

**Johns Hopkins University**  
**Student-Athlete Handbook**



**HOPKINS**  
ATHLETICS

## Johns Hopkins University Scholar-Athlete Handbook

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## **A Brief History of Hopkins Athletics**

In the fall of 1881 two Hopkins students, Waiter Canfield and John Glenn, organized the University's first football teams, the Clifton Club. This first sign of institutional support, was the beginning of organized athletics at Johns Hopkins University.

The Blue Jays have captured NCAA Division I and III Championships as well as other national championships. Hopkins athletes have competed in past Olympic Games, even winning gold medals. Overall, the Hopkins athletics program has a record of success matched by few Division III schools as evidence by an average finish of 14<sup>th</sup> over the last 10 years and 8<sup>th</sup> in the five years in the Learfield Sports Directors' Cup standings achieving the University's highest rating of third place.

## **Program Overview**

Johns Hopkins sponsors 24 varsity sports, which consist of 13 men's teams (baseball, basketball, cross country, fencing, football, lacrosse, soccer, swimming, tennis, indoor & outdoor track & field, water polo, and wrestling) and 11 women's teams (basketball, cross country, fencing, field hockey, lacrosse, soccer, swimming, tennis, indoor and outdoor track & field, and volleyball). Overall Hopkins is a NCAA Division III-member institution; however, the men's and women's lacrosse teams compete at the NCAA Division I level. After a successful run at the Division III level, the women's lacrosse team played its first season at the Division I level in 1999.

JHU competes against many of the finest teams in Division III as a member of the [Centennial Conference](#). In 1992 the Centennial Conference expanded from an exclusively all football conference to an all-sports league including 11 colleges in the Maryland-Pennsylvania area in addition to Johns Hopkins: Bryn Mawr, Dickinson, Franklin and Marshall, Gettysburg, Haverford, Muhlenberg, Swarthmore, Ursinus, McDaniel, and Washington College (MD). Hopkins is also a member of the [Eastern College Athletic Conference](#). The men's and women's swimming teams compete as Independents. Our water polo team competes in the southeastern division of the [Collegiate Water Polo Association](#). The women's fencing team is a member of the [National Intercollegiate Women's Fencing Association](#) and competes in the [Eastern Women's Fencing Conference](#). The men's fencing team competes in the [Mid-Atlantic Fencing Association](#). Our men's and women's lacrosse teams compete as in the [Big Ten Conference](#).

## **Expectations of a Johns Hopkins University Varsity Student Athlete**

It is a privilege; not a right to be a member of a Johns Hopkins University varsity athletics team(s). To be able to maintain your position on the team there are a number of criteria that must be followed:

1. You must meet the academic standards of the university;
2. You must follow all university and athletic department policies;
3. You must follow all team policies and philosophies;
4. You must be a productive member of the team while showing the ability to properly manage your academics, athletics, and other extracurricular activities.

Each category plays a factor in determining your participation. Your head coach has the final say in playing time, and it is strongly recommended that you keep an open dialogue with your head coach so you know where you stand in the program at all times. These above criteria, along with your ability to be a good citizen and representative of Johns Hopkins University and its athletic department, all factor into your membership on your team(s).

## **Issues While Participating on a Varsity Team**

If at any time you feel your health or safety is being compromised (e.g. harassment, sexual assault, hazing, etc.) please report your concern directly to the Director of Athletics, Dean of Students or Office of Institutional Equity.

If any basic issues (with another teammate, coaching staff, training room, equipment room, weight room, academically, etc.) arise while participating on your team the first person you should address this with is your captain(s). If the issue cannot be alleviated with the help of the captain(s), the head coach is the next step. If the issue cannot get resolved between you and the head coach, your next step is to bring the issue to the Deputy Director of Athletics. The Deputy Director of Athletics will ask you to fill out a form explaining your issue. From there the Deputy Director of Athletics will determine the next steps to take which could include, but are not limited to, including the Senior Women's Administrator, your sports administrator, establishing a committee to adjudicate the issue, involve your parents, involve the head of whichever department the issue resides, or making a ruling. If after all of this, you are not satisfied with the outcome, you have the right to appeal the issue to the Director of Athletics.

## **Blue Jays Unlimited**

[Blue Jays Unlimited](#) (BJU) was established in 1995 by a group of volunteer alumni, friends and staff to support and promote Johns Hopkins Athletics. Currently, more than 3,000 Blue Jay fans make up the BJU membership, which has raised more than \$35 million to enhance the Johns Hopkins experience for all student-athletes.

These funds support the everyday needs of the Athletic Department and its individual sports, provide money for capital projects, as well as scholarship and operational endowments. In addition to the annual revenue generated by BJU, which individual teams use for recruiting, apparel, assistant coaching salaries and other discretionary needs. In addition to raising funds BJU serves as a networking system for the students and alumni through BJU sponsored events.

## **Athletic Hall of Fame**

The JHU Athletic Hall of Fame was created in 1994 to celebrate and recognize the outstanding tradition of Hopkins athletics along with the men and women who have made Homewood a special place. Election into the Johns Hopkins University Hall of Fame is the highest honor that can be bestowed upon a Hopkins athlete. Eligible candidates must have played at least two full seasons of varsity competition at JHU or contributed outstanding service to athletics at Hopkins.

## **Student-Athlete Advisory Committee**

The Johns Hopkins University Student - Athlete Advisory Committee (SAAC) is a student-run organization that serves as the voice of over 700 varsity student-athletes. The committee is made up of student representatives from each intercollegiate athletics programs. The committee's primary purpose is four-fold: (1) to provide insight and feedback to the athletic department, conference, and NCAA regarding the student-athlete experience, (2) to improve visibility and school spirit, (3) to promote and provide opportunities for service and community involvement, and (4) to increase programming for student-athletes.

Please contact Kelsie Gory (410-516-5138, kgory1@jhu.edu) for information on joining SAAC.

## **Training Room**

The Constitution of the National Collegiate Athletic Association states that each member school is responsible for protecting the health of and providing a safe environment for each of its student-athletes. At Johns Hopkins University, the Athletic Training Department in the Division of Sports Medicine is specifically charged with a large part of this responsibility as it coordinates and provides health care to the student-athletes in the Department of Intercollegiate Athletics.

The process of ensuring safety, as well as coordinating and providing health care, involves many different administrative and clinical responsibilities which are supervised and carried out by the Certified Athletic Training Staff. These duties include coordination of pre-participation physicals, managing athletic medical insurance policy, establishment of emergency medical plans, maintenance of medical records, and establishing medical coverage and staffing policy as it relates to practices and events.

Our chief responsibility is ensuring that the health and safety of our student-athletes comes above everything else. We manage this through injury prevention, first aid and emergency medical care, and the assessment, management, treatment and rehabilitation of athletic injuries and conditions. Additionally, the staff coordinates physician referrals, schedules radiological and laboratory testing determines participation status and provides a constant source of education and counseling to athletes regarding medical issues.

In that JHU is responsible for the health of its participating athletes, decisions regarding medical clearance and athletic participation status are the sole responsibility of the JHU Certified Athletic Training Staff and Team Physicians.

The JHU Athletic Training Staff Consists of three full time Certified Athletic Trainers, four part-time Graduate Assistant Certified Athletic Trainers. This staff provides the daily coverage for the 22 Varsity Athletic teams at JHU.

### **Staff**

|                           |                            |
|---------------------------|----------------------------|
| Brad Mountcastle, MA, ATC | Head Athletic Trainer      |
| Erin Long, MA, ATC        | Associate Athletic Trainer |
| Ryan Sley, MA, ATC        | Assistant Athletic Trainer |
| Sarah Lagaz, MA, ATC      | Assistant Athletic Trainer |
| Joanna Lanier, MA, ATC    | Assistant Athletic Trainer |
| Evan Womeldorf, MA, ATC   | Assistant Athletic Trainer |

### **Hours**

|                   |   |
|-------------------|---|
| Monday - Friday   | 10:00am-1:00 pm by appt. 1pm-7:00 pm<br>pre and post practice treatments.<br>Contact your Athletic Trainer to Schedule<br>an appointment. |
| Saturday & Sunday | open for practices and events only  |

### **Training Room Policies**

- Student-athletes may not participate with a team until they are fully medically cleared. Participation includes tryouts, practices and games. If a student is under the care of a private physician, complete written documentation regarding injuries or illnesses is required prior to consideration for medical clearance.

