University of Louisville Mission Statement
The University of Louisville shall be a premier, nationally recognized metropolitan research university with a commitment to the liberal arts and sciences and to the intellectual, cultural, and economic development of our diverse communities and citizens through the pursuit of excellence in five interrelated strategic areas: (1) Educational Experience, (2) Research, Creative, and Scholarly Activity, (3) Accessibility, Diversity, Equity, and Communication, (4) Partnerships and Collaborations, and (5) Institutional Effectiveness of Programs and Services.

University of Louisville Diversity Vision
The University of Louisville strives to foster and sustain an environment of inclusiveness that empowers us all to achieve our highest potential without fear of prejudice or bias. We commit ourselves to building an exemplary educational community that offers a nurturing and challenging intellectual climate, a respect for the spectrum of human diversity, and a genuine understanding of the many differences—including race, ethnicity, gender, gender identity, sexual orientation, age, socio-economic status, disability, religion, national origin, or military status—that enrich a vibrant metropolitan research university. We expect every member of our academic family to embrace the underlying values of this vision and to demonstrate a strong commitment to attracting, retaining and supporting students, faculty and staff who reflect the diversity of our larger society.

University of Louisville Athletic Association Mission Statement
Our mission is to support and counsel our student-athletes so they will maximize their potential at UofL and be successful in preparing for their future lives. We will provide leadership for our student-athletes to inspire their achievement of the goals established in this mission statement. UofL’s competitive athletics provide an outstanding leadership laboratory, and its high quality classroom instruction provides outstanding educational opportunities. It is our responsibility to assure that our student-athletes benefit from these educational and athletic experiences at UofL. To help accomplish our mission, we provide superior services to our fans and donors, the primary financial resources that support our program. These services result in the best opportunities for our student-athletes to participate in well-supported, competitive programs that bring renewed spirit to our campus, our alumni, and the Louisville community.
2014-2015 University of Louisville Student-Athlete Handbook
Receipt of Acknowledgment

The student-athlete handbook has been developed for the exclusive use of the University of Louisville Athletic Association. Student-athletes are expected to abide by the National Collegiate Athletic Association, Atlantic Coast Conference, University of Louisville (UofL), and team policies and guidelines set forth in the handbook. Student-athletes are responsible for reading the handbook and becoming familiar with these policies and guidelines. In the event of a disciplinary incident, the handbook is considered the student-athlete’s first notice.

I agree to the statements above and understand I am responsible for the policies and guidelines set forth in the 2014-2015 UofL Student-Athlete Handbook.

Signature: ___________________________ Date: ________________

Name (Printed): _______________________

Sport: ________________________________

Note: The UofL Student-Athlete Handbook is applicable to all student-athletes at UofL, including groups representing the athletic department (i.e., Spirit Groups and Athletic Pep Band).
2014-2015 University of Louisville Student-Athlete Handbook

The student-athlete handbook and planner have been developed for the exclusive use of the University of Louisville Athletic Association (ULAA). Student-athletes are expected to become familiar with the information provided in this handbook. This handbook was created with the student-athlete in mind and serves as a guide to the many opportunities student-athletes will experience as a student, and as an athlete. We also encourage student-athletes to refer to the University of Louisville Student Handbook and University of Louisville Undergraduate Catalog for additional policies and guidelines regarding being a student at the University of Louisville (UofL).

Student-Athlete Conduct

Student-athletes are representatives of their team, ULAA, and the University. Student-athletes are public figures on campus and in the community and are expected to conduct themselves in an appropriate manner. Student-athletes are expected to uphold the same standards of conduct that have been adopted by the university, as well as standards set forth by the athletic department and the student-athlete’s head coach. Participation in athletics at UofL is not a right, but a privilege. Any violation of state or federal law, National Collegiate Athletic Association (NCAA), Atlantic Coast Conference (ACC), UofL, or individual team rules may result in temporary loss of practice or participation status, indefinite team suspension, reduction of athletics financial aid, or termination of scholarship assistance and dismissal from the team and/or University.

UofL Academic Dishonesty Policy – Section 5 of the Code of Student Rights and Responsibilities

Academic dishonesty is prohibited at UofL. It is a serious offense because it diminishes the quality of scholarship, makes accurate evaluation of student progress impossible, and defrauds those in society who must ultimately depend upon the knowledge and integrity of the institution and its students and faculty. Academic dishonesty includes, but is not limited to, the following:

I. Cheating:
   A. Using or attempting to use books, notes, study aids, calculators, or any other documents, devices, or information in any academic exercise without prior authorization by the teacher.
   B. Copying or attempting to copy from another person’s paper, report, laboratory work, computer program, or other work material in any academic exercise.
   C. Procuring or using tests or examinations, or any other information regarding the content of a test or examination, before the scheduled exercise without prior authorization by the teacher.
   D. Unauthorized communication during any academic exercise.
   E. Discussing the contents of tests or examinations with students who have not yet taken the tests or examinations if the instructor has forbidden such discussion.
   F. Sending a substitute to take one’s examination, test, or quiz, or to perform one’s field or laboratory work; acting as a substitute for another student at any examination, test, or quiz, or at a field or laboratory work assignment.
   G. Conducting research or preparing work for another student, or allowing others to conduct one’s research or prepare one’s work, without prior authorization by the teacher. Except when otherwise explicitly stated by the teacher, examination questions shall become public after they have been given.

II. Fabrication:
   A. Inventing or making up data, research results, information, or procedures, such as:
   B. Inventing or making up data, research results, information, or procedures.
   C. Inventing a record of any portion thereof regarding internship, clinical, or practicum experience.

III. Falsification:
   • Altering or falsifying information, such as:
     1. Changing grade reports or other academic records.
     2. Altering the record of experimental procedures, data, or results.
     3. Altering the record of or reporting false information about internship, clinical, or practicum experiences.
     4. Forgiving someone’s signature or identification on an academic record.
     5. Altering a returned examination paper in order to claim that the examination was graded erroneously.
     6. Falsely citing a source of information.

II. Multiple Submission:
   • The submission of substantial portions of the same academic work, including oral reports, for credit more than once without prior authorization by the teacher involved.

III. Plagiarism:
   A. Representing the words or ideas of someone else as one’s own in any academic exercise, such as:
   B. Submitting as one’s own a paper written by another person or by a commercial “ghost writing” service,
   C. Exactly reproducing someone else’s words without identifying the words with quotation marks or by appropriate indentation, or without properly citing the quotation in a footnote or reference.
   D. Paraphrasing or summarizing someone else’s work without acknowledging the source with a footnote or reference.
E. Using facts, data, graphs, charts, or other information without acknowledging the source with a footnote or reference. Borrowed facts or information obtained in one’s research or reading must be acknowledged unless they are “common knowledge”. Clear examples of “common knowledge” include the names of leaders of prominent nations, basic scientific laws, and the meaning of fundamental concepts and principles in a discipline. The specific audience for which a paper is written may determine what can be viewed as “Common knowledge”: for example, the facts commonly known by a group of chemists will differ radically from those known by a more general audience. Students should check with their teachers regarding what can be viewed as “common knowledge” within a specific field or assignment, but often the student will have to make the final judgment. When in doubt, footnotes or references should be used.

IV. Complicity in Academic Dishonesty:
- Helping or attempting to commit an academically dishonest act. The academic units may have additional guidelines regarding academic dishonesty. It is the student’s responsibility to check with their teachers and academic units to obtain those guidelines.

NCAA Academic Misconduct (NCAA Bylaw 10.1(b)): A violation of UofL’s academic dishonesty policy may result in an NCAA academic misconduct violation. Such a violation may result in a student-athlete’s ineligibility to compete. A student-athlete’s receipt of impermissible academic assistance may also result in an extra benefit violation. UofL is required to report an NCAA academic misconduct violation pursuant to NCAA Division I Bylaw 10.1-(b) in the following instances:

I. Any time a UofL staff member (e.g., coach, professor, tutor, teaching assistant, academic counselor) is involved in arranging fraudulent academic credit or false transcripts for a prospective student-athlete regardless of whether the staff member acted alone or in concert with the prospective student-athlete;
II. Any time a prospective student-athlete or, acting alone or in concert with others, is involved in arranging fraudulent academic credit or false transcripts, regardless of whether it results in a false declaration of eligibility;
III. If the academic misconduct results in a false declaration of eligibility and the student-athlete subsequently competes for UofL.

Team Rules
Each head coach is responsible for providing specific team rules to student-athletes at the beginning of each academic year. Team rules ensure that, at all times, student-athletes conduct themselves in a manner that positively reflects UofL. Coaches have the discretion to establish team rules that restrict use of electronic devices (e.g., mobile phones, iPods). This restriction may include the collection of such devices during the academic year. The use of social media may also be restricted at the discretion of the head coach.

Team Travel
Team travel conduct standards (e.g., individual conduct, dress, curfews) are addressed by each head coach. It is the responsibility of each student-athlete to make up any assignments or exams that may have been missed as a result of team travel. The athletic department only pays for the transportation, room and board for team travel. Phone calls, laundry, room service, etc. will not be paid for by the athletic department. Incidents must not be charged to student-athlete rooms.

Honesty and Sportsmanship (NCAA Bylaw 10.01.1)
Individuals employed by (or associated with) an NCAA member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

Unethical Conduct (NCAA Bylaw 10.1)
Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member, which includes any individual who performs work for the institution or the athletics department even if he or she does not receive compensation for such work, may include, but is not limited to, the following:

I. Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual’s institution;
II. Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
III. Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
IV. Knowingly furnishing or knowingly influencing others to furnish the NCAA or the individual’s institution false or misleading information concerning an individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;
V. Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student- athlete and an agent, financial advisor or a representative of an agent or advisor (e.g., “runner”);
VI. Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per Bylaw 31.2.3.5; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal law;

VII. Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or an institution’s admissions office regarding an individual’s academic record (e.g., schools attended, completion of coursework, grades and test scores);

VIII. Fraudulence or misconduct in connection with entrance or placement examinations;

IX. Engaging in any athletics competition under an assumed name or with intent to otherwise deceive;

X. Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution’s athletics department regarding an individual’s amateur status.

ULAA Alcohol Abuse Policy
Student-athletes are prohibited from consuming alcoholic beverages while attending athletic or athletically sponsored events. Kentucky State law sets a minimum age for purchase and consumption of alcoholic beverages at age 21. Regardless of age, all student-athletes are prohibited from drinking alcoholic beverages when traveling with or representing their teams. Reported violations will be investigated and appropriate actions will be taken. Student-athletes who feel they may have an alcohol abuse problem should talk to their coach, their team trainer, and/or the University Counseling Center. Counseling is confidential.

Use of Tobacco (NCAA Bylaw 17.1.8)
The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

UofL Discrimination and Harassment Policy
Student-athletes are a part of a community that supports both individual ethical integrity and community diversity. UofL does not condone harassment directed toward any person or group, students, employees, or visitors. Student-athletes are to refrain from actions that intimidate, humiliate, or demean persons or groups, or that undermine their security or self-esteem. This includes behavior that demeans others because of their race, ethnicity, ancestry, national origin, religion, gender, sexual orientation, age, physical or mental disabilities, mental retardation, and past/present history of a mental disorder.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

I. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, or participation in a university-sponsored education program or activity;

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

III. Such conduct has the purpose or effect of unreasonably interfering with an individual’s employment or academic performance or creating an intimidating, hostile or offensive working or educational environment.

The complete University of Louisville Notice of Nondiscrimination can be found at the end of this handbook.

UofL Hazing and Initiation Activities Policy
The University is dedicated to promoting a safe and healthy campus environment for its students, faculty, staff, and visitors. As such, the University does not tolerate hazing.

As required by KRS 164.375, the University has adopted a policy prohibiting hazing activities that applies to the conduct of students, faculty and staff, as well as visitors, other licensees and invitees on campus.

The term “hazing” means any action or situation which recklessly or intentionally endangers mental or physical health; creates an atmosphere of servitude; involves dangerous, demeaning or ridiculing activities; involves the forced consumption of liquor or drugs; for the purpose of initiation, admission into, affiliation with, or as a condition of continued membership in a group or organization.

An individual or group will have engaged in prohibited conduct if any of the following behavior occurs: Hazing, encouraging, facilitating or allowing hazing by any organization or by any individual on behalf of an organization or group (recognized or not recognized by the university), or visitor within the University of Louisville community. The express or implied consent of the individual will not be a defense. Apathy or acquiescence in the presence of hazing is not a neutral act; it is a violation of this policy.

Violation of this policy by any student or member of the University faculty or staff, will result in disciplinary action under the provision of the Redbook, and may include dismissal from the University. Possible sanctions for violating the hazing policy for individual students resulting from the University conduct process can range from a reprimand to disciplinary expulsion depending on the severity of the violation. Possible sanctions for student organizations or groups include suspension or restriction from University property or revocation of organization and/or charter recognition. Any organization which recklessly or intentionally endangers mental or physical health or forces consumption of liquor or drugs for the purpose of initiation into or affiliation with any
organization shall be excluded from University campuses for a minimum of two years as determined by the President or his/her designee. Possible sanctions for faculty and staff range from an oral warning to termination of employment.

Violations of this policy are subject to referral to appropriate University, and law enforcement officials, as well as to regional and national affiliated offices, for action or prosecution.

Nothing contained in this section is intended to, nor shall be construed to, limit or restrict freedom of speech or peaceful assembly.

ULAA Sports Information Media Relations Policy

As members of UofL intercollegiate sports teams, student-athletes should be aware that there is significant attention from the community and many national observers on the University’s athletics program. The public is extremely interested in athletics at UofL, and it is from these interested alumni and fans that the University receives much of its support for our athletics program. Student-athletes have a responsibility to their coaches and teammates to cooperate with the media. Interacting with the media gives student-athletes the opportunity to develop communication skills and promote their sport. To provide media representatives with information on a student-athlete, the UofL Sports Information office requests that every student-athlete fill out a questionnaire and speak with a sports information representative. Any personal information disclosed by a student-athlete may be released by the Sports Information office.

Interviews

Student-athletes must not agree to any media interviews unless arrangements have been coordinated through the UofL Sports Information office. This policy will help avoid contact with unauthorized persons who may attempt to gain information for gambling or scouting purposes; and the staff will help arrange interviews at a time convenient for the student-athlete without him/her being contacted at times he/she may not wish to receive those calls. The Sports Information office will not give out the home phone number of a student-athlete, and strongly suggests that student-athletes not disclose such information either. The Sports Information office will let a student-athlete know when to expect authorized contact from media and other related individuals.

Social Media

ULAA recognizes that most student-athletes wish to participate in the networking and social opportunities offered by social media sites (e.g., Facebook, Instagram, Twitter). ULAA encourages student-athletes to use these online communities in constructive and positive ways such as communicating important information to peers, finding people with similar interests, and forming special interest groups. Social media expands one’s reach immensely, and there are many valuable uses of these networks. In the spirit of the University’s mission, we wish to encourage free speech in this online setting; however, there are a number of concerns with social networking sites of which student-athletes should be aware. These concerns are as follows:

I. Privacy Concerns

A. Student-athletes are responsible for understanding and using the privacy settings on the social networking sites. Information posted without using privacy settings may be available to anyone, including university or athletic department personnel, law enforcement officers, media, fans or opposing fans, stalkers/predators/criminals, graduate school admissions officers, potential employers, or even parents. Also, what is posted is accessible long after it is removed. Student-athletes should be aware of who they add as a friend to their site. Do not provide personal identifying information (e.g., date of birth, phone numbers, home addresses, class schedules). Student-athletes should not provide information regarding the travel plans of their team.

B. Do not infringe on the privacy of friends or teammates. Never post the personal information of others. Do not post embarrassing photos of others, teammates, or the university. Student-athletes should ask friends and teammates to respect their privacy and dignity as well. Student-athletes are responsible for any content they post or that which is posted by their friends.

II. Consequences of Irresponsible Use

A. Predators, stalkers, and/or criminals may use this information to target student-athletes for harassment or criminal attacks or to engage in identity theft

B. Media may use this information to project student-athletes in a negative light

C. Opposing fans may use this information to taunt or harass student-athletes

D. Agents or “runners” may utilize these sites to contact student-athletes, which may adversely affect NCAA eligibility

E. Potential employers may use this information adversely if they perceive a student-athlete’s site to be immature or unprofessional as they gather information for a background check

F. Graduate school admissions officers may use this information to ascertain maturity and professional growth

G. Law enforcement personnel (on and off campus) may use information to prosecute a student-athlete criminally if he/she is displaying behavior that violates the law, has admitted to breaking the law, or has used threatening, harassing, or defamatory language.

H. Student Affairs personnel may use information posted on a student-athlete’s site to ascertain whether they have violated any provisions of the UofL Student Code of Conduct and to bring disciplinary action.
I. Athletic department personnel (including coaches) may take disciplinary action against a student-athlete for any violation of federal, state or local law, the University of Louisville Student Code of Conduct, the University of Louisville Student-Athlete Code of Conduct, team, NCAA or ACC rules, that is apparent from the information given or from the photos displayed on a social media account. Athletic department personnel have the authority to check student-athletes’ websites, if they desire, for any violations of the above rules and policies. The disciplinary actions to be taken will conform to the provisions set forth in the University of Louisville Student Code of Conduct.

Student-athletes are representatives of the university and of ULAA. Participation in athletics is a privilege, and student-athletes must adhere not only to the rules and policies listed above, but conduct themselves in ways that exemplify the socially responsible and honorable behavior expected of all student-athletes at UoL. Enjoy all the positive benefits of social media, but be a responsible user of social networking. Examples of irresponsible and/or prohibited behavior may include the following, but are not limited to:

I. Hazing
II. Use of alcohol (if underage)
III. Use of drugs
IV. Use of firearms
V. Lewd or sexually provocative depictions or comments
VI. Defamatory comments
VII. Harassing or threatening comments
VIII. Derogatory comments about athletic department personnel including coaches
IX. Communication with a sports agent
X. Communication of team information
XI. Violation of the privacy rights of others

Sports Wagering (NCAA Bylaws 10.02.1, 10.02.2, 10.3 and 10.4)

 Definitions:

I. Sports Wagering: Placing, accepting or soliciting a wager (on a staff member’s or student-athlete’s own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

II. Wager: Any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

III. Consequences of Sports Wagering: Prospective or enrolled student-athletes found in violation of NCAA sports wagering regulations shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

A. A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins (“point shaving”) or who participates in any sports wagering activity involving the student-athlete’s institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.

B. A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a parlay card shall be ineligible for all regular-season and postseason competition for a minimum period of one year from the date of the institution’s determination that a violation occurred and shall be charged with the loss of a minimum of one season of eligibility. If the student-athlete is determined to have been involved in a later violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all remaining regular-season and postseason eligibility in all sports.

ULAA Office of Athletics Compliance

UoL is a member of the NCAA, Division I. As such, the University and its staff and student-athletes are required to comply with NCAA Division I rules. If there are violations of the rules, UoL is required to report those violations. Some violations may result in a student-athlete being declared ineligible for practice and/or competition; however, there is a reinstatement process available through the NCAA national office in Indianapolis. The Office of Athletics Compliance assists student-athletes through this process. If a student-athlete or staff member has questions regarding NCAA, ACC or UoL eligibility rules, he/she should contact the Office of Athletics Compliance.

Prior to the first day of practice each year, the Office of Athletics Compliance will meet with each team to discuss NCAA rules and athletic department procedures. At this time, every student-athlete must complete and sign forms including, but not limited to; the NCAA Student-Athlete Eligibility Statement and Drug Testing Consent, Employment, Automobile Registration, and Drug Testing Consent forms.
Note: Any section marked with “[F]” indicates the completion of a form.
Student-athletes (including walk-ons, male practice players, etc.) are not permitted to participate in intercollegiate athletic practice or competition unless he/she has participated in his/her team meeting or met individually with the Office of Athletics Compliance. For more information regarding NCAA rules and regulations, contact the Senior Associate Athletic Director of Compliance at (502) 852-7728.

**Extra Benefits (NCAA Bylaw 16.02.3)**
An extra benefit is any special arrangement provided to a student-athlete or the student-athlete’s relatives or friends that is permitted under NCAA rules. Receipt of a benefit that is generally available to other students or their relatives or friends is not an extra benefit. Student-athletes should not accept any gift or benefit that is not available to the general student body or the general public, as this could jeopardize eligibility. Examples include, but are not limited to: discounts off purchases, free meals, free transportation, free storage and free entrance to movies, clubs or events. Any questions regarding extra benefits should be directed to coaches or the Office of Athletics Compliance staff.

Student-athletes are not permitted to:
I. Accept athletic equipment, supplies, or clothing directly from a manufacturer or commercial enterprise;
II. Receive payment from any source for complimentary admissions or exchange them for any item of value;
III. Use athletic department phones to make long distance phone calls or bill long distance to UofL;
IV. Use UofL or athletic department copying machines; or
V. Have UofL or athletic department employees perform services such as typing papers/assignments.

**Transfers (NCAA Bylaw 14.5)**
Student-athletes who previously attended a two- or four-year institution, even those who did not participate in athletics at a previous institution, are considered a transfer student-athlete. The NCAA requires extensive documentation on a transfer student-athlete who wishes to participate in athletics at UofL. Students must complete the appropriate paperwork and meet NCAA transfer requirements before receiving financial aid and/or being allowed to practice or compete at UofL.

**Transfer Student-Athlete and Eligibility for Institutional Athletically Related Financial Aid (NCAA Bylaw 14.5.5.4)**
A student who transfers to an NCAA Division I institution from a four-year institution may receive institutional athletically related financial aid during his or her first academic year at the new institution only if he or she would have been academically eligible to compete during the next regular academic term had the student-athlete remained at the previous institution. A student-athlete who transfers from a four-year institution to a two-year institution and then to the NCAA Division I institution must complete at least one regular academic term of enrollment at the two-year institution to be eligible for institutional athletically related financial aid at the NCAA Division I institution.

**Transferring Within the ACC (Intra-Conference Transfer Rule)**
A student-athlete who transfers directly to an ACC institution from another ACC institution, and who was recruited by the institution from which they are transferring, for whom the athletics department interceded in the admissions process, or who received any athletically related financial aid during the academic years immediately prior to the transfer is required to complete one academic year of residency (two full semesters or three full quarters) at the new ACC institution before being eligible to compete for or to receive athletically related financial aid from the certifying institution. This academic year of residency shall count as one of the student-athlete’s four permissible seasons of competition permitted under NCAA legislation.

**Transferring Within the ACC after Graduation Exception**
A student-athlete who receives a baccalaureate degree at one ACC institution and who has been admitted into a graduate degree program at another ACC institution may transfer to another ACC institution without being subject to the intra-conference transfer rule. NCAA Division I transfer regulations still apply.

**Transferring from UofL**
If a student-athlete is interested in transferring to another four-year college or university, he/she shall inform his/her coach. Before a student-athlete is permitted to discuss transferring to a new school with coaches or staff from other institutions, he/she must first obtain written permission from the Office of Athletics Compliance at UofL. The student-athlete must provide a list of schools he/she would like to contact in writing to the Office of Athletics Compliance.

If a student-athlete or his/her parents contact another institution prior to receiving written permission, the other institution is obligated to refrain from speaking to the student-athlete until he/she has written permission from UofL. The new school must receive written permission from the Athletic Director or the Office of Athletics Compliance before having further discussion with the student-athlete.

If a student-athlete is denied permission to contact another institution regarding his/her potential transfer, he/she has the right to a hearing on this matter in front of a non-athletics committee at UofL.
NCAA regulations require transfers to complete one year of residency at the new institution prior to participating in athletics, unless the student-athlete meets an NCAA transfer exception. The most common transfer exception is the one-time transfer; however, this exception cannot be used in the sports of baseball, men’s ice hockey, football and men’s and women’s basketball.

If a student-athlete’s request to contact another school for purposes of transferring is denied, he/she will be notified in writing of an opportunity to appeal of this decision. All transfer appeals are heard by the Committee on Academic Performance (CAP) of the ULAA, a committee composed entirely of non-athletics faculty/staff members at the university. Should a student-athlete choose to appeal, the Office of Athletics Compliance will assist the student-athlete in promptly scheduling a hearing to review his/her circumstances in front of CAP. Please contact the Office of Athletics Compliance for more information on transfer procedures.

One-Time Transfer Exception (NCAA Bylaw 14.5.5.2.10)
In sports other than baseball, football, men’s and women’s basketball, or men’s ice hockey, it is possible under NCAA rules to receive a one-time exception to the one-year residency requirement under certain circumstances. In other words, a student-athlete may be immediately eligible if all of the following conditions are met:

I. Participant in a sport other than baseball, football, men’s and women’s basketball, or men’s ice hockey;
II. Has not transferred previously from another four-year institution;
III. Is in good academic standing and would be eligible if he/she returned to the university;
IV. The previous university certifies in writing that there is no objection to the granting of an exception to the transfer residence requirement.

If the student-athlete is not granted permission to discuss transfer possibilities with another institution, and are denied a “release” to waive the residence requirement, he/she can still transfer. However, the student-athlete will be ineligible to compete or receive athletic financial aid in his/her first year at the four-year institution.

Graduate Student One-Time Transfer Exception (NCAA Bylaw 14.1.8.1)
A graduate student who is enrolled in a graduate or professional school of an institution other than the institution from which he or she previously received a baccalaureate degree may participate in intercollegiate athletics if the student fulfills the conditions of the one-time transfer exception set forth in Bylaw 14.5.5.2.10 (see above) and has eligibility remaining per Bylaw 14.2. A graduate student who does not meet the one-time transfer exception due to the restrictions of Bylaw 14.5.5.2.10-(a) (participants in baseball, football, men’s and women’s basketball and ice hockey) shall qualify for this exception, provided:

I. The student fulfills the remaining conditions of Bylaw 14.5.5.2.10;
II. The student has at least one season of competition remaining; and
III. The student’s previous institution did not renew his or her athletically related financial aid for the following academic year.

Mandatory Medical Examination (NCAA Bylaw 17.1.5, 17.1.5.1):
Prior to participation in any practice, competition or out-of-season conditioning activities (e.g., summer access), student-athletes who are beginning their initial season of eligibility shall be required to undergo a medical examination or evaluation administered or supervised by a physician (e.g., family physician, team physician). The examination or evaluation must be administered within six months prior to participation in any practice, competition or out-of-season conditioning activities. In following years, an updated history of the student-athlete’s medical condition shall be administered by an institutional medical staff member (e.g., sports medicine staff, team physician) to determine if additional examinations (e.g., physical, cardiovascular, neurological) are required. The updated history must be administered within six months prior to the student-athlete’s participation in any practice, competition or out-of-season conditioning activities for the applicable academic year.

- **Sickle Cell Solubility Test:** The examination or evaluation of student-athletes who are beginning their initial season of eligibility and students who are trying out for a team shall include a sickle cell solubility test, unless documented results of a prior test are provided to the institution or the prospective student-athlete or student-athlete declines the test and signs a written release.

Playing and Practice Season (NCAA Bylaw 17)
The playing (i.e., practice and competition) season for a particular sport is the period of time between the date of an institution’s first officially recognized practice session and the date of the institution’s last practice session or date of competition, whichever occurs later. An institution may conduct officially recognized practice and competition each academic year only during the playing season as regulated for each sport in accordance with the applicable NCAA bylaws.

- **Practice Time Limits**
  A. **Inside the Playing Season:** A student-athlete’s participation in countable athletically related activities shall be limited to a maximum of four hours per day and 20 hours per week, with one day off required during the season. There are exceptions to this rule such as post-season competition and vacation periods when classes are not in session.
  B. **Outside the Playing Season:** In sports other than baseball and football, outside of the playing season, a student-athlete’s participation in such activities (i.e. weight-training, conditioning and individual skill instruction) shall be
limited to a maximum of eight hours per week with not more than two hours per week spent on individual skill workouts.

Student-athletes are required to have two days off per week outside the playing season. All athletic related activities outside the playing season are prohibited one week prior to the beginning of the final examination period through the conclusion of each student-athlete’s final exams.

Participation by student-athletes in individual skill-related instruction in sports other than football and baseball is permitted outside the institution’s declared playing season, from the institution’s first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the institution’s final examination period at the conclusion of the academic year. From September 15 through April 15, more than four student-athletes from a team may be involved in skill-related instruction with their coaches. Any time outside of this period within the academic year, no more than four student-athletes from the same team may be involved in skill-related instruction with their coach(es) at any one time in any facility.

In baseball, participation by student-athletes in skill-related instruction is permitted outside the institution’s declared playing season, from the institution’s first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the final examination period at the conclusion of the academic year. More than four student-athletes may be involved in skill-related instruction with their coaches from September 15 to one week prior to the final examination period for the fall term and from January 15 through April 15. No more than four student-athletes may be involved in skill-related instruction with their coaches at any one time in any facility prior to September 15, from the opening day of classes of the institution’s second academic term to January 15 (for those institutions that begin classes prior to January 15) and after April 15.

In the sport of football, activities between the institution’s last contest and January 1 are limited to required weight-training, conditioning and the review of game film. A student-athlete’s participation in such activities shall be limited to a maximum of eight hours per week, of which no more than two hours per week may be spent on the viewing of film. All activities beginning January 1 and outside the playing season shall be conducted pursuant to NCAA Bylaw 17.11.6.

**Summer Workouts/Voluntary Activities (NCAA Bylaw 17.02.13)**

Workouts in sports other than basketball and football, conducted during the summer vacation period are strictly voluntary. These workouts are at the discretion of the student-athlete and should not be mandated by any coach or staff member. The following criterion governs summer conditioning activity.

I. The student-athlete must not be required to report back to a coach or other athletics department staff member (e.g., strength coach, trainer, manager) any information related to the activity and those individuals permitted to observe such activity may not report back to the student-athlete’s coach;

II. The activity must be initiated and requested solely by the student-athlete. However, it is permissible for an athletics department staff member to provide information to student-athletes related to available opportunities for participating in voluntary activities (e.g., times when the strength and conditioning coach will be on duty in the weight room or on the track) and may assign times in advance as to when the institutional facilities for such purposes are available;

III. The student-athlete’s attendance and participation in the activity (or lack thereof) may not be recorded for the purposes of reporting such information to coaching staff members or other student-athletes; and

IV. The student-athlete may not be subjected to penalty if he or she elects not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives (e.g., awards) to a student-athlete based on his or her attendance or performance in the activity.

In basketball and football, a student-athlete who is enrolled in summer school or a student-athlete who meets the specified opt-out academic benchmarks may engage in required weight-training, conditioning and skill-related instruction for up to eight weeks (not required to be consecutive weeks). Participation in such activities shall be limited to a maximum of eight hours per week with not more than two hours per week spent on skill-related instruction (basketball) or two hours of film review (football).

**Outside Competition [F]**

A student-athlete must obtain written approval from the Office of Athletics Compliance prior to practicing with an outside team or competing in an event while not representing UofL. In order to protect the eligibility of all student-athletes, prior written approval must also be obtained for a competition not scheduled through UofL or while not representing UofL at any time (e.g., Olympic/International events, unattached, local tournaments).

**Student-Athlete Employment (NCAA Bylaw 12.4) [F]**

Prior to beginning any type of employment at any time (i.e., summer or during the academic year), student-athletes must receive written approval from the Office of Athletics Compliance. Examples of employment include, but are not limited to the following: sports camp/clinic, summer job in hometown, tutoring, paid internship. Each academic year student-athletes will need to complete the form again regardless if it is with the same employer. Student-athletes must have his/her employer and head coach sign a form to verify the employment meets NCAA regulations.
Earnings from a student-athlete’s on- or off-campus employment that occurs at any time is exempt and is not counted in determining a student-athlete’s full grant-in-aid limitations or in the institution’s team financial aid limitations, provided:

I. The student-athlete’s compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletics ability;
II. The student-athlete is compensated only for work actually performed; and
III. The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

Private Lessons/fee-for-Lesson Instruction
A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided:

I. Institutional facilities are not used;
II. Playing lessons shall not be permitted;
III. The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year;
IV. The compensation is paid by the lesson recipient (or the recipient’s family) and not another individual or entity;
V. Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time; and
VI. The student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lesson sessions.

Promotional Activities (NCAA Bylaw 12.5) [F]
Student-athletes are permitted to participate in promotional activities for UofL, the ACC or a non-institutional charitable, educational or nonprofit agency as long as certain conditions are met. NCAA rules require PRIOR APPROVAL for all participation in promotional activities to prevent violations of these conditions. Student-athletes may not miss class. If a student-athlete is asked to participate (name, picture, likeness, guest appearance, speaker, etc.) in a promotional activity, he/she must contact his/her coaches or the Office of Athletics Compliance staff prior to participating.

Athletic Awards
Student-athletes may receive awards that recognize their contribution to their sports program. Student-athletes must meet all of the following criteria to receive an athletic award:

I. Be in good academic standing;
II. Be eligible to participate in athletic competition;
III. Must have represented UofL at the time of competition.

All award nominations are recommended by a head coach, or group of coaches, and then approved by the Director of Athletics. Consideration is given to athletic performance, sportsmanship, and observance of rules, as well as other applicable criteria.

Letter Awards
Every head coach is permitted to make letter award nominations based on length of participation in varsity competition. The criteria for lettering in each varsity sport are established at the discretion of the head coach of that sport. Student-athletes will receive an award upon the recommendation of the head coach and approval by the Director of Athletics.

In order to receive an athletic award, student-athletes must be of amateur standing and eligible for athletic competition. Consideration for awards is given to athletic performance, sportsmanship and observance of rules. Letter awards are not presented during a redshirt year, as it is assumed that an additional year of eligibility will be awarded to earn a letter award. Also, those student-athletes who have relinquished their eligibility due to an injury or medical condition are not eligible for letter awards. All awards given must comply with NCAA regulations regarding the type, number and value of awards. Letter awards may be withheld if a student-athlete fails to replace equipment issued for practice, competition, or post-season conditioning. Additionally, letter awards will be held if a student-athlete fails to complete a senior exit interview and/or sports medicine exit interview.

Student-athletes will have the choice of the following awards:

I. Freshmen, Sophomores and Juniors will choose a jacket, a garment bag, a blanket, or a watch ($225 maximum value)
II. Seniors may order a ring ($425 maximum value). Seniors must complete an Exit Interview (written or online) in order to receive Letter Award. Transfer student-athletes must graduate to qualify for a ring after their final season of competition. Otherwise, may choose from other available awards.

Award Limitations (NCAA Bylaw 16.1.4)
Awards are given to student-athletes to recognize a special achievement. Student-athletes may not sell, trade, auction, or barter any athletic award. The NCAA restricts awards that student-athletes may receive to items that can be personalized with the institution’s insignia or letter, event specification or comparable identification. Student-athletes may not receive a cash award or an
award that can be negotiated for cash. Additionally, the NCAA has strict limitations regarding the dollar value of awards that a student-athlete may accept, and who is permitted to offer an award.

Accepting any gift or benefit that is not available to other students at UoFL, even if the offer is termed “an award”, can jeopardize a student-athlete’s amateur status. All gifts, benefits or “awards” from boosters and/or professional athletics associations are restricted by NCAA rules and regulations, and acceptance of such may jeopardize your eligibility. Check with the Office of Athletics Compliance before accepting any award that recognizes athletic accomplishments and is provided by anyone outside the university.

Complimentary Admissions (NCAA Bylaw 16.2)
The NCAA permits UoFL the opportunity to provide student-athletes with four complimentary admissions per contest (home and away) in the student-athlete’s sport. This increases to six complimentary admissions for NCAA championships or bowl games (based on availability). The complimentary admissions will be provided through a pass list located at the competition site. Only those individuals designated by a student-athlete will be admitted. Student-athletes should inform guests that valid photo identification must be presented in order to obtain admission.

Student-athletes wanting to attend other UoFL games or events that charge admission may sign up for one ticket in the Olga S. Peers Academic Center for Student-Athletes (OPAC) in the Student Activities Center (SAC). Tickets are limited; therefore, student-athletes sign up for tickets on “first come, first serve” basis. The list is then submitted to the ticket office the day prior to the game (submitted Friday for a weekend game) at 3:00 p.m., and a student-athlete pass list is created. Before entering a game, student-athletes must show a picture ID and sign the list provided at the game. Student-athletes are then given a ticket stub and allowed to enter through the pass gate. Any violation of or attempt to defraud this policy will result in the termination of ticket privileges and may result in ineligibility for competition per NCAA rules.

Selling Complimentary Tickets
Neither student-athletes nor the people designated to receive complimentary admissions may receive payment from any source for these admissions and may not exchange or assign the tickets for any value. Receipt of payment by either party is considered an extra benefit not available to the general student body and will render student-athletes ineligible for participation in intercollegiate athletics. Furthermore, student-athletes may not purchase tickets for any athletic event from UoFL and then sell the tickets at a price greater than face value. Re-selling tickets will result in student-athlete ineligibility.

Hosting a Prospective Student-Athlete (i.e., “recruit”)
When a prospective student-athlete visits UoFL for an official visit, student-athletes may be asked on occasion to serve as a host. It is important that student-athletes are aware of and avoid violating UoFL and NCAA rules while acting as a student host. Student-athletes must avoid placing themselves and/or the prospective student-athlete in any situation that reflects negatively on the student-athlete, the prospective student-athlete, the team of which the student-athlete is a member, or the university.

I. As a student-athlete host, it is permissible to receive the following:
   II. A maximum of $40 for each day the student-athlete hosts the prospective student-athlete to be used for entertaining the student-athlete host, the prospect, and the prospect’s parents. For an additional prospective student-athlete, a student-athlete host may receive $20 a day. All entertainment of a prospect must take place within a 30-mile radius of campus. A student-athlete host should use the host money for “actual and necessary” expenses (e.g., snacks and entertainment). The student-athlete host may not use the money for souvenirs (e.g., hats, t-shirts, or other logo items).
   III. A complimentary meal provided to the official student-host during the time period of the meal (one host per prospect per meal).
   IV. A complimentary admission to a campus athletic event, provided the ticket is used to accompany the prospect during the visit.
   V. Impermissible activities while hosting a prospect include:
   VI. Making comments to the media or on social media sites (e.g., Facebook, Twitter, or fan pages) about the prospect
   VII. Use of a university vehicle or one provided by a coach or any institutional staff member.
   VIII. Using host money to pay entertainment expenses for a prospect’s siblings, friends, or other student-athletes including teammates.
   IX. Providing, encouraging or persuading the use of drugs or alcohol by a prospective student-athlete.
   X. Participating in any unethical or illegal activity that violates criminal law, or NCAA or university rules including the use of drugs, underage use of alcohol, or participation in gambling activities.
   XI. Attendance at adult entertainment facilities, use of escort services, exotic dancers, or the use of sex as a recruiting tool.
   XII. It is not permissible for contact to occur at any time between a prospect and booster (i.e., fan, season ticket holder, donor or former player).

Each host will receive a written document outlining the applicable NCAA legislation. This document must be signed by the host indicating the host’s understanding and acceptance of applicable NCAA recruiting legislation. Remember, a student-athlete host
represents the university, the athletic department, and his/her team. Student-athlete hosts should represent themselves and UofL with pride, class, and respect at all times.

**Athletic Representatives (i.e., “boosters”)**

Per NCAA rules, UofL is responsible for the control and conduct of its intercollegiate athletics program. This responsibility includes accountability for the acts of “athletic representatives.” An athletic representative is an individual who is a member of any of the various booster support groups or any individual who has made financial contributions to intercollegiate athletics or athletic boosters support organizations or alums of the institution. Once an individual has been identified as an “athletic representative” he or she retains that identity forever and is governed by the same NCAA and University rules and regulations as athletic staff members.

When in contact with athletic representatives, student-athletes must adhere to the following rules and regulations established by the NCAA. Any violation of these rules could result in loss of eligibility.

As an example, athletic representatives are not permitted to provide student-athletes or their family/friends with any of the following:

I. A special discount, payment arrangement, or credit on purchases or services;
II. A loan of money in any amount;
III. A guarantee of bond;
IV. The purchase of a meal or service at commercial establishments (exception: an occasional meal at a booster’s home);
V. Transportation to or from a summer job;
VI. A benefit connection with off-campus housing;
VII. Signing or co-signing a note with an outside agency to arrange a loan;
VIII. Selling or giving tickets to athletic, university or town events;
IX. Misrepresentation of information provided to the university;
X. The use of personal property;
XI. Providing holiday or birthday cards.

**Agents (NCAA Bylaw 12.3) [F]**

Contact with a professional sports agent could jeopardize all remaining eligibility in a student-athlete’s sport. UofL strongly discourages student-athletes and their families from speaking with agents or “runners” (including current UofL students acting on behalf of agents) on the telephone or having any in-person contact with an agent until the student-athlete has exhausted his/her eligibility.

Any agent wishing to contact a student-athlete must register with the specific players association (e.g., National Football League Players Association), the state of Kentucky, and the Office of Athletics Compliance. Any agent desiring to meet with a UofL student-athlete on campus is required to register with the Office of Athletics Compliance. Meeting with agents off the UofL campus is strongly discouraged. At no time may a student-athlete receive tangible benefits from an agent nor enter into any agreement, written or verbal, with an agent prior to the expiration of the student-athlete’s eligibility.

UofL may institute legal action against any agent jeopardizing a student-athlete’s eligibility due to violations of NCAA regulations. Any student-athlete wishing to discuss interviewing agent representation must notify the Senior Associate Athletic Director of Compliance at (502) 852-7728 or the Associate Athletic Director of Compliance at (502) 852-8871.

**Amateurism (NCAA Bylaw 12)**

Only an amateur student-athlete is eligible for intercollegiate athletic participation in a particular sport at a NCAA institution. An individual loses amateur status and shall not be eligible for intercollegiate competition in a particular sport if the individual:

I. Uses his or her athletics skill (directly or indirectly) for pay, in any form, in that sport (see prohibited forms of pay below);
II. Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
III. Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received;
IV. