up their books by the first week of classes and return their books by the scheduled due date at the end of the semester or you could be charged 100% the cost of the books.
3. Students must attend required meetings with their athletics academic advisor as well as any tutoring or mentoring appointments that the advisor has assigned. Failure to attend these appointments could result in cancellation/repayment of aid.
4. Athletics will not pay a repeat course fee associated with any course that I may have to take because I did not pass it on a previous occasion.
5. Students must pass all enrolled courses with the grade needed to satisfy their major requirement. If this grade is not achieved, the student will be personally responsible for paying the charge of those classes.
6. Student will be responsible to reimburse the Athletics Department 100% of the aid awarded if you leave the institution before graduating, or fail to meet all requirements of the contract.
7. Students will be held financially responsible for any courses dropped without Athletics Department Approval.
8. All prior holds, past due bills, taxes, fees, etc. are the personal responsibility of the student-athlete.
9. Any violation of the Student Code of Conduct may impact renewal or immediate cancelation of athletic aid.
10. If your aid is revoked, a charge will be placed on your account through myUNT which will prohibit requesting official transcripts.

Signature: _____ Date: _____



BUILDING CHAMPIONS. PREPARING LEADERS.

Degree Completion Aid Request Form

To be completed by the student-athlete requesting athletics aid

Name: _____ EUID: _____

Sport: _____ E-mail address: _____

Cell Phone Number: _____

Please initial in the boxes to the left that you agree to/understand the following information:

	I am requesting consideration of Degree Completion Athletics Aid to assist me in completing my first undergraduate degree.
	I understand that I must supply all required forms 45 days before the day that I intend to enroll at UNT (there are three forms: Degree Completion Aid Request Form; Plan for Degree Completion Form; and Work Assignment Request Form)
	I understand that I will be required to work for the Athletics Department as a condition to receive aid. If I do not complete my work hours as indicated, I understand that my aid will be reduced or cancelled.
	I understand that, if approved, the athletics department may pay tuition, fees, books, and room/board proportional to the previous scholarship award percentage for a MAXIMUM of 30 hours toward the completion of my degree.
	I understand that, if approved, the athletics department may pay tuition, fees, and books for a MAXIMUM of two semesters (Fall, Spring, or Summer) toward the completion of my degree. My aid will not cover summer, special sessions, insurance, or pre-season periods and will be prorated based on enrollment.
	I understand that athletics will NOT pay a repeat course fee associated with any course that I may have to take because I did not pass it on previous occasions.
	I understand I must pass all enrolled courses with the grade needed to satisfy their major requirement. If this grade is not achieved, I will be responsible for paying the charge of those classes.
	I have attached all forms and they have been completed by the appropriate individuals. I have also attached all documentation to support my request as indicated.

Signature: _____ Date: _____

To be completed by the Athletics Compliance Office:

This former student-athlete meets the NCAA legislation to receive degree completion athletic aid:

Yes / No

Circle One: Exhausted Eligibility (5th year) Medical Non-Counter 6th Year or beyond
 Classification of Residency (will be confirmed by Compliance Department): In-State Out-of-State

Staff Signature: _____ Date: _____



Plan for Degree Completion Form

PLEASE ATTACH YOUR ACADEMIC MAP

Name: _____ EUID# _____ Sport: _____
 Phone #: _____ Email: _____ Class: FR SO JR SR Other
 Scholarship Percentage: _____ Out-of-state? Yes No Current Grade Point Average: _____
 Major: _____ Projected graduation date: _____ Remaining hours for degree: _____
 Number of F/NC hours earned: _____ Are you currently on academic probation or alert? Yes No

Post Eligibility Aid Request:

Hours Requested: _____ Reason: Graduation Medical Disqualification Other
 *If other, please explain.

- I understand that post eligibility athletics aid is a privilege, not a right. I accept responsibility for following through with any academic assistance recommendations made through my athletics academic counselor.
- I understand that I could be obligated to fulfill hours of study hall in the Student-Athlete Academic Center as requested by my advisor.
- I understand that if I have been approved to receive funds from the athletic department to cover aid I will be required to pay back 100% of the tuition and fees paid on my behalf if I fail a class, don't pass a class, receive an unauthorized withdrawal, receive no credit, or anything of the like.
- Per NCAA rules, tuition/fees/housing for any off-campus courses cannot be paid by UNT Athletics. My athletics academic counselor must pre-approve any off-campus courses in order to ensure that NCAA regulations are met.

Student-Athlete Signature: _____ Date: _____

Academic Advisor Signature: _____ Date: _____

Head Coach Signature: _____ Date: _____

(FOR OFFICIAL USE)

Initial term hours requested: _____ Second term hours requested: _____ Hours remaining for graduation: _____
 Are any of the hours requested needed as a result of a failing grade or for a repeated class? Y/N
 All account holds and disciplinary issues have been cleared? Yes No Academic Advisor Initials _____
 Senior Associate AD for Academics Approval: _____ Date: _____

Semester Name	Equivalency (%)	Tuition & Fees (\$)	Books (\$)	Room & Board (\$)	Total Award (\$)

***To be completed by Compliance*

Senior Associate AD for Compliance Approval: _____ Date: _____

Director of Athletics or Designee Approval: _____ Date: _____



Degree Completion Work Assignment Request

Name: _____ EUID: _____ Sport: _____
E-mail Address: _____ Cell Phone Number: _____

I agree that if I receive degree completion grant-in-aid assistance, I will work for 15 hours a week as assigned within the Athletics Department. The student-athlete and the Athletics Department, prior to the semester for which aid is awarded, will determine where the student-athlete will work during the term of the award. I understand that the department assignment takes priority over any other job I may obtain AFTER I enter this agreement. If I need to complete an internship for academic credit, I will discuss this with the athletics department PRIOR to engaging in any additional work. I understand that I will discuss possible days off, vacations, etc., with my supervisor after I am assigned an area to work in the Athletics Department.

When possible, the UNT Athletics Department will make every attempt to assign you to your preferred request for work assignment. Please mark your 1st, 2nd, and 3rd areas of interest and be aware that many choices require evening and/or weekend hours.

Check Three (3)

- | | |
|-------------------------------|--------------------------------------|
| _____ Academics | _____ Marketing/Promotions |
| _____ Fundraising | _____ Compliance |
| _____ Event Management | _____ Sports Medicine |
| _____ Video Services | _____ Communications/Media Relations |
| _____ Facilities | _____ Ticket Office |
| _____ Manager for Sport _____ | |

If I fail to complete the required hours per week, do not pass my classes, and/or do not perform assigned tasks at a satisfactory or above level, I understand that my athletics aid will be cancelled or reduced accordingly with appropriate notification and will be required to pay back 100% of the tuition and fees paid on my behalf.

Signature of Student-Athlete: _____ Date: _____



TEXTBOOKS

If your scholarship includes textbooks, you will pick up the required textbooks from Voertmans. You are responsible for all books you receive so please check your receipt and bag carefully. All textbooks must be returned to Voertmans by 5pm on the last day of final exams. If you do not turn in your books on time, the original cost of the books will be charged to your account. We will not accept any books after the last day of final exams. You will only receive required materials upon your initial pick-up from Voertmans. All recommended course materials need to be approved through Academic Services prior to purchase.

OFFICE OF EQUAL OPPORTUNITY

The Office of Equal Opportunity (OEO) is the primary office at the University of North Texas responsible for enforcing the University's equal opportunity policies and for investigating complaints of discrimination, harassment and retaliation. The University of North Texas does not unlawfully discriminate on the basis of race, color, national or ethnic origin, religion, sex, sexual orientation, gender identity or expression, age, political affiliation, disability, marital status, ancestry, genetic information, citizenship, or veteran status in its application and admission process, educational programs and activities, university facilities, or employment policies. The University takes active measures to prevent such conduct and immediately investigates and takes remedial action when appropriate. The University also prohibits and takes actions to prevent retaliation against individuals who report or file a charge of discrimination, harassment, or sexual violence; participate in an investigation, or oppose any form of discrimination, harassment, or sexual violence.

NCAA TIME PERIOD OF ELIGIBILITY

Five Year Clock. Student-athletes have five calendar years from the date of their first full-time collegiate enrollment (at any two-year or four-year school) to compete in four seasons of intercollegiate athletics at the Division I level. This period of time is often referred to as the “five-year eligibility clock.” The five-year eligibility clock starts with full-time enrollment at any institution regardless of a student’s participation in intercollegiate athletics. Once the five-year clock starts, it does not stop unless the student goes on an official religious mission, serves in the military, or becomes pregnant.

This five year period of time allows for a student-athlete to miss a season of competition and still have an opportunity to compete in four seasons of intercollegiate competition. Sitting out a season of competition is often referred to as a “redshirt” year. A student-athlete may redshirt, or miss a season of competition, at any point during their five years of enrollment. A redshirt year occurs when a student-athlete does not compete at all against another university or team at any time during the academic year. One second of a game, one pitch in one inning, one stroke of a golf ball, etc. – it all counts as a season of competition under NCAA rules.

Championship and Nonchampionship Segments. A student-athlete whose championship season (i.e., the portion of their season that ends with the conference tournament) is in the Spring semester, will be charged a season of competition if they compete in EITHER the Fall semester (nonchampionship segment) OR the Spring semester. For example, the championship segment of the Softball season is in the Spring semester. Therefore, if a student-athletes competes either in the Fall nonchampionship segment or in the Spring championship segment, she will be charged a season of competition. A student-athlete whose championship segment is in the Fall, will not be charged a season of competition if they compete ONLY in the Spring nonchampionship segment. For example, the championship segment of the Soccer season is in the Fall semester. Therefore, if a student-athlete does not compete at all in the Fall semester, she can compete in the Spring nonchampionship segment without being charged a season of competition.



Student-athletes may miss a season of competition for a number of reasons: academic ineligibility; serving a transfer year-in-residence; medical incapacitation; or simply because a coach chooses to withhold the student-athlete from competition.

Academic Redshirt. If a student-athlete fails to meet the initial eligibility requirements (through the NCAA Eligibility Center), the NCAA transfer requirements (2-4, 4-2-4, or 4-4), or the continuing academic eligibility requirements (full-time enrollment, credit hour requirements, minimum GPA, percentage of degree), the student-athlete will be ineligible for competition. The length of time the student-athlete remains ineligible is dependent upon the academic insufficiency and the amount of time it takes the student-athlete to rectify the deficiency.

Transfer Year-in-Residence. All transfer student-athletes must meet certain NCAA requirements before being certified as eligible for competition at the new institution. A student who has not participated in athletics prior to the transfer is still subject to the NCAA transfer requirements if they want to participate in athletics at the new institution. There are three types of transfer students:

- 2-4 transfer: a student who initially enrolled full-time at a two-year school (community or junior college) and is now transferring to a four-year institution (Division I, Division II, Division III, or NAIA)
- 4-2-4 transfer: a student who initially enrolled full-time at a four-year school (Division I, Division II, Division III, or NAIA), left the four-year school and enrolled full-time at a two-year school (community or junior college), and is now transferring to another four-year institution.
- 4-4 transfer: a student who initially enrolled full-time at a four-year school (Division I, Division II, Division III, or NAIA) and is now transferring to another four-year school. All international transfers are treated as 4-4 transfers.

There are two steps involved in the transfer process: permission to contact (if a student has previously attended a domestic four-year institution) and use of the one-time transfer exception (applicable in all sports except Football, Basketball, Baseball, and men's Ice Hockey.)

Permission to Contact. The first step in transferring is obtaining permission to contact. Permission to contact is when one school gives another school permission to talk to one of its students (current or former) regarding a possible transfer. If a student has never attended a four-year institution, then permission to contact is not needed. However, if a student has ever attended a four-year school as a full-time student, regardless of their participation in intercollegiate athletics, permission to contact must be obtained before discussing a possible transfer with another two-year or four-year school.

If a current North Texas student-athlete wants to transfer to another institution, the student-athlete must obtain permission to contact. Without a permission to contact letter, all other institutions are prohibited from talking to a student-athlete about a possible transfer. To get a permission to contact letter, a student-athlete must first meet with his or her coach to discuss the transfer. After a student-athlete has met with the coach, the student-athlete will need to provide the Compliance Office with a written list (email) of all schools the student-athlete is interested in transferring to. The Compliance Office will then reach out to the student-athlete's coach and the Director of Athletics to determine if North Texas will grant other institutions permission to contact the student-athlete regarding a possible transfer.

The NCAA allows an institution seven business days from the time it receives a student-athlete's written request to either grant or deny the permission to contact. If permission to contact is granted, the student-athlete will either receive a letter that he or she can forward to the coach or Compliance Office at the school they are interested in transferring to or the Compliance Office will send this letter on the student-athlete's behalf. Receiving permission to contact is only the first step in the transfer process and does not



mean that a student-athlete has been “released” and will be immediately eligible to compete at the new institution.

If a current or former North Texas student is denied permission to contact, the student will be notified of the denial in writing via email. Once a denial has been issued, the student has a right to appeal the decision. Per NCAA Bylaw 13.1.1.3.1, a student may request a hearing for the denial of permission to contact or denial of release from the University of North Texas. The request for hearing must be received in the Student Financial Aid & Scholarships (UNTS) Office within fourteen (14) calendar days of Athletics denial. The appeal should be sent to scholarships@unt.edu, addressed to Lisa N. Goodwin, Assistant Director, 1155 Union Circle #311370, Denton, Texas 76203-5017. The written request may be hand-delivered to UNTS in the Eagle Student Services Center (ESSC) room 228. Further instructions on what to include in the appeal will be included in the email the student receives with the notification of the denial.

A student who does not receive permission to contact and either does not appeal the decision or appeals the decision and does not get the denial reversed, is not eligible to receive athletics aid at the new institution and must serve a transfer year in residence (i.e., is not eligible for competition for two regular academic terms at the new school.)

One-Time Transfer Exception. The second step in the transfer process is use of the one-time transfer exception. This step is only required if the student is a 4-4 transfer. When combined with the permission to contact, the one-time transfer exception permits a student to compete immediately upon transfer to a new institution. Per NCAA Bylaw 14.5.5.2.10, the one-time transfer exception is available to students in all sports EXCEPT Football, Basketball, Baseball, and Men’s Ice Hockey. Participants in these sports are not eligible to use the one-time transfer exception and must serve a transfer year-in-residence upon arrival at the new four-year school.

A student who wants to participate in a sport that allows use of the one-time transfer exception, must also meet the following conditions in order to be immediately eligible for competition upon transfer to another four-year institution:

- The student has not transferred previously from one four-year institution unless, in the previous transfer, the student-athlete received an exception per Bylaw 14.5.5.2.6 (discontinued/nonsponsored spot exception);
- At the time of transfer to the certifying institution, the student would have been academically eligible had he or she remained at the institution from which the student transferred, except that he or she is not required to have fulfilled the necessary percentage-of-degree requirements at the previous institution; and
- If the student is transferring from an NCAA or NAIA member institution, the student's previous institution shall certify in writing that it has no objection to the student being granted an exception to the transfer-residence requirement. If an institution receives a written request for a release from a student-athlete, the institution shall grant or deny the request within seven business days. If the institution fails to respond to the student-athlete's written request within seven business days, the release shall be granted by default and the institution shall provide a written release to the student-athlete.

If a current North Texas student has received permission to contact and sent their permission to contact letter to the school(s) they are interested in, those schools that are interested in the student will reach out to the Compliance Office at North Texas via a transfer tracer. The transfer tracer will ask a series of questions regarding the student’s academics and athletics participation history. The transfer tracer will specifically ask if North Texas would like to grant use of the one-time transfer exception. The NCAA allows an institution seven business days from the date it receives the request to either grant or deny use of the one-time transfer exception. If use of the one-time transfer exception is granted, the student will be immediately eligible for competition at the new institution.



If a current or former North Texas student is denied use of the one-time transfer exception, the student will be notified of the denial in writing via email. Once a denial has been issued, the student has a right to appeal the decision. Per NCAA Bylaw 13.1.1.3.1, a student may request a hearing for the denial of permission to contact or denial of release from the University of North Texas. The request for hearing must be received in the Student Financial Aid & Scholarships (UNTS) Office within fourteen (14) calendar days of Athletics denial. The appeal should be sent to scholarships@unt.edu, addressed to Lisa N. Goodwin, Assistant Director, 1155 Union Circle #311370, Denton, Texas 76203-5017. The written request may be hand-delivered to UNTS in the Eagle Student Services Center (ESSC) room 228. Further instructions on what to include in the appeal will be included in the email the student receives with the notification of the denial.

A student who is not granted use of the one-time transfer exception and either does not appeal the decision or appeals the decision and does not get the denial reversed, must serve a transfer year in residence (i.e., is not eligible for competition for two regular academic terms at the new school.)

Medical Hardship Waiver. A petition for a medical hardship waiver can be submitted to Conference USA by the Compliance Office on behalf of a student-athlete if the following conditions exist:

- The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at any two-year or four-year collegiate institutions or occurs after the first day of classes in the student-athlete's senior year in high school;
- The injury or illness occurs prior to the first competition of the second half of the playing season that concludes with the NCAA championship in that sport and results in incapacity to compete for the remainder of that playing season;
- In team sports, the injury or illness occurs when the student-athlete has not participated in more than three contests or dates of competition (whichever is applicable to that sport) or 30 percent (whichever number is greater) of the institution's scheduled or completed contests or dates of competition in his or her sport.; and
- (d) In individual sports, the injury or illness occurs when the student-athlete has not participated in more than three dates of competition or 30 percent (whichever number is greater) of the maximum permissible number of dates of competition as set forth in Bylaw 17 plus one date for a conference championship, regardless of whether the team participates in the conference championship, provided the institution is a member of a conference and the conference holds a championship event in the applicable sport.

NCAA PLAYING AND PRACTICE REGULATIONS

The NCAA requires that an institution limit its organized practice activities, the length of its playing seasons and the number of its regular-season contests and/or dates of competition in all sports, as well as the extent of its participation in noncollegiate-sponsored athletics activities, to minimize interference with the academic programs of its student-athletes.

