

IPFW

Intercollegiate Athletics

IPFW Mission Statement

Access to Excellence

IPFW is a public comprehensive university, created by Indiana University and Purdue University to serve the higher education needs of northeastern Indiana. Our mission is to offer a broad range of high quality undergraduate, graduate, and continuing education programs that meet regional needs, to support excellence in teaching and learning, to advance and share knowledge through research and creative endeavor, and to work with the community to develop intellectual, cultural, economic, and human resources.

IMPORTANT FACTS ABOUT THE UNIVERSITY

Indiana University Purdue University Fort Wayne
Department of Athletics, Recreation, and Intramurals
2101 East Coliseum Blvd.
Fort Wayne, Indiana 46805-1499
260-481-6643

Web site: <http://www.ipfw.edu/athletics>

Founded: 1964

Nickname: Mastodons

Colors: Royal Blue and White

Affiliations: NCAA Division I-AAA Independent

MIVA (Men's Volleyball)

Mid-American Conference (Men's Tennis & Men's Soccer)

United Soccer Conference (Women's Soccer)

Chancellor: Michael A. Wartell

Director of Athletics: Mark A. Pope

PHILOSOPHY AND RULES OF THE ATHLETICS DEPARTMENT

Philosophy

IPFW is committed to balancing academics and athletics. The Department's efforts are directed toward assisting student-athletes achieving success in both areas. The academic advisors promote academic work habits that encourage student athletes to be responsible for their academic pursuits. They provide services to enhance the student-athlete's education in areas such as tutorials, study skills/strategies, self-development and transition to college life. In turn, this will elevate the intellectual and social development of the student-athletes, thereby leading to the successful completion of their education at IPFW.

The academic advisors assist with providing a structured atmosphere for student-athletes to study. The disciplines of studying, time management, and organization are three elements for academic success. We foster the development of responsible and effective habits in our student-athletes. These habits can be applied beyond college, helping IPFW graduates to be productive in society and successful in all areas of their lives.

Rules

Student-athletes are required to attend all classes. The only exceptions are when it is predetermined that the students are required to compete or travel to an away contest or when they have a documented illness by the health center or team trainer. Since IPFW does not grant an automatic excused absence for student-athletes, each student-athlete must work closely with his/her professors to work out solutions to problems created by athletics conflicts using the "Missed Classwork Sheets." When student-athletes have been given a medical hardship waiver (injured and unable to practice or participate), they are not allowed to travel to away contests if it necessitates their missing any classes.

At any time, the Director of Athletics and/or Compliance Coordinator may declare an athlete ineligible for practice and competition when, in his/her opinion, a student-athlete's academic status so warrants.

THE HISTORY OF THE MASTODONS

In the late 1960s, Orchie Routsong, Sr., an Angola, Indiana farmer discovered large bones on his property while excavating for a pond. He contacted IPFW's Department of Earth & Space Sciences and, with the aid of Professor Jack A. Sunderman and a group of students, additional bones (including the cranium with the tusks still in place) were found. The skeleton was that of a Mastodon, a prehistoric elephant-like creature. Mr. Routsong has permanently loaned the skeleton to the University and it is on display in Kettler Hall. IPFW received national attention for this discovery and in 1970 the student government selected the Mastodon as the campus mascot. Since that time, IPFW has been honored by such publications as Sports Illustrated for having one of the nation's most unique nicknames. GO DONS!

A Moment in IPFW Sports History: The Men's Volleyball Team, under the guidance of Head Coach Arnie Ball, made four NCAA Championship appearances during the 1990s (1991, 1992, 1994, and 1995). Arnie's son Lloy (who was a member of volleyball team) became the first IPFW athlete to represent the United States in the Olympics (Atlanta 1996, Sydney 2000, and Athens 2004).

NCAA SPONSORED SPORTS OFFERED AT IPFW

Men's Teams

Baseball
Basketball
Cross Country
Golf
Soccer
Tennis
Volleyball

Women's Teams

Basketball
Cross Country
Golf
Soccer
Softball
Tennis
Track (Indoor)
Track (Outdoor)
Volleyball

ACADEMIC SUPPORT FOR STUDENT-ATHLETES

The IPFW Athletics Department enjoys a rich history of academic excellence. The cornerstone for our success in Athletics is the academic assistance provided by the Academic Counseling and Career Services Office (ACCS). This office is designed specifically to assist students in making academic and career decisions. The advisors understand and effectively deal with the challenges associated with being a student-athlete. While Athletics is a big part of our focus, our highest priority is reserved for academic success.

The Athletics Department is extremely proud of the fact that during the Fall 2005 Semester over 60% of our student-athletes earned a minimum GPA of 3.0, our departmental GPA was a 3.08, and we had 27 athletes who earned a 4.0.

IPFW Student Regulations

<http://www.ipfw.edu/academics/regulations/code/>

Keys to Success

Departmental Study Table

IPFW Student-Athlete Support Services Study Session Policy

Hours: Monday / Wednesday	5:00 pm to 8:00 pm
Tuesday / Thursday	6:00 pm to 9:00 pm
Sunday	2:00 pm to 8:00 pm

The study table facility will be located in **Kettle Hall 154**. It will be monitored by an on-site staff member. Student-athletes will be required to surrender their IPFW student ID upon entering the facility; it will be returned to them when they leave. The study session room will be available to all student-athletes. However, they may be dismissed by the monitor from study sessions for infractions of the Study Session Guidelines listed below. The Academic Support Program and its study table is designed to maximize available academic support without minimizing the student-athlete's level of responsibility and independence.

Student-athletes will be required to attend study sessions for the number of hours they are assigned each week according to their category. Student-athletes required to attend study sessions each week include:

- **All scholarship Freshman and Transfer student-athletes** will be required to attend study sessions during their first semester at IPFW. Subsequent study session hours are determined based on the student-athlete's first semester GPA.
- Student-athletes with a cumulative GPA below 2.5 (except Seniors) will be required to attend study sessions in addition to their PASS appointments. Hours are assigned as follows:
 - 2.3-2.49 GPA 3 hours per week
 - 2.0-2.29 GPA 4 hours per week
 - Below 2.0 GPA 5 hours per week

These hours can be IN ADDITION to any required team study sessions. Team study sessions will also count toward these hours. In addition, documented tutoring sessions can also be allowed to count as study time.

Student-athletes whose GPA exceeds 2.5 would not be required to attend study sessions, but would always be welcome to use the facility. In addition, coaches who wish to utilize the study session

room for team study table would be welcomed with the understanding that the room will also be available to other student-athletes during those times, too.

Study Room Guidelines are as follows:

Student-athletes must be prepared to focus on academic materials; Study Room is a quiet area and for studying only.

- Student-athletes must bring enough class materials to study for the entire scheduled sessions.
- Minimum amount of time per session is ONE hour.
- No excessive talking will be allowed.
- As computers become available, Internet use will be monitored to insure compliance with state and federal laws as well as IPFW university policies governing use of institutional computers.

Student-athletes who fail to meet the required hours will be reported to the Compliance Officer and can be pulled from practice to make up those hours.

Hourly Requirements

GPA < 2.0 (5Hrs per week)

GPA 2.0-2.29 (4Hrs per week)

GPA 2.30-2.49 (3Hrs per week)

PASS – Promoting the Academic Success of Student-Athletes

The PASS program was established in the fall of 1999 to promote the success of IPFW student-athletes. The PASS program has two components: (1) First-year workshops, (2) Transfer/At-Risk Continuing Student Advising.

Freshmen Workshops

It is mandatory for all new freshmen student-athletes to attend a series of workshops in an 8 week sequence. If a student-athlete cannot attend a session, an academic advisor needs to be notified beforehand and the absence must be made up within one week of the missed session. Failure to make up the session within the week will result in suspension from all athletic activity until the session is made up by watching a video or some other way as designated by the instructor. Student-athletes should schedule the make up as soon as possible as requests made for later in the week may not be accommodated.

Transfer/At-Risk Continuing Student Advising

Student-athletes who have attended college but are entering their first semester at IPFW will be required to complete the following tasks in helping to facilitate their transition from one college to another:

- i. Meet with an academic advisor to assess academic skills and identify areas to be strengthened.
- ii. Demonstrate work toward a semester GPA goal set during initial meeting. Evidence of this will be periodic grade check reports from course instructors.

Failure to follow the above guidelines will result in immediate suspension from all athletic activity until the task is completed and an athletic advisor has cleared the student-athlete with the Compliance Coordinator.

Other at-risk student-athletes will be required to attend regularly scheduled academic support sessions with an athletic academic advisor if they qualify in any one of the following areas:

- a. Continuing student-athletes whose semester GPA falls below a 2.5;
- b. Any student-athlete whose cumulative GPA falls below a 2.5 and is recommended by an academic advisor, coach or athletic staff member; or
- c. Any student-athlete whose Grade Check Report reveals academic difficulty.

Some of the services provided in these regular meetings include study skills instruction, assistance with securing tutorial services and other academic/career services, and proper advising/class scheduling that addresses and complies with NCAA requirements. The assistance provided to continuing/at-risk student-athletes will not be limited to the aforementioned services. Rather, the goal will be to assist the student in locating resources that will help him or her to improve academic performance and attain his or her specified degree.

Failure to comply with any of the above conditions will result in immediate removal from practice (and possibly, at least one competition). The sanction(s) imposed will remain in effect until all stated requirements have been satisfied. The ACCS advisors' office is located in Kettler Hall, Room 109. Please report to the reception desk or call 481-6595 to make an appointment.

