



COMPLIANCE INSIDER

RECRUITING VISIT PROCEDURES & REMINDERS

The 48-hour Period

The 48-hour period begins the time the student-athlete arrives on the institution's campus as long as the transportation to campus is without delay for personal or entertainment purposes. If a recruit arrives the evening before, the visit does not start until the following morning, as long as the recruit is taken directly to the hotel and remains at the hotel until the following morning. The recruit must arrive after dinner time the evening before if you do not want the visit to start until the following morning. If they arrive prior to dinnertime, the 48-hours begins on that day.



they arrive prior to the 48 hours visit (i.e., if they arrive the evening before). The 48 hours does not end when the recruit leaves campus; it ends when you say goodbye and cease contact with the recruit. Therefore the recruit must depart campus or you must drop them at the airport at the end of the 48 hours.

Steps in the Official Visit Process

BEFORE THE VISIT:

- Submit the Official Visit Checklist Form to the Compliance Office. A visit itinerary, transcript, and test score must accompany the form, and be submitted at least three (3) days prior to a recruit's official visit.
- The form must be completed entirely and include the signature of the coach requesting approval.
- ***Incomplete forms will not be accepted.*
- The student host needs to sign the Student Host Instructions Form (if host

money is provided) prior to the visit and following the visit.

DURING THE VISIT:

- The recruit signs the Prospect Student-Athlete Guidelines Form; signature portion is kept to be submitted following the visit.

AFTER THE VISIT:

- Dukes Compliance Cup Points earned with submission of Completed Student Host Form(s) for Official Visit(s).

Unofficial Visit Reminders

- Cannot provide transportation to or from campus for any reason, arrange for special parking or provide parking passes on campus (or for any games).
- Cannot pay for any meals or entertainment. Telephone call rules still apply; therefore, if a High School Junior is on campus for an unofficial visit, you may not call or text the recruit.
- The recruit may receive a total of 3 complimentary tickets via the recruit pass list.
- Coaches are required to track all unofficial visits on the Unofficial Visit Log (Dukes Compliance Cup points can be earned).



You may provide a meal the evening before the visit starts to the recruit only (not their parents) but you may not be present at the meal. You may only provide transportation for the recruit (not their parents) if

Duquesne University
Department of Athletics
Office of Compliance

Upcoming Meetings:

- Mandatory Athletic Staff & Coaches Meeting
Tues. Sept. 8th @ 9:30am*
- S.A.A.C. Meeting
Mon. Sept. 14th @ 9:00pm*

* Both meetings will be held in the A.J. Palumbo Center team room.



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INTERPRETATION OF THE MONTH

Provision of Electronic Media Guides to Prospective Student-Athletes



It is permissible for an institution to provide prospective student-athletes with a media guide on a digital media storage device (e.g., compact disc, flash drive, memory disk), provided the storage device does not include any content other than an exact reproduction of the media guide. Further, any images or information on the packaging (e.g., label, insert) is limited to a reproduction of the image(s) contained on the cover of the media guide or other identification of the institution (e.g., name, logo) and the media guide (e.g., sport). Finally, storage devices used for this purpose must not exceed the minimum standard capacity necessary to store the media guide (e.g., a media guide of 103 MB stored on a standard 128 MB flash drive).

As specified below, an institution may provide the following printed materials to prospective student-athletes, their parents or legal guardians, their coaches or any other individual responsible for teaching or directing an activity in which a prospective student-athlete is involved:

- (a) **General Correspondence.** General correspondence, including letters and blank postcards issued by the U.S. postal service, may be sent only by mail. Attachments to general correspondence may only include materials printed on plain white paper with black ink that are not created for recruiting purposes, except for the additional printed materials listed in this section. All institutional staff members (e.g., faculty members, athletics department staff members and administrators) may prepare general correspondence.
- (b) **Business Cards.**
- (c) **Camp Brochures.** Brochures are not restricted by content or design, but are restricted to a single two-sided sheet, not to exceed 17 by 22 inches in size when opened in full. Camp brochures may be provided to a prospective student-athlete at any time.
- (d) **Questionnaires.** An institution may provide questionnaires to a prospective student-athlete at any time.
- (e) **Nonathletics Institutional Publications.** An institution may provide nonathletics institutional publications available to all students at any time (e.g., official academic, admissions and student-services publications published by the institution and available to all students).
- (f) **NCAA Educational Material Published by the NCAA (e.g., NCAA Guide for the College-Bound Student-Athlete).** Such material may be provided to a prospective student-athlete at any time.
- (g) **Athletics Publications.** An institution may produce a recruiting brochure or media guide (but not both). The publications may have only one color of print inside the cover and may not exceed 8 1/2 by 11 inches in size and 208 pages in length. An institution may not produce a separate media guide that is intended to supplement the one permissible recruiting brochure or media guide.
- (h) **Game Programs.** Game programs (which may not include posters) may be provided to prospective student-athletes only during official and unofficial events.
- (i) **Pre-enrollment Information.** Necessary pre-enrollment information regarding orientation, conditioning, academics and practice activities, may be provided to a prospective student-athlete, provided he or she has signed a National Letter of Intent or institutional financial aid agreement or has been officially accepted for enrollment.
- (j) **Institutional Note Cards.** Institutional note cards may not exceed 8 1/2 by 11 inches when opened in full. In addition, such cards may only contain the institution's name and logo or an athletics logo on the outside, must be blank on the inside (one side of the card when opened in full) when produced and may include only handwritten information (e.g., words, illustrations) on the inside when provided to the recipients.
- (k) **Institutional Postcards.** The dimensions of an institutional postcard may not exceed 4 1/4 by 6 inches. In addition, a postcard may contain only the institution's name and logo or an athletics logo on one side when produced and may include only handwritten information, (e.g., words, illustrations) on the opposite side when provided to the recipients.