- Students must see an athletic trainer before seeing any physician – to include the health and wellness center on campus.
- Student-athletes must report all injuries/illnesses to the athletics training staff as soon as possible. The athletic training staff will schedule appointments with team physicians.
- Designated examination, treatment, and taping times are strictly enforced. If students have a conflict they must contact the training staff in advance to schedule another time.
- Continue to report for treatment until told differently by staff.
- Student-athletes may not self-administer treatments. Always ask for assistance.
- The participation status of injured student-athletes is determined daily by the staff.
- No cleats, dirty shoes, or equipment are allowed in the training room.
- No supplies are to be taken from the training room without permission.
- No eating, drinking, tobacco use, or disruptive behavior is tolerated in the training room.
- Respect and consideration of staff is expected at all times.

**Insurance**

All student-athletes who participate in a sport within the Department of Athletics at Johns Hopkins University are required to be covered by a Health/Medical Insurance policy through their parent or guardian’s policy, their own policy, or with the JHU Student Health Insurance Plan. This information must be provided as part of the Medical Clearance requirement. It is the responsibility of the student-athlete and their family to secure and maintain personal health insurance coverage. The Athletic Training Staff must be notified immediately of any changes in this information.

Should a student-athlete require medical attention from an outside medical service, as a result of participating in a JHU Athletic sponsored practice or event, the billing and subsequent payment for service will be handled in the following manner: initially, all bills are submitted through the student-athlete’s primary insurance coverage; any portion of the bill not covered by the primary insurance will be shown on the subsequent bill along with the balance. Documentation of the primary insurance company’s action along with an itemized bill showing balance due is then submitted to the Athletic Training Department to be processed for payment by Johns Hopkins University. It is the responsibility of the policy holder to ensure proper management of claims.

**Important note: The JHU Athletic Department is NOT responsible for:**

- Bills generated from services provided for injuries or illnesses originating from activities unrelated to Johns Hopkins University intercollegiate athletic participation.
- *Bills incurred by a student-athlete who seeks outside medical attention without the knowledge and permission of the staff athletic trainer and team physician.*
- Bills incurred by a student-athlete who is uninsured at the time of injury or when the service is provided.

<http://www.hopkinssports.com/ot/10-athletic-training.html>

**Newton White Athletic Center**

**Hours**

|                 |                |
|-----------------|----------------|
| Monday - Friday | 7:00am-11:00pm |
| Saturday        | 10:00am-8:00pm |
| Sunday          | 1:00pm-8:00pm  |

## **General Athletics Center Policies**

Entrance to the Athletic Center should be obtained through the Recreation Center.

Student-athletes must show J-card upon entering the Recreation Center.

Doors leading outside should not be propped open, not even during practices. This allows any member of the community to enter the building without our knowledge. Each coach, athletic training staff member as well as the equipment manager has a key to the Athletic Center. Students needing to enter the building from the 50-yard line door during practice should ask a staff member with a key.

Student-athletes should take care to lock their belongings in their lockers. Locker room doors should also be locked when teams leave the room.

The appearance and maintenance of the Athletic Center is very important. Cleats and muddy shoes should not be worn inside.

Only non-marking shoes are to be worn on the main and auxiliary gym floor. Street shoes should not be worn in either gym.

Only rubber-soled shoes should be worn on the outdoor walking track. Food and beverages, gum, pets, bicycles, rollerblades, and skateboards are not permitted.

The Athletic Center side of the outdoor walking track is off-limits during home competitions.

## **Access to the Athletic Center**

Access to the Athletic Center includes access to the Goldfarb Gym, Auxiliary Gym, Varsity Weight Room, Athletic Lobby, Athletic Training Center, Team Locker Rooms, Team Meeting Rooms, Athletic Office, Athletics Communications Office, or Coaches' Offices. Student-athletes are not required to present their Membership ID at the Welcome Desk to gain access to the Athletic Center.

Student-athletes may choose to enter the facility through any outside doors of the Athletic Center by swiping their J-Card. Student-athletes are not permitted to allow non JHU student-athletes, coaches, or administrators access to the facility through the Athletic Center outside doors. All visitors and non JHU student-athletes, coaches, and administrators must enter the Athletic Center through the Recreation Center Welcome Desk. If a student-athlete is participating in a recreation program taking place in the Athletic Center (i.e. Intramural Sports or Sport Clubs) they should present their Membership ID at the Welcome Desk.

## **Access to the Pool and Varsity Swimming & Water Polo Locker Rooms**

Student-athletes (including Varsity Swimming and Water Polo Athletes) are required to present a valid membership at the Welcome Desk to gain access to the Pool and Varsity Swimming & Water Polo Locker Rooms. This includes access for all practices and competitions.

## **Pool**

NO ONE is permitted to swim unless there is a lifeguard present (this includes all Varsity Athletes even members of the Varsity Swimming and Water Polo teams).

During traditional in-season practices the team coach will serve as the on-duty lifeguard.

During non-traditional off-season workouts the team must supply their own lifeguard unless the Department of Recreation is able to supply a lifeguard.

Arrangements for pool and lifeguard scheduling must be made through the Assistant Director of Facilities & Aquatics.

Members of the Varsity Swimming and Water Polo teams may use the pool during scheduled Rec Swim; however the team workout cannot monopolize the pool.

### **Wall-O'Mahoney Student-Athlete Lounge**

The student-athlete lounge was made possible by a generous donation from basketball teammates of Glenn Wall and Matt O'Mahoney to remember the spirit of those two 1984 graduates who lost their lives in the attacks on the World Trade Center on 9/11.

The lounge is open from 8:00am-11:30pm during the week, and 9:00am-9:30pm on the weekend. The room is to be used for relaxing, studying, watching TV, and playing video games. The room is under constant video surveillance, and we ask that you respect the athletics' department property. The two video game systems, eight video game controllers, eight video games, both satellite boxes and corresponding remotes, and the two flat screen TV's and corresponding remotes should all be left in the lounge. Any unauthorized removal of these items will be considered theft, and are grounds for prosecution. Also, please do not wear cleats into the lounge and deposit and recycle all trash.

Any broken electronic equipment and/or furniture should be reported to the Assistant Athletic Director for Facilities immediately.

### **Varsity Weight Room**

The varsity weight room is located at the rear of the Athletics Center on the lower level. The varsity weight room is strictly for the use of varsity student-athletes, coaches and athletic administrators. The use of this room is a privilege and it is the responsibility of each student-athlete to keep the room neat and clean.

The athletic department has fully certified strength and conditioning coaches to manage and facilitate the varsity weight room. These coaches will be responsible for the following:

Scheduling the hours for the weight room. The VWR schedule will be posted outside of the doors leading to the room.

Make sure the VWR is clean and orderly at all times.

Monitoring of all activities to ensure proper form and technique for all exercises.

Work with sport coaches to help create and execute strength and conditioning programs for teams.

Manage VWR equipment.

Please contact one of the strength and conditioning coaches for issues with equipment or the room itself.

### **Reserving Field/Court/Pool Space**

The use of Athletic or Recreation facilities outside of the NCAA allowed practice periods must be reserved directly by a student-athlete. Coaches are not allowed to reserve field or court time outside of their declared playing and practice seasons. Student-athletes can schedule field, court, or pool time by contacting the Assistant Director of Athletics for Facilities (Brandon Holley 410-516-5053, [bholley3@jhu.edu](mailto:bholley3@jhu.edu)) or the Assistant Director of Recreation (Morgan Munoz 410-516-4452).

Schedules for open times can be reviewed on the Recreation Center website: <http://web.jhu.edu/recreation/facilities/schedules.html>.