Tutoring Services

IPFW, in conjunction with the Center for Academic Support and Advancement (CASA), has made a substantial commitment to providing our student-athletes with a comprehensive tutoring program. The tutorial program is available to all students at IPFW. The intent of the tutorial program is to supplement all of the sound education practices (class attendance, note taking, reviewing and preparing properly for quizzes and exams, actively participating in class discussions, and staying current with all assigned readings) that are imperative for academic success. Student-athletes are expected to participate actively in the tutorial sessions. The student-athlete who attends tutorial sessions well prepared and with an inquisitive mind will have the best opportunity to greatly affect his or her chances for successful academic endeavors.

Tutors

Tutors from the CASA office will be available during the day and some evenings and weekends in a variety of subjects. (Consult the CASA office for the specific times tutors are available).* Student-athletes who need one-on-one tutorial assistance may sign up for a time in the Tutors' Schedule Book in Kettler G23 - The SPOT. Drop-In tutoring is also available for some subjects (Consult the CASA office for the Drop-In Tutoring schedule for the current semester). Additionally, student-athletes may request tutoring through the athletic advisor's office when CASA tutors are unavailable.

**Note: The SPOT is closed during final exam week, vacation periods, and the first week of each semester.*

Appointments with Tutors

Students sign up for an appointment by matching their free time with time that is free in a tutor's schedule. When signing up, include your name and the number of the course for which you need help. Students are to sign up for one appointment at a time. All appointments must be made 24 hours in advance. Once tutoring appointments are made, student-athletes are expected to attend all tutorial appointments. Students meet their tutors in Kettler G21 (or just outside the door of G23). They are to come to the session prepared with textbook, special hand-outs, corrected assignments or tests, class notes and a list of questions or problems and be prepared to actively

participate in the study process. Remember that the goal of tutoring is to make you a successful INDEPENDENT student. The tutor will not do the athletes' work for them. It is the student-athlete's responsibility to follow through on study ideas and practice problems that the tutor suggests. Student-athletes who need additional tutoring must fill out a form with the athletic advisors requesting tutoring and showing times available.

Academic Advisors

Just like any other IPFW student, student-athletes have an academic advisor assigned to them by their college or department. These professional advisors or faculty members help students to choose classes each semester, make changes in their schedule, and plan their degree program. Academic advisors will help you set realistic academic and career goals and select courses and experiences that are consistent with those goals. Freshman, Sophomore, and Junior (whose GPA is below 2.5) student-athletes must present a signed registration statement from the academic advisors to the athletic advisors in order to register for classes. Any student-athlete who fails to meet with his/her advisor will not be permitted to register.

Web Registration Instructions

Myipfw.edu. After meeting with an advisor to discuss course plans, and an athletic advisor to have registration hold* released, it is the student-athlete's responsibility to register for his or her courses each semester. IPFW's Web registration (OASIS)- <https://my.ipfw.edu/> opens with the start of Priority Registration which provides the first opportunity for students to register. Student-athletes may register at the start of the second week of the registration period.

**Holds will be placed on accounts for all freshmen and sophomore student-athletes, and junior student-athletes with GPA's below 2.5 to ensure athletic eligibility. They can only be taken off by Athletic Advisors.*

Schedule Changes – Drop/Add

Student-athletes are identified as such within the University student database. In addition, the system is designed to identify student-athletes who drop below 12 hours, and thereby become ineligible. Schedule changes are to be made and approved by the student-athlete's academic advisor, then confirmed and approved by the athletic academic advisors to insure course work will meet the NCAA eligibility and satisfactory progress requirements.

Priority Scheduling

Student-athletes may begin registration with the Junior class, Honor's students, and Students with Disabilities.

Student-Athlete Holds

Athletics places a registration hold on all Freshman, Sophomore, and Junior student-athletes. Juniors whose GPA is higher than 2.5 and Seniors are exempt. This hold allows for greater oversight of NCAA academic regulations.

Individual Appointments

Individual conferences can be scheduled with the academic advisors for student-athletes who need to discuss academic concerns. The academic advisors will consider confidential anything discussed during these conferences, but with the student-athlete's permission, will feel free to share information with professors, chairpersons, counselors, coaches, and/or tutors when this sharing is in the best interest of the student-athlete.

Academic Progress Appraisal

At the beginning of the sixth and eleventh weeks of the term, Grade Report Request forms will be mailed to each professor. The professor will then record the student-athlete's current grade in the course as well as any other comments he/she may have about that person. The Grade Report will then be mailed back to the academic advisor who will take appropriate action as indicated by the professor's report.

Semester Grades

Grades are due from faculty two days after the completion of finals. As soon as possible thereafter, the Student-athlete (Services) Team (S-aS) receives copies of grades for each athlete. The grades are reviewed by the Athletic Advisors, Compliance Coordinator, and the Faculty Athletics Representatives (FARs), at which time, letters indicating possible eligibility concerns and/or at-risk status are completed. Copies detailing those concerns and indicating specific action to be taken are forwarded to Head Coaches and the student-athlete. It is the student-athlete's responsibility to take the action requested. If appropriate action is not taken by the student-athletes, they may be declared ineligible to participate with their respective teams.

Team Travel Schedules

Prior to the beginning of each sport's season, the Athletic Advisors prepare missed class worksheets for student-athletes' to share with professors, informing them of the team's game and travel schedules and their plan for minimizing the effect and how that will affect progress in the course. Student-athletes will hand carry the letter to each of their professors for their signature and approval.

A. Students are not permitted to miss a class to attend a home practice session or team meal. All practices must be scheduled before or after classes, or the students with classes must be excused from practice.

B. During the week of final examinations, games will not be scheduled from the last day of scheduled classes in a term until the day after the last scheduled examination. If a contest must be scheduled during exam week, it should be on Saturday or Sunday. Only prior written approval by the Subcommittee on Athletics and the Director of Athletics will permit this.

C. Games must be scheduled so that a student does not miss the same class more than one time during a week and never back-to-back classes (i.e., Friday/Monday). Only prior written approval by the Subcommittee on Athletics and the Director of Athletics will permit this.

D. If games are cancelled or postponed, all student-athletes are required to attend classes even though prior approval for missing them was granted.

CONDUCT, ETHICS and SPORTSMANSHIP

Student-athletes should recognize that they are fortunate to have the opportunity to participate in intercollegiate athletics. Currently, there are more than 25,000 high schools and only 325 NCAA Division I athletic programs. This works out to less than one spot at this level for every 80 individuals that played sports in high school. It is also important to recognize that IPFW is a very special place. IPFW has a rich tradition of excellence in academics and athletics. Student-athletes' opportunity to participate as an athlete comes with increased responsibility, commitment to hard work, and sacrifices on and off the playing field. Athletes are expected to conduct themselves at all times in a professional manner. Furthermore, athletes are expected to uphold the standards of ethical conduct established by the National Collegiate Athletic Association (NCAA) and IPFW.

1. Personal Conduct

For the student-athlete, the acceptance of athletic financial aid and/or participation as a member of an athletics team carries with it definite academic and athletic responsibilities. They are as follows:

2. Academic

- A.** Attend all classes, complete all academic assignments in a timely manner, and adhere to the University's Academic Integrity Guidelines;
- B.** Consult with Athletic Advisors, Compliance Coordinator, and coach and attend tutoring sessions, as directed;
- C.** Maintain an academic course load of at least twelve (12) hours per semester AND make satisfactory progress toward a degree;
- D.** Accept responsibility for maintaining academic eligibility; and
- E.** Strive to obtain a college degree within four (4) years.
- F.** Academic dishonesty cases involving cheating, plagiarism, and other areas will be handled through University policies as described on page 280 of the Student Handbook.
- G.** Behave appropriately while in the classroom (e.g., refrain from talking in class, belligerence, and misrepresenting your athletic responsibilities.)

3. Athletics

- A.** Abide by all team, University, conference, and NCAA rules;
- B.** Maintain yourself in top physical condition, within accepted health standards;
- C.** Attend all organized practices unless officially excused;
- D.** Take the proper care of uniforms and equipment and return them in good condition;

- E. Treat officials, opponents, and teammates with respect, and avoid confrontations;
- F. Maintain proper standards of grooming and dress; and,
- G. Abstain from using tobacco, alcohol, and non-therapeutic drugs.

4. Sporting Conduct

Sporting conduct means more than the absence of negative actions in public. It includes behavior both on and off the playing field. Unacceptable behavior on the playing field includes, but is not limited to, the following:

- A. Physical or verbal abuse of officials, coaches, opponents or spectators;
- B. Throwing of objects;
- C. Unauthorized seizure of equipment from officials or news media;
- D. Inciting players or spectators to negative actions or to any behaviors which insult or defile an opponent's traditions;
- E. Use of obscene or otherwise inappropriate language or gestures;
- F. Making public statements which are negative, controversial or outside the Department's media policy; or
- G. Participating in any action that violates generally recognized ethical standards of intercollegiate athletics participation.

5. Criminal Activity Policy

The Athletics Department has implemented the following sanctions for student-athletes involved in criminal behavior:

- A. Misdemeanor (not including minor traffic violations) charges, and felony investigations will be left to the discretion of the University Standing Disciplinary Committee/Dean of Students Office.
- B. Misdemeanor convictions will result in minimum of a 2 game suspension (or 7%) of total competitions remaining.
- C. A Felony Charge will result in indefinite suspension, term of which will be the University Standing Disciplinary Committee
- D. A Felony Conviction will result in removal from team and loss of athletically related aid, if applicable.

