

Question & Answer

- Q:** Can I continue an existing friendship with families of prospects or enrolled student-athletes?
- A:** Yes, although you are prohibited from attempting to recruit the prospect.
- Q:** Can I employ a prospect after they have signed a National Letter of Intent and after the prospect has graduated from high school?
- A:** Yes, it is permissible to arrange employment for a prospect in the summer only after they have signed a National Letter of Intent and after the prospect has graduated from high school.
- Q:** Can I employ a current student-athlete?
- A:** Yes, it is permissible for a booster to arrange employment for a current student-athlete provided the Compliance office gives approval.
- Q:** If a Baylor coach has a recruit at an event can I approach the coach and prospect?
- A:** No. You cannot make any contact with the prospect or the prospect's family. Approach the coach only after the prospect and the prospect's parents depart.
- Q:** Can a booster watch a prospect's athletic contest?
- A:** Yes, a booster may watch a prospect's athletic contest but may not have contact with that prospect or the prospect's parents.
- Q:** Can I contact a prospect?
- A:** No, a booster may not contact (telephone or in writing/email, etc.) a prospect or his/her parents in person, for the purposes of recruiting him/her to Baylor.
- Q:** Can I contact the prospects' coach or counselor?
- A:** No, a booster cannot contact or request anything (transcript, videotape) from a prospect's counselor or coach in order to evaluate the athletic or academic ability of the prospect.
- Q:** Is it permissible for a booster club to finance a banquet for a Baylor University team?
- A:** Yes, provided the expenses are paid through the athletics department and the location of the event is not more than 100 miles away from campus and no tangible award is provided to members of the team.
- Q:** Can I sign or co-sign a note for a student-athlete or his/her relative an outside agency to arrange a loan?
- A:** No, this is considered an extra benefit.

- Q:** Is it permissible to provide free admission to the institution's away contest to a prospect, family, friends, or relatives?
- A:** No, providing free admission is impermissible.
- Q:** Is Baylor University responsible for the actions of its boosters and booster groups?
- A:** Yes. Boosters are subject to the same NCAA and institutional rules that govern Baylor Athletics staff members.
- Q:** What should I do if a prospect contacts me?
- A:** Explain to the prospect that you are permitted to discuss the educational programs at Baylor, but not athletics. Direct those questions to the athletic department or to a specific coach.
- Q:** Is it permissible for a booster to have a student-athlete or team over to his/her home for a meal?
- A:** Yes, a student-athlete or team may receive an occasional home meal from a booster provided the meal is at the booster's home and not a restaurant, and the meal is restricted to infrequent or special occasions.
- Q:** Can I attend a public event (e.g. a high school awards banquet or dinner) at which prospects are in attendance?
- A:** Yes, however no attempt can be made to recruit the prospect in any manner.
- Q:** Can I entertain any coach from a junior or senior high school, preparatory school, or junior college, or provide them with tickets, gifts, or other benefits?
- A:** No, providing any form of entertainment or benefits to these coaches is impermissible.
- Q:** Is it permissible for a student-athlete to sell his/her complimentary tickets?
- A:** No, a student-athlete may not receive payment for their complimentary tickets and may not exchange them for any item of value. This action would jeopardize the student-athlete's eligibility.
- Q:** Can I ask a student-athlete for his/her autograph?
- A:** Yes, as long as nothing is offered in exchange for the autograph and the autograph is not displayed in the booster's place of business.
- Q:** Is it permissible to exchange messages with a prospective student-athlete through a chat room?
- A:** No, exchanging messages through a website message board or chat room with a prospective student-athlete is not permissible.
- Q:** What should I do if I become aware of a rules violation?
- A:** Contact the Compliance Office immediately!

Gambling

Student-athletes or athletic department staff members may not knowingly:

- Provide information concerning intercollegiate athletics competition to individuals involved in organized gambling.
- Solicit, accept, or place a bet on any intercollegiate team.
- Participate in any gambling activity that involves intercollegiate or professional athletics.



This informational brochure is produced by the Baylor University Department of Athletics.

Please direct all inquiries to:

Office of Athletics Compliance
150 Bear Run
Waco, TX 76711

Phone-254-710-1234
Fax-254-710-1527

BAYLORBears.COM

GUIDE TO NCAA RULES

**...for Alumni, Faculty,
Staff & Friends**

BAYLOR UNIVERSITY

Dear Alumni, Faculty, Staff and Friends:

One of the most important elements of the Baylor University athletics program is the loyalty and enthusiasm of our fans. As a supporter of Baylor Athletics, you are a valuable asset to the athletics department and the entire University community.

Baylor University is grateful for all of the ways that you contribute to the success of our athletics program. However, we must be cautious not to let enthusiasm for our programs lead us into conflict with the very specific member institution. Baylor is responsible for the actions of all individuals and entities involved in the promotion of its intercollegiate athletics program. A violation of NCAA rules by a student-athlete, staff member or representative of athletics interests can result in serious individual or institutional sanctions.

The NCAA defines a “representative of athletics interests” in a manner that encompasses many, if not all, of the people that regularly attend Baylor sporting events. This pamphlet summarizes the rules applicable to Baylor athletics representatives. It is intended to aid in your understanding of the NCAA guidelines which govern interaction between athletics representatives and prospective and enrolled student-athletes. Please read it carefully and contact the Office of Athletics Compliance at 254-710-1234 should you have any questions of concerns.

Again, we appreciate your interest in and support for our student-athletes and sport programs. We are counting on you to help us continue our pursuit of excellence and dedication to responsible sport by fully cooperating in our commitment to rules compliance.

Sincerely,

Ian McCaw
Director of Athletics

Introduction

Institutional control of athletics is a fundamental principal of NCAA legislation. It requires each institution to conduct its intercollegiate athletics programs in accordance with the rules and regulations of the national association. This responsibility includes ensuring that staff members and other groups representing the institution’s athletics interests comply with all applicable rules. In other words, Baylor University is responsible for YOUR actions!

This brochure is intended to provide you with some basic information concerning NCAA rules as they relate to representatives of athletics interests. The complexity of NCAA regulations makes it impossible to cover every relevant situation therefore, this document should not be relied upon exclusively. If you have questions concerning prospective or current student-athletes, contact the Office of Athletics Compliance.

Office of Athletics Compliance
150 Bear Run
Waco, TX 76711
PHONE 254-710-1234
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ALWAYS ASK BEFORE YOU ACT!

CONSEQUENCES FOR NCAA VIOLATIONS

The consequences for acting contrary to NCAA legislation can be quite severe. Athletics representatives found to be in violations resulting in the imposition of sanctions, can be subject to the loss of all benefits and privileges received from Baylor University.

KEY TERMS EVERY ALUMNI OR FRIEND SHOULD KNOW

Representative of Athletics Interests

A “representative of athletics interests” (booster) is an individual or group that has ever:

- Been a member of an organization promoting Baylor Athletics Contributed to the Athletics Department or its booster organizations.
- Assisted in evaluating or recruiting prospective student-athletes.
- Provided benefits to prospective student-athletes, enrolled student-athletes or their family members.
- Otherwise promoted the Baylor Athletics Program.

Keep in mind that it is very easy to meet one or more of these criteria. As a representative of the university’s athletics interests, you are bound by NCAA, Big 12 Conference and Baylor University rules. Once you become an athletics representative you retain this status forever.

Prospective Student-Athlete

A “prospect” is a student that has started classes for the ninth grade. A student that has not started classes for the ninth grade becomes a prospect if the student receives any benefits that the institution does not provide to all prospective students in general. An individual remains a prospect until he or she starts classes at Baylor or reports for practice, whichever occurs first.

Student-Athlete

A student-athlete is a student whose enrollment was solicited by a member of the athletics staff or other representative of athletics interests with a view toward the student’s ultimate participation in the intercollegiate athletics program. (NCAA Bylaw 12.02.5)

Extra Benefit

An extra benefit is any special arrangement by a Baylor employee, booster, alum, donor etc., to provide a student-athlete, prospect, or their family or friends a benefit not expressly authorized by NCAA legislation. Examples of extra benefits include, but are not limited to:

- Gifts of money, awards or other tangible items.
- Use of vehicles or payment of transportation costs incurred by prospect, prospect’s relatives or friends.
- Free or reduced housing arrangements.
- Promise of employment after graduation or employment of prospect’s relatives or friends.
- Special discounts or payment arrangement

INVOLVEMENT WITH PROSPECTIVE STUDENT-ATHLETES

Benefits or Special Arrangements for Prospects

Athletics representatives may not provide any benefits or special arrangements to a prospect or his or her family or friends. Coaches and institutional staff members are prohibited from soliciting funds or other privileges from athletics representatives to benefit a prospect’s high school, prep school, college, club, team or league.