### **Varsity Equipment Room**

The equipment room is located in the hallway leading to the women's wing of the Athletic Center, next to the training room.

|            |                   |
|------------|-------------------|
| Phil Junis | Equipment Manager |
|------------|-------------------|

### **Hours of Operation**

**Mondays – Friday s 8:00 a.m. – 12:00 a.m. (no student workers between 12 and 4)**

**Saturdays and Sundays 8:00 a.m. – 8:00 p.m.**

*Hours subject to change over intermissions and summer break*

### **Policies:**

1. All Laundry must be turned in by 8:00 p.m. Any laundry that is turned in after 8:00 p.m. may not be cleaned and/or returned until mid-day the following day
2. All loops are to be placed in the bin located inside the laundry area. If the door is closed, please use drop-off box. *Make sure your loop lands in the bin when using box.*
3. All practice gear and loops must be turned in to the equipment room as soon as practice is over. If an athlete is receiving treatment by the team trainer, accommodations will be made
4. All game uniforms are to be turned in to the equipment room as soon as the game is over or as soon as the team returns from the road trip. If you are traveling separate from the team, you must give your uniform to a teammate for return, you are still responsible for its return.
5. Only Johns Hopkins University issued apparel will be washed; **NO PERSONAL BELONGINGS**
6. The student-athlete is responsible for clasping their loop. *The Equipment Room staff is not responsible for items that may fall off during the laundry process.* If a student-athlete believes they are missing garments, they are to report it to the equipment room staff immediately. All unclaimed laundry will be placed in the lost and found in the Varsity Equipment Room. All unclaimed items will be disposed of at the end of each semester

### **Equipment Room Contracts**

Each team will meet with the Equipment Manager at the start of their respective seasons where they will be issued Johns Hopkins University practice apparel, game apparel and equipment. All items issued to each student-athlete will be outlined on a contract that each student-athlete is required to review and sign, acknowledging they receive the equipment and apparel and agree to return the items at the conclusion of their respective seasons. *Those who do not return Johns Hopkins University issued gear and/or equipment will be billed in full for each item not returned.*

At the end of each sport season, teams will have 72 hours following the conclusion of their last game to return Johns Hopkins gear to the equipment room. *Those who do not return Johns Hopkins University issued gear and/or equipment will be billed in full for each item not returned.*

If a student quits or is cut from a team, they will have 72 hours to return all issued apparel and/or equipment to the equipment room. *Once the 72 hour period expires, the student will be billed accordingly.*

### **Locker Rooms**

Locker room doors must be closed completely at all times  
Lockers must be locked at all times, when not being utilized  
Locker rooms must be kept clean and orderly

When roster changes occur, the locker room combination will be changed 72 hours after the change takes place. *ONLY participating Johns Hopkins student-athletes are permitted access to the team locker room and varsity equipment room privileges.*

### **Towels**

The Equipment Room will provide *1 towel per day per student-athlete and staff member.* With certain sport exceptions, towels are to be picked up by the individual athlete and are to be returned in the grey bin located outside the equipment room under the laundry chute when finished. *Teams who do not return towels will lose access to the towels.*

### **Under Armour Orders – Individual Team Orders**

Teams have the opportunity to order individual Under Armour apparel and equipment through the athletic department. Teams must work with the Equipment Manager to order items for teams. At that time, they are to pay for the order which will then be shipped to the Equipment Room for distribution.

### PREREQUISITES FOR STUDENT-ATHLETE EQUIPMENT ISSUE

1. The student-athlete must be listed on the compliance roster available on scout ware. Information provided by the Departments Compliance Officer.
2. The student-athlete must have FULL medical clearance from the Department of Sports Medicine at Johns Hopkins University. Notification is provided via an e-mail to the Head Athletic Equipment Manager.
3. A roster complete with uniform numbers where applicable has been provided by the varsity team's coaching staff to the Head Athletic Equipment Manager.

### SUMMER EQUIPMENT POLICY

#### **Laundry**

No laundry loops will be issued or laundered for the student-athletes', the *exception* will be staff laundry which will be completed three times per week on Monday, Wednesday, and Friday. No towels will be issued or laundered for the student-athletes', the *exception* will be staff towels which will be completed three times per week on Monday, Wednesday, and Friday. The cut-off date for student-athlete laundry services is the last day of spring semester finals. The exception is teams who are still participating in post-season play.

#### **Locker Room Usage**

Only current Johns Hopkins University student-athletes may use their team locker rooms only after a post-academic year cleaning has occurred. This information will be posted on the locker rooms. Student-athletes using the team locker room at this time may not leave any items in the lockers for security and safety reasons. ALL in-season locker room rules still apply, these include cleanliness and the locking of doors/safeguarding of the combination.

#### **Equipment**

No equipment is issued or loaned to the student-athletes' without consulting with the Head Athletic Equipment Manager, Sport Head Coach, and the Department's Compliance Officer. Any equipment which is issued or loaned will be signed out by the student-athlete and returned in an appropriate time frame before any other equipment will be issued in the fall, or their student account will be billed for any un-returned items. Equipment will only be issued to current Johns Hopkins University student-athletes.

### COMBINATION LOCKS FOR STUDENT-ATHLETES:

NO combination locks will be issued to student-athletes from the Newton White Center Athletic Equipment Room for their individual locker room lockers.

## **Exceptions**

Football has their own sport inventory and their staff will handle all issuance and retrieval issues.

Women's Lacrosse has digital locks pre-installed on their lockers in the Cordish Lacrosse Center locker room. The Women's Lacrosse staff will handle the adjustment of combinations with the team members.

The Men's and Women's Swimming programs have been pre-issued a complete set of locks for their team locker rooms. The coaching staff will oversee the issuance of these locks and the distribution of combinations to the student-athletes.

Student-athletes may provide their own personal combination locks (NO key locks) for use on THEIR locker room locker ONLY!

These student-athlete supplied combination locks may be removed in the event of an emergency or if the student-athlete is separated from the team and the 72 hour equipment return constraint has been exceeded.

Locks that are not removed at the end of the academic year will be removed and disposed of by the Athletic Equipment Room Staff.

## **Student-Athlete Policies**

### **Student Conduct**

The Department of Athletics and Recreation at Johns Hopkins considers participation in intercollegiate athletics a privilege, not a right. As a member of a Johns Hopkins University Intercollegiate Athletic Team the student-athlete accepts the responsibility to represent Johns Hopkins University in the most positive, professional manner possible. Student-athletes are asked to remember that they are always representatives of Johns Hopkins University and their team. Student athletes, who violate the Student Conduct Code, will be disciplined and may forfeit their right to be members of their respective athletic team and or the University community. For additional information about the Student Conduct Code please visit the full detailed policy here:

<http://studentaffairs.jhu.edu/policies/student-code/>.

### **Social Media**

While the Department of Athletics does not prohibit student-athletes from using social media – it is urged that students use their best judgment when placing any personal and/or team and/or Department of Athletics items on the internet. These sites have become arenas for many different types of people to not only pray on individuals, but to also use these as avenues for background checks for future employers as well as for media inquiries. Student-Athletes are asked to please use caution and to remember that at all times you represent Johns Hopkins University and the Department of Athletics. It is required that you do so with the utmost dignity and class. Coaches do have the right to restrict participation due to any social media incidents where a misrepresentation of their program has occurred.

Below are some recommended guidelines to follow for your social media activity:

Refrain from posting items that could reflect negatively or embarrass yourself, your family, Johns Hopkins University, the Department of Athletics, or your team. This includes comments, pictures, videos, or other posts about drugs or alcohol abuse, sexual or off-color humor, ethnic or

homophobic slurs, personal insults, obscenities, or any other conduct that would not be acceptable such as “trash talk” toward an opponent.

Respect people’s privacy on personal and/or team related issues. Do not post about one of your teammates’ injuries. Do not post information that is proprietary to the Department of Athletics (tentative or future schedules, team travel itineraries, hiring of coaches or staff until made public, or any other sensitive information).