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

Daily and Weekly Hour Limitations During the Playing Season



- A student-athlete shall be limited to twenty hours of countable athletically related activities per week.
- A student-athlete shall be limited to four hours of countable athletically related activities per day. A golf practice-round can exceed the four hours per-day limit, but the limit of twenty hours per week shall still apply.
- All competition shall count as three hours, regardless of the actual duration of the activities.
- Practice may not be conducted at any time following competition, except between contests, rounds or events during a multi-day or multi-event competition (such as doubleheaders or rounds of golf).
- A student-athlete must be given at least one day off per week during the playing season. A travel day may be used as a day off. Not all student-athletes on a team have to be given the same day off.
- Countable athletically related activities may not occur between midnight and 5A.M. If a competition begins before midnight, it is permissible for a student-athlete to participate in the competition after midnight.
- No class time shall be missed at any time (e.g., regular academic term, mini term, summer term) for practice activities except when a team is traveling to an away-from-home contest and the practice is in conjunction with the contest.
- Daily and weekly hour limitations do not apply to countable athletically related activities occurring during an institution's term-time official vacation period, as listed in the institution's official calendar, and during the academic year between terms when classes are not in session. If such vacation periods occur during any part of a week in which classes are in session, the institution is subject to the daily and weekly hour limitations during the portion of the week when classes are in session and must provide the student-athletes with a day off, which may be a vacation day

Daily and Weekly Hour Limitations Outside the Playing Season

- **Sports Other Than Football.** Outside of the playing season, from the institution's first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the institution's final examination period at the conclusion of the academic year, only a student-athlete's participation in required weight training, conditioning and skill-related instruction shall be permitted. A student-athlete's participation in such activities per shall be limited to a maximum of eight hours per week with not more than two hours per week spent on skill-related workouts. All countable related activities outside the playing season are prohibited one week prior to the beginning of the final examination period for the applicable academic term through the conclusion of each student-athlete's final exams.
- **Bowl Subdivision Football. [FBS]** Activities between the institution's last contest and January 1 are limited to required weight training, conditioning and the review of game film. A student-athlete's participation in such activities shall be limited to a maximum of eight hours per week, of which not more than two hours per week may be spent on the viewing of film. All activities beginning January 1 and outside the playing season shall be conducted pursuant to Bylaw 17.10.6. (Out-of-Season Athletically Related Activities FBS)
- A student-athlete shall be given at least two days off per week. Not all student-athletes on a team must be given the same days off.



- Countable athletically related activities may not occur between midnight and 5A.M.
- No class time shall be missed at any time (e.g., regular academic term, mini term, summer term) for practice activities.
- A student-athlete may not participate in any countable athletically related activities outside the playing season during any institutional vacation period and/or summer. Strength and conditioning coaches who are not countable coaches and who perform such duties on a department-wide basis may design and conduct specific workout programs for student-athletes, provided such workouts are voluntary and conducted at the request of the student-athlete.

OUTSIDE COMPETITION REGULATIONS

Athletics competition against any other athletics team (including an alumni team) that does not represent the intercollegiate athletics program of the same institution is considered outside competition. A student-athlete in any sport other than basketball who participates during the academic year as a member of any outside team in any noncollegiate, amateur competition becomes ineligible for intercollegiate competition unless eligibility is restored by the Committee on Student-Athlete Reinstatement. A student-athlete is permitted to practice on such a team.

In sports other than wrestling, a student-athlete may compete outside of the institution's declared playing and practice season as a member of an outside team in any noncollegiate, amateur competition during any official vacation period published in the institution's catalog. There are limits on the number of student-athletes from any one institution that may compete on the same team. Compliance Office approval is required PRIOR to participation on any outside team.

Exceptions-All Sports. The following exceptions to the outside-competition regulations are permitted:

- **High School Alumni Game.** A student-athlete may compete in one game a year involving participants from the student-athlete's former high school and its alumni team. In sports other than basketball, this game must take place during an official vacation period of the institution's academic year.
- **Olympic Games.** A student-athlete may participate in the official Olympic Games, in final tryouts that directly qualify competitors for the Olympic Games, and in officially recognized competition directly qualifying participants for final Olympic Games tryouts.
- **Official Pan American Games Tryouts and Competition.** A student-athlete may participate in official Pan American Games tryouts and competition.
- **U.S. National Teams.** A student-athlete may participate in official tryouts and competition involving national teams and junior national teams sponsored by the appropriate national governing bodies of the U.S. Olympic Committee (or, for the student-athletes representing another nation, the equivalent organization of that nation or, for student-athletes competing in a non-Olympic sport, the equivalent organization of that sport).
- **Official World Championships, World University Games, World University Championships and World Cup Tryouts and Competition.** A student-athlete may participate in official World Championships, World University Games, World University Championships and World Cup tryouts and competition.
- **Multisport Events.** A student-athlete may participate in officially recognized state and national multisport events.



Summer Leagues. With PRIOR approval from the Compliance Office, student-athletes may participate in summer leagues. There are sport-specific summer league guidelines that must be followed including the number of North Texas student-athletes that may play on the same outside team. It is imperative that you get approval from the Compliance Office prior to participation on an outside summer team.

STUDENT-ATHLETE HOSTS

Student-Athlete Host Instructions

Your role as a STUDENT HOST is very important in the recruiting process for our North Texas athletic teams. Student-athletes who serve as hosts must understand that they are official representatives of the Department of Athletics and the University of North Texas. Therefore, appropriate conduct is expected at all times. A prospective student-athlete's initial visit to our campus provides an opportunity for us to showcase the high standards that we hold ourselves to as ambassadors of the University of North Texas.

You have a responsibility to understand and abide by NCAA Student Host Guidelines and all North Texas regulations. The following list has been established to ensure that hosting of prospective student-athletes is conducted in a manner consistent with NCAA and University of North Texas regulations.

Please carefully review the following rules.

- Several students may host a prospect, but only one student host per prospect may be provided a free meal if restaurant facilities are utilized. A non-qualifier may not serve as a student host in their first academic year in residence.
- A maximum of \$30 for each day of the visit may be provided to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardians, or spouse), excluding the cost of meals and admission to campus athletics events. These funds may not be used for the purchase of souvenirs such as t-shirts or other institutional mementos. It is permissible to provide the student host with an additional \$15 per day for each additional prospect the host entertains.
- NO cash may be given to the visiting prospective student-athlete or to any individual accompanying the prospective student-athlete.
- You may not use vehicles provided by or arranged for by any institutional staff member or representative of our athletics interests. Never allow a prospective student-athlete or any individual accompanying the prospective student-athlete to use your vehicle.
- You may not transport the prospective student-athlete, or any individual accompanying the prospective student-athlete, beyond 30 miles of the University of North Texas campus.
- You should not allow recruiting conversations to occur on or off campus between the prospective student-athlete and a representative of our athletics interests. (If an unplanned meeting occurs, only an exchange of a greeting is permissible). It is your responsibility to ensure that such contact does not take place when they are entertaining prospective student-athletes.
- A visiting prospective student-athlete may participate in physical workouts or other recreational activities provided such activities are not organized or observed by the coaching staff and are not designed to test the athletic abilities of the prospect.



- You may receive a complimentary admission (no hard tickets) when accompanying a prospective student-athlete to a campus athletics event. The prospective student-athlete may receive up to three complimentary admissions to a campus athletics event (for himself and up to two individuals accompanying him.) There are exceptions to these limits in for non-traditional families and in the sport of Football.
- Underage drinking (under the age of 21) is illegal in the State of Texas. Prospective student-athletes are not allowed to engage in this activity. It is the student host's responsibility to discourage and report transgressions of this law to the appropriate authority.
- If a prospective student-athlete is of legal age (21) and may enter a local bar, it is the student host's responsibility to ensure that the prospective student-athlete is aware that alcohol abuse will NOT be tolerated.
- Illegal drugs may not be used or provided to a prospective student-athlete or any individual accompanying the prospective student-athlete during the campus visit.
- The prospective student-athlete and any individuals accompanying the prospective student-athlete are prohibited from participating in any form of gambling or gaming activities during the campus visit.
- Prospective student-athletes and any individual accompanying the prospective student-athlete are prohibited from visiting a strip club, gentleman's club, or soliciting the use of a stripper during the campus visit.
- The student host may not arrange for the prospective student-athlete or any individual accompanying the prospective student-athlete to engage in sexual activity during the campus visit.
- The University of North Texas will NOT tolerate sexual harassment by anyone associated with our athletic teams. Student hosts must be aware of the University's prohibition of this type of activity and work to ensure that prospective student-athletes and the individuals accompanying the prospective student-athletes are conducting themselves appropriately.
- It is the responsibility of the University of North Texas and those individuals associated with the University to ensure the safety and well-being of prospective student-athletes visiting our campus. At the same time, it is imperative for prospective student-athletes and their student hosts to avoid any situations or activities that would jeopardize their safety or would be against NCAA, University of North Texas, or local laws, rules and regulations.
- Failure to abide by the above rules and regulations will be reported to the appropriate authority. Violations of NCAA rules will be reported to the NCAA National Office and Conference USA. Violations of University rules will be reported to the appropriate authority on campus. Violation of federal, state, or local laws will also be reported to the appropriate authority.

Nonqualifier Prohibition. The student host must be enrolled in the member institution being visited by a prospective student-athlete. A nonqualifier may not serve as a student host during his or her first academic year in residence.



AMATEURISM AND AGENT LAWS IN THE STATE OF TEXAS

In an effort to maintain a level playing field, the NCAA requires all student-athletes to be amateurs. All incoming freshman and transfer students will be required to answer a series of questions about their athletics participation prior to enrolling in college. These questions will cover the following areas: contracts with professional teams; salary for athletics participation; receipt of prize money; playing with professionals; tryouts, practice, or competition with a professional team; receipt of benefits from an agent; and agreements to be represented by agent. When prospective student-athletes register with the NCAA Eligibility Center at the beginning of their sophomore year, they will be able to answer these amateurism questions in order to receive a preliminary amateurism certification. Prospective student-athletes will need to request a final amateurism certification in the months prior to their initial enrollment in college. Prospects enrolling in the Fall semester can request their final amateurism certification beginning in April. Prospects enrolling in the Spring semester can request their final amateurism certification beginning in October.

Only an amateur student-athlete is eligible for intercollegiate athletics participation. It is imperative that prospective and current student-athletes understand how interaction with agents can impact their amateurism.

In order to assist student-athletes in understanding the Texas Athlete Agent Act and to help them respond to inquiries from agents, please note the following provisions of state law:

- An agent cannot offer student-athletes anything of value to induce a student-athlete to enter into an agreement of representation.
- An agent cannot offer any employee of an institution or higher education any inducement to refer student-athletes to the agent.
- An agent cannot contact student-athletes, directly or indirectly, until after the student-athlete has officially completed his or her eligibility (last game or competition).
- An agent may send student-athletes written materials regarding the agents' professional credentials only if the agent also sends an identical copy of the same materials to the Athletic Director of the school the student-athlete attends.
- A student-athlete (along with a parent or legal guardian) can initiate contact with an agent to arrange an interview. The agent must notify the Athletic Director in writing of the date, time and place of the meeting.
- Each school shall sponsor athlete-agent interviews on their campus during designated times in the term prior to the student-athlete completing his or her eligibility.
- The Texas Agent Act requires every agent to be registered with the Secretary of the State before any agent can legally enter into an oral or written contract with any athlete.

AGENT PROCEDURES

Scheduling of interviews

- a. All interviews must be made through the North Texas Athletic Compliance office, two weeks in advance of desired appointment date.



- b. Once contacted, the Compliance office will contact the student-athlete, verify his or her desire to take the interview and coordinate the day and time of interview.
- c. The compliance office will then notify agent of student-athletes' approval, time and location of interview.

Duration of interview period

- a. Interviews will be held on the second, third and fourth Mondays during the month of April.
- b. Interviews shall be limited to thirty minutes.
- c. Interviews will only be scheduled between 2:00 p.m. and 6:00 p.m. on each of the aforementioned Mondays.

Locations on campus where interview may be conducted

- a. Agents will check-in with Compliance office at least 30 minutes prior to interview and present a copy of materials that will be distributed to the student-athletes.
- b. The Compliance office will designate the location of the interview upon the agent's check-in.

Terms or conditions under which an athlete agent may contact an athlete during an interview period

- a. Agents may not contact any student-athlete other than those who were previously requested and approved even if it is during the thirty minute period agent has been allotted.
- b. Agent has the ability to choose to meet with individual athletes or a group of athletes. However the agent's allotted session will still consist of thirty minutes.

SPORTS WAGERING ACTIVITIES

The NCAA opposes all forms of legal and illegal sports wagering (gambling). Sports wagering has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. Sports wagering demeans the competition and competitors alike by a message that is contrary to the purposes and meaning of "sport." Sports competition should be appreciated for the inherent benefits related to participation of student-athlete, coaches and institutions in fair contests, not the amount of money wagered on the outcome of the competition. For these reasons, the NCAA membership has adopted specific rules prohibiting staff members of Athletics Departments and student-athletes from engaging in gambling activities as they relate to intercollegiate or professional sporting events.

NCAA Bylaw 10.02.1 Sports Wagering

Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any



intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

NCAA Bylaw 10.02.2 Wager

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

NCAA Bylaw 10.3 Sports Wagering Activities

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

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

NCAA Bylaw 10.3.2 Sanctions

The following sanctions for violations of Bylaw 10.3 shall apply:

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

NCAA Bylaw 10.4 – Disciplinary Action

Prospective or enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility. (See Bylaw 10.3.2 for sanctions of student-athletes involved in violations of Bylaw 10.3.) Institutional staff members found in violation of the provisions of this regulation shall be subject to disciplinary or corrective action as set forth in Bylaw 19.9, whether such violations occurred at the certifying institution or during the individual's previous employment at another member institution.



EXTRA BENEFITS

It is important for student-athletes to understand what kind of benefits they may receive while enrolled in college and which benefits are considered "extra benefits" and may jeopardize your eligibility.

An extra benefit is any special arrangement by an institutional employee or representative of the institution's athletics interests to provide a student-athlete or the student-athlete's family member or friend with a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their family members or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution's students or their family members 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.

Representatives of Athletics Interest. Much like an agent, a representative of athletics interest, or booster, is often in a position to provide a student-athlete with a benefit that may not be allowed by the NCAA. How do you identify a booster?

A "representative of the institution's athletics interests" is an individual, independent agency, corporate entity (e.g., apparel or equipment manufacturer) or other organization who is known (or who should have been known) by a member of the institution's executive or athletics administration to:

- Have participated in or to be a member of an agency or organization promoting the institution's intercollegiate athletics program;
- Have made financial contributions to the athletics department or to an athletics booster organization of that institution;
- Be assisting or to have been requested (by the athletics department staff) to assist in the recruitment of prospective student-athletes;
- Be assisting or to have assisted in providing benefits to enrolled student-athletes or their families;
- Have been involved otherwise in promoting the institution's athletics program.

Once an individual is identified as a booster, he or she retains that status for life. Once a booster, always a booster.

A booster may not provide any extra benefits to a recruit or a student-athlete at any time.

The following is a list of **IMPERMISSIBLE** Extra Benefits:

An institutional employee or representative of the institution's athletics interests may not provide a student-athlete with extra benefits or services, including, but not limited to:

- A loan of money;
- A guarantee of bond;
- An automobile or the use of an automobile;
- Transportation (e.g., a ride home with a coach), except as permitted in Bylaw 16.9.1, even if the student-athlete reimburses the institution or the staff member for the appropriate amount of the gas or expense; or
- Signing or co-signing a note with an outside agency to arrange a loan.



This list is not all-inclusive! Do not accept any benefits that you think may be impermissible. Always ask your Coach or the Compliance Office first.

SPORTS PARTICIPATION

Conference USA Principles and Standards of Sportsmanship

Conference USA member institutions value the principles of sportsmanship and the ideal of pursuing victory with honor in intercollegiate athletics. The Conference believes that athletics should be conducted in a way that reflects positively on the individual participants and institutions. The standards of sportsmanship below are written to emphasize the basic expectations of the Conference related to sportsmanship and provide the Commissioner with broad authority to ensure that Conference activities are consistent with these principles.

The essential elements of sportsmanship and ethics in sports are embodied in the concept of character building and six core principles: respect, responsibility, fairness, honesty, integrity and good citizenship. The highest potential of sports is achieved when competition reflects these six principles.

At the beginning of each academic year, all student-athletes will receive a written copy of the Conference USA sportsmanship expectations and will be required to sign the C-USA sportsmanship statement. By signing this statement, all student-athletes certify that they agree to conduct themselves within the standards of sportsmanship prescribed by Conference USA and the University of North Texas.

Standards of Conduct

Member institutions' student-athletes, coaches and staff shall conduct themselves in an appropriate manner in connection with all intercollegiate sporting events in which they participate ("Events"). They shall conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants, and comment about other institutions, coaches and student-athletes only in a positive manner.

Behavior that is not considered sportsmanlike or appropriate in connection with Events includes, but is not limited to, the following:

- Striking (e.g., kicking, hitting, throwing objects at) or other acts of violence, attempted acts of violence or attempts to incite violence;
- Obscene, profane, demeaning or unduly provocative language, gestures or actions directed towards an opposing team, institution, contest official, staff member or spectator;
- Public criticism of or publicly disparaging statements about an opposing team, institution, contest official, staff member, or spectator;
- All other actions, as determined by the Commissioner, in violation the principles and standards of sportsmanship.

Penalties

- Specifically and without limitation, The Commissioner has the authority to require a member institution to take any one or more of the following actions: (i) publicly or privately reprimand the



participant; (ii) forfeit any sports events or competitions; (iii) suspend or expel any person from attendance at or participation in one or more events; (iv) pay a fine to the Conference (not to exceed \$50,000) for each occurrence of unsportsmanlike or inappropriate conduct.

