

FINANCIAL AID

ATHLETIC GRANTS

NCAA Division I legislation places a maximum limit on the amount of financial aid that may be awarded to an athletic team. Aid limits exist in all sports and generally are categorized as either head-count sports or equivalency sports. Within head-count and equivalency sports, student-athletes are categorized as initial counters and counters.

Head-count sports

A counter is a student-athlete who is receiving institutional financial aid that is countable against the aid limitations in a particular sport. A student-athlete is counted against that limit if the student-athlete receives aid based on athletics ability.

An initial counter is a student-athlete who is receiving financial aid in a particular sport for the first time.

For example, a freshman football student-athlete receiving athletics aid for the first time is categorized as an initial counter. Each counter or initial counter is tallied as one grant-in-aid in head-count sports. Each team has a maximum amount of grants-in-aid that can be awarded. A full grant-in-aid includes tuition and fees, room and board and required course related books. It is possible for a student-athlete to be awarded only a portion of a full grant-in-aid. However, in a head-count sport, the student-athlete will still count as one toward the maximum team limit even if they were awarded only a partial grant-in-aid.

Equivalency Sports

In equivalency sports, one grant-in-aid can be divided among more than one student-athlete.

Each team has a maximum amount of grants-in-aid that can be divided among team members. For example, if the team limit in the equivalency sport is five grants-in-aid. More than five student-athletes can share the five grants-in-aid. Equivalency value is calculated by dividing the total amount of athletics aid by total amount of a full grant-in-aid.

For instance, assume that John Smith, a cross country student-athlete, receives \$6,000 from the institution based on athletics ability. A full grant-in-aid is valued at \$14,000. In this case, John's equivalency value is determined by dividing \$6,000 (athletics aid) by \$14,000 (amount of a full grant-in-aid), which equals .42. The sum of all fractional awards should not exceed the total limit for the sport.

Process:

The Compliance Coordinator will manage the scholarship budget for both UD and NCAA guidelines. No scholarship offers should be made, verbal or written, to any prospect without ensuring the funds and equivalency or counter spot is available. See National Letter of Intent and renewal/non-renewal section for further details.

National Letter of Intent

The Atlantic-10 Conference annually subscribes to the voluntary National Letter of Intent program administered by the Collegiate Commissioner's Association (CCA). As a member institution of these conferences, the University of Dayton and the prospective student-athletes who sign the National Letter of Intent are bound by the policies in effect at the time of signing.

The National Letter of Intent is initiated by the Head Coach and completed by the Compliance Office. All necessary information should be submitted to the Compliance Office as early as possible, prior to the official signing date. National Letters of Intent must be accompanied by a financial aid award agreement, therefore, the National Letter of Intent also include the data necessary to validate the proposed financial aid award (as per information in this section).

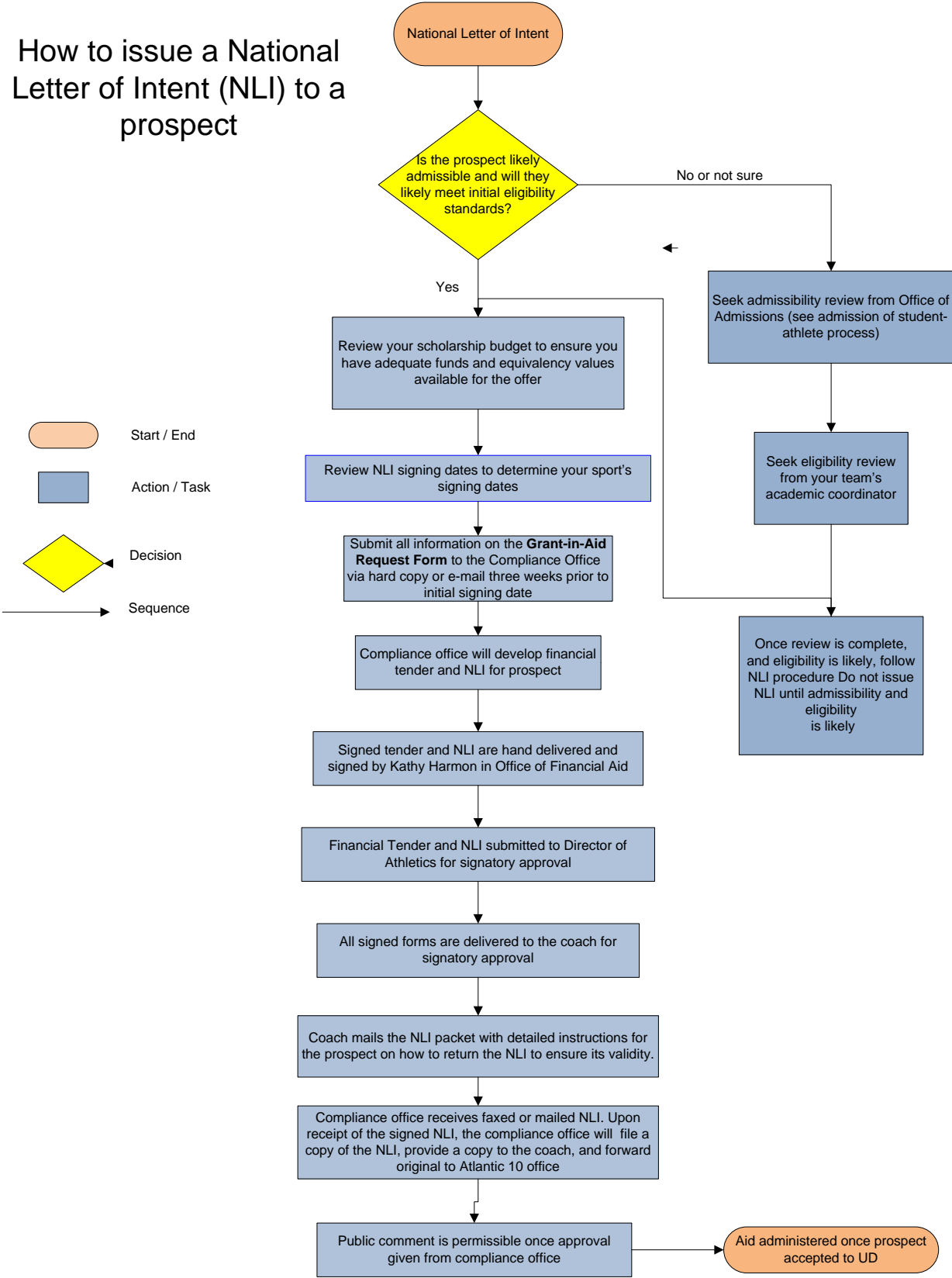
Upon receiving notification that a prospective student-athlete has signed a National Letter of Intent with an institution other than the University of Dayton, no further recruiting efforts are to be made by UD staff members.

Procedure: See following page

Forms used:

Form	Purpose
Grant-in-Aid Request Form	Coach to notify Compliance value of scholarship to be issues to prospect
National Letter of Intent	CAA Grant-in aid agreement
UD Letter of Intent	UD Financial aid agreement

How to issue a National Letter of Intent (NLI) to a prospect



Financial Aid Agreement:

Financial Aid Agreements are issued to prospective student-athletes with the National Letter of Intent. Prospects may not sign a National Letter of Intent prior to the times and dates noted on the letter.

Note: Financial Aid Awards may not be disbursed until all initial eligibility requirements are completed.

- Head Coaches have athletically related financial aid letters (i.e., National Letter of Intent, University of Dayton Letter of Intent and letter from Compliance Athletic Department) and Letters of Intent prepared and submitted by the Compliance Office. A pre-admit letter from the Director of Admissions must accompany the offer of financial aid.
- After completion, the Tender of Financial Aid and Letter of Intent are presented to the Director of Athletics for written recommendation of funding the grant-in-aid. The recommendation letter details what the grant-in-aid is to cover (i.e., tuition, books, room, board, etc).
- All signed recommendations are then hand-carried to the Director of Financial Aid for final signatory approval and returned to the coach for appropriate dissemination to the PSA's by the National Letter of Intent signing dates.