Do not reference any of Johns Hopkins’ coaches, support staff, administrators, academic advisors, professors, or anyone else associates with Johns Hopkins without their approval.

Monitor what others post about you. Explicit, compromising or negative posts by others about you or Johns Hopkins University should be removed from your social network page(s).

While engaging in social network activity you are subject to all University Student Code of Conduct policies.

### **University Policy on Hazing**

The Johns Hopkins University prohibits hazing. Groups such as fraternities, athletic teams, and student organizations may be held accountable for misconduct by individuals committed in the context of group membership.

1. Anyone experiencing or witnessing a violation of hazing policy is encouraged to report the incident to the Athletic Department or the Dean of Student Life Office. Any individual or group alleged to have engaged in hazing will be referred to Office of Dean of Student Life, which will handle allegations in accordance with its usual procedures for alleged violations of University policies, except as otherwise noted in the University Policy.
2. If the Dean of Student Life Office finds that a student organization has engaged in hazing, or that the organization did not take reasonable steps to prevent hazing by its members or affiliates, culpability may be attributed to the individual perpetrators, the student organization, its members, and/or its elected or appointed officers, subject to the defense that the individual student could not reasonably have prevented the hazing.
3. All students, including potential new members and current members of any student group or organization, have a responsibility to avoid participating in hazing activities.
4. Process for Athletics & Recreation at Johns Hopkins University: Any sanctions will be imposed by the Dean for Student Life Office. This decision will include input from the Dean of Students – Student Life, Associate Deans for Student Life – Student Engagement and/or Student Conduct, and Athletics and Recreation. Previous violations of this policy will also be considered in the sanctioning process.

For additional information about what conduct constitutes hazing please visit the full policy details here: <http://studentaffairs.jhu.edu/fsl/policies/hazing/>

### **University Policy on Sexual Misconduct**

The Johns Hopkins University is committed to providing a safe educational and working environment for its faculty, staff, and students. The University has adopted a policy addressing sexual assaults and offenses involving sexual violence in order to inform faculty, staff, and students of their rights in the event they are involved in an assault and of the services available to victims of such offenses.

If you are a victim of sexual misconduct, or have information regarding and incident of sexual misconduct please call the Title IX Coordinator, Joy Gaslevic, in the Office of Institutional Equity at 410-516-8091 or go to <http://sexualassault.jhu.edu/file-complaint/index.html>

For specific information on confidentiality visit here: <http://sexualassault.jhu.edu/policies-laws/#Section> VI - Confidentiality and Confidential Resources

A list of confidential campus resources is offered here: <http://sexualassault.jhu.edu/policies-laws/#Appendix> B - CONFIDENTIAL RESOURCES

For additional information about resources and remedies available to victims of sexual assault please visit the full detailed policy here: <http://sexualassault.jhu.edu/policies-laws/>

### **Sportsmanship**

Student-athletes are expected to act with honesty and sportsmanship at all times so that they represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

The Centennial Conferences promotes good sportsmanship by student-athletes coaches, and spectators. Even as spectators, it is expected that student-athletes support their fellow student-athletes and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated.

### **Gambling**

A student-athlete's eligibility may be compromised should they knowingly provide information to individuals involved in organized gambling activities concerning any sports competition (to include intercollegiate or professional), solicit a bet on any sports team, accept a bet on any team representing Johns Hopkins or solicit or accept a bet on any sports competition for any team (i.e. cash, shirt, dinner) that has tangible value. It is strictly prohibited for any student-athlete to participate or compete in a fantasy sports league where there is an entry fee and/or a tangible prize. It is also strictly prohibited for a student-athlete to place a bet on any sport (college or professional) that the NCAA sponsors a championship in.

<http://www.dontbetonit.org/>

### **Drugs and Alcohol**

The Department of Athletics and Recreation is concerned about the health, development, and well-being of our student-athletes. The department does not support the illegal or irresponsible use of alcohol or other drugs. These substances can have detrimental effects on the physical and mental health of users and their use is therefore, in conflict with the goals of all student-athletes and the department.

The following policies regarding drug and alcohol use are in effect beginning with the first date of practice and continue through post-season play. Additionally, the policies are in place anytime a student-athlete is under the jurisdiction of the coach, trainer, athletic administrator, or staff member. Outside of these periods, student-athletes are reminded that they are always representatives of Johns Hopkins University and we are expected to act accordingly in a safe responsible manner at all times. In accordance with federal law the legal drinking age is 21.

Possession or use of illegal drugs is prohibited at all times.

Consumption, possession, or distribution of alcoholic beverages, in violation of applicable state or local laws is prohibited.

Consumption or possession of alcoholic beverages by a student-athlete is prohibited in connection with any official intercollegiate team or group function. An official team or group function, for the

purpose of this policy, is defined as any activity which is held at the direction of or under the supervision of the team's coaching staff or a department athletic administrator.

Consumption or possession of alcoholic beverages during an athletic road trip, on team buses, vans, personal automobiles, rental automobiles, or other methods of team transportation is prohibited.

Consumption or possession of alcoholic beverages in the presence of a prospective student-athlete during a campus visit is prohibited.

Consumption or possession of alcoholic beverages by a student-athlete is prohibited where the student-athlete serves as a representative of the University at an official function.

Use of tobacco products in connection with any practice or competition is prohibited.

Coaches and/or athletic administrators have the discretion to establish more stringent team policies regarding drug/alcohol use.

Student-athletes who choose to consume/use alcohol/drugs are accountable for any alcohol/drug related incident in which he/she is involved. In such cases, the student-athlete is subject to State, local, University, Athletic Department, and/or team disciplinary action dependent on the nature and severity of the incident.

### **Student-Athlete Institutional Drug Testing Policy**

It is required all student-athletes must sign the drug testing consent form to in order to be able to participate (i.e. practice or competition) in intercollegiate athletics at Johns Hopkins University. Failure to sign this form will result in the student-athlete not being able to participate in any organized intercollegiate team activities at Johns Hopkins University. If you have any questions, you should discuss them with the Athletic Director.

In consenting to testing the student-athlete agrees to allow Johns Hopkins University to test in relation to any participation in any Johns Hopkins University sponsored varsity athletic program for the banned substances listed on the Johns Hopkins Student-Athlete Drug Testing Banned Substances List. Johns Hopkins will be testing student-athletes on an on-going and random basis throughout each academic year. Testing will include sports which are out-of-season. (i.e. Football during Spring semester)

The random selection and testing of student-athletes will be performed by an unbiased third-party professional organization. Johns Hopkins University administration and athletic department, including coaches, will have no influence on the selection and testing of student-athletes.

### *Consequences for a Positive Drug Test*

#### *Penalty*

Specific athletic department penalties are as follows however, as in the case with any violation of the student conduct code, any violation, even a first offense, can be punished with sanctions up to and including expulsion, depending on the nature and circumstances of the violation, the prior record of the student, and other factors deemed pertinent.

#### *Positive Test #1*

- Mandatory referral to Johns Hopkins University counseling center.
- Notification of parent, coach, Athletic Director, Head Coach, Medical Director.
- Subjected to further testing as recommended by counselor.
- 20 hours community service.

#### *Positive Test #2*

- Mandatory Follow up with counseling center.

Subjected to further testing as recommended by counselor.  
20 hours community service.  
Suspension for 20% of playing season, not allowed to practice or participate in team activities.

*Subsequent Positive Test(s)*

Mandatory Follow up with counseling center.  
Subjected to further testing as recommended by counselor.  
Suspension for 1 calendar year from athletics participation with possibility of dismissal from squad.

*Failure to Report for Scheduled Drug Test*

If an student-athlete fails to show for a drug test it will be considered a failed drug test.

*Failure to Follow Treatment Plan*

Failure of the student-athlete to fulfill all requirements following a positive test will result in immediate suspension from team activities.

*Coaches Use of Positive Test*

Student-athletes should understand that a positive test result will be made known to their respective head coach and the that the coach will consider such positive test result(s) in assessing an individual's ability and in determining which individuals should be afforded the privilege of becoming and remaining members of varsity athletic teams representing Johns Hopkins University. Nothing contained in this policy shall be construed as preventing a head coach from imposing a more severe sanction than those provided in this policy.

*Safe Harbor*

If a student-athlete admits to drug use and is seeking treatment they will not be penalized. However, coming forward after the student-athlete has been informed of an imminent test or of a positive test result will not result in protection from this provision. Once a student-athlete is enrolled in the Safe Harbor program they are still subject to further testing. If that test shows continued drug use the student-athlete is automatically removed from safe harbor and becomes eligible for the appropriate consequences for a positive test.

<http://www.hopkinssports.com/ot/10-drugpolicy.html>

**Party Registration**

To facilitate a safe and healthy social environment for all of our students, we require all registered Hopkins student organizations to register any off-campus events. For additional information about party registration please visit the full detailed policy here: <http://studentaffairs.jhu.edu/student-life/alcohol/event-registration-sober-monitor-training/>

**Academic Support**

It is important that all student athletes perform well both athletically and academically. The University has provided its student athletes with programs such as Pilot Learning to help maintain an equitable balance between athletics and academics. For additional information about academic support please visit the link here: <http://academicsupport.jhu.edu/learning-den-tutoring/schedule/>

## **NCAA Eligibility**

At the beginning of each academic year, each student-athlete will receive an e-mail from with a link taking them to NCAA rules that are relevant to student-athletes eligibility for the coming year. Student-athletes must follow the link in that e-mail and complete the forms before each academic year in order to be eligible to compete. The information that follows is only highlights of NCAA rules, and additional departmental policies. Student-athletes are responsible for reading and understanding the information provided link in the link. Any questions should be addressed to a student-athlete's head coach or the Deputy Director of Athletics.

Prior to participation in the intercollegiate athletics program at Johns Hopkins University, each student-athlete must read, complete and submit the documents on the information listed below. This checklist will assist student-athletes in monitoring their eligibility status.

## **Athletic Eligibility**

### **Student-Athlete Statement**

This form provides information related to eligibility, recruitment, financial aid, amateur status, previous positive drug tests administered by other athletics organization and involvement in organized gambling activities related to intercollegiate or professional athletics. Failure to complete this form shall result in the student-athlete's ineligibility for participation in all intercollegiate competition.

### **Drug-Testing Consent Form**

Each student-athlete shall sign this form in which the student consents to be tested for the use of drugs prohibited by the NCAA. Failure to complete this form shall result in the student-athlete's ineligibility for participation in all intercollegiate practice and competition.

### **Full-Time Enrollment**

Each student-athlete must be enrolled in a minimum of 12 credits to be eligible for practice or competition. Failure to maintain the minimum 12 credit level at any time will cause the student-athlete to become immediately ineligible. EXCEPTIONS: practice prior to the first date of classes provided the student-athlete is officially enrolled, and practice (NOT COMPETITION) during the first 5 days of classes.

### **Release of Medical Records Authorization\***

Each incoming student-athlete shall sign this form authorizing the release of their medical records to and between the Johns Hopkins University medical staff, consulting physicians, and the Athletic Department administrators and coaches. Any athletics participation in intercollegiate practice and competition is prohibited until this form is on file with the Johns Hopkins University Athletics Training Department.

\*These forms are not required for returning student-athletes.

## **Medical Eligibility**

### **Medical History Questionnaire\***

This form is a detailed questionnaire providing the Athletic Training Staff a background on all incoming student-athletes' medical history. It identifies pre-existing conditions, family medical history and previous injuries. Any athletics participation in intercollegiate practice and competition is prohibited until this form is on file with the Johns Hopkins University Athletic Training Department. <http://www.hopkinssports.com/ot/10-ath-training-clearance.html>



### Insurance Form

This form provides the Athletic Training Staff with insurance information required in the event the student-athlete needs medical care outside the purview of the athletic training staff. For example, ordering tests, visits to consulting physicians for specialty services, and emergency or surgical care. The form also provides emergency contact information for student-athletes. Any athletics participation in intercollegiate practice and competition is prohibited until this form is on file with the Johns Hopkins University Athletics Department.

<http://www.hopkinssports.com/ot/billinginformation.html>

### Statement of Informed Risk\*

Each incoming student-athlete shall sign this form acknowledging that participation in athletics involves a risk of injury. Furthermore, the student-athlete releases Johns Hopkins University from liability in the event of an injury. Any athletics participation in intercollegiate practice and competition is prohibited until this form is on file with the Johns Hopkins University Athletic Training Department.

### **Academic Eligibility**

#### Minimum Grade Point Average

While the NCAA requires student-athletes to maintain minimum grade point averages, the institution and sport programs will require student-athletes to maintain minimum grade point averages higher than those required by the NCAA. Student-athletes are encouraged to maintain a minimum GPA of 2.0; however, coaches may require higher GPAs for participation.

All students are expected to monitor their grades each semester and to be aware that term grade point averages below 2.0 are unacceptable and put them at risk of dismissal if the unsatisfactory work continues the following semester.

The university notifies students about academic probation or unsatisfactory academic performance in writing. However, when incomplete or missing grades prevent the advising office from making a decision about academic standing, it may not be possible to send a timely notice to the student. In these cases, decisions about academic standing and dismissal will be based on the final grade report, whether or not previous letters regarding academic standing have been sent to the student. Also, a student who has ceased to keep up with his/her studies may be dismissed or suspended from the university even when satisfactory academic standards have been met in previous semesters.

#### Academic Probation

At the end of each semester, the Office of Engineering Advising (EN) and the Office of Academic Advising (AS) review the records of all undergraduate students to evaluate the academic progress of each student. A term grade point average of 2.0 or above in a program of at least 12 credits is required for good academic standing. Students who fail to attain this minimal level of performance will be placed on academic probation. A letter informing a student of this status and the terms of academic probation are sent to the student in January (for fall performance) or June (for spring performance). A copy of the letter is also sent to the parent(s). Students with a term grade point average below 2.0 should consult with an academic advisor about their academic standing, even if they have not received a letter from their advising office.

The terms of academic probation are as follows: Students must complete at least 12 credits in the next semester, with a minimum G.P.A. of 2.0 and a cumulative G.P.A. of 2.0 or above. In making the G.P.A. calculation, incomplete grades (I) will be calculated as failures (F). In addition, any grade in a satisfactory/unsatisfactory course may be taken into consideration.

Students on academic probation may be restricted from registering for the maximum course load. Engineering students on academic probation are permitted a maximum of 14 credits during the probation semester.

### Withdrawal for Unsatisfactory Academic Performance

Decisions about the academic status of students on academic probation are made at the end of each semester by the Academic Review Committee. A student on academic probation who has not met the terms of probation will be withdrawn from the University for a minimum of one semester and a summer.

When a student is withdrawn from the university, several university offices are notified and several important consequences follow.

Registrar's Office: cancels the student's registration for the next semester and authorizes a refund of tuition paid for that semester.

Office of Student Financial Services: suspends financial aid and work-study aid to the student.

Housing Office: cancels the student's housing contract if the student is in university housing.

Office of International Student and Scholar Services: performs duties as required by U.S. federal regulations regarding persons not eligible to study at the university.

The terms for readmitting a student who has been withdrawn for academic reasons are established by the Academic Review Committee. The readmission process is described in the withdrawal letter. Students who have been withdrawn should discuss the process with their advising office.

Students who receive prior approval to complete courses at another college or university during the period of withdrawal are subject to the university's 12-credit limit on the number of transfer credits that can be applied toward graduation.

### Satisfactory Academic Progress

Satisfactory academic progress refers to minimal standards for grades and cumulative credits required to remain in good academic standing. Eligibility for financial aid is linked to satisfactory academic progress.

### Division I ONLY

#### *NCAA Eligibility Center (Freshman Only)*

Division I student-athletes are expected to be registered and have their high school academic qualifications and amateur status certified through the NCAA I Eligibility Center.

<https://web3.ncaa.org/ecwr3/>

#### *Progress Towards Degree*

Student-athletes are expected to maintain satisfactory progress toward their degree according to the following:

##### Sophomore:

- Satisfactory completion of 24 credits prior to the start of the institution's third semester following the student-athlete's initial full-time enrollment.
- Satisfactory completion of 18 credits since the previous fall term or since the beginning of the institution's preceding regular two semesters (credits earned during the summer may not count)
- Satisfactory completion of 6 credits during the preceding regular academic term.

##### Junior:

- Designation of degree program. Student-athletes must declare a major by the beginning of their junior year.

- Satisfactory completion of 6 credits during the preceding regular academic term.
- Satisfactory completion of 18 credits since the previous fall term or since the beginning of the institution's preceding regular two semesters (credits earned during the summer may not count).

Senior:

- Satisfactory completion of 6 credits during the preceding regular academic term.
- Satisfactory completion of an average of 12 credits over each regular academic term in which the student-athlete has been enrolled or satisfactory completion of 24 credits since the beginning of the previous fall term

**Athletically Related Financial Aid (Division I Only)**

Athletically related financial aid may be awarded for any term during which a student-athlete is in regular attendance as an undergraduate or graduate student with eligibility remaining under NCAA bylaw 14.2. Johns Hopkins University will give the recipient of the athletically related financial aid a written statement of the amount, duration, conditions, and terms of the award. The athletic department will notify the student-athlete in writing the opportunity for a hearing when said aid is to be reduced or canceled during the period of the award, or is reduced or not renewed for the following academic year.

**Sports Communications**

The Sports Communications Office (SCO) is the public relations and marketing arm of Johns Hopkins Athletics. The SCO manages the website [www.hopkinssports.com](http://www.hopkinssports.com), produces media guides and game stories, manages media requests for coaches and student-athletes, updates statistics, writes press releases, streams games online through live-stats and video, produces content for Blue Jay TV, and manages in-game promotions and corporate sponsorships.

It is the policy of the athletics department that all interview requests from any media outlet must be organized and approved through the SCO.

Prior to the beginning of each academic year student-athletes are expected to complete the student-athlete questionnaire, along with all of the other pre-season forms, thoroughly and accurately during each year of participation. The SCO will use the information provided for public relations purposes. Failure to complete this form shall result in the student-athlete's ineligibility for participation in all intercollegiate participation.

**NCAA Rules Violations Procedures**

Johns Hopkins University is committed to the full adherence of all NCAA and Conference rules and regulations. The Department of Athletics will strive to educate student-athletes, coaching staff, alumni and representatives of athletics interests of NCAA rules and regulations to minimize the opportunity for violations. However, in the event a violation occurs or is suspected, the following procedures will be followed:

Any suspected violation should be reported immediately to the Deputy Director Athletics.

The Deputy Director will immediately inform the Director of Athletics, the head coach (if the violation involves an assistant coach or student-athlete) and any other necessary administrative staff.

An immediate investigation will be conducted by the Deputy Director, who may be assisted by any of the following:

- Other athletic administrators
- Faculty Athletic Representative
- Legal Counsel

Other outside sources (Conference, NCAA, or other members of the JHU community).  
Level I/II Violations: Upon the completion of the investigation the Associate Director will inform the Director of Athletics of all findings. At that point, it will be determined if a major violation has occurred. If there is enough evidence that indeed a major violation has occurred, the following protocols will be followed:

- Notifying the NCAA of the violation
- Notifying the conference, if applicable, of the violation
- Suspending the student-athlete from practice and/or games (if applicable)
- Declaring student-athlete(s) ineligible
- Suspending the coach(es) and/or staff members
- Termination of coach(es) and/or staff members
- Placing the coach(es) and/or staff members on probation for a designated period of time.

Any other corrective action deemed necessary by the NCAA, Conference or University

A self-report of the Level I/II violation will be made to the NCAA, appropriate Conference, the Faculty Athletic Representative, Dean of Student Life, Special Assistant to the President within 30 days of the determination that a violation occurred.

Level III/IV Violation: Upon completion of the investigation, the Associate Director shall determine if a secondary violation has occurred. If there is sufficient evidence of a secondary violation, immediate action will be taken, including but not limited to the following:

- Notify the Director of Athletics
- Notify the NCAA unless the secondary violation is governed by the NCAA Secondary Violation Penalty Schedule
- Notify the conference of the violation
- Declare the student-athlete or prospect ineligible and petition for reinstatement
- Determine the appropriate measure of punishment for the coach(es) and/or staff member

Any other corrective action deemed necessary by the NCAA, Conference or University

A self-report of the Level III/IV violation will be made to the NCAA, appropriate Conference, the Faculty Athletic Representative, Dean of Student Life, Special Assistant to the President within 30 days of the determination that a violation occurred.

### **Extra Benefits**

The NCAA defines an extra benefit as “any special arrangement by an institutional employee or a representative of the institution’s athletics interests to provide a student-athlete or the student-athlete’s relative or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation if it demonstrated that the same benefit is generally available to the institution’s students or their relatives or friends or to a particular segment of the student body (e.g., foreign students, minority students) determined on a basis unrelated to athletics ability. (Revised: 1/10/91)” Student-athletes are not permitted to receive extra benefits. This means that it is not permissible for a Hopkins student-athlete to receive any benefit that is not available to the general student body simply because they are an athlete.

Examples of extra benefits include, but are not limited to:

- Cash or loans from donors or staff members
- The use of a coach, donor or staff member’s automobile
- Free meals from a restaurant to celebrate a win
- A free round of drinks from a on or off-campus bar to celebrate a big win

Questions should be addressed to the Deputy Director of Athletics. Violations of these bylaws can affect a student-athlete’s eligibility.

**Financial Aid:**

NCAA rules prohibit Division III student-athletes from receiving aid based in any way on athletics ability. All sources of aid received from outside the University must be reported to the Office of Financial Aid.

**Employment:**

Student-athletes who work must be paid at the going rate for the work that they do. Being paid at a rate higher than the going rate for a particular job, or being paid for work that was not done is considered an extra benefit according to NCAA rules and is not permitted.

Division I student-athletes who wish to work during the academic year, must see the Deputy Director of Athletics to complete a student employment form prior to accepting any job.

**Transfer Procedures**

(Division I) Any student-athlete looking to transfer must first get permission from his/her head coach. Once permission is granted he/she must then see the Deputy Director of Athletics to request a permission to contact form. The Deputy Director of Athletics will send the permission to contact form to the requested schools. At that point, the coaches from the requested schools are able to contact the student-athlete like they were being recruited out of high school again. If the student-athlete is denied the ability to transfer from the head coach, the student-athlete is entitled to an appeal with the following steps:

□ **Step 1: Head Coach**

In the event of an athletics transfer release denial, a student-athlete is entitled to a meeting (in-person or phone) to address concerns in an efficient and timely manner. During this meeting, the head coach will clearly explain to the student-athlete the nature of his/her decision. The student-athlete will then be given the opportunity to respond to the head coach. The meeting will be held as soon as is practical after receipt of the student-athlete's written and/or verbal request.

□ **Step 2: Administrator**

If, after meeting informally with the head coach, the student-athlete still disagrees with the athletics transfer release decision, he/she may request in writing within five days of the meeting an appointment with the appropriate supervising athletics administrator. The meeting (in-person or phone) with the athletics administrator will be held within 10 business days after receipt of the student-athlete's written request. At the meeting, the student-athlete will be provided the opportunity to present information and the athletics administrator will complete an appropriate investigation. The athletics administrator will review the athletics transfer release action based on all information provided by the Athletic Department and the student-athlete. Based on the available information, the athletics administrator will either affirm the athletics transfer release denial or recommend a more appropriate action.

□ **Step 3: Review Board**

If the student-athlete is still dissatisfied, he/she may request a review within 5 days of the meeting with the Administrator. The review can be made in writing or presented in person. The student-athlete's parent/s or legal guardian/s can be present for the appeal, although it is the responsibility of the student-athlete to present the information. The review shall take place before the Athletics Transfer Release Appeals Committee within 10 business days of the request.