- In instances of flagrant misconduct, all individuals shall receive a minimum penalty of a suspension from one or more contests. Flagrant misconduct shall include, but not be limited to, striking (e.g., licking, hitting, throwing at), or attempting to strike an official, coach, player or spectator. In the sport of basketball, standard NCAA penalties will apply for Flagrant Fouls. However, all Flagrant 2 Fouls will be reviewed by the conference office which has the authority to implement further penalties for egregious actions.
- Repeat violations by any individual, team or institution will subject them to increasingly greater penalties.

GENERAL TEAM RULES

Each coach may have his or her own team rules related to conduct, dress code, etc. Please see your coach for specific team rules. These are, however, general rules that apply to all UNT student-athletes. They are as follows:

- Be on time to all of your obligations (class, practice, training room, etc.)
- Don't do anything to embarrass yourself, your family, the team or the University (This includes everything from dress to general conduct).
- Be prepared to give 100% both mentally and physically. (This applies to the classroom as well as to the playing field).
- The consumption of alcohol beverages on team trips and at athletic or athletically sponsored events is not allowed.

DRESS CODE

As personal appearance is a direct reflection of you, take an interest in how you appear, especially when traveling with your team. The dress code for each team varies from sport to sport. Your head coach will let you know if he or she requires a specific dress code. You are a highly visible representative of the University and, as such, you are responsible for using good judgment regarding your overall appearance.

TEAM TRAVEL

Your head coach will review with you the standards for team conduct that you should observe when you travel with your team. Specific requirements for dress, individual conduct, curfews and free time activities will be discussed. If printed material has been developed by your coach, for your sport, please obtain that information from your coach. You may pick up the Excused Absence form at the Dean of Students' office upon your return. You will show the form at the beginning of the class to each teacher from whose class you were absent. Please remember that the Department pays only for your transportation, room and



board. This is in compliance with NCAA rules and regulations. Room service, laundry, phone calls, pay television, movies, etc. must be paid for by you. Since you are required to pay for the charges anyway, please save the Department the time and paperwork by not charging incidentals to your room.

EQUIPMENT

Once your name is placed on your team's squad list, you may receive the clothing and equipment required for your sport. You may be assigned a locker and must use a combination lock. It is asked that you keep your locker clean and free of clutter and food items.

You are responsible for any lost or stolen articles. Lost or stolen equipment should be immediately reported.

Athletic uniforms, warm-ups and other equipment issued to you may only be used during official athletic practices and/or events. This equipment is not intended for personal, everyday use. Exceptions to this policy must be approved by your head coach.

EQUIPMENT ROOM REGULATIONS

You are expected to take reasonable care of the equipment and uniforms that are issued to you. Your head coach may charge you for any unreasonable wear and tear to your athletic equipment. Fines for excessive damage to equipment are levied after consulting with the Equipment Manager. If the damage is severe enough to warrant the purchase of a new item, you must pay the replacement cost. Again, you are also responsible for lost or stolen equipment issued to you. If you are fined for lost or damaged uniforms or equipment not returned, you must pay all fines by the close of the Spring semester. If fines are not paid, a hold is placed on your records and registration for the next term cannot take place until these charges are paid.

LOCKER ROOM

All locker rooms are designated by sport. Only student-athletes or appropriate Department of Athletics staff members have access to the locker room area. You are given an individual locker. Locks are issued to you to secure your personal and University property. It is recommended that you leave personal valuables at home or securely locked in your locker. All trash, tape, paper, etc. should be placed in wastebaskets located in the locker room. The locker room is cleaned daily or between workouts.

STRENGTH AND CONDITIONING

Policies and Procedures

Before participating in the University of North Texas Strength and Conditioning Program, each Student-Athlete must first go through the process of being cleared for participation by the NCAA Clearing House, the University of North Texas Medical Staff and the University of North Texas Compliance office. No student-athlete shall be permitted to use the University of North Texas athletic facilities voluntarily or by mandate until the Strength and Conditioning Staff has received clearance from the University of North Texas compliance office.



One goal of the Strength and Conditioning staff is to improve overall athletic ability and strength through comprehensive teaching of core and auxiliary strength training movements as well as general and specific conditioning, speed, explosion, agility and pre-habilitation in the safest of environments. With the implementation of pre-habilitation, the goal is to decrease the risk of injury to the student-athlete in their sport. In addition, if an injury does occur, the rehabilitation time frame will be shortened and the Strength and Conditioning staff will work in tandem with the University of North Texas Athletic Training Staff to return the student-athlete participation.

The Strength and Conditioning Staff is in place to assist all student-athletes to perform her/his best in their arena. All Strength and Conditioning programs are designed with this and safety as the top priorities. With that being stated, if an injury should occur no matter how minor, the student-athlete shall immediately report such an incident to their Strength and Conditioning Coach. The Strength and Conditioning Coach will convey the information to the Athletic Trainer assigned to their sport. The Athletic Trainer will evaluate the injury and give the Strength and Conditioning Coach and student-athlete instruction on how to proceed.

The Strength and Conditioning facility is available to current competing student-athletes, former student-athletes currently participating in professional athletics, sport/event coaches, and Athletic Department staff. Use of the weight room falls under the discretion of the Strength and Conditioning Staff and we reserve the right to refuse any individual. Student-athlete training sessions will take priority over anyone else attempting to use the facility. If a Strength and Conditioning Coach asks someone other than a student-athlete not to use the facility at a particular time, they will comply. If a Coach or Athletic Department staff member does not comply with the rules of the Strength and Conditioning facility, they will have their privileges revoked with any possible return to be determined solely by the Strength and Conditioning staff.

Team schedules for the Strength and Conditioning facilities will vary from semester to semester and season to season based on team competition and class schedules of the student-athletes. The Strength and Conditioning Staff will schedule training sessions by team to ensure that the student-athletes will arrive at any and all academic obligations in a timely fashion. Proper nutrition and hydration are of the utmost importance to the Strength and Conditioning Staff. Through scheduling, the Strength and Conditioning Staff will ensure that the student-athletes have ample time to eat between training sessions and academic obligations, all student-athletes will have completed their training sessions at the Strength and Conditioning facility by no later than 6:00pm Monday through Friday. Any weekend training sessions and/or make-ups are scheduled at the sole discretion of the Strength and Conditioning Staff.

Absences will not be tolerated. A workout time will be set by the Strength and Conditioning Staff. These times will be adhered to. If a conflict arises, the student-athlete must contact her/his Strength and Conditioning Coach prior to their assigned workout time via phone call (leave a message) or text message. If the student-athlete does not make contact prior to that time frame she/he will be considered absent. The student-athlete will not rely on another student-athlete or a sport/event coach to relay a message. Communication between the student-athletes and Strength and Conditioning Staff is of paramount importance. If a student-athlete arrives to a workout session late, this is considered an absence with any make up or discipline to be determined at the sole discretion of the Strength and Conditioning Staff and sport coach.

Sport and/or event coaches will not be permitted to workout with their teams, nor conduct team or individual Strength and Conditioning workouts with their student-athletes without the consent of their Certified Strength and Conditioning Coach. If a sport and/or event coach finds it necessary to program Strength and Conditioning workouts for their student-athletes, they will need to hold one of the two Strength and Conditioning certifications as mandated by the NCAA for anyone programming and



implementing workouts for student-athletes. These two governing bodies are the National Strength and Conditioning Coaches Association (Certified Strength and Conditioning Specialist certified) and the Collegiate Strength and Conditioning Coaches Association (Strength and Conditioning Coach Certified).

If a sport/event coach wishes to retain the services of an outside entity for Strength and Conditioning training purposes to work with their student-athletes, this must be cleared and approved by the Director of Athletics. If approved by the Director of Athletics, the Strength and Conditioning Staff will relinquish all responsibility for the well-being of that sport/event coaches' student-athletes.

Any and all rules presented by the Strength and Conditioning department are for the safety and betterment of the student-athletes at the University of North Texas. The Strength and Conditioning staff will foster a competitive team first atmosphere. Individuality has no place in Division I team athletes. Failure to comply with Strength and Conditioning policies will result in removal of privileges and use of the Strength and Conditioning facilities.

General Rules:

- Student-athletes will wear North Texas issued gear.
- Only Strength and Conditioning staff will adjust audio system.
- No head coverings or visible piercings. No food, drink, gum, tobacco.
- Place every piece of equipment where and how it belongs.

SPORTS MEDICINE

The University of North Texas Department of Intercollegiate Athletics maintains a comprehensive sports medicine and athletic training program to ensure quality health care for its student-athletes. More specifically, the Sports Medicine staff is responsible for the prevention, clinical evaluation, diagnosis, treatment, rehabilitation, and reconditioning of injuries or illnesses sustained as a result of participation in scheduled practices, competitions, or during travel to and from these events. This is achieved through collaboration with Athletic Trainers, Team Physicians, Strength and Conditioning staff, Sports Nutritional staff, and mental health resources including Sports Psychology and Counseling.

Maintaining adequate health care is a shared responsibility between the Sports Medicine staff, the Head Coaches and student-athletes. The Team Physicians have absolute authority in determining the physical fitness of each student-athlete, to include deciding whether an ill or injured student-athlete may participate in practice or competition. Coaches must abide by and/or implement the instructions given by the Sports Medicine staff and abide by medical disqualifications and restrictions. Student-athletes must immediately report any injury incurred during a scheduled practice or athletic event to a member of the Sports Medicine staff.

As a Mission, the University of North Texas Sports Medicine Department will be dedicated to providing comprehensive, state-of-the-art health care and wellness services as it pertains to the well-being of the student-athlete. Each member of the University of North Texas Athletic Training staff will do his or her part to provide professional, first-class leadership and counseling necessary to prevent, manage, and rehabilitate the student-athlete. The University of North Texas Sports Medicine Department will serve as a



major intellectual and creative resource for the Athletic Department, develop interactive partnerships with allied health professionals, and participate in the exploration and development of the student-athlete's health and well-being.

The Vision of the University of North Texas become a nationally recognized athletic training program focusing on first-class, state-of-the-art health care services to the University of North Texas Athletics Department, and a respected and prominent leader with the reputation of providing quality educational experiences to athletic training students.

Sports Medicine Staff

The University of North Texas Sports medicine staff consists of the Team Physicians, the Senior Associate Athletic Director for Sports Medicine, Assistant Athletic Trainers, Graduate Assistants, Athletic Training Students and other allied health care medical specialists, as required. The Senior Associate Athletic Director for Sports Medicine in consultation with Team Physicians, are responsible for ensuring that student-athletes receive proper treatment for athletic related illnesses or injuries. All members of the Department involved in athletic training, conditioning, coaching or supervision of students participating in University-sponsored intercollegiate athletic events are fully responsible to the Head Athletic Trainer with respect to matters pertaining to health and/or injuries. All decisions about diagnosis, management, and return to play will be at the discretions of the treating physician.

All members of the Athletic Training staff will abide by all the rules and regulations of the National Collegiate Athletics Association (NCAA), Conference USA (C-USA), and State of Texas laws.

Operation and Use of Athletic Training Room Facilities

The University of North Texas Athletic Training Room is the medical center of the Athletic Department. The hours of operations begin no later than 8:00 a.m. and remain open until the last in-season sport is finished for the day on a Monday through Friday basis. Hours of operation are extended when additional coverage is necessary for scheduled events or practices especially on Saturdays, Sundays, or holiday breaks. Coverage for usual practice sessions or events must be scheduled by the Head Coach at least one week prior to the event. The Senior Associate Athletic Director for Sports Medicine coordinates this coverage.

The Senior Associate Athletic Director for Sports Medicine is responsible for the operation and supervision of the Athletic Training Room. Student-athletes are not allowed in the Athletic Training Room without supervision. All therapeutic modalities are administered by a member of the Athletic Training staff because of the potential danger involved. When the Athletic Training Room is not in use, it is to be locked at all times. Student-athletes receiving therapy are supervised at all times; under no circumstances is a patient receiving treatment left unattended.

The Athletic Training Room is strictly for the use of those individuals involved in the intercollegiate athletics program; however, the facility is available to visiting teams on an as-needed courtesy basis.



Medical Care Providers and Referrals

Only medical expenses related to athletic injuries that occur as a direct result of participation in the student-athlete's designated intercollegiate sport are covered. Participation includes any physical activities that prepare the student-athlete for participation, as well as supervised pre-season conditioning, organized practice attended by a member of the coaching staff, or a Department sponsored contest. (The Department is not responsible for medical expenses incurred when a student-athlete is injured in a non-athletic event, such as playing recreational sports, Intramurals, car wrecks, pre-existing injuries, disease, illness, etc.)

The Senior Associate Athletic Director for Sports Medicine or other Certified Athletic Trainers evaluate all athletic injuries and will refer student-athletes to specialists, when appropriate. All referrals for medical care must be authorized in advance by a member of the Sports Medicine Staff. A Department of Athletics Injury Referral Form must be completed prior to consultation. The Head Athletic Trainer, Assistant Athletic Trainer, or the Graduate Assistant Athletic Trainer will accompany the athlete receiving treatment from an outside physician or specialist.

For all illness (night or day), the student-athlete should immediately report to their assigned Certified Athletic Trainer. Once seen, the Athletic Trainer decides if further medical attention is appropriate and arranges for an appointment with an appropriate physician as soon as possible if necessary. The student-athlete is responsible for reporting to the Certified Athletic Trainer the physician's diagnosis, all drugs or special instructions required, and the advisability of returning to practice or competition.

Treatment of Injury or illness

All injuries and illnesses should be reported immediately to the sport assigned Athletic Trainer, as what may begin as a minor illness or injury may needlessly become more serious if it goes unattended. All athletic related injuries or illnesses are evaluated and treated by a member of the Sports Medicine staff. You must report all injuries or illnesses that might interfere with your ability to practice or participate in your sport to a member of the Sports Medicine Staff. You should see your team's Athletic Trainer as soon as possible after an injury occurs. At that time, an evaluation is performed to determine the extent of injury and your ability to practice or compete. Whenever possible, treatment is implemented in the Athletic Training Room. If necessary, an outside medical referral is made at this time. Please note that the team physician will decide when and what specialist is needed. Should an injury occur when the team physician or member of the Sports Medicine staff is present, the injury should be evaluated before you continue to practice or play.

All initial athletic injury communication and evaluation should be initiated with the University of North Texas Athletic Trainers and Team Physicians. If you elect to be seen by your personal physician without proper communication or approval, the Department of Athletics may not be responsible for any bills or costs incurred. The Department's insurance will not make payments on claims unless the athletic trainer or team physician has certified that the treatment was necessary and approved beforehand. Treatments, therapy, or surgery should not be authorized by anyone except the athletic trainer or team physician.



Illness

Illness is defined as any disease, sickness, disorder, and syndrome that are not directly caused by an athletic related injury episode. This includes but is not limited to; sickness, mental health, ADD/ADHD, asthma, STD, diabetes, hypertension, sickle cell disorder, OBGYN, skin disorders, etc. The University of North Texas Athletics Department does not assume financial responsibility for illness, pre-existing illness, and any testing, diagnostics, prescriptions, or consultations.

All referrals for illness should be generated through the University of North Texas Athletic Training Room. Team Physicians performing clinic in the University of North Texas Athletic Training Room will be the initial referral site made for student-athletes with signs and symptoms of an illness. In the rare event this is not possible, The University of North Texas Student Health Center will be utilized. The University of North Texas Student Health Center is staffed with Physicians, nurses, and lab services. In the event off campus medical referrals are requested by the student-athlete the student-athlete will be responsible for paying any and all costs associated with the medical visit including any co-pays, deductibles, lab fees, and prescriptions.

Dental Care

Each student-athlete is responsible for their own dental care unless the need for such care is the direct result of an athletics injury. The Department assumes financial responsibility for dental care which is a direct result of an athletic injury sustained in formal practice or competition in the student-athlete's designated sport. Student-athletes are to immediately (i.e., within 24 hours) report all dental injuries to a member of the Athletic Training staff. The Department will not pay for general dental treatment (e.g., cleaning of teeth or treatment of cavities). Mouthpieces can be fitted for those student-athletes participating in contact sports. If the mouthpiece is not worn or has been lost, the Department is not responsible for dental charges.

Eye Care

The Department assumes financial responsibility only for eye injuries sustained in training, scheduled practices and competitions in the student-athlete's designated sport. Eye exams are performed as part of the annual physical exam. If eye problems are discovered, the student-athlete is referred by the Certified Athletic Trainer to an optometrist or ophthalmologist. The Department of Athletics is not financially responsible for contact lenses or glasses needed for general use. Additionally, contacts lost at times other than during athletics participation, must be replaced at your own expense. Contact lenses needed for athletic participation will be provided during competition season only. Glasses will not be provided by the Athletic Department.

Emergency Treatment

Should you become ill or injured at times when the Athletic Training Room is closed, you should first attempt to contact your sport assigned Athletic Trainer. If there is a life-threatening situation after hours, after practices are over, and the athletic training room is closed, (e.g., difficulty with breathing or heart function, severe uncontrolled bleeding, neck or back injuries, etc.) you should go immediately to the



hospital or call an ambulance. If this should occur, please contact your sport assigned athletic trainer as soon as possible. The University Police can be reached after hours or for weekend emergencies by calling 911 if you are on campus or (940) 565-3000 if you are off campus.

Preventative Care

The Sports Medicine staff is responsible for not only providing medical care to injured student-athletes, but also preventing injury by identifying risk factors associated with athletic participation and educating coaches and student-athletes on preventive safety techniques. Additionally, all coaches should be able to recognize the onset of fatigue, dehydration and heat exhaustion and notify a member of the Athletic Training staff when such an event occurs.

It is the responsibility of the coaches, as well as the Athletic Trainers, and Equipment Manager to make sure that all athletic equipment is in good working order and inspected on a regular basis. Coaches must ensure that each student-athlete is wearing appropriate, properly fitted athletic equipment. When there are adverse climate conditions, extreme care is used to maintain the proper balance of electrolytes.