E. All sanctions are in addition to any imposed by IPFW and local/state/federal legal system.

6. Hazing

Hazing is dangerous. Every year students suffer mental and physical injuries or even death as a direct result of some rite of initiation into clubs, fraternities, and teams that go wrong. The University and the State of Indiana describe hazing as “...any act or coercing of another...to do any act of initiation...that causes or creates a substantial risk of causing mental or physical harm to any person.” Penalties range from large fines, to jail time, and expulsion from the University. This is a serious issue and one that no one should take lightly. Many teams have acts of initiation for new athletes. Most are harmless and are intended to be fun. Remember however that the definition of hazing only requires that the potential for mental or physical harm exist. A simple, fun initiation can quickly turn into a dangerous situation and a crime. In order to make sure a team’s initiation does not cross the line and become hazing please observe the following:

- A.** Ask a Coach, the Dean of Students, or other Athletics administrator about your plans before you enact them;
- B.** Student-athletes should be allowed to opt out of initiations without fear of reprisal;
- C.** Never involve alcohol in an initiation. This almost guarantees it will become dangerous and result in a hazing incident;

7. Gambling and Betting

The NCAA prohibits student-athletes and staff from betting on college or professional athletics through a bookmaker, a parlay card, or any other method used by organized gambling. This prohibition includes participation in tournament pools (such as the NCAA Men’s Basketball Championship) and rotisseries leagues where entry fees and/or awards and prizes are involved. The NCAA considers organized gambling to be bets placed or solicited between teammates, students, and/or friends. Student-athletes can jeopardize their eligibility, and that of teammates, if they participate in any one of these forms of gambling.

8. Gambling and Bribery

Student-athletes are responsible for the following:

- A.** Reporting any offers of gifts, money or favors in exchange for supplying team information or for attempting to alter the outcome of any contest;
- B.** Maintaining a clear understanding of what constitutes gambling and bribery activities and reporting any suspected infractions;
- C.** Contacting a coach or other Divisional personnel (i.e., Director of Compliance) when questions concerning inappropriate release of team information occur; and

D. Increasing awareness that participation in gambling and bribery activities can result in disciplinary actions by the University and the NCAA, as well as local, state and/or federal prosecution of the involved individual(s). Student-athletes and the Athletics Department Staff are prohibited from engaging in any type of gambling activity concerning collegiate and professional athletics competition.

Effective August 1, 2002, the NCAA has established a two-tiered process of sanctions for violations of NCAA gambling/sports wagering:

A. Engaging in activities designed to influence the outcome of a contest or wagering (solicit or accept a bet) on a University contest shall permanently lose eligibility in all sports.

B. Wager on any intercollegiate or professional athletics will result in the loss of eligibility for a minimum of one year and charged with a loss of one season of competition.

9. Enforcement/Penalties

If student-athletes are found to be in violation of a University, Athletics Department, conference, and/or NCAA policy, the penalty imposed depends upon the severity of the offense and may include:

A. Private or public reprimand;

B. Probation;

C. Suspension from the squad;

D. Dismissal from the squad;

E. Cancellation or gradation of athletically related financial aid; and/or

F. Dismissal from the University.

SEXUAL HARASSMENT

The IPFW community will not tolerate any form of sexual harassment, sexual intimidation, abuse, or other behaviors that offend the dignity of any human being, or that undermine the integrity of the values of the institution. All students and guests are subject to and responsible for complying with the University's Sexual Harassment policy. Sexual Harassment is unacceptable at IPFW and may be subject to disciplinary action. The intimidation, harassment, or abuse of any person based on gender or sexual orientation is a violation of the fundamental principles of the University community. The issue in sexual harassment is not only sexual practices in themselves, but also coercion and the inappropriate use of power.

1. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature constitute sexual harassment of an individual when any one of these conditions are met:

A. Submission to such conduct is made either explicitly a term or condition of an individual's employment, participation in any program or activity, or status in an academic course; or

B. Submission or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or

C. Such conduct has the effect of creating an intimidation, hostile or offensive living environment on campus.

2. Sexual harassment can occur between any individuals associated with the University, including students.

3. Sexual harassment encompasses any sexual attention that is unwanted. Verbal, visual and physical conduct prohibited by the University's Sexual Harassment Policy includes, but is not limited to:

A. Physical assault;

B. A pattern of conduct that causes discomfort or embarrassment including:

1) Inappropriate comments of a sexual nature;

2) Unwelcome and repeated flirtations and sexual advances;

3) Sexually explicit questions, jokes, teasing, or anecdotes;

4) Touching, patting, hugging, whistling, pinching, brushing against a person's body, or repeated or unwanted staring;

- 5) Graphic commentary about an individual's body, sexual prowess, sexual deficiencies, sexual activity, experience or orientation;
- 6) Crude or offensive language;
- 7) Derogatory or demeaning comments about women or men in general, whether sexual or not;
- 8) Displaying objects or pictures, which are sexual in nature and that, creates a hostile or offensive living environment.

Students who believe that they have been sexually harassed in an employment or an academic setting should refer to the University's Policy on Sexual Harassment.

For additional information regarding Sexual Harassment, refer to the policy on "Sexual Harassment" in the Anti-Harassment Policy Section of the IPFW Student Handbook and Planner, pages 61-65. Complete copies of the University's Policy on Sexual Harassment can be obtained at the Office of Human Resources, the Vice Chancellor's Office and Dean of Students, Student Government Association, the IPFW/Parkview Health Center, and other areas that maintain copies of the official University Policy Manual.

INSTITUTIONAL AND NCAA ELIGIBILITY REQUIREMENTS FOR ATHLETIC PARTICIPATION

The rules governing intercollegiate athletics exist to protect the student-athlete and to preserve the purity and fairness of competition, and sportsmanship and ethical conduct among universities. The association adopts legislation to ensure a level playing field. If everyone has the same rules and regulations, similar resources and is restricted from gaining unfair advantages, then true competition can exist. The rules we are governed by attempt to insure that victories are earned the right way and not through manipulation or at the expense of the welfare of the student-athlete. To be eligible to participate in intercollegiate athletics program at IPFW, a student-athlete must comply with the following NCAA and University rules and regulations:

- A.** As a student-athlete you must be in compliance with the principles of amateurism as established by the NCAA.
- B.** As a student-athlete you must have been admitted to the institution in accordance with the regular published entrance requirements of the institution.
- C.** To be eligible to practice and compete during any semester, you must be enrolled in a fulltime program of studies and declared eligible by the Compliance Coordinator. To be considered full-time at IPFW, a student must be enrolled in a minimum of 12 hours for the semester. All student-athletes must notify their advisor immediately should hours drop below 12. Failure to do so may affect your future eligibility and financial aid status. As a student-athlete you must be in good academic standing as determined by the NCAA and IPFW Sub-Committee On Athletics (SCOA).

A student-athlete who is not declared eligible to compete **MAY NOT PRACTICE OR TRAVEL WITH THE TEAM AND MAY HAVE ATHLETIC AID IMMEDIATELY WITHDRAWN.**

University Requirements

To avoid probation and possible dismissal from the University, a student must maintain a minimum cumulative GPA of 1.7 at the end of the 1st term; a 1.8 GPA at the end of the 2nd and 3rd terms; a 1.9 at the end of the 4th term; and a cumulative GPA of 2.0 thereafter. A student-athlete who is placed on probation may be permitted to complete a contract with the ACCS for the purpose of determining the nature and limitations of the student-athletes' future academic and extracurricular activities, including restored eligibility.

NCAA Requirements

The NCAA requires that a student-athlete (including a transfer) who is entering his or her second year of collegiate enrollment is required to present a minimum cumulative grade point average (on a 4.0 scale) that equals 90% of the grade-point average required for graduation (1.80). A student-athlete entering his or her third year of college work present a cumulative minimum grade point average that equals 95% of the grade-point average required for graduation (1.90). A student-athlete entering the fourth or subsequent year of work needs a grade-point average equal

to 100% required for graduation (2.0). All IPFW student-athletes are required to maintain SCOA's prescribed Cumulative Grade Point Average.

A. Current NCAA academic regulations for students who have completed two or more semesters of college work are as follows:

- 1) All student-athletes must remain in good academic standing by maintaining the specified cumulative GPA stated above under University Requirements.
- 2) A student must have successfully completed 24-semester hours of academic credit prior to the start of the certifying institution's third semester following the student-athlete's initial full-time enrollment.
- 3) A student must have successfully completed minimally 6 semester hours of academic credit the preceding regular academic term.
- 4) A student-athlete shall earn at least 75% (18 hours) of the required 24 semester hours during the regular academic year for satisfactory progress. No more than 25% (6 hours) of the semester hours for satisfactory progress may be earned during the summer.
- 5) Summer course work taken at another institution must have prior written approval from your Advisor and the Compliance Coordinator if such course work is to be used to satisfy the normal progress requirement.
- 6) A student-athlete (including transfers) must choose a major that leads to a specific baccalaureate degree by the beginning of their third year of enrollment.
- 7) A student-athlete is entitled to four years of athletic participation at a Division I school, provided such participation occurs within five years after the student-athlete's initial full-time enrollment in a collegiate institution. Any competition with outside participants during the intercollegiate season may count as a season of competition.
- 8) Annually, a student-athlete is required, prior to competition, to receive an NCAA Rules Summary and to sign a statement to verify the student-athlete's compliance with NCAA regulations governing eligibility, recruitment, financial aid, amateur status, and gambling involvement. Additionally, a student-athlete must give written consent to be tested for the use of drugs which are specifically prohibited by NCAA legislation.
- 9) Student-athletes who wish to compete in non-intercollegiate events during the academic year must be aware that the NCAA must certify events before collegiate athletes are permitted to participate. Do not participate without receiving permission from the Compliance Coordinator, in advance.
- 10) A student-athlete is responsible for his/her involvement in any violation of NCAA regulations. In cases determined to be major violations, the student-athlete will not have

eligibility restored by the NCAA Eligibility Committee unless circumstances clearly warrant restoration.