To be valid, the Division of Athletics Financial Aid Agreement must be signed and returned to the Division of Athletics within 14 days after its issuance date. (For sports that have early signing dates, the Letter of Intent becomes invalid after seven (7) days, during the November tenders, due to the short signing period.) Upon receipt of the signed forms, the original Letter of Intent is forwarded to the Conference Office by the Compliance Office. The Conference must receive these forms within 21 days of the final signature. One copy of the Letter of Intent and the Financial Aid Agreement is retained by the PSA. The Letter of Intent is maintained on file in the Office of the Director of Athletics. The Financial Aid acceptance letter is forwarded to the Financial Aid Office. The student-athlete's aid is not processed until this form has been received.

* If the student-athlete fails to be admitted to the University, the National Letter of Intent and grant-in-aid become null and void.

Renewals and Non-Renewals:

1. Under normal circumstances, renewal of aid for subsequent years is customary, however, NCAA rules forbid any commitment or guarantee beyond one year. Further, a student-athlete may receive an athletic scholarship for no more than five years within a six-year period, beginning with the student-athlete's initial full-time enrollment at any four or two-year college.
2. In the event of a career-ending injury or illness as a result of participation in intercollegiate athletics, the Division normally renews the award, provided the individual agrees to perform appropriate alternate tasks within the Division.
3. The renewal of institutional financial aid based on any degree of athletics ability shall be

made on or before July 1st prior to the academic year in which the aid is to be effective. The institution shall promptly notify, in writing, each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous academic year, regardless as to whether or not the grant has been renewed or not renewed for the upcoming academic year. Notification of renewals and non-renewals must come from the University Financial Aid Office.

4. Inability to reach reasonable athletic performance goals, problems of motivation, incompatibility with the coaching staff or teammates, etc., are considered legitimate reasons for non-renewal. If, during the academic year, a student-athlete feels there is a possibility his/her scholarship may not be renewed, he/she should talk with his/her coach. Should the student-athlete disagree with the coach's assessment of his/her standing, the student-athlete should contact the Director of Athletics as soon as possible.

Procedure:

The Compliance Coordinator will distribute the Returning Student-Athlete Financial Aid Request to each sport's head coach. The head coach will complete the forms and return to the Compliance Coordinator. The Compliance Coordinator will forward to Office of Financial Aid, which will send renewal agreement to the athletes, and credit the student-athlete's account with athletics aid.

Forms:

Form	Purpose
Returning SA Financial Aid Request Form	Issue to renewal letters to SA

Award Reductions/Cancellations:

Athletic grants-in-aid may be reduced or cancelled during the period of award if the student-athlete:

1. Renders him/herself ineligible for intercollegiate athletic competition.
2. Misrepresents information on his or her Financial Aid Application, Letter of Intent or Financial Aid Agreement.
3. Engages in misconduct that brings disciplinary action from the institution.
4. Engages in misconduct that results in arrest by campus, local or state police.
5. Voluntarily withdraws from his or her sport for personal reasons.

In the event a student-athlete's aid is recommended for reduction or cancellation, the student-athlete will receive written notification from the financial aid office of his/her opportunity for a hearing.

The hearing will be set-up and planned by the Director of Financial aid, and be heard by members of scholarships committee. This committee shall include only members from outside

the Division of Athletics.

Regardless of their financial situation, student-athletes are encouraged to discuss any financial related questions they may have with their program administrator and/or compliance office.

Form	Purpose
UD Voluntary Withdrawal Form	Form in which student-athlete relinquishes his/her athletics grant-in-aid and voluntarily withdraws from his-her team.

Outside Financial Aid & Awards:

Any financial assistance in addition to the student-athlete's athletic grant-in-aid must be approved by the Financial Aid Office or the Compliance Office to ensure that the loan or grant sought is in accordance with NCAA and Conference regulations.

- * It cannot be stressed enough that all financial assistance, including grants, loans and employment during the academic terms, must be reported to the Financial Aid Office and to the coach. Also, student-athletes are responsible for documenting this information each year on the Student-Athlete Certification Forms, during the fall eligibility meetings. Failure to report all such income, could affect athletic eligibility.

Fifth Year Aid:

The University of Dayton is extremely proud of the high graduation rates of its student-athletes. Because it is the goal of the Division of Athletics to help all student-athletes conscientiously working toward a degree, the Division will make every effort to financially assist a student-athlete who has not graduated by the time he or she has exhausted his or her athletic eligibility. Such aid cannot exceed five years and must occur within a six year period.

Such assistance must be requested, at the recommendation of the Head Coach, to the Director of Athletics. This is not an automatic benefit, but if, based on the student-athlete's record, it is felt continued aid should be given, every effort is made to provide such assistance.

STUDENT-ATHLETE EMPLOYMENT

Legislation states that student-athletes are permitted to earn legitimate on- and off-campus employment earnings during the regular academic year, as well as during the University's official vacation periods and during the summer. The Compliance Office is required to oversee the employment of student-athletes, including the approval of employment opportunities and the monitoring of employment earnings. All previous restrictions on employment has been deregulated except for the following:

1. The student-athlete may not receive any remuneration for the value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following he or she has obtained because of athletics ability.
2. The student-athlete is to be compensated only for work actually performed.

3. The student-athlete is to be compensated at a rate commensurate with the going rate in that locality for similar services.

They are permitted to work during the academic year. New legislation states that their employment earnings will not count against the NCAA scholarship limitations for their sport. For all student-athletes, the overall financial benefits of employment during the academic year must be weighed against the difficulties encountered in trying to fulfill academic, athletic and work responsibilities.

There continues to be no earnings limitations during the summer and official University vacation periods. Student-athletes are permitted to earn money only for work actually performed and at a rate commensurate with the going rate in that locality for similar services.

Approval Process

Institutional staff members, coaches and "representatives of athletics interests" are permitted to intercede on behalf of an enrolled student-athlete who is looking to secure employment during the academic year. Prior to employment, both the employer and the student-athlete must sign a written statement.

Outside Employment

As noted above, coaches and the Division of Athletics' staff may locate and match employment opportunities with their student-athletes by cultivating support from local employers and friends of the Division. All contacts with prospective employers and final job placement must comply with the guidelines established by the University and the NCAA. Annually, the Associate Athletic Director meets with major booster groups to discuss NCAA rules related to student-athletes. In addition, all employers are sent a copy of the Guidebook to NCAA Regulations, which outlines the rules as they relate to student-athlete employment, as well as to contact with prospective and enrolled student-athletes.

Process: All student-athletes must list current or potential employment on the UD information sheet to be completed during pre-season meetings. Compliance will investigate any issues that warrant further consideration.

Forms:

Form	Purpose
UD Student-Athlete information sheet	Form in which SA lists current or potential employment.

SPECIAL ASSISTANCE FUND

The Special Assistance Fund was initiated by the NCAA to meet the student-athletes' needs of an emergency or essential nature for which financial assistance otherwise is not available.

The following student-athletes are eligible to apply for funds:

- Pell-eligible student-athletes, including student-athletes whom have exhausted their athletics eligibility or no longer are able to participate because of medical reasons.
- Student-athletes who are receiving countable aid and who have demonstrated financial need, including student-athletes whom have exhausted their athletics eligibility or no longer are able to participate because of medical reasons.
- Demonstrated financial need is defined as the cost of attendance minus expected family contribution prior to any athletics related aid or other aid being awarded.
- Domestic student-athletes will have demonstrated financial need if they qualify for a Pell Grant or have demonstrated financial need determined annually by the institution's financial aid department using the federal methodology or the needs analysis methodology used to award institutional need-based funds to all students.
- Demonstrated financial need for foreign student-athletes must be determined and certified annually in writing by the official foreign student entity of the institution outside of the department of athletics.

The following student-athletes are not eligible to apply for the funds:

- Student-Athletes (domestic or foreign) who receive countable aid (i.e., aid that counts against team limits) and are not Pell-eligible and do not have demonstrated financial need.
- Student-Athletes (domestic and foreign) who do not receive any countable aid (i.e., aid that counts against team limits) and are not Pell-eligible.
- Non-qualifiers in their initial year of residence. A student-athlete must qualify for the fund on an annual basis.

The following are permissible uses of the fund:

- Cost of clothing, travel from campus to home and other essential expenses (not entertainment) up to \$500.
- Cost of expendable academic course supplies (e.g., notebook and pens) and rental of nonexpendable supplies (e.g., computer equipment and cameras) that are required for all students enrolled in the course.
- Medical and dental costs not covered by another insurance program (e.g., premiums for optional medical insurance, hearing aids, vision therapy and off-campus psychological counseling).
- Costs associated with student-athlete or family emergencies.

The following are restrictions on the use of the funds:

- Financing any portion of an institutional grant-in-aid that could have been awarded to the student-athlete is prohibited.
- Entertainment expenses for student-athletes are not permissible.
- The purchase of disability, illness or injury insurance to protect against the loss of potential future professional sports earnings is not permissible.

- The funds may not be used for administrative purposes (conferences may not charge an administrative fee, nor may salary or staff expenses for administration of the funds be paid)

Procedure:

The Compliance Coordinator will notify those student-athletes who qualify for the fund, and they will complete an application. The application will be submitted to the A-10 for approval.

Form	Purpose
NCAA SAF Application	SA application for SAF monies.

STUDENT-ATHLETE OPPORTUNITY FUND

The Student-Athlete Opportunity Fund (SAOF) is intended to provide direct benefits to student-athletes or their families as determined by conference offices. As a guiding principle, the fund shall be used to assist student-athletes in meeting financial needs that arise in conjunction with participation in intercollegiate athletics, enrollment in an academic curriculum or that recognize academic achievement. Accordingly, receipt of Student-Athlete Opportunity Fund monies shall not be included in determining the permissible amount of financial aid that a member institution may award to a student-athlete.

The following student-athletes are eligible for funds:

- All student-athletes, including international, are eligible to receive SAOF benefits, regardless of whether they are grant-in-aid recipients, have demonstrated need or have either exhausted eligibility or no longer participate due to medical reasons.
- Student-athletes receiving monies from the Special Assistance Fund may also receive SAOF benefits.
- Except for prospective student-athletes receiving summer financial aid prior to full-time enrollment pursuant to NCAA Bylaw 15.2.8.1.4 no prospective student-athlete shall be eligible to receive SAOF funds.
- The following are restrictions on the use of the funds:
 - Pursuant to NCAA Bylaw 15.01.6.2, member institutions and conferences shall not use monies received from the fund for the following:
 - Salaries and Benefits.
 - Grants-in-aid (other than summer school) for student-athletes with remaining eligibility.
 - Capital improvements.
 - Stipends.
 - Outside athletics development opportunities for student-athletes (e.g., participation in a sports camp or clinic, private sports-related instruction, greens fees, batting cage rental, outside foreign tour expenses)

Procedure:

The use of Student-Athlete Opportunity will be determined by the Senior Athletics Administration in conjunction with the Conference office.

ATHLETICS NON-COUNTER CERTIFICATION PROCEDURE

15.5.1.1 No Athletics Aid-Certification Required. A student-athlete (except for a recruited football or basketball student-athlete) who receives institutional financial aid (as set forth in Bylaw 15.02.4.1) shall not be a counter if there is on file in the office of the athletics director certification by the faculty athletics representative and the director of financial aid that the student-athlete's financial aid was granted without regard in any degree to athletics ability.

- At the beginning of the semester, non-counter forms will be generated from the Compliance Assistant Internet (CAi) program.
- Forms will be forwarded on to the Office of Financial Aid (OFA). The OFA will have the Director of Financial Aid sign the forms and forward them on to
- Non-counter forms will then be returned to the Compliance Office.