Coverage for Scheduled Practices and Events

The Athletic Training staff is initially responsible for treating any injury or illness sustained as a result of athletic participation in scheduled practices and games, or during travel to and from those events. For high-risk sports, (contact & collision) coverage is provided at the site of the practice or competition. For low risk sports, such coverage may be provided by the Athletic Training staff member who is on call or on duty in the Training Room. Physician coverage is provided as needed following NCAA and C-USA guidelines.

All Head Coaches and their assistants are responsible for familiarizing themselves with the Department's medical policies. Coaches should be equipped to handle emergency situations in the absence of a member of the Athletic Training staff. Per NCAA legislation all coaches and strength and conditioning staff members will maintain proper first aid, CPR, and AED certifications. Such knowledge is not only vital to the welfare of the student-athlete but is important in preventing charges of neglect or misconduct from being filed against the coach in charge.

Athletic Training coverage for weight room activity is not mandatory. Strength and conditioning led exertional workout sessions will have an athletic trainer present. No Athletic Training coverage will be provided for team play without coach instruction; open gym, captain led activity, etc.

Rehabilitation Care and Physical Therapy

If a member of the sports medicine staff recommends that you start a treatment, rehabilitation, or Physical Therapy program, you are referred to a Certified Athletic Trainer. All referrals are made on an individual basis, and each program is designed to help you reach the goals established in your treatment plan. As part of the initial rehabilitative process, the Athletic Training staff evaluates the injury and designs a rehabilitation program for you. It is your responsibility to comply with all instructions in order to promote a



quick recovery. Formal Physical Therapy will be conducted in the University of North Texas Athletic Training Room under the guidance of a Physical Therapist. Physical Therapy may utilize each student-athletes primary insurance policy for reimbursement.

Lightning Policy

The University of North Texas Athletics Department will follow NCAA guidelines regarding lightning safety. UNT Athletic Trainers and athletic administration will coordinate decisions regarding removal of student-athletes from practice or competition. UNT athletics utilizes a weather tracking software that tracks storms' lightning. In the event lightning occurs within an eight-mile radius all participation will cease. A 30-minute removal from participation is required after the most recent lightning strike within the eight-mile radius. Each new lightning strike resets the 30-minute clock. During lightning stoppage all student-athletes, coaches, staff-members, and spectators will be required to relocate to the nearest safe area.

Prescription Medications

The University of North Texas Sports Medicine Department recognizes its responsibility related to controlling the purchase, storage and dispensing of prescription drugs, both narcotic and non-narcotic, and injectable medication as well as the keeping of records related to these activities. All of these activities must be in accordance with state and federal laws, as well as Athletic Training Room procedures, and they must be carried out in such a manner as to provide proper security.

All prescription medications stocked in the Athletic Training Room are labeled and secured by lock. Team Physicians have access to the prescription medications. The medications are distributed by written prescription from the Team Physician. Medications unavailable in the Athletic Training Room are referred by written prescription to a designated pharmacy in the community. Non-prescription medications are distributed by the Athletic Training staff following established Athletic Training Room protocol. No other Department personnel are allowed to distribute medications to student-athletes. The Department pays only for medications prescribed by the Team Physician and referral physicians and dentists for sport related injuries and illnesses. The University of North Texas Athletic Department will not be financially responsible for prescription medications for the following, but not limited to; sickness, mental health, ADD/ADHD, asthma, STD, diabetes, hypertension, sickle cell disorder, OBGYN, skin disorders, etc.

Each student-athlete is responsible for providing current prescription medication information to their overseeing athletic trainer. This includes but is not limited to: Prescription Name, Reason for required prescription, Prescription Dosage/Quantity, and Length of Need. Each student-athlete requiring attention deficit disorder medication must provide the following for NCAA compliance: Current Prescription, Current Dosage, Prescription Provider, Doctor Dictations discussing the nature of the prescription, and current testing results required by NCAA. Attention deficit disorder documentation must be renewed at the beginning of each respective athletic season.

NCAA Catastrophic Injury Policy

The Department, through its NCAA membership, provides coverage for all student-athletes, student coaches, student managers, student trainers, and student cheerleaders against catastrophic injury while



representing the University of North Texas during qualifying intercollegiate athletics play or practice, or during travel related to these activities. The policy provides benefits in excess of any other valid and collectible insurance and the maximum benefit amount per insured person per covered accidents is \$20,000,000.

The Department assumes no legal liability or moral responsibility for injury to a student-athlete that was not caused by the negligent acts or omissions of an officer, employee, or agent of the Department. Claims by third parties for damages as a result of injury to a student-athlete are investigated in the same manner as any other liability claim against the University.

MEDICAL EXPENSES

You must report any athletic related illness or injury to your team's Athletic Trainer or the team physician before the University of North Texas Athletic Department can assume financial responsibility for any treatment expenses. Coverage provided by University of North Texas Athletic Department must be in compliance with guidelines established by the NCAA. The University of North Texas Athletics will only be financially responsible for injuries that are the result of mandatory intercollegiate athletics practice or competition in your sport or medical appointments initiated by the Sports Medicine Staff. The University of North Texas Athletics will not be responsible for pre-existing injuries.

If you are injured in any intramural sports, University of North Texas Athletics' coverage is not applicable. Unless the team physician stipulates otherwise, the Athletic Training room and the Student Health Center should be utilized for treatment.

Per the University of North Texas Secondary insurance guidelines athletic related injury claims will be covered for a period of two years.

If a second opinion is requested, it must be authorized by the team physician if it is to be paid for by University of North Texas Athletics. Again, University of North Texas Athletics does not assume any financial responsibility for medical treatment obtained without a referral from the team physician or Athletic Trainer.

INSURANCE COVERAGE

All student-athletes, student-managers, student-assistants, practice players, and spirit squad members are required to have and maintain primary health insurance coverage while participating in intercollegiate sports at the University of North Texas. The University of North Texas provides accident insurance ONLY for injuries incurred while participating in activities directly related to intercollegiate athletics (i.e., practice and competition). Regardless of scholarship level, this coverage is "Secondary" to the student-athlete's primary insurance coverage. Any claims for benefits must be filed with the primary insurance provider first. If there are remaining expenses, they will be filed with the company providing secondary accident coverage for University of North Texas Athletics. The University of North Texas Athletics does not have the option of waiving the requirement to file with the primary insurance provider.

In the event a participant's primary health insurance coverage terminates or lapses during athletic participation, the University of North Texas will not be responsible for any healthcare expenses.

University of North Texas student-athletes must complete the following forms:



- Student-Athlete Health Information Form
- Student-Athlete Prescription and Dental Information Form, and
- Emergency Medical Information Form

The University of North Texas Athletics Department must have a copy of the front and back of your health insurance card(s).

In an effort to expedite medical care, student-athletes are encouraged to designate a primary care physician (PCP) located in the Denton, TX area. This will assist with the referral process that most insurance companies require. All HMO, Medicaid, and other out of network insurance must have prior approval before participation.

It is the responsibility of the student-athlete/family to notify the Athletics Department of any lapse in health insurance coverage. Failure to do so will result in the student-athlete/family being responsible for all medical costs incurred.

Insurance Verification

The Athletic Insurance Claims Manager will verify your insurance coverage based on the information provided on the above listed forms. The head coach will be notified, and you will not be able to begin participating in any sport related activity if any form is not completed and returned to the Athletic Training Room.

Temporary Insurance

The University of North Texas Athletics Department provides student-athletes access to purchase a temporary health insurance policy if needed. All uninsured student-athletes are encouraged to purchase a temporary insurance policy. The Athletics Department encourages all purchased policies to have a \$1,000 deductible. The benefit of this policy is twofold. First, the policy is able to be utilized on athletically related injuries. Secondly, it can be utilized for non-sports related injuries that the University of North Texas Athletics Department will not cover including, but not limited to, illness, car wrecks, and other injuries unrelated to athletics participation. To receive more information on this type of coverage, consult with the Athletic Insurance Claims Manager

Payment of Medical Claims

The University of North Texas Athletics Department will pay medical claims incurred by a student-athlete if approved by a member of the Sports Medicine staff. Claims will be covered for up to two (2) years from the date of injury.

If a student athlete receives any medical bills for an athletic related injury, they should bring them to the Athletic Training Room.

PHYSICAL EXAMINATION

All student-athletes participating in an intercollegiate sports program are required to undergo a comprehensive physical examination prior to any participation in practice or competition. All new student-athletes are required to complete the Medical History form and are given a complete physical examination under the supervision of the Team Physician. Thereafter, student-athletes are required to complete an



annual health history update, with physical examination or specialty consultation performed only on those areas of the body where a change, injury, or surgery has occurred from the time of the initial examination.

Each physical examination focuses on the following areas of concern:

1. Evaluation of Sports Health History Evaluation Form (first year student-athletes);
2. Evaluation of existing medical records;
3. Orthopedic Checks;
4. Sight;
5. Blood analysis to include sickle cell solubility test (no drug screening); and
6. Personal and mental evaluation (at physician's discretion).
7. Concussion Baseline neurocognitive tests.

Walk-on Student-Athletes Physical Examinations

Walk-on athletes trying-out for a team are required to show proof of medical insurance and to sign a waiver of medical responsibility. If selected for participation in a sport, the student-athlete must complete the required Medical History form and participate in a complete physical examination. It is the responsibility of the Head Coach, or designate, of each sport to ensure that the physical exam has been completed prior to tryouts, practice or participation.

All first-time, walk-on student-athletes are responsible for securing their own athletic physicals and are responsible for any costs incurred. Most physicals can be administered by the student health center on campus. Appropriate forms for the examination are to be obtained from the Athletic Training Room.

Walk-on student-athletes who have appeared on a team roster for one complete season, are considered as team members for the purpose of physical exams only and must receive subsequent physical exams.

Sickle Cell Testing

NCAA legislation effective August 1, 2010, requires institutions, as part of the required medical examination, to include a sickle cell solubility test. All University of North Texas student-athletes who are beginning their initial year of eligibility and student-athletes/practice players trying out for a team, including transfers will be tested.

All students who have a positive screening will have further testing completed to determine exact sickle cell diagnosis. Proper documentation signed by Team Physician, Strength and Conditioning staff, Head Coach, and Athletic Trainer will be kept on file in the student-athletes medical file. Student athletes will have the opportunity to acquire educational material for themselves and their family

Costs associated for this test will be provided, if needed, for scholarship athletes. Students wishing to walk-on or tryout for a team will be required to pay all costs associated with this test.

The University of North Texas athletics department will accept official documentation from previous testing for this requirement. This could be from previous institutions, labs, or other medical records that provide sickle cell results.



Test results are required for all students before they are permitted to practice or compete.

Student Athletes have the right to waive Sickle cell testing per federal law. The University of North Texas Athletics Department encourages all students to be tested in an attempt to provide appropriate medical care to student athletes, especially those with sickle cell trait / disease.

Post Season & Eligibility Examinations

All student-athletes are given an exit physical examination upon the completion of each season and at the conclusion their eligibility. The examination is designed to ascertain the physical health and well-being of each student-athlete and to release the University of North Texas Athletics Department from any responsibility for injuries sustained by the athlete in competitions other than intercollegiate sports sanctioned by the Department. All student athletes should meet with an athletic trainer to review injuries and illnesses that occurred throughout the year / season / career and discuss and document the status of each episode (Resolved vs Current injury requiring care). If a student-athlete does not properly discuss, document, or sign the physical- all undocumented injuries will not be the responsibility of the University of North Texas Athletic Department.

Medical Records

A medical record file is created at the time a student-athlete joins the intercollegiate athletics program and completes the initial physical examination. Complete medical records for all student-athletes participating in the intercollegiate athletics program are accurately maintained and up-dated during the time a student-athlete is competing for the University of North Texas Athletics Department. All records are kept on-file for a period of seven (7) years following competition.

The medical file contains the appropriate insurance information, medical histories, authorizations, understandings and agreements between the University and the student-athlete and their parents or legal guardians, as well as history of athletically related injuries and illnesses, and any treatments rendered. Additionally, the Athletic Training staff maintains complete records of all encounters, medical referrals, medication records, exams, injuries, and other information pertinent to the student-athlete's medical history.

Medical Privacy

All members of the University of North Texas Sports Medicine Staff will do their part in adhering to all local, state and federal laws that include all HIPPA and PHI regulations. It is imperative that all student athletes adhere to these regulations as well. It is imperative all student athletes respect the privacy of their peer student athletes as well. This includes all conversations, social media, video, and photographs of themselves or other student athletes receiving treatment, medical care, and participating/completing rehabilitation.



**2019-2020
University of North Texas
Concussion Assessment, Management, Emergency Action Plan, Return to Learn, and Return to
Play Guidelines**

Policy and procedures on neurocognitive baseline testing and subsequent assessment and management of concussions as well as return to play guidelines has been developed in accordance with the Department of Sports Medicine's Mission Statement utilizing NCAA's framework guidelines to provide quality healthcare services and assure the well-being of each student-athlete.

The University of North Texas' Department of Sports Medicine recognizes that sport induced concussions pose a significant health risk. Baseline neurocognitive testing pre and post injury will provide significant data for return to competition decisions. This baseline data along with physical examination, and/or further diagnostic testing will be used in conjunction in determining when it is safe for a student-athlete to return to competition.

Concussion Definition

A concussion is a brain injury that is caused by a traumatic force to the head or another part of the body. This injury can occur in any sport or other activity (i.e.; car accident or fall) and presents itself uniquely in each individual. A concussion can occur even if a person does not lose consciousness.

Signs and Symptoms of a Concussion

Team Physicians, Certified Athletic Trainers, athletic training students, and coaches should be aware of the signs and symptoms of a concussion to properly recognize and intervene. Recognition of any of the following signs/symptoms should be reported immediately.

CONCUSSION SIGNS – WHAT THE MEDICAL PERSONNEL CAN OBSERVE

- Appears dazed
- Confused about play
- Moves clumsily
- Answers questions slowly
- Personality changes
- Forgets plays prior to hit
 - Retrograde amnesia
- Forgets plays after hit
 - Anterograde amnesia
- Loses Consciousness

CONCUSSION SYMPTOMS – WHAT THE STUDENT-ATHLETE DESCRIBES

- Headache
- Nausea
- Dizziness
- Balance problems
- Visual changes
- Photosensitivity



- Feeling sluggish
- Feeling foggy
- Cognitive changes

If an athlete has sustained a concussion, those involved in their care must be aware of the warning signs and symptoms of post-concussion syndrome as listed below. Immediate medical care is required if symptoms progress rapidly.

Loss of intellectual capacity	Lack of concentration	Sleep disturbances
Poor recent memory	Poor attention	Depressed mood
Personality changes	Fatigue/irritability	Anxiety
Headaches	Phono/photophobia	Twitching/seizures
Dizziness	Nausea/vomiting	Balance issues
Fluid/blood from nose/ears	Loss of consciousness	Weak/numb extremities

Concussion Management and Return to Play Guidelines

In any circumstance where a concussion is suspected in an athlete, the first priority is to remove the athlete from further competition until a thorough sideline assessment can be made. Furthermore, if there is a question about the state of mental clearing it is best to err in the direction of conservative assessment and withhold the athlete from further competition until a physician assessment can be arranged.

The following are general guidelines based on the recommendations of the NCAA and National Athletic Trainers Association (NATA) to be followed by all Certified Athletic Trainers (ATC) and Team Physicians when treating student-athletes with concussion like symptoms.

Pre-Season Education

- Student-athletes will be provided educational material regarding concussions and will be required to sign an *Assumption of Risk* form in which the student-athlete accepts the responsibility for reporting their injuries and illnesses to the institutional medical staff, including signs and symptoms of concussion. All educational materials will also be disseminated to coaches, team physicians, Athletic Trainers, and all the Athletic Directors. All educational materials will also be available to parents.

Pre-participation Assessments

- The University of North Texas sports medicine staff will record the following baselines: Neurocognitive (Pre and post injury assessment that evaluates symptom status and cognitive function), BESS balance, Symptom checklist which is SCAT 5 compliant, documents brain injury and concussion history, and cognitive assessment on each student-athlete prior to the first practice. The same assessment tools will be used post-injury at appropriate time intervals. A measure of cognitive function will be performed within 24-48 hours withstanding elevated symptoms where testing would be postponed.
- The Team Physician determines pre-participation clearance.

Recognition and Diagnosis of Concussion.

- The initial suspected concussion evaluation management plan will assess the following: symptom assessment, physical and neurological exam, cognitive assessment, balance exam, and clinical assessment for cervical spine trauma, skull fracture, and intracranial bleeding.
- Neurocognitive Testing will be used post-injury at appropriate time intervals. A measure of cognitive function will be performed within 24-48 hours withstanding elevated symptoms where testing would be postponed.



- At the time of injury or once the injury has been reported, the medical staff will document all information pertinent to the concussive event including: 1) mechanism of injury, 2) initial signs and symptoms, 3) state of consciousness.
- Reporting of concussion-like symptoms can be done in a variety of ways; injured player to medical staff, injured player to coach, injured player to peer, etc. It is the opinion of the University of North Texas that coaches, student-athletes, and medical staff all have a responsibility in reporting injuries and assisting in maintaining the health and safety for all who participate in intercollegiate athletics.
- At the time of injury, the medical staff will monitor vital signs and level of consciousness after the concussion until the athlete's condition improves or further medical treatment is necessary.
- A student-athlete will be disqualified from competition activity on the day of injury if they are evaluated and diagnosed with concussion-like symptoms.
- A student-athlete with a concussion will be referred to a physician or emergency room on the day of injury if they, 1.) lose consciousness for an extended period of time, 2.) experience increased symptoms, 3.) experience persistent decreased sensory or motor function 4.) Glasgow Coma scale <13, 5.) Focal neurological deficit suggesting intracranial trauma, 6.) Repeated emesis (Vomiting), 7.) Persistently diminished/worsening mental status or other neurological signs/symptoms, and/or 7.) Spine Injury concern.
- Additional evaluations by a physician will be conducted for any student-athlete with prolonged/protracted recovery in order to consider additional diagnosis and best management options. Additional diagnosis could include, but is not limited to post-concussive syndrome, sleep dysfunction, migraine or other headache disorder, mood disorders such as anxiety and depression, and ocular or vestibular dysfunction.
- Medical personnel with training in the diagnosis, treatment, initial management, of acute concussion will be "present" at the following NCAA Varsity COMPETITIONS in the following contact/collision sports: basketball, football, pole vault, and soccer. To be present means to be on site at the campus or arena of the competition. Medical personnel may be from either team or may be independently contracted for the event.
- Medical personnel with training in the diagnosis, treatment, initial management, of acute concussion will be "available" at the following NCAA Varsity PRACTICES in the following contact/collision sports: basketball, football, pole vault, and soccer. To be available means at a minimum, medical personnel can be contacted at any time during the practices via telephone, messaging, email, beeper, or other immediate communication, and immediate arrangements can be made for the athlete to be evaluated.