Amateur Status

Only an amateur student-athlete is eligible for intercollegiate competition in a particular sport. An individual loses amateur status and becomes ineligible for intercollegiate competition in a particular sport, if the individual:

- A.** Uses their athletics skill (directly or indirectly) for pay in any form in that sport;
- B.** Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
- C.** Signs a contract or commitment of any kind to play professional athletics, regardless of whether it can be legally enforced or any consideration is received;
- D.** Receives, directly or indirectly, salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletics skill or participation, except as permitted by NCAA rules and regulations;
- E.** Competes on any professional athletics team and knows (or had reason to know) that the team is a professional athletics team, even if no pay or remuneration for expenses was received; or
- F.** Enters into an agreement with an agent or other entity to negotiate a professional contract.

Questions about professional sports agents, accepting prize money for athletics contests, receiving payment of expenses or gifts of any kind, endorsing or advertising products or activities, should be directed to the Compliance Coordinator immediately.

NOTE: A student-athlete in basketball may enter a professional leagues' draft one time during his or her collegiate career, without jeopardizing eligibility, as long as any team in the league does not draft the student-athlete. The student-athlete must provide the Director of Athletics written declaration of intent to resume intercollegiate participation within thirty (30) days after the draft. The student-athlete may not enter into an agreement with an agent during this time. In all other sports, an individual loses amateur status when he or she requests to be placed on the draft list of a professional league.

Outside Competition

Competition and practice on outside teams during the academic year and during the summer are restricted in different ways for different sports. Eligibility can be jeopardized by participating on

an outside team. Check with the coach and the Compliance Coordinator before participating on any outside team. Student-athletes must be aware that in order to participate in a summer league, they must receive prior written approval from the Director of Compliance, and the NCAA must first approve that league. There may be no more than two members of the IPFW basketball team on a team and players should consult the Director of Compliance regarding NCAA approval. Players are only permitted to participate on one team in one league.

Extra Benefits

Receipt by a student-athlete of an award, benefit or expense allowance not authorized by the NCAA renders the student-athlete ineligible, unless that award, benefit or expense allowance is generally available to other University students. This rule also applies to family and friends. Some examples of extra benefits that are NOT allowed are:

- A. Money or loans not available to IPFW students;
- B. Discounts on tickets, services, products or rent not available to other IPFW students;
- C. Use of an automobile (except one owned by student-athlete or their family);
- D. Meals at a restaurant, drinks at a bar, etc., provided free of charge or at a reduced rate by athletic boosters, alumni or others not related to the student-athlete;
- E. Free or discounted typing services;
- F. Use of telephone or telephone credit card at no charge or a reduced rate;
- G. Use of copy machine at no charge or reduced rate; and
- H. Co-signing of loans (except by family members).

Tobacco Use

All players, coaches, trainers, managers and game personnel in all sports prohibit the use of tobacco products during practice and competition.

Promotional Activities

A student-athlete must receive written approval from the Director of Athletics before participating in any promotional activity, even if it is an institutional, charitable, educational or nonprofit promotion. Student-athletes should check with the Compliance Coordinator regarding participation in any promotional activities.

Financial Aid Policies

Participating in intercollegiate athletics is a tremendous opportunity. Some student-athletes receive financial aid in the form of an athletic scholarship. Others may receive aid from the University or other sources that are not specifically related to their participation in athletics. Both the University and the NCAA have rules concerning the amount and types of aid that student-

athletes may receive. Keep informed of these regulations and abide by them in order to protect both financial aid resources and athletics eligibility.

NCAA AND IPFW FINANCIAL AID POLICIES

General Limits

The following policies govern the award procedure for financial aid at IPFW.

1. A student-athlete is allowed to accept institutional aid, which covers, but does not exceed, the cost of tuition, fees, room and board, and required course-related books.

Athletes are also entitled to receive the following benefits, which are considered incidental to athletic participation:

A. Student-athletes living in apartments may receive room and board during the period of award.

B. Actual and necessary expenses will/may be provided for student-athletes for the purpose of off-campus competition and/or practice.

C. A student-athlete may receive complimentary admissions to any home athletics contest, and up to 4 Complimentary admissions for contests in which the athlete is participating.

D. Tutoring expenses, athletics insurance, limited awards, and career counseling expenses may be provided for student-athletes.

E. The student-athlete may receive legitimate loans, which are available to all students and based on a regular repayment schedule, without affecting the athletics award.

2. If the total amount of aid (athletics, grants, etc.) awarded to a student-athlete exceeds the NCAA limits, the institution is required to reduce institutional aid. Pell Grants are exempt from the NCAA limit.

Aid Administration

3. All financial aid must be administered by the student-athlete's institution, with the following exceptions:

A. Assistance is provided by anyone upon whom the student-athlete is naturally or legally dependent; and

B. Assistance is awarded solely on a basis having no relationship to athletic ability.

C. Assistance awarded through an established and continuing outside program in which athletics participation is not the major criterion must be disbursed through the institution.

D. Assistance awarded through an established and continuing outside program for the recognition of outstanding high-school graduates in which athletics participation is a major criterion must be disbursed through the institution.

E. At IPFW, financial aid is applied directly to cover tuition, fees, room and/or board. Athletes receiving athletics aid should receive no cash except in the following cases:

1) Athletes who qualify for Pell may receive those funds through their University Bursar's Office account.

2) Athletes who live off-campus and/or are receiving all or some portion of room and board will receive the entire awarded amount for room and board through a check at the beginning of each semester through University Bursar's Office.

3) Athletes who qualify for loans will receive a check for the approved amount through the University Financial Aid Office.

Period of Award

4. An award of athletics financial aid may not exceed a period of one year and it may not be reduced or cancelled during that year's term based on athletic performance or because illness or injury prevents participation. Aid may be reduced or cancelled under the following circumstances:

A. The athlete fails to meet eligibility requirements for athletic participation;

B. Fraudulent misrepresentation of any information by the student-athlete;

C. Serious misconduct; or

D. Voluntary non-participation.

Scholarship Renewal

5. A student-athlete is to be notified on or before July 1 as to whether or not athletics aid is to be renewed. If the student-athlete receives a non-renewal notification and believes the non-renewal was for a questionable reason, the student-athlete may request and will be granted a hearing before the institutional agency making the request.

Summer School

6. Aid cannot be awarded to attend a summer session at another institution.

RECRUITING

Recruiting is the driving force of any athletics department. There are many factors that can influence a young person's decision about which college and/or university to attend. We conduct our recruiting efforts in a manner that highlights the positive aspects of our campus and our program. From time to time he or she may be asked to meet with, or serve as a host or hostess for someone who is considering competing for IPFW. This is one of many opportunities he or she will have to influence the composition of our program. We hope they will be friendly, honest, and sincere. Certain NCAA rules apply to both them and the prospective student-athlete. Make sure he or she becomes familiar with these rules. If there are any questions and/or concerns, please contact the Compliance Coordinator. Enrolled student-athletes or other enrolled students may not make or participate in telephone calls at the direction of a coaching staff member or financed by the institution or a representative of its athletics interests. Also, enrolled student-athletes are not permitted to participate in recruiting phone calls for any programs, even those unrelated to athletics.

1. Alcohol During Recruiting Visits

The University is responsible for the welfare of prospective student-athletes while they are on campus. We want their visit to be an opportunity to show off all aspects of our campus and the educational and athletic opportunities that it offers. In almost all instances, recruits are under the age of 21 and would be breaking the law by consuming alcohol. It is extremely unwise and potentially dangerous to have his/her visit hosted by someone who is consuming alcohol. The Athletics Department Drug and Substance Abuse Policy strictly prohibits alcohol consumption by prospective student-athletes during campus visits. Those persons designated as "hosts" for these visits must also agree to refrain from consuming alcohol while they are responsible for the recruit.

MEDICAL POLICIES AND TRAINING ROOM PROCEDURES

At IPFW, the health and well being of our student-athletes is a primary concern. We strive to prevent injuries through pre-participation physical examinations, well-designed conditioning programs, nutritional considerations, warm-ups, proper practice planning, and appropriate equipment selection. When an athletic injury occurs, our goal is to provide the best medical care possible from the initial first-aid to the follow-up care and rehabilitation.

1. Facilities

The Training Room is located on the ground floor of the Hilliard Gates Sports Center, Room 12. The hours of operation are posted each academic year and are subject to change due to holidays and home events. The University Sports Medicine Staff consists of a Team Physician, Orthopedic Surgeons and an in-house staff of full-time nationally certified and licensed athletic trainers. The team physician may refer athletes to other physicians or specialists. However, the Head Team Physician supervises the status of all athletes and has the final authority with regard to all medical disqualifications, treatment, and return to play. All referrals to specialists or other medical providers will be made through the Team Physicians or Athletic Trainers. Trained personnel are present at all athletic contests and, when possible, at all practices to insure prompt medical attention. Priority for coverage is given to those sports where the risk of injury is greatest.

The Sports Medicine Staff works closely, within HIPPA guidelines, with the coaching staff to keep them informed regarding the medical status of the athletes. All medical information becomes the property of IPFW and will be utilized only to make participation decisions and aid in filing insurance claims.

2. Physical Examinations

A. All incoming freshmen and transfer students will be required to obtain a physical prior to their arrival at IPFW from their family doctor at their own expense.

B. All physicals will be completed on the forms provided to the athletes by the IPFW Athletic Department. Forms may be obtained from the coach or the Sports Medicine Staff.

C. All returning athletes will be required to fill out only the medical history questionnaire and complete a brief screening at no charge in the training room by the sports medicine staff. 2nd and 4th year returnees will have a physical screening provided by the athletic training staff – 3rd year returnees will have a complete physical done by the athletic staff. All screenings and physicals provided by the IPFW Sports Medicine Staff will be completed in the spring prior to their season.

D. No athlete will be released to participate in any form (conditioning, practice, competition) until all of the following criteria are met and proper documentation is on file in the training room. Returnees must bring the following with them to their physical

E. Date. (Incoming freshmen and transfer are expected to send all information the IPFW Sports Medicine Staff prior to the academic year, if applicable).

F. Physical completed with personal information – make sure it is signed;

G. Parent’s Insurance Information signed by parents or student if self-insured; and

H. Copy of both front and back of parent’s insurance card.

3. Insurance

IPFW Division of Athletics carries a “secondary” athletic injury insurance policy. This policy only covers injuries sustained during official and supervised athletic activity, and will only cover necessary medical care, not elective surgery or second opinions. NCAA regulations prohibit payment of medical expenses for injuries and illnesses not the result of supervised intercollegiate competition or practice. Our athletic injury insurance policy requires we first utilize the health insurance of the athlete’s parents or guardians. After the athlete’s insurance has paid all available benefits, any remaining balance should be submitted to:

Human Resource Department
(260) 481-6683

The insurance company, which IPFW utilizes, outlines certain providers, which the university may choose for providing specific services and products. If the student-athlete wishes not to utilize the approved providers due to personal constraints encumbered by their personal insurance, they will be held responsible for the remaining balance of any medical bill. In the event the athlete does not have health insurance, it is recommended that the student-athlete enroll in the IPFW insurance program through the Bursar’s office for insurance coverage for those injuries and illnesses that occur outside participation in the athlete’s sport. Only those dental injuries incurred as a result of practices or games are covered by our insurance policy. Report such injury immediately. Payment for all other dental problems is the responsibility of the athlete. The Athletics Department may assist in the purchase of corrective lenses for the eyes that are necessary to enable the athlete to participate in their sport. The purchase of additional lenses is the responsibility of the athlete and is recommended. Each athlete’s insurance coverage information **MUST** be on file with the Sports Medicine Staff. This information helps expedite insurance claims should they occur. No athlete will be allowed to participate until this information is on file.

4. Injury Procedures

All injuries and illnesses need to be reported to the Sports Medicine Staff as soon as possible. They can be reached by telephone if not present at the practice or game. In cases of an emergency or illness occurring during off hours, contact an Athletic Trainer and report to Parkview Hospital; list our Head Team Physician as your primary care physician. The Athletic Trainers and our Team Physicians will initially evaluate all injuries. All referrals to other

physicians or specialists are to be made through the Athletic Trainers only; the athlete or coach is not to do this on his/her own. Any medical expense that results from outside physician consultation without the knowledge of our Athletic Trainers or Team Physicians will not be covered by our insurance. If one of our Team Physicians recommends additional medical testing or examinations, this examination will be performed at the earliest opportunity based on:

- A. The athlete's insurance policy and procedures;
- B. Physician or facility availability; and
- C. Athlete availability

Injured players must report to the training room daily for the treatment recommended by the Team Physicians and Athletic Trainers. Each injured athlete is expected to get as many treatments per day as ordered by the Team Physicians and Athletic Trainers. Athletes will be notified of treatment times and are expected to be prompt for their appointment. The Athletic Training Room will open approximately one hour prior to practice for treatments and taping. All injured players, unless attending class, are expected to report to the training room shortly after the Athletic Training Room opens for treatment and taping. No treatments will be given 1/2 hour prior to practice or during practice without permission of the Athletic Trainer and coach. Failure to report for treatment or to complete the prescribed treatment protocol will be reported to the coach for appropriate action. Everyone will dress in appropriate gear for practice unless otherwise advised beforehand by the Athletic Trainer. All clothing and footwear must be clean and free of perspiration, dirt, mud and grass. If the athlete is injured to the extent that he/she cannot dress in clean full gear or will be available only for limited work, he/she will be required to report to practice on time and in the gear suggested by the Athletic Trainer. Injured players will be assigned special exercises, running, or calisthenics intended to speed recovery and maintain conditioning. These exercises are to be performed at the practice area under the supervision of the Athletic Trainer. No athlete is to leave practice because of an injury or illness without consulting an Athletic Trainer. Failure to complete assigned exercises, loafing, or inactivity during practice will be reported to the coach for appropriate action.

Prevention of Injuries

All players should not underestimate the importance of flexibility, strength, and conditioning exercises, and perform them thoroughly. Taping or wrapping will be at the discretion of the Athletic Trainers. Those athletes who have chronic problems are expected to be wrapped or braced and perform specific exercises to help remedy the problem. Tape will be applied directly on the skin whenever possible. All athletes should have the area clean-shaven, free of all oils and dirt, and prepare to be taped, when they enter the training room.

6. Training Room Rules

- A. The training room is a co-educational facility. Athletes coming in for a treatment and or taping should wear shorts and a T-shirt. As a rule, athletes will not be treated in street clothes;

- B.** Do not bring uniforms, shoes, or other clothing into the training room;
- C.** The training room is a medical facility and in accordance with OSHA guidelines, no food or beverages are allowed in treatment areas;
- D.** If student-athletes are acting inappropriately (in terms of language, gestures, noise, loitering), they will be asked to leave the training room.

7. Sports Medicine Staff Phone Numbers

Dan Fox	Head Athletic Trainer	481-6656
Scott Knerr	Associate Athletic Trainer	481-6742
Rich Riles	Associate Athletic Trainer	481-6789
Takeru Hatachi	Assistant Athletic Trainer	481-4163
Dr. Eric Jenkinson	Team Physician	484- 8551

**Indiana University-Purdue University Fort Wayne
Department of Athletics, Recreation, and Intramural Sports
Substance Abuse Policy and Program**

Philosophy

The Department of Athletics at Indiana University-Purdue University Fort Wayne (IPFW), including its Administrators, Physicians, Athletic Trainers, and Coaches, strongly believe that the use and abuse of nutrition supplements, drugs, tobacco, and alcohol can be detrimental to the physical well being of our student athletes. The use of nutrition supplements, drugs, tobacco, and alcohol (excluding those prescribed by a physician to treat a specific medical condition) can seriously interfere with the performance of individuals as students and athletes. This abuse is not only dangerous to the student athlete, but also to his/her teammates during practice, competition and daily activities.

This program is in effect throughout the entire academic year. All student athletes, including red shirt players and those deemed academically ineligible for the semester, are required to participate. Assessment, drug testing, education, counseling, support, and referral are components of the program in an effort to assist and benefit the men and women student athletes of IPFW.

Purpose of the Program

The purpose of our program is to provide information, education, drug testing, assessment, counseling, referral, and Athletic Department Code of Conduct enforcement procedures. This program is based on the Department of Athletics' policy that the abuse of nutrition supplements, drugs, tobacco, and alcohol is detrimental to the health of student athletes and a violation of team rules, university regulations, city, state and federal laws. IPFW Wellness will coordinate program components in conjunction with IPFW Sports Medicine Staff.

Specific goals of this program are to:

1. Educate IPFW student athletes, coaches, and staff concerning nutrition supplements, drug, tobacco, and alcohol abuse and associated problems;
2. Encourage frank discussions of the concerns that student athletes may have about the use of substances;
3. Reduce any nutrition supplement, drug and alcohol abuse by IPFW student athletes;
4. Implement drug testing procedures;
5. Provide assessment, short term supportive counseling, and referrals to student athletes reported to have substance abuse problems; and
6. Enforce the Athletic Department's Code of Conduct.
7. Provide support to student athletes for rehabilitation and reinstatement.

Components of Program

At the beginning of the academic year, a presentation will be made to all IPFW student athletes to outline and review the purpose and implementation of the Department's policy and program regarding nutrition supplements, drugs, tobacco, and alcohol use. Follow up sessions with individual teams will be scheduled during the first quarter of each semester to reinforce components of the program and to address specific needs. All student athletes will be subject to random drug testing. A copy of the program will be given to each student athlete and coach. Each student athlete will be asked to:

1. Sign the NCAA Student Athlete Statement; and
2. Sign the NCAA Drug Consent Form.

General Principles of Program

1. The IPFW Athletic Department mandates that all student athletes must participate in the substance abuse program, with no exceptions. This program is considered an extension of the physical examination process.
2. Nutrition supplement, drug, tobacco, and alcohol education presentations and follow up sessions are mandatory.
3. All nutrition supplement, drug, tobacco, and alcohol related violations are considered cumulative for the student athlete's career.
4. Any convictions resulting from the selling of drugs will cause a student athlete to be terminated from athletic participation.
5. Any student athlete who, independent of drug testing, self reports a violation of the Athletic Department's code of conduct to a department administrator, head coach, or

head trainer will be referred for appropriate counseling or treatment and will receive due consideration in any sanctions that may be imposed for the violation.

6. All student athletes found in violation of Athletic Department's Code of Conduct will receive appropriate sanctions.

7. The Athletic Director must authorize any exceptions to the above regulations.

Athletic Department's Code of Conduct

The IPFW nutrition supplement, alcohol, tobacco, and drug education and testing program for student athletes is designed to promote and support an environment that encourages safe and responsible use of nutritious food, beverages, and prescription drugs, and discourages abuse of substances.

The following constitutes an illegal act and/or a violation of the Athletic Department's Code of Conduct:

1. Illegal use, possession or sale of alcohol, nutrition supplements, tobacco, and drugs is prohibited as prescribed by the Indiana Criminal Code, City Criminal Code, NCAA, and the IPFW Student Handbook and Planner.

Substances Banned By The NCAA Include (But Are Not Limited To) The Following:

a. Psychomotor and central nervous system stimulants:

amiphenazole fencamfamine

amphetamine meclofenoxate

bemigride methamphetamine

benzphetamine methylene - dioxymethamphetamine (MDMA) (Ecstasy)

bromantan methylphenidate

caffeine nikethamide

chlorphentermine pemoline

cocaine pentetaxol

cropropamide phendimetryzine

crothetamide phenmetrazine

diethylpropion phentermine

dimethylamphetamine picrotoxine

doxapram pipradol

ephedrine prolintane

ethamivan strychnine

ethylamphetamine and related compounds

b. Anabolic agents:

anabolic steroids dehydrotestosterone

norethandrolene androstenediol

dromostanolone oxandrolone

androstenedione fluoxymesterone

oxymesterone bolasterone

mesterolone oxymetholone
boldenone methandienone
stanozolol clenbuterol
methenolone stenbolone
clostebol methyltestosterone
testosterone (T/EPI-T Ratio)²
dehydrochlormethyl-testosterone
nandrolone trenbolone
dehydroepiandrosterone (DHEA)
norandrostenediol tribulus terrestris
norandrostenedione and related compounds

c. Nutrition supplements:

Ephedrine Ma Huang
Guarana Yohimbe

d. Street drugs:

Heroin Marijuana (Tetrahydrocannabinol)
Cocaine Bennies
LSD Ecstasy
Opium

e. Peptide hormones and analogues:

Chorionic gonadotrophin (HCG)
Corticotrophin (ACTH)
Growth hormone (HGH)

f. Diuretics:

Acetazolamide
Bendroflumethiazide
Hydroflumethiazide
Methyclothiazide

For more information on NCAA banned substances, refer to: www.NCAA.org;
www.drugfreesport.com, or www.USantidoping.org.

2. IPFW regulations prohibit the possession, consumption, distribution, or sale of alcoholic beverages (as defined by state law) on campus, except as expressly permitted by the Internal Operating Procedures for the Possession, Consumption, Distribution, and Sale of Alcoholic Beverages on the Fort Wayne Campus. The use, possession, manufacture, processing, distribution or sale of any drug or controlled substance except as expressly permitted by law is also prohibited.

3. Use of alcoholic beverages off-campus by all student-athletes is prohibited.

4. Attendance will be mandatory for all substance abuse education meetings held by the Department of Athletics unless absence is pre-approved by NCAA Compliance Officer and IPFW Wellness/Fitness Coordinator. All meetings are considered an ongoing phase of the physical examination process. Head coaches will be notified of times and dates of such meetings.

5. Adherence to all sanctions as found in the Substance Abuse Education Program will be strictly enforced. If the student athlete does not follow the directions set forth in the sanctions, it will constitute a second violation.

6. Criminal citations for drug and alcohol related infractions constitute a serious breach of the Code of Conduct. After the case has been discharged, sanctions may be imposed in relation to the seriousness of the offense.

7. Any prescribed and over-the-counter medication that has been authorized by the team or family's physician will not violate the Athletic Department's Code of Conduct. Student athletes who are taking prescribed medication from a personal or licensed health care provider must notify the Athletic Department's Athletic Trainer. A written notification is required.

Enforcement of Code of Conduct

1. All members of the Department of Athletics (Administrators, Head Coaches, Head Athletic Trainer) are expected to report (in writing) a violation of the Code of Conduct.

2. All members of the University Police staff are expected to report (in writing) a violation of the Code.

3. All reports will remain confidential.

4. The Athletic Department Substance Abuse Appeal Committee will determine appropriate actions in a timely manner.

5. All student athletes will be treated fairly throughout the investigation.

6. All violation reports will be documented and forwarded to the following personnel: Athletic Director, Head Coach, Athletic Trainer, and student-athlete.

The student athlete has the right to appeal sanctions. Appeals will be heard by the Substance Abuse Appeal Committee. All student athletes found to be in violation of the Athletic Department's Code of Conduct will be subject to the following disciplinary actions:

Administrative Procedures

First Violation

1. If a student-athlete has a confirmed positive test result, the Associate Director of Athletics to the student-athlete, the Head Coach and the Director of Athletics, will report such fact.

2. The Head Coach shall establish a private meeting attended by himself/herself, the student-athlete, the Head Athletic Trainer or his/her designee, and the Associate Director of Athletics to:

a. Reinforce the non-punitive philosophy of the Substance Abuse Program, discuss any input of notified parents, review the sanctions and implications of Step 2 and thereafter, and discuss any other matters desired by any of the participants in the meeting.

b. Agree upon and attend a mandatory assessment education/counseling session with the IPFW personal counselor, to discuss:

(i) A commitment by the student-athlete that he/she will meaningfully cooperate in problem awareness/assessment/counseling sessions as proposed by the personal counselor.

(ii) Specific objectives or activities to be accomplished or discontinued by the student-athlete.

3. During Step 1, team membership and athletic activities will not be adversely affected solely for the reason that the student-athlete had a confirmed positive test result.

4. During Step 1, at any times (s) with or without prior notice or cause, the student-athlete may be required to participate in the Testing Procedure.

Second Violation

1. If a student-athlete has a second confirmed positive test result during the same academic year, such fact will be reported by the Associate Director of Athletics to the student-athlete, the Head Coach, the Head Athletic Trainer or his/her designee, Director of Athletics and the IPFW personal counselor.

2. The Head Coach shall establish a private meeting attended by himself/herself, the student-athlete, Associate Director of Athletics, the Head Athletic Trainer or his/her designee, and potentially the Director of Athletics. The IPFW personal counselor shall be notified of the meeting and the Counselor assigned to the student-athlete may attend the meeting to discuss any matter desired by any participant, including any input of notified parents, review the sanctions of Step 2 and thereafter, and agree upon the plan of action which is warranted by the fact that there has been a second confirmed positive test result.

3. During Step 2, the Head Coach may, after prior notice to the Counselor and after providing the Counselor an opportunity to discuss the matter with the student-athlete and the Head Coach, take action by demoting the team status of the student-athlete (benching him/her) and/or then or later suspending him/her from the team.

4. During Step 2, at any time(s) with or without prior notice or cause, the student-athlete may be required to participate in the Testing Procedure.

Third Violation

1. If a student-athlete has a third confirmed positive test result during the same academic year, such fact will be reported by the Associate Director of Athletics to the student-athlete, the Head Coach, the Head Athletic Trainer or his/her designee, the Director of Athletics and the IPFW personal counselor.
2. Upon such third confirmed positive test result, the student-athlete shall automatically and forthwith be dismissed from all athletic teams and shall lose his/her athletic scholarship at the end of the current academic year.

Parent Involvement

1. Unless prohibited by law (e.g., FERPA/HPPA), parents (including legal guardians) of a student-athlete will be notified as to matters involving participation of such student-athlete in this Substance Abuse Program under the following circumstances:

- a. If a student-athlete is denied the opportunity to participate in intercollegiate activities for the reason that he/she refused or otherwise failed to participate in the Testing Procedure by not providing a specimen when and where requested, the parents will be notified of such fact when the Director of Athletics determines that the student-athlete denied participation has not availed himself/herself of the interview opportunity or in the discretion of the Director of Athletics after the interview.

- b. If a student-athlete who is not then availing himself/herself of IPFW Personal Counselor by self-referral has the first confirmed positive test result, the parents may be notified of such fact at the discretion of the Director of Athletics after consultation with the IPFW Personal Counselor.

- c. If a student-athlete has a second or third confirmed positive test result during the same academic year, the parents will be notified of such fact at the time of each such result.

2. Such parent notification will be by the Director of Athletics and notified parents are encouraged to thereafter initiate discussions of the matter with the Head Coach and/or the Director of Athletics and provide any input that might be of assistance in achieving the objectives of the Substance Abuse Program.

Sanctions

1. Failure to participate in Testing Procedures: A student-athlete will be denied the opportunity to participate in intercollegiate athletic activities.
2. Second confirmed positive test result during one academic year: The student-athlete may be demoted in team status (benched) or may be suspended from the team.

3. The student-athlete will be dismissed from all athletic teams and will lose his/her athletic scholarship at the end of the current academic year under the following circumstances:

- a. A third confirmed positive test result during one academic year.
- b. A material and substantial failure to participate in the Substance Abuse program, including the refusal or failure to provide a specimen when and where requested as provided above under Testing Procedures.

Nothing herein contained supersedes or modifies any other procedure which may be applicable or sanction which may be imposed by the University or the Athletic Department or University disciplinary process resulting from the sale, transfer or use of illegal substances or the use/misuse/abuse of any substance.

Appeal Procedures

1. A student-athlete shall have the right to appeal to the Director of Athletics any matter involving interpretation or application of the Substance Abuse Program deemed by the student-athlete to be adverse to his/her personal best interests.

- a. Such appeal shall be in writing and state the facts and reasons upon which it is based and must be received by the Director of Athletics, or the person in charge of his/her office in his/her absence, within three (3) school days after the occurrence of the matter being appealed.

