


Name of Policy: <u>Compliance rules education and training.</u>		 <p>Effective date: November 2, 2018</p> <p>Original effective date: February 1, 2008</p>	
Policy Number: 3364-35-16			
Approving Officer: President			
Responsible Agent: Athletic Director			
Scope: Athletic Department			
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

It is the policy of The University of Toledo (“UT”) to adhere to all applicable National Collegiate Athletic Association (“NCAA”), Mid-American Conference (“MAC”) and university rules and regulations in the conduct of its athletics programs. It is the obligation and responsibility of administrators, coaches, student-athletes, representatives of athletics interests, university personnel, and prospective student-athletes to comply with these rules and regulations.

The athletics compliance office shall provide the requisite rules education programs and supporting materials to the aforementioned individuals on a regular basis.

(B) Purpose of policy

The athletics compliance office will assist in creating a culture of compliance by providing rules education and training to all aforementioned parties on a regular basis.

(C) Procedure

Rules education will be provided in the following manner:

- (1) Monthly meetings with head coaches.
- (2) Monthly meetings with assistant coaches.
- (3) Regular meetings with student-athletes, including beginning of year and end of year compliance sessions.
- (4) Compliance presentations at student orientation.
- (5) Periodic training and education of athletics department staff related to specific areas (i.e., business office, equipment, marketing, strength and conditioning).
- (6) Compliance presentations to representatives of athletics interests, alumni, and other supporters of the institution’s athletics programs.

(D) Educational materials

(1) Coaches

- (a) NCAA manual.
- (b) NCAA website
- (c) NCAA guides to recruiting
- (d) Recruiting calendars
- (e) UT policies and procedures
- (f) UT athletics compliance manual
- (g) UT student-athlete handbook
- (h) NCAA legislative services database (LSDBi) references
- (i) MAC rules education and correspondence

(2) Student-athletes

- (a) NCAA summary of rules and regulations
- (b) NCAA student-athlete statement
- (c) NCAA drug testing consent form
- (d) NCAA list of banned substances
- (e) Consent and release of health care information (HIPPA)
- (f) Consent and release of personally identifiable information (FERPA)
- (g) Nutritional supplement form.
- (h) Student-athlete check-in form
- (i) Recruited/nonrecruited student-athlete form (new students only)
- (j) Eligibility certification and verification statement
- (k) Student-host forms
- (l) MAC sportsmanship acknowledgement
- (m) MAC Names, Images and Likenesses acknowledgement
- (n) University of Toledo student-athlete handbook
- (o) Year-end summer employment form
- (p) Year-end summer compliance information

(3) Representatives of athletics interests

- (a) Rules information in athletics publications (e.g., media guides, game programs)
- (b) Rules information on athletics department website

(4) University personnel (president, financial aid, registrar, FAR)

- (a) NCAA manual
- (b) NCAA website
- (c) Mid-American Conference handbook
- (d) Mid-American Conference website

(5) Prospective Student-Athletes

- (a) NCAA eligibility center information provided at basketball and football camps and clinics, educational seminars and university open house nights with high school students
- (b) Eligibility information provided at student orientation

(E) Definitions

Prospective student-athlete. A prospective student-athlete is a student who has started classes for the ninth grade. In men's basketball, a prospective student-athlete is a student who has started classes for the seventh grade. Four-year and two-year transfer students are also considered to be prospective student-athletes. In addition, a student who has not started classes for the ninth grade becomes a prospective student-athlete if the institution provides such an individual (or the individual's relatives or friends) any financial assistance or other benefits that the institution does not provide to prospective students generally. An individual remains a prospective student-athlete until one of the following occurs (whichever is earlier):

- (1) The individual officially registers and enrolls in a minimum full-time program of studies and attends classes in any term of a four-year collegiate institution's regular academic year (excluding summer); or
- (2) The individual participates in a regular squad practice or competition at a four-year collegiate institution that occurs before the beginning of any term; or
- (3) The individual officially registers and enrolls and attends classes during the summer prior to initial enrollment and receives institutional athletics aid, as defined by the NCAA.
- (4) The individual reports to an institutional orientation session that is open to all incoming students within 14 calendar days prior to the opening day of classes of a regular academic year term.

Representatives of athletics interests. 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:

- (1) Have participated in or to be a member of an agency or organization promoting the institution's intercollegiate athletics program;
- (2) Have made financial contributions to the athletics department or to an athletics booster organization of that institution;

- (3) Be assisting or to have been requested (by the athletics department staff) to assist in the recruitment of prospective student-athletes;
- (4) Be assisting or to have assisted in providing benefits to enrolled student-athletes or their families; or
- (5) Have been involved otherwise in promoting the institution's athletics program, as defined by the NCAA. After an individual has signed a National Letter of Intent or the institution's written offer of admission and/or financial aid or after the institution has received his or her financial deposit in response to its offer of admission, the individual shall no longer be subject to the restrictions of Bylaw 13.1 The individual remains a prospective student-athlete for purposes of applying the remaining provisions of Bylaw 13 and other bylaws.

<p>Approved by:</p> <p><u>/s/</u> Sharon L. Gaber, Ph.D. President</p> <p><u>November 2, 2018</u> Date</p> <p><i>Review/Revision Completed by:</i> <i>Athletic Department</i> <i>SLT</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> • <i>Previous 3364-35-16, effective date November 6, 2014</i> <p>Initial Effective Date: February 1, 2008</p> <p>Review/Revision Date: July 12, 2011; November 6, 2014, November 2, 2018</p> <p>Next review date: November 2, 2021</p>
--	--