Post-Concussion Management

- Any student-athlete with signs/symptoms/behaviors consistent with a concussion must be: removed from practice or competition, evaluated by an Athletic Trainer or Team Physician with concussion experience, and removed from practice/play for the calendar day if the concussion is confirmed.
- All student-athletes who display concussion like symptoms will be referred to a team physician or specialist with concussion management experience.
- Once removed from participation and sent to their local residence, the medical staff will give the student-athlete a Home Care Instruction sheet to accompany them. This sheet outlines care of a concussion and requires the signatures of the student-athlete, observer (person designated to stay with the student-athlete), and medical staff. This could be a parent/guardian, roommate, significant other, or spouse.
- A student-athlete's parent or guardian will be notified by a member of the medical staff after a concussive episode has occurred.
- A student-athlete with a history of concussions could be treated more conservatively.
- A student-athlete should not attend practice or team meetings if they are not actively engaged in academic activity and classroom attendance nor should they be allowed to attend games or travel with their team to away contests.



- A student athlete's level of symptoms will be assessed by the medical staff to determine observation of practice or attending team meetings.

Return to Learn.

- The Team Physician, Athletics Healthcare Administrator, Sr. Associate Athletic Director for Sports Medicine and or designee will navigate return-to learn with the student athlete.
- The point person in Athletics will be the Sr. Associate Athletic Director for Academic Services. They will communicate to instructors, professors, and the Dean of Students office as needed.
- A multidisciplinary team will navigate more complex cases of prolonged/protracted return to learn. This may include, but not limited to; Sr. Associate Athletic Director for Sports Medicine, Athletic Healthcare Administrator, Team Physician, Sr. Associate Athletic Director for Academic Services, Learning Specialist, and the Dean of Students Office.
- Student-athletes may return to classroom activities after a reasonable reduction of symptoms at the discretion of the Team Physician.
- A student-athlete will not be allowed to attend classes on the same day after a concussion is confirmed.
- If necessary, academic accommodations may be requested by the medical staff. Student-athletes should not return to classes while grossly symptomatic. Proper documentation will accompany the injured student-athlete to present to their instructors.
- The Return to Learn Protocol will be in compliance with ADAAA.
- Individualized initial plans include, 1.) Remaining at home/dorm if the student-athlete cannot tolerate light cognitive activity and 2.) Gradual return to classroom/studying as tolerated.
- The student-athlete will be re-evaluated by the Team Physician if concussion symptoms worsen with academic challenges.
- Modifications of schedule will be made along with academic accommodations for up to two weeks, as indicated with help from Team Physician, Athletic Healthcare Administrators, and/or the student-athlete Academic Services.
- Re-evaluation by the Team Physician and members of the multidisciplinary team, as appropriate, for the student-athlete with protracted recovery with symptoms lasting longer than two weeks.
- Engaging campus resources for cases that cannot be managed through schedule modification/academic accommodations. Campus resources can include any of the following: Learning specialists, office of disability services, and the ADAAA office.
- A student-athlete should not attend practice or team meetings if they are not actively engaged in academic activity and classroom attendance nor should they be allowed to attend games or travel with their team to away contests.
- A student athlete's level of symptoms will be assessed by the medical staff to determined observation of practice and/or attendance at team meetings.

Return to Play

- After a successful Return to Learn protocol has been accomplished a Return to Play protocol can be initiated.
- A 5-step graduated protocol has been established by the medical staff for return to play (RTP) in athletes who sustain a concussion. The return to play process will be under direct supervision of a member of the sports medicine staff. There should be at least one day (24 hrs.) between each RTP progression/phase. If there is any return of symptoms during the RTP progression process the student athlete will return to the previous stage.
 - a. **RTP 0- NO GO.** Student-athlete continues to report concussion like symptoms. All athletes in the level should focus on rest and having minimal cognitive stimulus. No class or athletic participation.
 - b. **RETURN TO LEARN**
 - c. **RTP-1- Light Exertional Activities.** The student-athlete will begin an exertional progression program starting with light aerobic exercises. They may also return to team meetings.



- d. **RTP 2- Moderate / Heavy Exertional Activities.** The student-athlete will advance to moderate/heavy exertional activities, sport specific drills, and weight training. There will not be any head contact during this phase.
- e. **RTP 3- Non-Contact Practice.** The student-athlete may participate in non-contact practice. There will not be any head contact during this phase
- f. **RTP-4 -Contact Practice.** The student-athlete may participate in contact practice.
- g. **RTP – 5- Full Go- Released to full participation.**

Full return to play will only be possible if the student-athlete remains symptom free and has a return to preinjury baseline scores on Neurocognitive testing. Final determination will be made by a team physician following direct consultation and evaluation.

Proper documentation will be kept on file regarding concussive episodes, testing, physician notes, and return to play criteria. As with all injuries, but especially with concussed athletes, all decisions about diagnosis, management, and return to play will be at the discretion of the treating physician.

Reducing Exposure to Head Trauma

The University of North Texas Athletic Department will adhere to recommendations, guidelines, and best practices as recommended by the National Collegiate Athletic Association, National Athletic Trainers' Association, and other healthcare associations to attempt to reduce head trauma. This will include, but is not limited to:

- Adherence to the Inter-association Consensus: Year –Round Football Practice Contact Recommendations
- Adherence to Inter-association Consensus: Independent Medical Care for Collegiate Student-Athletes Best Practices
- Reducing gratuitous contact during practice and activity.
- Taking a “safety-first” approach to sport
- Taking the head out of sport
- Coaches and student-athletes education regarding safe play and proper technique



**University of North Texas
Department of Athletics
Intercollegiate Athletics Drug Education, Testing and Counseling Program**

Policy Statement. The University of North Texas believes the use of prescription drugs for reasons other than as prescribed and the use of illegal drugs and unapproved dietary supplements are detrimental to the physical and mental well-being of its students. For these reasons, the University has developed a Drug Education, Testing and Counseling Program (“Program”) to educate student-athletes about the dangers of the improper and illegal use of drugs and dietary supplements, detect the improper and illegal use of drugs and provide counseling to assist student-athletes in maintaining a safe and healthy lifestyle.

Application of Policy. All intercollegiate student-athletes.

Definitions

1. **Athletic Director;** “Athletic Director” means the administrator or the Athletic Director’s designee, that oversees the entire athletic department, including but not limited to coaches, sports medicine personnel, and related staff involved in the athletics program.
2. **Student-Athlete;** “Student-Athlete,” for the purposes of this policy, means an individual who has applied for admission or readmission to the University of North Texas, who is registered or enrolled in one or more courses for credit at the University, or who currently is not enrolled but has a continuing academic relationship with the University and who is participating or intends to participate in a University of North Texas intercollegiate athletics program or activity regardless whether the individual is receiving athletic-related financial assistance. The term includes but is not limited to redshirts, medical redshirts, medical disqualifications, student-athletes who are academically ineligible, and student-athletes who have exhausted athletic eligibility but are still receiving financial aid and using other athletic related services.
3. **Test and Testing;** “Test” and “Testing” means the administration and the process of examining a person’s bodily fluid for signs of a substance prohibited under this policy or alcohol.
4. **Treatment Team;** “Treatment Team” means the Team Physician, Director of the Drug Education, Testing and Counseling Program (Head Athletic Trainer), and/or the Wellness Services Counselor.

Procedures and Responsibilities

The University of North Texas Drug Education, Testing and Counseling Program is separate and distinct from the NCAA Drug Testing Program and is intended to prevent the illegal use and abuse of drugs, including alcohol, by University of North Texas student-athletes. Specific goals of the University of North Texas Program include:

1. Educating student-athletes on the dangers of drug use.
2. Identifying drug use by student-athletes through testing.
3. Deterring drug use by student-athletes.
4. Helping arrange treatment for student-athletes when necessary.
5. Disciplining student-athletes when appropriate.

The Head Athletic Trainer will serve as the Director of the UNT Drug Education, Testing and Counseling



Program ("Program Director").

I. Drug Education

A. Athletic Department and Student-Athlete Education Responsibilities

The University of North Texas Department of Athletics considers education to be an important part of the Program and to student-athletes' health and safety. Athletic Department staff and coaches are responsible for ensuring the University of North Texas Drug Education, Testing and Counseling Program and the NCAA substance abuse policies and drug testing guidelines are thoroughly covered by an Athletics Department athletic trainer or compliance coordinator at mandatory orientation for all student-athletes at the beginning of the academic year and/or in individual team meetings before the start of the season. Department staff will educate coaches, athletic trainers, physicians, strength coaches and other department personal concerning any changes or updates to institutional policy, procedures, or sanctions related to the Program; and coaches involved in recruiting should ensure prospective student-athletes are aware of the Program.

B. Student-Athlete Responsibilities

Student-athletes are responsible to themselves and the university to maintain high standards of conduct and a sound respect for their physical, mental and emotional health. This responsibility includes following all university policies and federal and state laws related to the use, possession or distribution of drugs and alcohol, and for taking reasonable steps to know whether anything they ingest, including dietary supplements, contains a prohibited substance.

C. Prohibited Conduct and Substances

Student-athletes are prohibited from unlawfully possessing, using and distributing alcohol and illegal drugs, acquiring multiple legal prescriptions for the same injury or illness from multiple physicians, misusing any legal prescription drug, giving a legally prescribed prescription drug to another person or altering any drug prescription. They also are prohibited from having the following substances in their bodies at any time while a student at the University of North Texas, except when lawfully prescribed by a licensed physician:

- Stimulants
- Narcotics
- Anabolic agents
- Substances banned for specific sports
- Diuretics
- Street drugs
- Peptide hormones and analogues
- Anti-estrogens
- Beta-2 agonists
- Substances banned by the NCAA; and
- Any substance chemically related to these classes of substances

The Athletics Department is responsible for publishing a list of prohibited substances that can be found on the NCAA website and notifying all current student-athletes of the prohibited substances before the beginning of their season or the academic year, whichever is earlier.



D. Dietary Supplement

University of North Texas athletics is a “food-first” program which emphasizes proper nutrition and hydration. Like the NCAA, the UNT Athletics Department advises student-athletes that the most effective and safest way to enhance individual performance is to rely on a combination of a healthy diet, appropriate conditioning, rest and recovery; and to avoid the use of dietary/nutritional supplements, prohibited substances and tobacco, and the unlawful use or abuse of alcohol.

There are many health risks associated with taking dietary supplements, including the risks of testing positive for a banned substance that is not marked on the product’s label. Nevertheless, we recognize that many student-athletes make the personal decision to use dietary supplements, and strongly encourage any student athlete who wishes to use supplements to inform the Sports Medicine staff and or Team Nutritionist before taking the product.

Student-athletes should always bring all supplement products to the designated athletics staff before using them and then checking all supplements through Drug Free Sport Axis (DFS Axis) which is staffed by the National Center for Drug Free Sport, the NCAA’s third-party drug testing administrator. DFS Axis is the only authoritative resource for questions related to whether listed ingredients on nutritional supplement product labels or in medications contain NCAA banned substances.

Products labeled as dietary supplements sold over the counter, in print advertisements and through the internet are under-regulated by the United States Food and Drug Administration. Dietary supplements are at risk of contamination or may include ingredients that are banned under the drug testing program. Student-athletes have tested positive and lost their eligibility using dietary supplements. Any product containing dietary supplement ingredients is taken at the student-athlete’s own risk.

To access DFS Axis, call toll free 1-877-202-0769 or go to www.drugfreesport.com/axis , select NCAA, and insert password ncaa1. Right on the home page you can select “Ask about Dietary Supplements” or go to the “Prescription/Over-the-Counter Drug Search”.

By signing the Policy Consent Form (Appendix E), the student-athlete:

1. Acknowledges that they understand that they are to disclose all dietary supplements used to the head athletic trainer, or team certified athletic trainer;
2. Acknowledges the aforementioned policies and statements, and fully accepts the detrimental and possibly permanent defects caused by the use of dietary supplements;
3. Fully accepts that they have been made aware of the University of North Texas and the National Collegiate Athletic Association (NCAA) policies with regard to the use of dietary supplements;
4. Accepts any and all liability if they have in the past used, continue to use, and/or use at any time in the future, dietary supplements in any form; and releases the University of North Texas, its agents, and all personnel of any and all responsibility and liability related to such use.

E. Use of Tobacco and Smoking

The use of tobacco in any athletic facility, in any facility in which tobacco is prohibited under university policy, or during practice or competition is prohibited by all student-athletes. Smoking is prohibited on all University of North Texas property as set out in university policy.



II. Drug Testing

All student-athletes are subject to being tested for drugs at any time, without advance notice, under the University of North Texas Drug Education, Testing and Counseling Program and the NCAA testing program. Each student-athlete is required to consent to drug testing by the university and NCAA in return for the privilege of participating in intercollegiate athletics at the University of North Texas and to sign a consent form before participating in an NCAA sanctioned activity. Failure or refusal to appear for or participate in a drug test conducted under this policy will be treated as a positive test.

A. Confidentiality

Confidentiality is essential to an effective Drug Education, Testing and Counseling Program. Athletic Department personnel and individuals associated with the Athletic Department are strictly prohibited from disclosing any information about a student-athlete that is obtained from a student-athlete's participation in the Program. Disclosing includes directly or indirectly releasing information or alluding to information related to testing or counseling provided under the Program whether the information relates to an individual student-athlete, one or more University of North Texas intercollegiate athletic teams, or the Athletic Department unless required by law or court order. Any Athletic Department personnel or individual associated with the Athletic Department who violates confidentiality is subject to immediate termination or employment or business relationship and appropriate legal action.

B. Testing Procedures

1. Student-athletes will be notified of the time and location of a drug test and required to complete and sign a Drug Testing Notification Form (Appendix A) prior to each test listing any medications and dietary supplements the student-athlete is taking.
2. The student-athlete is required to report at the time and location set out in the notice. The student-athlete must present a photo ID or have their identification verified by a member of the Athletics Department staff before being released to the custody of sample collection personnel properly trained in appropriate collection techniques by a certified laboratory ("Collector") and approved by the Director of Athletics or the AD's designee.
3. A Collector will observe the collection of a urine sample from each student-athlete being tested and each sample will be individually coded to ensure a proper chain of custody and to protect the student-athlete's confidentiality.
4. The Program Director or Athletic Director will be notified of any positive test results. The Program Director and Athletic Director or the Athletic Director's designee will discuss the results before notifying the student-athlete's Head Coach. The violation procedures will be followed as appropriate.

C. Notification of Student-Athletes

The Program Director or the director's designee will notify the student-athlete of a scheduled drug test. Notice will be given no more than twenty-four (24) hours prior to the test and include information regarding the specimen collection process. The student-athlete is required to complete a Drug Testing Notification Form (Appendix A), acknowledging receipt of the notice and verifying the date, time and location of the test. The student-athlete may have a witness accompany him or her to the collection station.

D. Drug Testing Site

The University of North Texas Athletic Center will be the testing site for institutional testing unless otherwise directed by the Athletic Director. Test directed by the NCAA will be located in a designated locker room/restroom area within the athletics facilities.



E. Specimen Collection Manipulation or Adulteration

Any attempt to manipulate or adulterate a urine specimen will be treated as a positive drug test. Manipulation includes but is not limited to the use of any product for the purpose of diluting the urine sample, including excessive water consumption, or the substitution of a urine sample. Adulteration includes but is not limited to the mixing or attempted mixing of any chemical (excluding water) directly to the urine sample that alters the composition of the student-athlete's sample or interferes with the testing process.

F. Types of Testing

1. Random Testing

Random drug testing will be performed on a regular basis throughout the school year. A Department of Athletics official will use a computer program to select the number or percentage of student-athletes to be tested for each sport from a current roster. Student-athletes attending summer sessions or who are not enrolled in summer school but who participate in supervised on-campus off-season conditioning programs, are subject to random drug testing.

2. Post-Season/Championship Screening

Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student-athletes at any time within thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he or she may not be allowed to compete at the post-season event and will be subject to disciplinary action.

3. Re-Entry Testing

A student-athlete whose eligibility to participate in intercollegiate sports has been suspended as a result of a positive test may be required to undergo testing prior to regaining eligibility. The Director of Athletics or the Athletic Director's designee will arrange for re-entry testing after the counselor or specialist working with the student-athlete confirms that re-entry into the intercollegiate sports program is in the student-athlete's best interest.

4. Follow-Up Testing

A student-athlete who has returned to participation in intercollegiate sports following a positive test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the Athletic Director or their designee in consultation with the counselor or specialist working with the student-athlete.

5. Pre-Season Testing

Student-athletes are subject to pre-season testing and may be notified of such by the Director of Athletics or their designee at any time prior to their first competition.

6. Reasonable Suspicion Testing

Any student-athlete may be tested when there is reasonable suspicion to believe the student-athlete may be using a substance prohibited under this policy. Reasonable suspicion includes, but is not limited to, the following:



- a. an arrest or conviction for drug related activities
- b. observed possession or use of what reasonably appears to be a prohibited substance
- c. admission of unlawful possession or use of a prohibited substance
- d. physical or psychological signs of possible impairment reasonably attributable to use of a prohibited substance
- e. observed unusual/abnormal conduct or behavior reasonably attributable to use of a prohibited substance (factors to consider in assessing these observations include but are not limited to increase or decrease in weight over a short period of time, increase in absence from class or athletic activities, significant change in classroom motivational level or performance, increase in injury or illness rate, erratic change in emotional condition or mood, etc.)