COMPLIANCE HOT SEAT

GEORGETOWN BASEBALL RECEIVES THREE YEARS PROBATION AFTER MAJOR VIOLATIONS

As reported by the NCAA

The NCAA Division I Committee on Infractions is requiring Georgetown to vacate baseball records from games during 2000-07 in which 26 ineligible players participated. Other penalties for the major violations included three years of probation and scholarship restrictions.

The case centered on the misuse of federal work-study funds to pay members of the baseball team for work not performed. The case also included a failure to monitor by the university and head baseball coach. The violations resulted in excess payments of more than \$61,000 (a total that Georgetown will have to pay as part of the penalties) to 26 baseball student-athletes. The committee stated in its report that it was troubled not only by the violations but also that multiple assistant coaches over seven years helped facilitate "the abuse of the work-study program through either inattention or misguidance."

Those coaches instructed baseball players to record blocks of time totaling no more than 20 hours per week on their timecards. This direction was under the assumption that sufficient work would be assigned to justify the hours. Student-athletes recorded and were paid for up to 20 hours of work per week, even though they were not always assigned sufficient work to justify the pay.

University records indicated that the percentage of pay legitimately earned by the student-athletes during the seven years varied widely during different periods within the same academic year, from 10 percent to 92 percent. The student-athletes indicated the assistant coach assured them they did not need to be concerned with tracking specific hours because he would ensure they received enough work to support the hours they submitted. The assistant coach reported that he intended to give the student-athletes sufficient work to support the time cards. He was generally able to do so, but that became more difficult once laundry duties were shifted to another area of the athletics department.

The penalties, some of which were self-imposed by the institution and adopted by the committee, are:

- *Three years of probation (September 2009 to September 2012).
- *Limit of five equivalency scholarships for baseball for 2007-08 and 2008-09 academic years (self-imposed by the university). The committee extended this restriction to the 2009-10, 2010-11 and 2011-12 academic years.
- *Financial penalty of \$61,000.
- *Vacate of all wins in which any of the involved 26 baseball student-athletes competed while ineligible during the 2000-01 through 2006-07 baseball seasons.

September 2009

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September Recruiting Calendar

Football - EVAL: Sept. 1-30 (QUIET otherwise)
Men's Basketball - QUIET: Sept. 1-8 CONTACT: Sept. 9-30
Women's Basketball - QUIET: Sept. 1-15 CONTACT: Sept. 16-30
Cross Country/Track - CONTACT: Sept. 1-30
Baseball - QUIET: Sept. 1-10 CONTACT: Sept. 11-30
Women's Volleyball - CONTACT: Sept. 1-30
Women's Lacrosse - CONTACT (No EVALs): Sept. 1-30



GOT COMPLIANCE?

Have a question about NCAA rules?
Please contact the Duquesne Athletics Compliance Office at:

RICK CHRISTENSEN
 ASSISTANT ATHLETIC DIRECTOR FOR COMPLIANCE
 PHONE: 412.396.4917
 EMAIL: CHRISTENSEN@DUQ.EDU

LINDSAY BUSSEY
 GRADUATE ASSISTANT FOR COMPLIANCE
 PHONE: 412.396.1189
 EMAIL: BUSSEYL@DUQ.EDU

WWW.GODUQUESNE.COM

Visit the Duquesne Athletics homepage, and under "Inside Athletics", click on *NCAA Compliance*.

DUKES COMPLIANCE TRIVIA

Answer the following question related directly to Bylaws found in the 2009-10 NCAA Division I Manual. The first DU Athletics staff member to **email the correct answer with the relevant Bylaw cited to Lindsay (busseyl@duq.edu)** in the Compliance Office wins a gift card to Barnes & Noble and the coach could earn valuable team points toward the Dukes Compliance Cup competition. The winner will be announced in the next edition of the Weekly DU Compliance Item.

The 48-Hour time period for an Official Visit begins:

- When the PSA departs his/her home.
- When the PSA checks in at the dorm/hotel.
- When the PSA sets foot on campus, unless entertainment occurs first.
- When the PSA's airplane touches ground at the airport
- Whenever the coach initially greets the PSA at the airport.