- b. The Director of Athletics shall, forthwith upon his/her receipt of the appeal, make a determination, based solely on the contents of the appeal and his/her familiarity with the objectives of the Substance Abuse Program, as to whether any actions then involving the student-athlete should be suspended during the appeal. If the Director of Athletics determines that some action should be so suspended, he/she shall cause to be taken such action as is appropriate to effect such suspension.

- c. The Director of Athletics shall investigate, to the extent he/she deems appropriate, the facts and circumstances involved in the subject matter of the appeal to determine whether, in his/her opinion, the student-athlete is entitled to the relief requested in the appeal.

- (i) Such investigative activity, to the extent reasonably possible, shall be conducted so as to maintain the confidentiality of the Substance Abuse Program except to the extent that the student-athlete waives confidentiality.

- (ii) Such determination shall be in writing and shall be delivered or mailed within seven (7) school days after receipt of the appeal by the Director of

Athletics to the student-athlete. If mailed to the student-athlete, it shall be by certified mail to the local address of the student-athlete as shown on IPFW's Bursar Office records.

d. If the Director of Athletics determines the appeal in favor of the student-athlete he/she shall cause to be taken such action as is appropriate to correct the situation. This determination shall be final.

e. If the Director of Athletics determines the appeal in whole or in part against the student-athlete, the determination of the Director of Athletics shall be final except to the extent that the student-athlete has appeal rights to the IPFW Athletic Department Substance Abuse Appeals Committee ("Committee") as hereinafter provided.

3. If the determination of the Director of Athletics does not grant to the student-athlete the full relief sought, he/she may appeal such determination to the Committee.

a. Such appeal must be in writing and must be received by the Director of Athletics, or the person in charge of his/her office in his/her absence, within three (3) school days after the determination of the Director of Athletics is delivered to the student-athlete, or within seven (7) calendar days after the determination has been deposited in the U.S. mails.

b. The Director of Athletics shall promptly furnish a copy of said appeal, together with a copy of the initial appeal to the Director of Athletics and the determination of the Director of Athletics with respect to such appeal, to each member of the Committee.

c. Upon receipt of the appeal, any three (3) members of the Committee by a writing signed by them may, based solely on the contents of the appeal, the determination of the Director of Athletics being appeal from, and their familiarity with the objectives of the Substance Abuse Program, order that the actions involving the student-athlete being appealed be suspended. If such order of suspension is issued, the Director of Athletics shall cause to be taken such action as is appropriate to affect such suspension.

d. Upon receipt of such appeal, a hearing will be set before the Committee in order to take all evidence relevant to the subject matter of the appeal. Three members of the Committee shall constitute a quorum for the hearing, provided that at least one of the members present at the hearing shall be either the Chairman or the Vice Chairman of the Committee. Concurrence by a majority of the members present at the hearing shall be required to render a decision.

e. The following procedures shall govern the conduct of this hearing.

- (i) Notice of the date of hearing will be served upon the student-athlete at least five (5) school days prior to the date of the hearing.

- (ii) The hearing will be transcribed or recorded, and the student-athlete will be provided with a copy of the transcription or record.
- (iii) The hearing will be closed to the public. Notified parents may attend the hearing.
- (iv) The Director of Athletics, who shall be deemed to be the party adverse to the student-athlete or the purposes of the hearing, may be accompanied and assisted by members of his/her staff. The Director of Athletics shall have the burden of proof to show that the procedures of the Substance Abuse Program, to the extent relevant to the appeal, were substantially followed and that any deviation did not materially, substantially and adversely affect the student-athlete, and that the facts which were the basis of the action being appealed were true. The burden of proof shall be by a preponderance of the evidence.
- (v) Prior to the hearing, the student-athlete will have the opportunity to obtain necessary witnesses and documents and other evidence, and the University will cooperate in such opportunity.
- (vi) The Director of Athletics and the student-athlete shall each have the right to confront and cross-examine the witnesses of the other. Where a witness does not appear, in the interest of justice, the Committee may accept a written statement into the record which will be disclosed to the other party who will then be given the opportunity to submit written questions to be answered by the witness and placed into the record.
- (vii) The Committee is not bound by rules of evidence applicable in a court trial. It may admit any evidence that has probative value in determining the issues involved. Efforts will be made to admit the most reliable evidence.

f. Based on the evidence and record, the Committee must decide whether or not the action taken which is the subject matter of the appeal was properly taken pursuant to the IPFW Substance Abuse Program. If it finds that the action was properly taken, the appeal shall be dismissed. If it finds that the action was not properly taken, the Committee shall order such relief in favor of the student-athlete, as it deems proper and equitable in the circumstances.

g. The findings and decision of the Committee shall be final and binding on both the Director of Athletics and the student-athlete.

4. It is intended that an appeal to the Committee be only with respect to matters, which involve the imposition of sanctions or the imminent probability that sanctions may be imposed. Accordingly, notwithstanding the foregoing, an appeal may be summarily dismissed without a hearing if four members of the Committee by writing signed by them, determines that the appeal is not consistent with such intent.

5. An appeal pending at the end of an academic year, except with respect to loss of athletic scholarship shall be dismissed as being moot. An appeal pending at the end of an academic year involving loss of athletic scholarship shall continue and be disposed of as soon as possible after the end of the academic year. If necessary, the Chancellor of the University shall reconstitute the Committee so that the appeal can proceed.

Amendments

This Substance Abuse Program will be under constant evaluation and may be amended from time to time at the discretion of the IPFW Athletic Department. Amendments will be distributed to all student-athletes and no amendment will be retroactively applied.

APPENDIX I

Acknowledgment of IPFW Intercollegiate Athletics Substance Abuse Policy and Program

By signing, you are stating that you have read and understand the policy and program concerning nutrition supplements, drugs tobacco, and alcohol use while participating in athletics at IPFW and that you understand the consequences of such use. If you have any questions concerning this program policy, contact the Athletic Trainer, your Head Coach, Athletic Director, or the Wellness Coordinator.

IPFW Department of Athletics, Recreation, and Intramural Sports Substance Abuse Program

Informed Consent and Release of Liability

I acknowledge receipt of the Policies and Procedures of the IPFW Athletics Division re Substance Abuse

("Substance Abuse Program") and state that I have read and understand them. In particular, I understand that I am required to participate in a Testing Procedure by submitting urine specimen(s) when and where requested with or without advance notice for analysis by a testing laboratory to ascertain the presence of certain substances, and that sanctions may be imposed on me if the test result is confirmed positive for such substances. In consideration for the opportunity to participate in intercollegiate athletics at IPFW, I do hereby: Consent to my participation in the Substance Abuse Program, including providing urine specimens, and authorize the testing laboratory used by the University for such purpose to analyze such specimens to ascertain the presence of banned substances as provided and defined in the program. Authorize release of information and records, including test results, to my parents or legal guardian, and to others as provided in and to achieve the objectives of the Substance Abuse Program, and waive any privilege I might have in connection with such information and records. Release IPFW and such testing laboratory and any contactors used by either, and their respective trustees, directors, officers, employees and agents from all legal responsibility or liability whatsoever arising from the submission of a urine specimen or its analysis and decisions and/or loss of athletic scholarship based on the reported test result(s) of such specimen(s).

Signed this ____ day of _____, 19____.

Witness _____ Student-Athlete _____
Sport _____ Print Name _____

APPENDIX II TESTING PROCEDURE

1. The Athletic Department identifies student-athletes to be tested using a randomly generated list of numbers provided by the Faculty Athletics Rep.
2. The lists of student-athletes to be tested are turned over to the Head Athletic Trainer for notification.
3. Student-athletes report at the designated place and time and provide a urine sample.
4. Collection procedures will be performed following guidelines set forth by the laboratory chosen by the Athletic Department. Documentation for all certified test administrators and procedures will be kept on file in the Training Room.
5. A representative from the designated testing lab handles all paperwork and assures that every effort is made to maintain a proper chain of custody for the sample.
6. Results are reported only to the Associate Director of Athletics, who takes appropriate action based on the principles and guidelines of the Athletic Department's Substance Abuse Policies.

APPENDIX III IPFW Athletic Department Substance Abuse Appeals Committee

The Athletic Department Substance Abuse Appeals Committee will conduct the appeal procedure as outlined in the Substance Abuse Policy and Program and determine the appropriate actions in a timely manner. A representative from the following IPFW administrative areas will make up the composition of the committee:

- (a) Academic Affairs.
- (b) Dean of Students Office.
- (c) SCOA.
- (d) Athletic Department Representative (non-coach).

(e) Faculty Athletic Representative (Shall serve as Chair for the Committee).

IPFW/PARKVIEW HEALTH AND WELLNESS CLINIC

The IPFW/Parkview Health and Wellness Clinic provide comprehensive health services to meet the medical and psychological needs of students, faculty, and staff of IPFW. Staffing includes two certified family nurse practitioners, registered dietitian, health/fitness instructors, and a medical assistant. The collaborating physicians are Mark O'Brian, MD and Larry Walsh, MD. Scheduled appointments are available for your convenience yet walk-ins are welcome. It is located in Walb Student Union, Room 234. The hours are 8 am till 5 pm Monday through Thursday and 8 am till noon Friday.

Services Provided:

❖ FREE screenings like blood pressure, percent body fat, weight, height, skin cancer, asthma, mental health, fitness status, and nutrition intake.

