


<p>Name of Policy: NCAA certificate of compliance policy</p> <p>Policy Number: 3364-35-09</p> <p>Approving Officer: President</p> <p>Responsible Agent: Athletic Director</p> <p>Scope: Athletic Department</p>	 <p>Effective date: February 1, 2008</p>
<p><input checked="" type="checkbox"/> New policy proposal</p> <p><input type="checkbox"/> Major revision of existing policy</p>	<p><input type="checkbox"/> Minor/technical revision of existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

(A) Policy statement

It is the policy of The University of Toledo to adhere to all applicable National Collegiate Athletic Association, Mid-American Conference and university rules and regulations in the conduct of its athletics programs. It is the obligation and responsibility of all department of athletics staff members to act within all applicable rules and regulations at all times. All department of athletics coaching and administrative staff members are required by NCAA bylaws to sign the NCAA certification of compliance annually in good faith.

(B) Purpose of policy

To ensure that all department of athletics coaching and administrative staff members sign the NCAA certificate of compliance form required by the NCAA bylaws, and carry out the obligation to report any issues of non-compliance or violations of the NCAA legislation to the president of the university.

(C) Procedure

All departmental staff members, except clerical personnel, are required to sign the certification of compliance for staff members of athletic department form, which affirms that the staff member has reported to the university president any knowledge of violations of NCAA legislation. The director of athletics may require other personnel to sign the form for internal use.

- (1) The form is prepared, including the name and title of all departmental staff members who are salaried on a regular basis (or who are performing a regular staff function, even though they may not be classified as full-time staff), administrative and supervisory personnel, and recruiting coaches for all sports (regardless of the season of the sport).

- (2) Staff members are notified of the need for their signature, the deadline for signing, and the designated person (and location) that has the certification form.
- (3) Each staff member identified on the form executes the form with full signature (initials are not allowed) and date of execution, including the month, day and year.
- (4) Upon completion of signature by all required staff members, the director of athletics receives the original of the certification form.
- (5) The director of athletics reviews the form to verify accuracy and ensure completeness prior to conveying the original to the university president.
- (6) The university president attaches the completed form to the certificate of compliance for institutions form, signs and securely files the document.

<p>Approved by:</p> <p><u>/s/ laj</u> Lloyd A. Jacobs, M.D. President</p> <p>February 13, 2008 Date</p> <p><i>Review/Revision Completed by: Athletic Department</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> • <i>None</i> <p>Initial Effective Date: February 1, 2008 Review/Revision Date: Next review date: February 1, 2011</p>
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