*Athletics Transfer Release Appeals Committee:* The Committee shall hear all cases concerning denial of an athletics transfer release. In addition to the Faculty Athletics Representative, he/she shall appoint the Committee with one member coming from each of the following units: Office of

the Associate Provost of Undergraduate Studies, Student Life Division; Office of Admission; Faculty; and the Faculty Athletics Committee. Both the student-athlete's and Division of Athletics and Recreation's position will be heard separately. The Division of Athletics and Recreation will be represented by the head coach of the student-athlete, the supervising athletics administrator, and the Associate Athletics Director (SSC). The Committee will review the dispute and make a decision. The decision of the Appeals Committee is final and no further appeal is available.

(Division III) Student-athletes looking to transfer can obtain the same permission to contact forms as the Division I student-athletes. The same procedures mentioned above apply. Another option for Division III student-athletes is the self-release form that can be obtained on the NCAA website [http://www.ncaa.org/sites/default/files/2017-18DIICOMP\\_Permission\\_to\\_Contact\\_Self\\_Release\\_Form\\_20170606.pdf](http://www.ncaa.org/sites/default/files/2017-18DIICOMP_Permission_to_Contact_Self_Release_Form_20170606.pdf)

### **Office of Academic Advising**

Academics are the first priority of every Hopkins student-athlete. The Office of Academic Advising provides a wide range of services to students with varying levels of academic development and success. Student-athletes are encouraged to take advantages of the resources that are available. Student-athletes are responsible for reading the Freshman Academic Guidebook and the Undergraduate Academic Manual in addition to the information below.

In 2015-16 the university created a position in the Center for Student Success, the Assistant Director of Student-Athlete Success, to assist all student-athletes to make ensure they are connected to all academic resources and that each student-athlete is achieving his or her academic best. This role will primarily work with the at-risk student-athletes. It will be an advocate for and connect student-athletes to the academic support resources mentioned below. This role will help with issues that arise with professors, and it will advise student-athletes with class and major selection. Jon Kindred will hold this role. He can be reached at [jkindre1@jhu.edu](mailto:jkindre1@jhu.edu).

### **Advising**

The advising system exists solely as a service for the students. Every first year student in the School of Arts and Sciences is advised by the Office of Academic Advising. All other undergraduates are assigned to a faculty member who serves as advisor and mentor. Students should consult with their advisors whenever the student needs to review or discuss programs and objectives. The effectiveness of the advising system depends upon the student's willingness to seek counsel in a timely manner. Students in academic difficulty and students in programs involving numerous prerequisites are urged to consult their advisors when considering any change to their program. [www.jhu.edu/~advising](http://www.jhu.edu/~advising)

### **Tutoring Services**

[The Office of Academic Advising](#) provides tutoring services through the Learning Den. The Learning Den provides tutoring for all registered students in the School of Arts & Sciences and the School of Engineering. There is no fee and there is no limit to the number of sessions a student may attend. All tutoring is held on the Homewood Campus in Gilman Hall and nearby buildings. Tutoring is conducted in small group format, with a maximum of six students in each group. Tutors review course-specific material and encourage students to ask questions and exchange information. Tutoring is not a substitute for class attendance nor is it a place to just do homework. If you need help in a subject, request assistance early and often. Contact Anne Benner for more information. Garland Hall, Suite 300. 410-516-8216 or [tutoring@jhu.edu](mailto:tutoring@jhu.edu).

### **The Writing Center**

Established in 1995, the [Writing Center](#) offers student writers free, individual conferences with experienced tutors trained especially to consult on writing assignments in the humanities and social sciences, though they may also be of use to students working in other disciplines. The Writing Center welcomes all Hopkins undergraduate and graduate students in the Krieger School of Arts and Sciences and Whiting School of Engineering.

### **Study Consultant (Study Skills and Time Management)**

[The Study Consulting Program](#) helps undergraduate students strengthen their academic skills, adjust to the increased demands of college, or fulfill their potential. Study Consulting pairs undergraduate students with an accomplished senior or graduate student who serves as a consultant. The student-consultant pair meets every week, one hour per week, and works on universal academic skills such as: time management, organization, note taking, writing papers, heavy reading loads, test anxiety, test preparation, where to study, self-discipline, “backward planning”, and study skills.

Study consulting was initiated at Johns Hopkins University in the fall of 1985 and has proven to be quite successful. The results are consistent: those who are dedicated and work diligently improve their academic standing. Contact Fay Day for more information to either become a study consultant or use their services. Garland Hall, Suite 3A. 410-516-5506. [Fday2@jhu.edu](mailto:Fday2@jhu.edu).

### **Provisions for Students with Learning Disabilities**

The University provides reasonable academic accommodations for students with documented learning disabilities and/or attention-deficit disorders. Accommodations may include tutors, note-takers, permission to record lectures, computer technology, testing accommodations, and study skills assistance. Students who would like to request these services should contact the [Office of Student Disability Services](#). Information about these disabilities will remain confidential unless a student chooses to release this information. Garland Hall, 3<sup>rd</sup> Floor. 410-516-4720.

### **Counseling Center**

[The Counseling Center](#) serves full-time undergraduate and graduate students from the schools of Arts & Sciences, Engineering, and the Peabody Institute. All of these students are encouraged to utilize the services offered by the counseling center. All services are confidential and free of charge. 3003 N. Charles St., Suite S-200. 410-516-4286.

### **Career Center**

[The Career Center](#) serves all full-time students (freshman through PhD candidates) in the Krieger School of Arts and Sciences and the Whiting School of Engineering. In addition, alumni who have graduated within two years from a full-time program in Arts and Sciences or Engineering are served. Services include: career counseling, career courses, company presentations, on-campus recruiting, resume/cover letter critiques, panel discussions, field trips, job and internship fairs, career expos, networking opportunities, and internship search assistance. Whether students are just beginning to think about choosing a major or are interested in interviewing in a target field, the Career Center is the place to visit for assistance. Garland Hall 3<sup>rd</sup> Floor. 410-516.8056. [career@jhu.edu](mailto:career@jhu.edu).

### **Office of Pre-professional Advising**

[The Office of Pre-professional Advising](#) provides advising to students and alumni who are interested in pursuing graduate education in the health care professions and in law. Advising services include: individual advising and general information sessions. Other services include:



program presentations; volunteer opportunities; workshops in essay writing, interview techniques, and application process.

The office also coordinates the work of the Health Professions Recommendation and Law School Recommendation Committees. Members of these committees act as interviewers, and writers for students/alumni in the application process.

The Office of Pre-professional Advising is available to undergraduate and graduate students in the Krieger School of Arts and Sciences and the Whiting School of Engineering, as well as to alumni from these two schools. Garland Hall, Ste 300. 410-516-4040. [preprofessional@jhu.edu](mailto:preprofessional@jhu.edu).

## **Academic Policies**

### Attendance

At Johns Hopkins University it is the responsibility of the student-athlete to attend class. The only excused absence for athletic purposes should be for competition related events (i.e., team travel, NCAA travel during the championship segment of competition). Student-athletes are responsible for submitting their semester competition schedule to each professor during the first week of each semester. Coaches should provide a semester long practice and competition schedule, including travel departure and arrival times, to student-athletes to allow them to properly plan their academic success in conjunction with their professors.

### Policy Concerning Student-Athlete Class Attendance

A Hopkins education is based on the exchange of ideas with distinguished faculty in the classroom and elsewhere. Although there are no university regulations concerning attendance, students are expected to attend all courses regularly. Students should consult with their instructors and/or teaching assistants when they have missed classes to explain the reasons for their absence and to stay on track in the course. Instructors are encouraged to establish their own policies regarding attendance, and it is the student's responsibility to know those policies.

The university encourages students to participate in varsity athletics and other significant extracurricular activities. Students who must miss a class or an examination because of participation in a scheduled varsity athletic event must notify the course instructor as early in the semester as possible. Approved absences are granted at the discretion of the course instructor. When students must miss a scheduled examination, several solutions have been found by instructors. Students have been permitted to take an examination before leaving for the event, or coaches have served as proctors for examinations taken during the athletic event at approximately the same time as the other students in the course. Students have also been allowed to take the examination, or an alternative examination, upon their return from the athletic event.