Employment for Prospects

Athletics representatives may arrange employment for prospects after completion of the prospect’s senior year in high school. Compensation must be based on work actually performed and at a rate commensurate with the going rate in the locality for similar services. Employed prospects may not receive benefits (e.g., transportation or meals) that are not provided to all other employees.

No Contact with Prospects

Athletics representatives are not authorized or permissible recruiters. NCAA rules prohibit athletics representatives from engaging in in-person, on or off-campus recruiting contacts, as well as written or telephone communication with prospects or their family members. If a prospect initiates telephone contact with you, or if you have an inadvertent face-to-face encounter with a prospect or his or her parents, do not enter into a recruiting conversation. Please refer all questions about the athletics program to the appropriate coach or athletics department staff member. Only authorized institutional staff members are permitted to be involved in the recruitment process.

No Contact with Prospect’s School

Athletics representatives may not contact the prospect’s coach, principal or counselor in an attempt to evaluate a prospect nor may they visit the prospect’s school to pick up film or transcripts in order to facilitate the evaluation of the prospect.

Attendance at Prospect’s Events

Athletics representatives, on their own initiative, may attend events (e.g., contests, banquets) where prospects are present so long as no contact is made with the prospect or the prospect’s family.

Inform Baylor Coaches

Athletics representatives may make Baylor coaches aware of prospects in their area by contacting the coaches directly or by forwarding news articles pertaining to particular prospects.

Pre-Established Relationship

Athletics representatives having a pre-established relationship (i.e., the relationship existed before the student was recruited by Baylor) with a prospect or the family member of a prospect may continue normal contacts so long as such contacts are not made for recruiting purposes and are not arranged by members of the Baylor coaching staff.

Faculty & Staff Contact with Prospects

Faculty and staff members of Baylor University are permitted to contact prospects only on the institution’s campus. At the direction of the coaching staff, faculty and staff members may write to a prospective student-athlete beginning September 1st of the prospect’s junior year in high school and may telephone a prospect for recruiting purposes (in all sports except football) beginning July 1st following the prospect’s junior year in high school.

INVOLVEMENT WITH ENROLLED STUDENT-ATHLETES

Benefits or Special Arrangements for Enrolled Student-Athletes

Athletics representatives may not provide any benefits or special arrangements to an enrolled student-athlete or his/her family or friends unless expressly permitted by NCAA rules.

Employment for Enrolled Student-Athletes

Employment for enrolled student-athletes may not be arranged by Athletics Representatives without first receiving prior approval from the Office of Athletics Compliance. NCAA rules require the student-athlete and employer sign a written statement confirming that the employment satisfies all NCAA conditions prior to the commencement of the employment arrangement. Compensation must be based on work actually performed and at a rate commensurate with the going rate in the locality for similar services. Employed student-athletes may not receive benefits (e.g., transportation or meals) that are not provided to all other employees.

Student-Athlete Participation in Promotional Activities

Use of a student-athlete’s name, picture or appearance to support any charitable, educational or nonprofit promotional activities requires written approval from the Director of Athletics. Forms may be obtained from the Office of Athletics Compliance. Student-athletes may not recommend, promote or participate in the advertisement of a commercial organization or its product or service.

Occasional Meals

Athletics representatives may provide an enrolled student-athlete or an entire team with an occasional meal. Occasional meals are limited to infrequent and special occasions and must take place in an individual’s home (although it may be catered).

Awards & Recognition Banquets

Booster groups may finance institutional awards and recognition banquets, provided all expenses are paid through the Department of Athletics.

Agents

Student-athletes lose their amateur status and are not eligible for intercollegiate competition in a particular sport if:

- The student-athlete or his or her family members enter into a written or oral agreement with an agent.
- The student-athlete or his or her family members accept or receive benefits from an agent, “runner” or financial planner.