Any coach, athletic administrator or athletics staff member concerned with a particular student-athlete should express this information confidentially to the Drug Testing Program Director and/or the Director of Athletics or their designee. Grounds for a reasonable suspicion drug test will be decided by a committee headed by the Associate Vice President/Chief Operating Officer for Athletics, Senior Women's Administrator, Head Coach, and Drug Testing Coordinator/Certified and Licensed Athletic Trainer. In the event of a tie within the committee, the Director of Athletics will make the final decision on the drug testing status. Any Athletic Department personnel who reasonably suspects that a student-athlete is under the influence of or is misusing a prohibited substance should immediately inform the Program Director or Athletic Director. The student-athlete's identity and reasons for the suspicion must be communicated in a confidential manner. The Program Director, Athletic Director and Senior Women's Administrator, in consultation with other Athletic Department personnel or university officials as appropriate, will determine whether reasonable suspicion exists. The decision to test a student-athlete based on reasonable suspicion should be documented and included a clear description of the reasons for suspecting the student-athlete of using a prohibited substance.

G. Confirmation of Positive Drug Test

If a student-athlete tests positive, the individual's medical record will be reviewed to determine whether the result could be caused by approved medications (prescription or over the counter) or dietary supplements. If the records indicate the student-athlete was using approved medications or supplements, the Program Director will consult appropriate personnel (prescribing physician, toxicologist, etc.) to confirm whether the medication or supplement was used appropriately and properly. Upon confirmation that a positive result reasonably could have been caused by the appropriate and proper use of a medication or supplement, the result will be deemed a "medical exception" and the student-athlete will not be subject to the Guidelines for Responding to Positive Test Results described below.

Absent a medical explanation, a student-athlete who has a positive test will be required to participate in the Counseling Program and will continue to be tested on a regular basis. Mandatory testing will continue until the student-athlete tests negative for the prohibited substance on two consecutive tests or as often as counseling personnel determine is in the student-athlete's best interest. If follow-up testing shows an increase in the amount of a prohibited substance, the student-athlete will be deemed to have tested positive and referred to the appropriate level of the Guidelines for Responding to Positive Test Results described below.

A student-athlete who tests positive may ask for their sample to be re-analyzed. The student-athlete must submit the request, in writing (including via email), to the Director of the Drug Education, Testing and Counseling Program within three (3) business days after receiving notice of the positive result. Upon receipt of the request, the Program Director will ask the laboratory that conducted the test to re-analyze the student-athlete's sample. The student-athlete or the student-athlete's authorized representative may observe the re-analysis in person and at the student-athlete's expense, or, the student-athlete may ask the laboratory to appoint someone to observe the re-analysis. If the re-



analysis is negative, the original test will be deemed to be negative. The re-analysis results will be final.

III. Guidelines for Responding to Positive Test Results

The University's response to positive tests results are based upon the number of times a student-athlete tests positive. A positive result from a test administered under NCAA rules counts as a positive test under the Program, and all positive results are cumulative throughout a student-athlete's eligibility. Any student-athlete who tests positive will be sanctioned as set out in this policy. However, in addition to these sanctions, Head Coaches may develop and enforce team rules regarding the use of prohibited substances and alcohol (except for requiring testing outside of this Program) and a student-athlete's eligibility to participate in team activities and competitions. Team rules may vary and be stricter from team to team and will be supported.

A. General Guidelines and Notice of a Positive Test

The testing laboratory will forward all test results to the Program Director. The Program Director or that person's designee is responsible for notifying the Athletics Director, the student-athlete, the student-athlete's parent(s)/guardian(s) (if the student-athlete) is under 18 years of age, and the student-athlete's Head Coach of the positive test. The student-athlete must be notified verbally and in writing.

B. Guidelines for First Positive Test

1. The Program Director will meet with the student-athlete and have the individual acknowledge the positive test result, the terms of Athletic Department disciplinary action, and the consequences of a second positive test. (Appendix C). The acknowledgment must be in signed by the student-athlete and refusal to sign the acknowledgement will result in immediate dismissal from the athletic program and loss of athletic scholarship.
2. The student-athlete will be required to meet with a Team Physician or the physician's designee for evaluation and to develop the appropriate course of action plan, to include substance abuse counseling and recommended medical treatment. All medical costs associated with the plan will be the responsibility of the student-athlete.
3. During the plan, the student-athlete may be subject to random testing. If a test reveals the presence of the same prohibited substance for which the student-athlete first tested positive after an eight-week period, or if the student-athlete tests positive for a different prohibited substance, the result will be deemed a positive test and guidelines for a second positive result will be followed.
4. The student-athlete will perform no fewer than ten (10) hours of community service, which will be arranged through the Director of Volunteer Services. Community service hours assigned under the Program may run concurrently with any community service hours required by a court for the same offense.
5. The Program Director will inform the student-athlete when he or she has officially completed the plan, including completion of any recommended medical treatment. After official completion, the student-athletes is no longer subject to random testing as part of the plan, but remains subject to testing under the Drug Education, Testing and Counseling Program.
6. Failure to successfully complete the plan will result in the loss of athletic scholarship and/or the privilege of participating in team activities and competitions.

C. Guidelines for Second Positive Test

1. The Program Director will meet with the student-athlete and have the individual acknowledge the second positive test result, the terms of suspension from athletic-related activities, and the consequences of a third positive test. (Appendix C). The acknowledgment must be in signed by



the student-athlete and refusal to sign the acknowledgement will result in immediate dismissal from the athletic program and loss of athletic scholarship.

2. The student-athlete will be required to meet with a Team Physician or the physician's designee for evaluation and to develop the appropriate course of action plan, to include substance abuse counseling and recommended medical treatment. All medical costs associated with the plan will be the responsibility of the student-athlete.
3. During the plan, the student-athlete may be subject to random testing. If a test reveals the presence of the same prohibited substance for which the student-athlete tested positive after an eight-week period, or if the student-athlete tests positive for a different prohibited substance, the result will be deemed a positive test and guidelines for a third positive result will be followed.
4. The student-athlete will perform no fewer than twenty (20) hours of community service, which will be arranged through the Director of Volunteer Services. Community service hours assigned under the Program may run concurrently with any community service hours required by a court for the same offense.
5. The student-athlete will be suspended from competition for ten percent (10%) of countable athletic contests (as calculated by using the rounding-down method) or up to thirty (30) days, whichever is less. The suspension begins the date the student-athlete is notified of the positive test and will carry over into the following year if it is not possible to complete the sanction in the current year. Suspension from athletic competition does not relieve the student-athlete from any other responsibility as a team member, including, but not limited to participation in all practices and other team events/activities and corrective measures imposed by the Head Coach for violating team rules. This sanction will be observed in all sports.
7. The Program Director will inform the student-athlete when he or she has officially completed the plan, including completion of any recommended medical treatment. After official completion, the student-athlete is no longer subject to random testing as part of the plan, but remains subject to testing under the Drug Education, Testing and Counseling Program.
6. Failure to successfully complete the plan will result in the loss of athletic scholarship and/or the privilege of participating in team activities and competitions.

D. Guidelines for Third Positive Test

1. The Program Director will meet with the student-athlete and have the individual acknowledge the positive test result and the consequences of testing positive a third time (Appendix C).
2. The student-athlete will be required to meet with a Team Physician or the physician's designee for evaluation and to develop the appropriate course of action plan, to include substance abuse counseling and recommended medical treatment. All medical costs associated with the plan will be the responsibility of the student-athlete.
3. The student-athlete will be suspended indefinitely from all athletic-related activities (competition, practice, weightlifting, running, etc.) pending reinstatement by the Administrative Appeals Committee. The suspension begins the date the student-athlete is notified of the positive test. This sanction will be observed in all sports.
4. A student-athlete may be allowed to keep their scholarship pending a decision by the Administrative Appeals Committee whether to reinstate the student-athlete at the discretion of the Director of Athletics. A student-athlete who is allowed to keep their scholarship during this time must continue to comply with the Drug Education, Testing and Counseling Program and is subject to random testing. A student-athlete who tests positive for a prohibited substance or who violates university policy, or any Athletic Department or team rule automatically forfeits their scholarship.
5. Upon request by the student-athlete, the Athletic Department Administrative Voting Committee (comprised of the Director of Athletics, Program Director, Senior Women's Administrator and Faculty Athletics Representative) may consider whether the student-athlete should be reinstated. A student-athlete will be reinstated only when it is in the best interest of the student, the team, the Athletics Department and the University. In the event of a tie within the committee, the Director of Athletics' decision is final.



6. A student-athlete who is reinstated must fully comply with all Athletic Department rules for the remainder of the student-athlete's time at University of North Texas. The Administrative Voting Committee, at its discretion, may place conditions on the student-athlete's reinstatement to full eligibility (e.g. loss of scholarship, suspension, community service, etc.)
7. A student-athlete who is reinstated by the Administrative Voting Committee or who successfully appeals a third positive test, is subject to random testing for eight weeks after the date of the third positive result. If an institutional or NCAA test reveals the existence of any prohibited substance after the eight-week period, the student-athlete will be permanently ineligible from participating in any and all athletic-related activities the remainder of the student's time at the University of North Texas.

E. Appeal of Positive Result

A student-athlete may appeal a positive test result in person to the Athletics Department Appeals Committee prior to the imposition of any sanction. The student-athlete must notify the Athletics Director of the appeal in writing (including via email) and within three (3) business days of notification of a positive test result. The Appeals Committee will be chaired by the Director of Athletics/designee and comprised of the Drug Education, Testing and Counseling Director/designee, Senior Woman Administrator, and the student-athlete's Head Coach.

The appeal should take place no more than seventy-two (72) hours after the written request is received, but this time may be extended at the sole discretion of the Director of Athletics. The student-athlete may have a representative present at the appeal, however, only the student-athlete may speak on their own behalf. The student-athlete and their representative if present, will be given the opportunity to review the laboratory report and present evidence, including why the guidelines for responding to the positive test that are set out in this policy should not apply or should be modified.

The appeal shall be confidential and the decision by the Appeals Committee is final.

IV. Safe Harbor Program/Self-Referral

The University of North Texas and the Athletic Department encourages student-athletes to voluntarily seek assistance if they are using any prohibited substance or if they are having difficulty managing the use of lawfully prescribed drugs, alcohol or dietary supplements. The University and Athletic Department are committed to helping students make the first step toward a positive life change through its Safe Harbor program.

A. Eligibility

A student-athlete may voluntarily refer themselves for the Safe Harbor program for drug or alcohol evaluation and counseling one time during their intercollegiate athletic career at the University of North Texas without facing the possibility of sanctions under the university's Drug Education, Testing and Counseling Program.

A student-athlete who is participating in a treatment plan related to a positive test is not eligible for the Safe Harbor program until thirty (30) days after he or she is officially released from the plan. Also, a student-athlete who refers themselves after being informed of a pending drug test or after having been informed of a positive test is not eligible for the Safe Harbor program and will face the sanctions outlined in the Guidelines for Resolving Positive Test and applicable NCAA ineligibility rules.

B. Volunteering for Safe Harbor



A student-athlete may volunteer for the Safe Harbor program by contacting the Program Director (Head Athletic Trainer). Participation in the Safe Harbor program is confidential except the Program Director (Head Athletic Trainer) may inform the Director of Athletics or their designee, and the student-athlete's Head Coach when doing so will provide the student the best environment and support to successfully complete the program. The student-athlete will sign (Appendix H) confirming their volunteer into the Safe Harbor program.

C. Safe Harbor Program Requirements

1. The Program Director (Head Athletic Trainer) will refer the student-athlete to a counselor who will perform an evaluation and recommend a treatment plan. In addition to counseling, the plan may include confidential testing and medical intervention. The student-athlete is responsible for any financial cost associated with the treatment plan; however, the counselor will assist the student in identifying low or no-cost resources both on and off-campus and will support the student-athlete in completing the treatment plan.
2. The student-athlete will be permitted to remain in the Safe Harbor program for a reasonable amount of time as determined by the treatment plan, generally not more than 30 days.
3. Upon entry into the program a student-athlete may be administered a test to determine the presence and levels of any prohibited substance in their system. A student-athlete will not face sanctions based on the results of the initial program-entry test except as set out in this section and will not be subject to random testing while in the program. If any subsequent tests administered as part of the student's participation in the Safe Harbor program indicate continued use of any prohibited substance(s) or if the student-athlete fails to comply with the treatment plan, the student-athlete will be released from the program and subject to the appropriate sanctions set out in the Guidelines for Responding to Positive Tests.
4. The Program Director (Head Athletic Trainer) will inform the student-athlete when he or she has successfully completed and is released from the Safe Harbor program. The student-athlete also will be informed of counseling resources available through the UNT Student Health and Wellness Center and the UNT Substance Abuse Counseling Center (SARC). After being released from the Safe Harbor Program, the student-athlete is now subject to random testing under the Drug Education, Testing and Counseling Program, and the student-athlete is no longer eligible to participate in the Safe Harbor program while a student at the University of North Texas.

References

UNT Policy 04.011	Smoke-Free Campus
UNT Policy 04.016	Use of Alcoholic Beverages
UNT Policy 05.004	Illegal Drugs and Alcohol
UNT Policy 05.047	Drug-Free Workplace
UNT Policy 05.048	Drug-Free Workplace Statement
NCAA Bylaw 11.1.5	Use of Tobacco Products



University of North Texas
Department of Athletics
Drug Education, Testing, and Counseling Program

APPENDIX A

DRUG TESTING NOTIFICATION FORM

Student Athlete: _____ Student ID: _____

Notification Date: ____/____/____ Time of Notification: _____

Student Athlete Notified In-person Direct phone contact

Location for Drug Test _____ on _____ at _____

Institutional Representative: I certify the student-athlete has been notified of his or her selection for drug testing by the University of North Texas at the date and time identified above and informed that failure to sign the Notification Form or failure to appear for drug testing will be treated as a positive test for a prohibited substance and will subject the student-athlete to sanctions described in the UNT Drug Education, Testing and Counseling policy.

Institutional Representative Name (Print)

Institutional Representative Signature

The undersigned Student-Athlete acknowledges, by signing this Notification Form, that I:

Have been notified of my selection to participate in a drug test administered by the University of North Texas and of the date, time and location of the test.

Have been informed of what is expected of me in preparation for this drug testing event and will be prepared to provide an adequate urine specimen at the date and time.

Will not over hydrate (drink too many fluids) and understand that providing a diluted specimen may be deemed a positive test and result in sanctions and follow-up drug testing.

Understand failure to appear at the site at the designated time will be deemed to be a positive test and result in sanctions and follow-up drug testing.

I understand I will be tested for banned substances as defined by NCAA and as otherwise set forth herein.

Student-Athlete Signature

I can be reached at the following telephone number on test day:
(____) _____

List of current medication(s) and/or supplement(s) I am taking: _____



**University of North Texas
Department of Athletics
Drug Education, Testing, and Counseling Program**

APPENDIX B

**ACKNOWLEDGEMENT AND CONSENT TO DRUG TESTING AND AUTHORIZATION
FOR CONFIDENTIAL RELEASE OF INFORMATION**

I, the undersigned student-athlete, hereby acknowledge that I have received a copy of the University of North Texas Department of Athletics Drug Education, Testing and Counseling Program (the "Program") or was made aware that it may be found under the Sports Medicine tab at <http://www.meangreensports.com>. I further acknowledge that I understand the program's purpose and have had an opportunity to ask questions about the program.

I hereby consent to testing for the presence for prohibited substances in my system as described in the Program, including but not limited to random, unannounced testing by the University of North Texas or NCAA while a student-athlete at the University of North Texas.

I further authorize the University of North Texas or an agent acting on behalf of the University's to release all test results and other information created in the course of screening or testing conducted under the Program to the Director of the Drug Education, Testing and Counseling Program, Team Physician, Head Athletic Trainer, Counselor(s) participating in the Program, Athletic Director, Head Coach of my intercollegiate athletic program/sport or their respective designee. I understand that the information created in the course of screening or testing is confidential under the Family Educational Rights and Privacy Act ("FERPA") and may be confidential under the Health Insurance Portability and Accountability Act ("HIPAA") and intend for this authorization to satisfy the requirement for disclosure of this information under both laws.

I understand that qualified personnel will conduct testing under the Program and that these individuals will conduct and document the test in a manner that protects the integrity and confidentiality of my specimen throughout the collection and testing process.

I hereby **WAIVE, RELEASE AND HOLD HARMLESS** the University of North Texas System, the University of North Texas, the members of its governing board and its officers, employees and agents from any and all claims, actions and responsibility or liability related in any way with the release of information covered by this consent.

I understand that I may choose not to sign this form and forego participation in intercollegiate athletics at the University of North Texas and forfeit my athletics grant-in-aid.

Name of Student-Athlete (Printed)

Athletic Program/Sport

Signature of Student-Athlete

Date

Signature of Parent/Guardian (if student-athlete is under 18)

Date



University of North Texas
Department of Athletics
Drug Education, Testing and Counseling Program

APPENDIX C

**STUDENT-ATHLETE ACKNOWLEDGEMENT OF POSITIVE TEST
AND TREATMENT PLANNING SHEET**

Name: _____ Sport: _____

Date: _____ Student Identification No.: _____

Positive Drug Test or Alcohol/Tobacco Incident

Date of Drug Test/Alcohol or Tobacco Incident: _____ Positive: 1st 2nd 3rd

Nature of Positive Test or Incident (also see attached Laboratory testing form if applicable):

Initial Physician / Counseling Visit (n/a for Alcohol/Tobacco Violations) Date: _____

Physician: _____

Recommendations/Referral:

Placed on probation Starting Date: _____ Ending Date: _____

Mandatory Referral to University of North Texas Wellness Services/Alcohol and Drug Counseling
- (costs associated with evaluation and counseling may be the responsibility of the student-athlete)

Date of Evaluation Appointment 1: _____ Time: _____

Date of Evaluation Appointment 2: _____ Time: _____

Unannounced Drug Screening (cost of repeat screening may be the responsibility of the student-athlete)

Suspension Starting Date: _____ Ending Date: _____

Permanent Removal from Team Effective Date: _____

Important Phone Numbers:

Jeff Smith, MS, LAT, ATC Senior Associate Athletics Director for Sports Medicine
(940) 565-2371

Dr Jay Darr, PHD, LPC, PMP TAO Coordinator- Counseling Center
(940) 565-2741



I, the undersigned student-athlete, understand all conditions, sanctions, and mandatory referrals associated with my violation of the University of North Texas Drug Education, Testing and Counseling Policy. I understand that a failure to comply with all parameters of treatment will constitute an additional positive test and that I will, at a minimum, be subject to the ramifications of that subsequent offense and may be subject to indefinite suspension or permanent removal from participation in intercollegiate athletics, as well as loss of scholarships or other benefits, at the University of North Texas.