At Johns Hopkins University instructors have the right and responsibility to establish attendance policies for their courses. However, participation in official University activities, as well as personal emergencies and religious observances, are valid reasons for absence from classes. Official University activities include sanctioned athletic competition. Before the beginning of each semester, coaches must provide their athletes with a schedule of all practice and competitions for that semester, including travel days for away games and potential post-season play competition. During registration, each student-athlete should contact his/her potential instructors in order to inform them of his/her practice and travel schedule demands in order to verify that the absences will not in themselves jeopardize academic success in the class; the instructor can assess the quantity of time to be missed and notify the student-athlete whether he/she could succeed in the planned course. As a general rule, student-athletes, with the assistance of academic advisors, should



schedule their courses so that absences for competition are minimal: this is particularly crucial for those students who are having academic difficulties.

Once a student-athlete has registered for a class he/she must:

- During the first week of each quarter, give all pertinent professors written notice of classes that will be missed in order that the faculty member be aware of the specific sessions to be affected.
- Remind the faculty members in advance of each missed class.
- Arrange to make up all work, including exams, in a reasonable time frame.

**NCAA rules prohibit student-athletes from missing class for practice.**

### Illness and Absence from Class

If a student is absent from class for several days or falls behind in his/her work because of illness, the Registrar and the associate dean's office must be notified. The Registrar maintains a sick list for instructors' information. If the absence is lengthy, instructors are notified by the Registrar of the student's condition. Verification of all illness is required in order to notify instructors of a student's illness. The Student Health Clinic will write notes to verify an illness if it is serious or lasts for more than five days. In addition, the clinic provides the associate deans with a brief summary of a student's symptoms, diagnosis, and treatment when students are treated for less serious illnesses.

Falsely reporting an illness or injury is a violation of the code of student conduct and is subject to disciplinary action.

### Religious Holidays:

Religious holidays are valid reasons to be excuses from class. Students who must miss a class or an examination because of a religious holiday must inform the instructor as early in the semester as possible in order to be excused from class or to make up any work that is missed.

### **Best Practices for Student-Athletes/Professor Relationships**

Student-athletes should introduce themselves to professors on the first date of class.

Student-athletes should review the class syllabus immediately in order to identify potential conflicts between contests and examinations or major assignments. If a class syllabus is not provided, student-athletes should request one from their professor.

Student-athletes should complete a version of the attached letter and present it to each of their professors during the first week of classes during any semester in which the student-athlete is "in-season." The letter should include their contest schedule, including home contests "report times" and away trip departure times which the head coach should provide. The letter should also include a detailed description by the student-athlete of dates and/or exams the student-athlete will miss.

NCAA rules prohibit missing classes due to an athletic practice. Student-athletes must attend all classes, unless a class conflicts with an athletic contest or away trip, or unless illness prevents the student-athlete from attending class.

If the professor is agreeable to the information provided in the letter, student-athletes should discuss potential conflicts between contests and examinations or major assignments with their professor as soon as conflicts are identified. Most professors will work with student-athletes to make accommodations. Do not expect cooperation from the professor if conflicts are not presented to them early in the semester.

Student-athletes should save documentation of the professor's response to the letter. It may be helpful if a problem arises later in the semester.

*Even if the professor is agreeable to the information provided in the letter, student-athletes should evaluate the number of missed classes to determine if it is prudent to continue with that class. In some cases, although the professor agrees to the information in the letter, student-athletes may be better off to consider enrolling in an alternate class because of the number of class/contest conflicts. Student-athletes need to understand that should they continue enrollment in a class that they will often miss, they are still expected to complete all the course work with less access to professors/instructors than other students.*

Student-athletes should remind the professor of their absence at least one week prior to the absence. Upon returning to class, student-athletes are encouraged to ensure that there were no changes to the syllabus or exam dates.

Student-athletes should be sure to read all their e-mails carefully. Student-athletes are required to have their cell phone number and current e-mail address on file with the Department of Athletics. Student-athletes must meet with their academic/faculty advisor once per semester. Student-athletes are welcome in the Office of Academic Advising (A&S) or Office of Student Affairs (EN) at any time.

Student-athletes are encouraged to seek tutoring and study consulting resources at the first sign of difficulties. Student-athletes should contact the Office of Academic Advising for more information.

Student-athletes are reminded to stay informed of all registration and add/drop deadlines.

Student-athletes requiring an “incomplete” grade must discuss this option with their professor to establish a reasonable time period for completion of work.

## **Recreation Center Information**

### **Membership to the O’Connor Recreation Center**

#### College of Arts & Science and Engineering Undergraduate and Graduate Students

All College of Arts & Science and Engineering Undergraduate and Graduate (Homewood) Student-Athletes are assessed the Recreation Membership as part of their tuition and student fees.

#### Non Arts & Science and Engineering Undergraduate and Graduate Students

All non Arts & Science and Engineering Undergraduate and Graduate (non-Homewood) Student-Athletes are not assessed the Recreation Membership as part of their tuition and student fees. To obtain a membership a student-athlete must visit the Recreation Office to complete the membership paperwork. Student-athletes are responsible for the membership fee of \$180/year.

### **Access to the O’Connor Recreation Center**

#### Drop-in use of the Recreation Center

Drop-In use of the facility is any visit for personal or non-scheduled team use of the facility. All members of the Recreation Center (including student-athletes) are required to present a valid Membership ID (J-Card, School of Medicine ID, or Recreation Center ID) at the Welcome Desk to gain access to the facility. A valid Driver’s License or Passport will be also acceptable for those with valid memberships.

#### Official team functions within the Recreation Center

Official team functions include practices, competitions, work-outs, meetings or any other scheduled official team functions. Official team functions do not include captain’s practices or unofficial team functions. For any official team functions student-athletes are not required to present their Membership ID at the Welcome Desk; however they should “check-in” to inform the Welcome Desk Attendant that they are entering the facility for an official team function.

## **Recreation Programs**

Student-athletes should seek the advisement of their coaches or the athletic training staff to prevent possible injury that may occur while participating in recreational programming.

### *Fitness, Outdoor Pursuits, and Aquatics Programs*

Student-athletes may participate in any Fitness, Outdoor Pursuits, or Aquatics Programs.

### *Intramural Sports and Sport Clubs*

Student-athletes may participate in Intramural Sports and Sport Clubs with the exception that a student-athlete cannot participate in an Intramural Sport or Sport Club of which they are listed on the roster of the same Varsity Sport. For example a Varsity Soccer student-athlete may not participate in the Soccer Intramural Leagues (Indoor and Outdoor) or Sport Club.

### *Fees*

Student-athletes are responsible for any program which requires an additional fee.

## **Employment within Recreation**

Student-athletes seeking employment within the Office of Recreation must apply via the [Recreation Student Employment Database](#). Student-athletes and non student-athletes will receive equal consideration for all positions. Student-athletes and non student-athletes must adhere to all guidelines of the specific position including scheduling, shift coverage, and substitution policies.

Johns Hopkins University

Department of Athletics

### Home Game – JHU Group Requests

Below, please specify what home game(s) your group would like to use to promote their cause. Distribution of apparel food and handouts are prohibited, unless pre-approved. **Non-Hopkins affiliated groups will NOT have access to our stadium. Groups and/or teams that are fundraising are not permitted.**

Game Requested \_\_\_\_\_

Date \_\_\_\_\_

Group Description (In a few sentences, please provide a summary of your group and its main objectives/purpose)

Needs (please circle all that apply)

Table            How many?

Chairs            How many?

All requests must be submitted to Kelsie Gory by September 6, 2015 for Fall Sports and January, 31, 2016 for Spring Sports

Requests can be emailed to [kgory1@jhu.edu](mailto:kgory1@jhu.edu) or faxed 410-516-5376

**A request does not guarantee the reservation. After review, Kelsie will contact you to confirm date for your event.**