- ❖ FREE health information on many health and wellness topics like stress management, tobacco prevention and cessation, sexually transmitted diseases, sports nutrition, eating disorders, weight management, cancer prevention, and heart healthy living.
- ❖ Assess/diagnose health care problems, obtain medical histories, perform physical examinations, and order and interpret diagnostic studies such as lab work and X-rays.
- ❖ Treat both minor and acute illnesses as well as diabetes, high blood pressure, migraines, and confidential gynecological services. Nurse practitioners prescribe medication and consult with physicians and other health care providers as needed.
- ❖ Allergy injections can be given.
- ❖ Administer immunizations such as flu shots, Hepatitis B, Tetanus, Meningococcal, MMR, and TB skin tests. ❖ Promote healthy living through patient education and counseling. The clinic is a fee for service health facility. A minimum fee is usually \$35.00 yet some co-pay amounts are less. For more information call the clinic at 481-5748.

PERSONAL COUNSELING SERVICES

The University operates a professionally staffed counseling service that provides assessment, evaluation, and assistance and referral regarding personal problems such as depression, anxiety, relationship issues, substance abuse and eating disorders. Any student can schedule an appointment by calling the Counseling Services at 481-6601. The Athletics Division enjoys a very good relationship with this center. If you would feel more comfortable, you may contact the Dean of Students Office for information about their services. All conversations of this nature are held confidential. Your privacy will be respected, as with all students. No one in the Athletics Department will be advised of your relationship with the center unless requested by you.

IPFW HILLIARD GATES SPORTS CENTER

Named in honor of long time area sportscaster Hilliard Gates, the 68,106 square foot, tri-level facility is located on the northeast corner of the IPFW campus. The Fitness Center within the Hilliard Gates Sports Center has a wide variety of strength, cardiovascular, and flexibility conditioning, membership opportunities for IPFW students, faculty, staff, alumni, and community members. There is a multipurpose gymnasium with the capacity for 2700 fans and three basketball/volleyball courts. In addition, there is a 1/9 mile tartan surfaced indoor track, three racquetball/handball courts, a cardio-conditioning room, strength conditioning room, and aerobics/dance floor for every level of fitness abilities and athletic performance. Hours of operation vary by season, but the Hilliard Gates Sports center is typically open seven days a week. Please call 481-6655 for more information.

Hours For Academic Year

Monday - Thursday 5:30 am - 10:00 pm
 Friday 5:30 am - 8:00 pm
 Saturday 8:00 am - 5:00 pm
 Sunday Noon - 8:00 pm

Policies and Procedures:

- ❖ Everyone must check in at the customer service desk with a valid IPFW ID card before using the workout areas. ID's are made, validated, and picked up at the Walb Student Union Information Desk.
- ❖ Everyone must enter and exit the Hilliard Gates Sports Center using the southeast and southwest doors.
- ❖ A sports center patron may buy a pass for or sponsor a guest at the cost of \$5.00.
- ❖ Proper workout attire is necessary when working out. Blue jeans and sandals are not allowed in the workout areas. Footwear must be athletic in nature, soft soled and non-marking. Patrons must wear a t-shirt, tank top, or sports shirt while using the working areas. All book bags, gym bags, and purses should be locked up in the locker areas.
- ❖ When working out in the weight room collars are required on the barbells during lifting exercises. Request a spotter when performing free weight exercises.
- ❖ After completing workout lifts and exercises all workout equipment (i.e. dumb bells, weight plates, mats...) Need to be put back in their storage area.
- ❖ An adult must supervise all individuals under 13 while they are in the building. No one under age 18 is allowed in the strength and cardio-conditioning rooms or permitted to use any of the exercise equipment.
- ❖ Locker rooms are available for men and women. Bring a lock and lock up belongings during workouts.
- ❖ Health/fitness instructors and personal trainers are available to assist patron with information and guidelines on how to “get started”, equipment demonstrations, a personal workout plan, on going individual support and instruction. Inquire at the customer service desk for more information!
- ❖ Read signs for special events, home competition, and closing news. Check with the customer service desk for a master schedule of activities.
- ❖ Please do not argue or debate any safety points with the staff; be cooperative and considerate with other patrons. Policies and procedures are in place to promote a safe and healthy environment for everyone to enjoy.

ATHLETIC AWARDS

The Athletics Department in conjunction with the Royal Dons Athletic Association presents the following annual athletic awards:

Male and Female Athlete of the Year Award

Criteria: This award is presented to the top male and female athlete who demonstrated sportsmanship and achieved athletic success.

David R. Skelton Award

Criteria: This award is presented to an athlete who exemplified a solid athletic performance, academic success and demonstrated community and extracurricular involvement.

Tony Laux Fan of the Year

Criteria: This award is presented to an individual and/or group who regularly attends IPFW athletic events and vocally demonstrates their support for the teams. This award was named in honor of Tony Laux, IPFW staff member, who passed away in 2004.

Volunteer of the Year

Criteria: This award is presented to an individual and/or group whose service and support to athletic teams is deemed as beyond the call of duty.

IPFW Letterman's Awards

A student who letters in one or more of the 16 NCAA sponsored sports at IPFW must meet the individual sport's criteria as approved by the respective coaching staff. Letterman jackets will be given to those student-athletes who have lettered in their sport at the conclusion of the academic year.

ATHLETICS UNIFORMS AND EQUIPMENT

A proud moment for most of our student-athletes is the first day they get to put on an IPFW uniform. Being a part of our program should make you proud. Every time you compete in an IPFW uniform you represent yourself, the athletic department, the institution and all alumni of IPFW. It is an honor and a privilege to be a member of the Mastodon family. It is no small task ordering and maintaining uniforms and equipment for our 16 athletic teams. We attempt to maintain our teams in the best equipment possible given our fiscal limitations. Our equipment managers make every effort to keep all of our gear in the best condition possible. It is important that you take care of the equipment that you are issued and that you follow the procedures that have been established. IPFW's equipment/laundry facility is located in the lower level of Gates Center, across from the Training Room.

Our facilities in the Gates Center accommodate all sports. Hours vary in accordance with practice, game, travel and weekend schedules. Our laundry facilities open on a daily basis. We will launder any team related items that need to be done. We do not do any personal laundry for the athletes. For those teams who need daily practice gear laundered, it must be dropped off and picked up in the equipment room.

For home contests, game gear will be issued from the equipment room the same way as practice gear. When your team is on the road gear will be issued to the coaching staff and/or team operations manager. At the end of each sport's season, the coaching staff of each sport is responsible for gathering and returning all equipment property associated with IPFW athletics. The players are to return any issued gear, including trainers' wraps, braces, etc., at this time. Those who do not return items will be notified, along with the head coach. Players are responsible for any and all IPFW issued gear (practice and game), locks, etc.

Alterations to uniforms are to be done by the equipment staff only, or with the equipment manager's and coaches expressed written permission. If a player does not return all items issued to him/her, he/she will be billed a replacement cost for the items. The equipment personnel will give a list of items not returned to the Associate Athletic Director/Business Manager and the head coach who in turn will make a decision as to the payment procedure. Our locker room facilities are limited in size so please help by keeping the locker room clean and as neat as possible. It will be necessary for some teams during the season to share a locker room. If during the day a player needs to get into their locker room they may come to the equipment room and someone will let them in.

All equipment will be inventoried at the end of each team's season. The equipment personnel will abide by all Athletics Division and NCAA rules.

ATHLETIC DEPARTMENT TELEPHONE LIST

Administration Office

Mark A. Pope	Director of Athletics	x15443
Tim Heffron	Associate A.D./Business Manager	x16645
Abbie Renaker	Compliance Coordinator	x16661
Kelley Hartley-Hutton	Associate A.D./SWA/ Women's Volleyball Coach	x16021
Arnie Ball	Assistant. A.D. Men's Volleyball Coach	x16648
Ron Clark	Facility Operations/Scheduling	x16617
Judy Tillapaugh	Fitness/Wellness Coordinator	x16647
Kent Hormann	Marketing Director	x16958
Brian Miller	Promotions	x16372

Sports Information

Rudy Yovich	Sports Information Director	x16646
Chrissy Francies	Asst. Sports Information Director	x16646

NCAA Faculty Athletic Representatives

Elliott Blumenthal		x16004
Lesla Rae Vartanian		x15786

Academic Counseling and Career Services (ACCS)

Leslie Clark	Athletic Academic Advisor	x16054
Christine Kuznar	Athletic Academic Advisor	x16192
	CHAMPS/ Life Skills Coordinator	

Training Room/Sports Medicine

Dan Fox	Head Trainer	x16656
Scott Knerr	Trainer	x16789
Takeru Hatachi	Trainer	x14163

Head Coaches

Ball, Arnie	Men's Volleyball	x16648
Burns, Eric	M/W Tennis	x16642
Fisher, Keith	Softball	x16910
Fruchey, Mike	M/W Cross Country	x15713
Gernon, Billy	Baseball	x15480
Hartley-Hutton, Kelley	Women's Volleyball	x16021
Fife, Dane	Men's Basketball	x16889
Paul, Chris	Womens' Basketball	x16957
Stefankiewicz, Terry	M/W Soccer Coach	x16594

Institutional Numbers (not a complete list)

Campus Police Physical Plant Building	x16911
Bursar's Office Kettler Hall	x16824
Campus Ministry Helmke Library	x16992
Financial Aid Office Kettler Hall	x16820
Follett's Book Store Kettler Hall	483-6100
Learning Resource Center Helmke Library	x16519
Registrar's Office Kettler Hall	x16815
Student s' Government Walb 225	x16588
Student Life Office Walb 115	x16609
Student Housing – Cole Commons	x14180
Writing Center Kettler Hall 234	x16028

Complete List Available at

<http://www.ipfw.edu/search/az/>