Student-Athlete

Date

Head Athletic Trainer

Date

Team Physician / Counseling Services
(n/a for alcohol/tobacco violations)

Date



University of North Texas
Department of Athletics
Drug Education, Testing, and Counseling Policy

APPENDIX D



2019-20 NCAA Banned Substances

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

The NCAA bans the following drug classes.

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

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

Substances and Methods Subject to Restrictions:

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

NCAA Nutritional/Dietary Supplements:

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

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

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



Some Examples of Substances in Each NCAA Banned Drug Class.

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

Stimulants:

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

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

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; testosterone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; stanozolol; stenbolone; trenbolone; SARMS (ostarine, ligandrol, LGD-4033, S-23, RAD140); DHCMT (oral turanibol) etc.

Alcohol and Beta Blockers (banned for rifle only):

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

Diuretics and Masking Agents:

bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.
exceptions: finasteride is not banned

Narcotics:

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

Cannabinoids:

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

Peptide Hormones, growth factors, related substances and mimetics

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

Hormone and metabolic modulators (anti-estrogens) :

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

Beta-2 Agonists:

bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

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

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

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



**University of North Texas
Student-Athlete Dietary Supplement Disclosure & Review Form**

Appendix E

I, _____ am taking or am considering taking the dietary supplements listed below. I acknowledge and understand that the labeling on these products can be misleading and inaccurate, and that sales personnel may not be motivated nor qualified to accurately certify that these products do not contain substances prohibited by the NCAA and the University of North Texas Drug Education, Testing and Counseling Program. I also understand that the words “healthy” or “naturally occurring” that may be used in marketing supplements do not necessarily mean they are safe.

I acknowledge there may be health risk associated with taking dietary supplements and that there is a risk of losing my eligibility to participate in intercollegiate athletics at the University of North Texas if I test positive for a substance that is prohibited by the NCAA or University of North Texas Drug Education, Testing and Counseling Program regardless of the reason or purpose for taking such supplements.

Before taking or using any dietary supplement, I am personally responsible for ensuring the product does not contain any prohibited substance. By making this disclosure, I am requesting that these products and their ingredients be reviewed by University of North Texas Sports Medicine staff for the purposes of determining whether they may contain any prohibited substances. I understand that I should not take or use these products until their usage has been reviewed by University of North Texas Sports Medicine staff.

Athletic Trainer to circle prohibited substances and notify student-athlete.

Brand Name:

Listed Ingredients:

1. _____
2. _____
3. _____
4. _____
5. _____

Student-Athlete Signature

Date

Athletic Trainer / Nutritionist Signature

Date



**University of North Texas
Department of Athletics Drug Education, Testing and Counseling Program
Reasonable Suspicion Reporting Form**

Appendix F

I, _____, understand that a student-athlete may be tested for a prohibited substance under the University of North Texas Drug Education, Testing and Counseling Program and have read the program document. I am aware of the behaviors, conduct, and physiological signs/symptom that may indicate an individual is under the influence of or is actively using a prohibited substance. Based on my experience and knowledge I believe the student-athlete named below is currently under the influence of or is actively using a prohibited substance and should be referred for drug testing under the Drug Education, Testing and Counseling Program.

Name of Student-Athlete: _____

The following sign(s), symptom(s), behavior(s) or conduct were observed by me over the past _____ hours and/or _____ days.

Please check below all that apply:

The Student-Athlete has shown inexplicable or unusual:

- Irritability Loss of temper Poor motivation Failure to follow directions
 Verbal outburst (e.g. to faculty, staff, teammates) Physical outburst (e.g. throwing equipment)
 Emotional outburst (e.g. crying) Weight gain Weight loss
 Sloppy hygiene and/or appearance

The Student-Athlete has been inexplicably or unusually:

- Late for practice Late for class Not attending class Receiving poor grades
 Staying up too late Missing appointments Missing/skipping meals

The Student-Athlete has demonstrated the following physiological signs:

- dilated pupils constricted pupils red eyes smell of alcohol on the breath
 smell of marijuana staggering or difficulty walking constantly running and/or red nose recurrent bouts with a cold or the flu (provide dates _____)
 over stimulated or "hyper" excessive talking withdrawn and/or less communicative
 periods of memory loss slurred speech recurrent motor vehicle accidents and/or violations (provide dates _____) recurrent violations of Student Code of Conduct policy



Describe other specific observations:

Signatures:

Name of Staff

Date

Signature of Staff

Date

Reviewed By:

Director of Athletics/Designee

Date

Name of Counselor Consulted

Date Consulted

Reasonable suspicion [exists / does not exist] to believe the student-athlete identified above is currently under the influence of a prohibited substance or currently is using a prohibited substance.



**University of North Texas
Department of Athletics Drug Testing Procedure Form**

Appendix G

1. Only those persons authorized by the institution will be allowed in the collection room.
2. When arriving to the collection room, the student-athlete will provide photo identification, or a client representative will need to identify the student-athlete. The student-athlete will then print his or her name and arrival time on the Roster Sign-In Form.
3. The student-athlete will select a Custody & Control Form (CCF) from a supply of such and work with the institutional collector to complete the necessary information before proceeding with the specimen collection process.
4. The student-athlete will select a specimen collection beaker from a supply of such and will be escorted by the institutional collector (same gender) to the restroom to provide a specimen. The student-athlete will rinse his or her hands with water (no soap) and then dry their hands. Then the student-athlete will place a specimen barcode from the Custody & Control Form onto the beaker.
5. The institutional collector will directly observe the furnishing of the urine specimen to assure the integrity of the specimen.
6. The student-athlete will be responsible for keeping the collection beaker closed and controlled.
7. Fluids and food given to student-athletes who have difficulty voiding must be from sealed containers (approved by the institutional collector), opened and consumed in the collection room. These items must be free of any other banned substances.
8. If the specimen is incomplete, the student-athlete must remain in the collection room until the sample is completed. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled.
9. If the specimen is incomplete and the student-athlete must leave the collection room for a reason approved by the institutional collector, the specimen must be discarded.
10. Upon return to the collection room, the student-athlete will begin the collection procedure again.
11. Once an adequate volume specimen is provided; the institutional collector will escort the student athlete to the specimen processing table.
12. The specimen processor will instruct the student-athlete to closely observe the specimen processing steps and will then measure the specific gravity.
13. If the urine has a specific gravity below 1.005, no value will be recorded on the CCF and the specimen will be discarded by the student-athlete with the institutional collector observing. The student-athlete must remain in the collection room until another specimen is provided. The student athlete will provide another specimen.
14. Once the specimen processor has determined the specimen has a specific gravity above 1.005 the sample will be processed and sent to the laboratory.
15. If the laboratory determines that a student-athlete's sample is inadequate for analysis, at the client's discretion, another sample may be collected.



16. If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the institutional collector will collect another specimen from the student-athlete.
17. Once a specimen has been provided that meets the on-site specific gravity, the student-athlete will select a sample collection kit from a supply of such.
18. The specimen processor will open the kit, demonstrate to the student-athlete the vials are securely sealed, open the plastic and open the A vial lid. The processor will pour the urine into the A and B vials and close the lids. The specimen processor should pour urine into vials above the minimum volume level (35 mL in A vial; 15 mL in B vial) and pour as much urine as possible into the vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).
19. The specimen processor will securely close the lids on each vial and then seal each vial using the vial seals attached to the CCF; assuring seals are tightly adhered to the vials with no tears or loose areas.
20. The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.
21. The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials in the front pouch of the same bag. The bag should then be sealed. The sealed bag with vials will then be placed in the sample box. The box will then be sealed.
22. The student-athlete is then released by the institutional collector.
23. All sealed samples will be secured in a shipping case. The collector will prepare the case for forwarding. When two split samples are collected and packaged, care must be taken to assure one sample is placed in the shipping container for shipment to the "drugs of abuse" laboratory and one sample is placed in the shipping container for shipment to the "anabolic steroids" laboratory.
24. After the collection has been completed, the samples will be forwarded to the appropriate laboratory and copies of any forms forwarded to the Sport Drug Testing Department.
25. The samples then become the property of the client.
26. If the student-athlete does not comply with the collection process, the institutional collector will notify the appropriate institutional administrator and Drug Free Sport.



University of North Texas
Department of Athletics

APPENDIX H

SAFE HARBOR PROGRAM ACKNOWLEDGMENT

Student Athlete: _____

Student ID: _____

SAFE HARBOR: The University of North Texas and the Athletic Department encourages student-athletes to voluntarily seek assistance if they are using any prohibited substance or if they are having difficulty managing the use of lawfully prescribed drugs, alcohol or dietary supplements. The University and Athletic Department are committed to helping students make the first step toward a positive life change through its Safe Harbor program

The undersigned Student-Athlete acknowledges, by signing this Notification Form, that I _____, voluntarily refer myself for the Safe Harbor program for drug or alcohol evaluation and counseling one time during his or her intercollegiate athletic career at the University of North Texas without facing the possibility of sanctions under the university's Drug Education, Testing and Counseling Program.

I will be permitted to remain in the Safe Harbor program for a reasonable amount of time as determined by the treatment plan, generally not more than 30 days.

I will use this program to help me and attend counseling sessions set up by the Program Director (Head Athletic Trainer), to the best I am able to and participate with the counselor.

Understand that I may be responsible for any financial cost associated with the treatment plan, however, the counselor will assist the student identify low or no-cost resources both on and off-campus and but will support the student-athlete in completing the treatment plan.

May be administered a test to determine the presence and levels of any prohibited substance in his or her system. A student-athlete will not face sanctions based on the results of the initial program-entry test except as set out in this section and will not be subject to random testing while in the program. If any subsequent tests administered as part of the student's participation in the Safe Harbor program indicate continued use of any prohibited substance(s) or if the student-athlete fails to comply with the treatment plan, the student-athlete will be released from the program and subject to the appropriate sanctions set out in the Guidelines for Responding to Positive Tests.

The Program Director (Head Athletic Trainer) will inform the student-athlete when he or she has successfully completed and is released from the Safe Harbor program. The student-athlete also will be informed of counseling resources available through the UNT Student Health and Wellness Center and the UNT Substance Abuse Counseling Center (SARC), that he or she now is subject to random testing under the Drug Education, Testing and Counseling Program, and that the student-athlete is no longer eligible to participate in the Safe Harbor program while a student at the University of North Texas.

Student-Athlete Signature

Date

Institutional Representative Name (Print)

Date

Institutional Representative Name

Date



UNT Sports Nutrition

The University of North Texas Athletic Department is committed to the education of student-athletes in nutrition for performance and overall health. Furthermore, the Athletic Department has created this policy to address the nutritional issues facing student-athletes. The policy objectives are as follows:

- To promote “food first” as the fundamental basis of any nutritional program.
- To offer evaluations of and education regarding diets and nutritional supplements for teams and individuals.
- To standardize the nutritional practices across the athletic department.
- To maintain compliance with NCAA guidelines.

Nutrition can play a crucial role in aiding athletic performance and supporting a healthy lifestyle for the collegiate athlete. The University of North Texas Athletic Department has invested greatly to provide nutrition support for its student athletes during their collegiate career. The performance nutrition team works closely with staff and coaches alike to ensure evidence-based nutrition support is available for all University of North Texas Athletic teams.

Services for Student-Athletes

Private assessment of nutrition behaviors and intake with specific plans to:

- Develop effective eating strategies to support health, performance, recovery, adaptations, illness, injuries etc.
- Educate on how to utilize proper nutrition to make healthy body composition changes in align with personal and performance goals.
- Assess body-composition using the International Standards for Anthropometric Assessment (skinfolds by a certified practitioner) to ensure realistic goal setting for athlete.
- Develop individualized hydration plans.
- Learn budget-friendly ideas and skills for meal planning, grocery shopping and cooking.
- Develop strategies for snacking, meal timing, restaurant eating and portion control in align with personal and performance goals.
- In conjunction with ATC and physician, help manage nutrition recommendations to aid injuries, deficiencies etc.
- Supplement guidance for the individual athlete. Ensure supplement are evidence-based and safe for consumption.
- Talk about individual nutrition concerns the athlete may have.

Nutritional Supplements

The nutritional supplement industry is largely unregulated and is not required to ensure safety, efficacy, label accuracy or compliance of its products. The student-athlete is accountable for a supplement’s effect on his or her drug screening regardless of their intention or actual knowledge. The main risks associated with supplements are; the product contains prohibited substances, contamination to the raw ingredients, cross contamination in the manufacturing process, ingredients not listed on the label or labeled under a different name and the risk of buying a counterfeit product, particularly when purchased online. It is essential that athletes effectively “assess the need” for supplements prior to use.



- Athletes are to clear any personal supplementation they wish to take with a member of performance nutrition staff to be evaluated for banned substances and legitimacy in terms of evidence behind the use of this supplement.
- Athlete must complete a signed waiver to confirm they acknowledge the risks associated with supplementation if they wish to supplement with a product following assessment from the performance nutrition team. This will be stored in the athlete's personal file.
- Athlete will be encouraged to source supplements from a company which undertakes third-party testing for quality assurance and banned substance testing should they wish to supplement (NSF Certified for Sports, Informed Sports, and Informed Choice etc.).

Disordered Eating

The Athletic Department is aware that some student-athletes, like the general population, may experience disordered eating. College is typically a time of stress and increased risk to a host of psychosocially based problems, including depression and eating disorders. The UNT Athletic Department is committed to the health and well-being of its athletes and coaches and promotes its development through education, prevention, and proactive treatment. Athletes are a specific population that may be at an increased risk for developing eating disorders and sub-clinical symptoms of disordered eating.

It is the intention of the University of North Texas Athletic Department to aid and assist in the identification and treatment of an eating disorder. The performance nutrition, sports medicine and sports psychology staff will work cohesively. If the unit determines that treatment is necessary, it will be multi-dimensional and will involve input from the athlete. Treatment will likely involve psychological and nutritional counseling and may involve a medical evaluation to determine current physical condition and need for any psychiatric medication. A treatment plan will be developed by the SMT.

Body Image Education

- Male and female student-athletes from all sports are at risk for developing body image and weight issues. Preventative education will be made available to all UNT athletic teams.
- Preventative nutritional and psychological education will be provided to sports teams identified as increased risk. For example: swimming and diving, track and field.
- Student athletes have the right to access their own weight and body composition information. Student athletes also have the right to refuse this testing. On a case-by-case basis, coaches may refrain from taking measurements or limit access to that information if contraindicated for health reasons (e.g. an athlete with body images issues or disordered eating).
- Coaches and support staff are encouraged to initiate nutritional and body image education throughout the year, utilizing resources from the performance nutrition and sports psychology staff.



GUIDELINES ON MENTAL HEALTH AND WELLNESS MANAGEMENT

Purpose

The purpose of the Guidelines on Psychological Health and Wellness is to provide direction for the education, screening, identification, and/or treatment (or referral for treatment) of intercollegiate student athletes (SAs) experiencing psychological distress and/or mental health concerns at the University of North Texas (UNT). These concerns and distress include but are not limited to: mood disorders (e.g., depression, anxiety disorders), eating disorders and body image dysphoria, and substance-related disorders. As health professionals we have an ethical responsibility to education SAs and athletic department staff about psychological health and well-being, to destigmatize mental health concerns, to encourage our SAs to seek mental health treatment, if needed, and to make seeking such treatment resources a safe process where they know there will not be negative consequences for doing so. The university guarantees individual medical care for all student-athletes.

Confidentiality Policy

UNT Sports Medicine and the UNT Center for Sport Psychology and Performance Excellence follow state and federal law and applicable professional ethics in terms of maintaining confidentiality and the release of information. In doing so, UNT Sports Medicine and UNT CSPPE annually provide SAs with written consent for treatment forms; these forms are discussed with the SAs and then signed by them prior to service provision. In the forms, limits of confidentiality are covered as is the appropriate designation of how, and to whom, information may be shared among professional staff within the sports medicine department. When SAs seek individual counseling/consulting services from the UNT CSPPE, the conversations are designated as confidential with the exception of the limits defined by law. Although SAs are not required to share information about their psychological care and treatment, UNT Sports Medicine encourages SAs to allow information to be disclosed as appropriate. In most instances, such disclosures will require the SA to sign a release of information form where they designate to whom, and what, information may be shared. Such disclosures may be used to coordinate care among the health service providers who are treating the SA, to inform coaches about why SAs may be missing practices or confirm appointment status when seeking treatment, and to WHAT ELSE MIGHT WE ADD (SOMETHING ABOUT ACADEMICS)? The extent to which UNT Sports Medicine will involve the SAs' family in any situation is dependent upon the SA providing consent, if they are a minor and upon the severity of the illness. In all instances, UNT Sports Medicine, UNT CSPPE and other health care organizations on campus with whom the SA may be treated (e.g., UNT Counseling and Testing Services) value working collaboratively to provide coordinated care for SAs seeking help for mental health issues.

Sport Management Team (SMT)

Consistent with the collaborative approach describe previously, the UNT Athletic Department has developed a Sport Management Team (SMT) to oversee the health and well-being of its SAs. The SMT is comprised of the UNT Athletic Department Senior Associate Athletic Director (Sports Medicine), UNT Counseling and Testing Services Athletic Department Liaison (if applicable), UNT Athletic Department Nutritionist, UNT Athletic Department Associate Athletic Director (Academic and Student Services), UNT Athletic Department Team Physician, and the UNT CSPPE Director (or designate); other athletic department personnel also may serve on, or meet with, the SMT as appropriate. The SMT meets regularly throughout each semester with the purpose of coordinating services to assist SAs in maximizing their physical, psychological, and academic functioning. During these meetings, the appointed individuals to the committee may disclose Protected Health Information (PHI; as designated in the consent for treatment forms signed by SAs), though such disclosures will be limited to information that is relevant to the physical and psychological health and well-being of the SA. The purpose of such communications within the SMT is to answer basic questions regarding SA care (e.g., confirmation of attendance at counseling), ensure that SAs are receiving necessary medical care, and coordinate SAs' medical and



psychological treatment. For example, if an SA has been prescribed medication by the team physician and is in counseling with a UNT CSPPE staff member, information may be shared regarding the SA's responses to medication and his/her overall treatment plan. If there is a situation in which more detailed disclosure of PHI is important to ensure SAs' psychological and physical health and/or well-being, medical or psychological staff will discuss with the SA the reason why such disclosures may be beneficial, how such disclosure can occur, and what information might be shared. In such instances, and in compliance with previously signed consents for treatment, the medical and/or psychological staff may obtain an additional signed authorization from the SA so as to disclose the PHI.

Athletic Staff Education

To ensure that every UNT Athletics department staff member is familiar with the services available and how they can assist SAs in accessing them, and in an effort to decrease the stigma around mental health and related illnesses, the UNT SMT will work together to provide educational materials and presentations throughout each academic year to staff. If a UNT Athletics Department staff member requests more information on certain mental health illnesses or conditions or would like assistance in seeking treatment for themselves, the Directors of Sports Medicine and CSPPE will work together to provide such resources in a respectful, genuine, and private manner. If requested, the UNT SMT are available to:

- Present at staff meetings or as recommended for newly appointed athletic staff
- Provide printed educational handouts or pamphlets with program information and contact numbers
- Post information on our athletic website or utilize additional social media as a medium to raise awareness
- Post educational boards in facilities
- Include resources in the athletic student handbook

Athletic department staff, including all coaches, play a critical role in creating a safe and supportive environment in which SAs may disclose their mental health concerns and actively seek treatment without the shame and stigma that often exist. Providing staff with materials to help them more effectively serve in this supportive role is a goal of the SMT.

Mental Health and Sport Psychology Services for UNT Athletes and Teams

All UNT SAs and teams have access to free services through the UNT CSPPE to discuss mental health concerns and/or their performances as athletes and students. SAs also have access to free or low-cost mental health services through other university departments, such as Counseling and Testing Services (940-565-2741; Chestnut Hall, Suite 311) and the Psychology Clinic that is run through the Department of Psychology (940-565-2631; First Floor, Terrill Hall). If SAs choose, they may pursue mental health services outside of the athletic department and university, such as by accessing a licensed psychologist in the surrounding community. If SAs pursue treatment outside of the UNT Athletic Department (through the CSPPE) or other UNT departments, they will be responsible for the costs associated with those services.

The UNT CSPPE, in conjunction with the SMT, coordinates the mental health and sport psychology services provided to UNT SAs, coaches, and athletic teams. These services include:

Mental Health Education, Screening, and Follow-up

Every year, each UNT athletic team will participate in a mental health education program and SAs will complete the department's mental health screener, which contains a list of questions designed to help



identify SAs who may be experiencing mental health concerns. This programming is conducted to help educate athletes about mental health symptoms, destigmatize mental health, and provide information for seeking assistance. The screener is done to proactively identify SAs who may be experiencing concerns and help them seek needed assistance before problems become too severe. Information obtained through the screening process will become part of the SAs' psychological record kept within the CSPPE and only shared with other members of the SMT as needed to facilitate referral for identified services, such as learning disability testing or substance abuse evaluation, to name a few.

Immediately upon completion by the SAs, the mental health screeners will be reviewed by the CSPPE staff. Based on endorsed items, CSPPE staff will follow-up immediately (in cases where SAs have indicated harm to self or others) or within the next 2-4 weeks. Follow-up will entail individual 15-30 minute meetings with the SA to determine the severity of the endorsed symptom and if referral for treatment is indicated. CSPPE staff will work collaboratively with the SAs to determine their current needs and make recommendations to them about treatment options, which may range from seeking services from their team's CSPPE sport psychologist to being referred to another department on campus, such as CTS.

Non-Emergent Referral for Mental Health or Sport Psychology Services

Outside of the mental health screening process, SAs may either individually request assistance or they may be identified by an athletic department staff member (e.g., athletic trainer, coach, academic advisor) as potentially needing assistance. Avenues through which SAs may obtain, or be referred for, services include, but are not limited to:

- a. Team CSPPE Sport Psychologist – the SA's team has an assigned sport psychologist, the SA (or team staff member, such as the athletic trainer) may directly approach the sport psychologist to request services. Such requests may be in person, via email, or phone.
- b. Referral by the SMT – if the SA's team does not have an assigned sport psychologist or the SA has been identified by a staff member outside of the team (e.g., academic advisor, sport nutritionist), a member of the SMT may identify the SA to the rest of the team for discussion and possible referral. In such instances, the SMT will determine the staff member with the strongest relationship to the SA and communicate with that staff member about approaching the SA to determine who he/she is coping and if he/she would like to obtain services. In most instances, the staff member will be a CSPPE sport psychologists or an athletic trainer.
- c. Services Outside of Athletic Department – at any time, an SA may seek services outside of the athletic department's structure, such as by going directly to a mental health service department on campus or seeking assistance from a professional outside of the university. When SAs pursue this option, they are encouraged to provide a release of information for the attending mental health professionals so they may consult with athletic department medical and psychological staff to better coordinate treatment.
- d. Groups – at various times throughout an academic year, the CSPPE sport psychologists in conjunction with other athletic department staff (e.g., sport nutritionist) may offer group programming or therapy. Such groups may be psychoeducational and cover a specific topic, such as developing self-confidence or mindfulness, whereas others may be therapy or counseling based, such as an injury support group or a body image support group. When groups are offered, athletic department staff will inform SAs of their availability and encourage attendance as appropriate to help address SAs' needs and concerns.

Generally, services provided by the CSPPE will begin with an individual intake meeting to evaluate the SAs' concerns and needs, and make recommendations for treatment. At any point in the process, unless the SAs have not adhered to university or athletic rules or codes of conduct, they will make the final decision regarding whether or not to seek mental health or sport psychology services. Although athletics



department staff can encourage student-athletes to go for an evaluation and seek assistance, unless there is a violation or a threat of self-harm or harm to others, SAs cannot be required to do so.

Recognizing SAs in Distress and Mental Health Emergency Action Management Plan

Being a SA is stressful and this stress may manifest in a range of emotions, behaviors, and thoughts that may be expressed to athletic department staff. What follows is a guide for recognizing SAs who are in distress based on UNT's existing system.

Level 1 Concerns

Changes in academic performance in the classroom, such as drop in exam scores
Change in pattern of interaction, such as how they are relating to friends/teammates
Changes in physical appearance, such as looking tired and/or disheveled
Problems concentrating and remembering things; making poor life decisions
General expressions of sadness, being anxious, or feeling distressed

Level 2 Concerns

Repeated request for special consideration, such as being late or not having work done
New or regularly occurring behavior that pushes limits and interferes with class performance
Being rude or disruptive to other students, faculty or staff
Unusual or exaggerated emotional responses, such as persistent sadness/crying or frustration
High levels of irritability or inappropriate excitement; cannot seem to calm down
Loss of motivation for athletics, academics, or other activities that once were enjoyable

Level 3 Concerns

Highly disturbed behavior, such as extreme outbursts of anger
Inability to communicate clearly, such as irrational conversations or disconnected speech
Loss of contact with reality (seeing/hearing what is not there; beliefs/actions at odds with reality)
Suspiciousness, irrational feelings of persecution
Statements related to death or dying or feelings of hopelessness
Expressing thoughts of being completely isolated from others and feeling extremely alone
Threats of harming self or harming others

Responding to Student Athletes who are in Distress (also see Flowchart on next page):

If the Student Athlete is Exhibiting Level 1 or Level 2 Concerns and Behaviors, you can:

- Find time to talk to the student-athlete in private
- Express your care and concern about them in non-judgmental terms
- Listen to the student-athlete and repeat the gist of what he/she is saying
- Identify options available to the SA that may help them, such as talking to their team's sport psychologist or seeing a counselor at the counseling center on campus
- Clarify the costs/benefits of each option for handling the problem from the SA's point of view
- Respect the student-athlete's value system when discussing options
- Ask if the student is considering suicide – if YES, then move to Level 3 response
- Contact the staff members who can best assist the SA with his/her situation/concerns
- Make sure the SA understands what action is necessary and make plans to follow-up with the SA on this action

If SAs are Exhibiting Level 3 Concerns and Behaviors, you should:

- Stay calm and, if available, find someone to assist you
- If someone is available, have that person stay with the SA while you seek assistance. If no one else is available, have the SA stay with you while you call for assistance



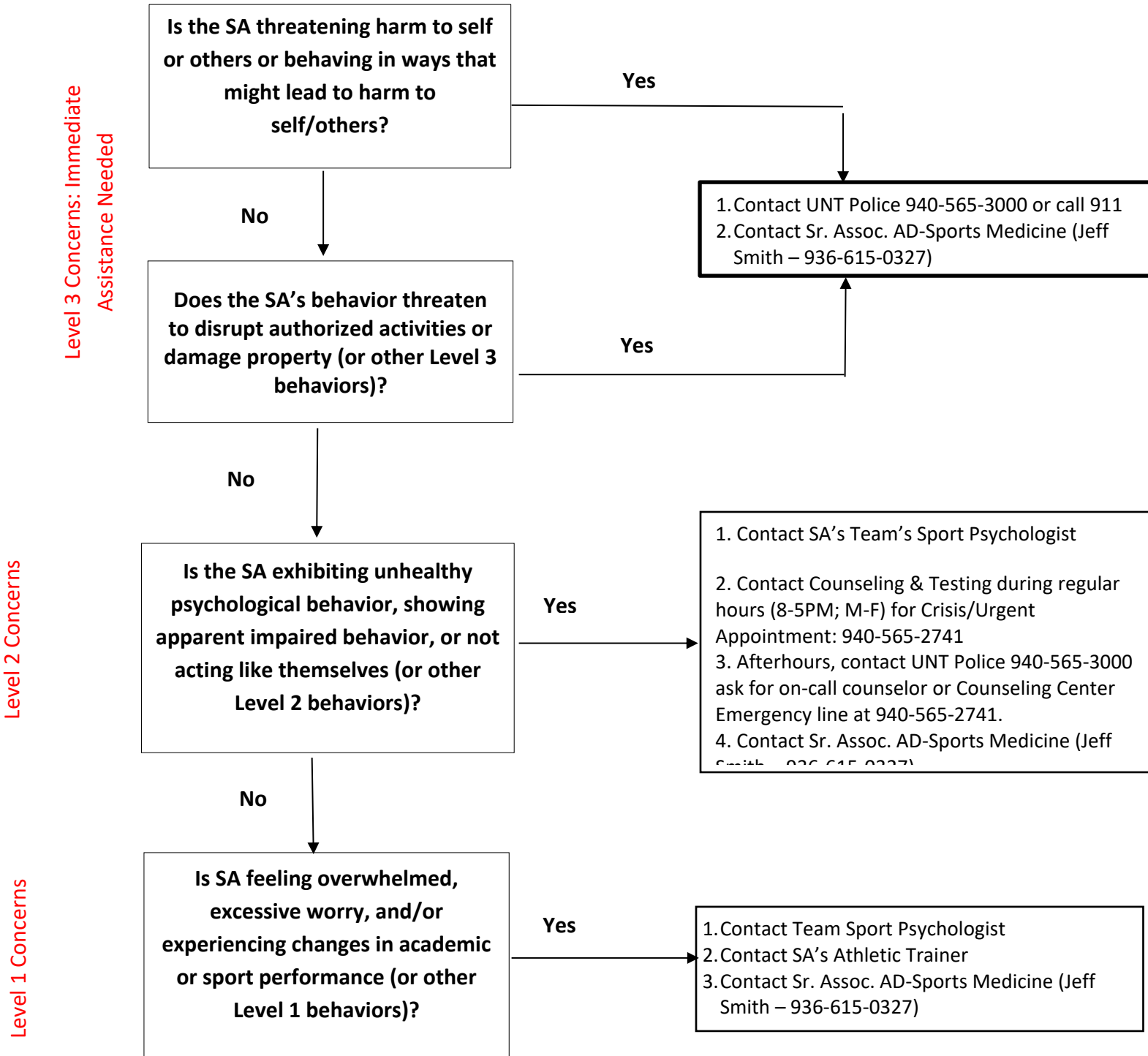
- If the athlete is particularly angry or enraged and you do not feel physically safe, then do not stay in the presence of the athlete...your safety is important. Find a safe place for yourself and then call the UNT Police (see flowchart)

Follow the general process flowchart

The UNT Center for Sport Psychology and Performance Excellence is located in Terrill Hall- Rm 235.
Phone: 940-369-7767. Email: sportpsych@unt.edu Website: <https://sportpsych.unt.edu/>



Assisting Student-Athletes General Process Flowchart





Conclusion

Although many will think a SAs health is determined primarily by their physical or medical condition, their mental health is just as important for healthy performances, in sport, academics, and life in general. Through education, early recognition of potential psychological problems and effective referrals to providers UNT Athletics is committed to helping destigmatization mental health issues in their student athlete population. Having this policy in place will guide our staff and stakeholders to apply the best practices in psychology as well as suggestions by the National Athletic Trainers' Association (NATA), the National Collegiate Athletic Association (NCAA), and the International Olympic Committee (IOC). To ensure quality of care and maintain best practices in mental health and wellness, the SMT will conduct an annual review to evaluate these policies and procedures. In addition, the SMT will review individual incidents as they occur so that the entire sports medicine team can work together to manage these situations in the most effective and safe way possible. It is our mission to provide UNT's SAs with the best healthcare on and off their respective playing fields.

Emergency Contact Numbers

On Campus:

UNT Police Department

(940) 565-3000 (24/7) On Campus - dial
x3000

UNT Counseling and Testing Center

Hours: 9 AM - 5 PM, Monday
through Friday

(940) 565-2741 (24/7)

Off-Campus:

Denton County MHMR Crisis Line

(800) 762-0157(877)
847-9355

Texas Health Denton

(800) 273-TALK (8255)

3000 I-35, Denton, TX 76201



OFFICE OF DISABILITY ACCOMODATION

Phone: 940-565-4323 Web: <https://disability.unt.edu/>

Location: Sage Hall, Room 167

The Office of Disability Accommodation (ODA) at the University of North Texas exists to prevent discrimination on the basis of disability and to help students reach a higher level of independence. Their caring and professional staff helps students learn more about their disabilities, develop techniques to facilitate individual learning styles, learn how to talk to faculty and staff about your needs and develop strategies to achieve goals

The ODA typically serves between 900 and 1000 students each semester. The most common disabilities they reasonably accommodate are invisible conditions such as learning disabilities, attention deficit disorders, and psychiatric disabilities.

Students must be registered with their office to receive reasonable accommodations.

TITLE IX

The University of North Texas is committed to ensuring an educational and employment environment that is free of discrimination and harassment on the basis of sex, gender, gender identity or expression.

Title IX of the Educational Amendments of 1972 is the federal statute that prohibits discrimination on the basis of sex. It reads:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance.

UNT's Title IX Coordinator is Eve Bell. She is the university official responsible for coordinating the university's compliance with Title IX, including the university's grievance procedures for resolving Title IX complaints.

University Policies Relating to Title IX Compliance

12.005

[Prohibition of Sexual Assault and Retaliation](#)

16.005

[Sexual Harassment](#)

07.012

[Code of Student Conduct](#)

University Sexual Misconduct Processes and Resources for Students

[Dean of Students Sexual Misconduct Resources](#)



[Reporting Sexual Misconduct at UNT](#)

[EO Student Request for Review](#)

STUDENT-ATHLETE EXIT INTERVIEWS

In an effort to promote student-athlete welfare, monitor, and continually improve the student-athlete experience at the University of North Texas, the Compliance Office or Faculty Athletic Rep (FAR) will conduct exit interviews with each student-athlete who graduates, exhausts his or her athletics eligibility, or transfers away. The feedback provided by student-athletes is extremely important to the Athletics Department and will enable us to evaluate our performance and procedures in order to improve the experience for those student-athlete who follow in your footsteps. The exit interview consists of completion of a written survey (anonymous if desired) and an optional in-person meeting with a member of the Compliance Office or the FAR. This process is designed to provide a safe environment in which student-athletes can freely provide their comments or express their concerns. To the extent possible under the law, responses provided in the written in-person discussions will be held in confidence in the Department of Athletics.



University of North Texas Student-Athlete Handbook

Receipt of Acknowledgment

The Student-Athlete Handbook has been developed for the exclusive use of the University of North Texas Athletic Department. Student-athletes are expected to abide by the National Collegiate Athletic Association, Conference USA, and University of North Texas guidelines set forth in the handbook. Student-athletes are responsible for reading the handbook and becoming familiar with these policies and guidelines. In the event of a disciplinary incident, the handbook is considered the student-athlete's first notice.

I agree to the statements above and understand I am responsible for the policies and guidelines set forth in the University of North Texas Student-Athlete Handbook.

Signature: _____

Date: _____

Name (Printed): _____

Sport: _____

Note: The University of North Texas Student-Athlete Handbook is applicable to all student-athletes, including groups representing the athletic department (i.e. Spirit Groups).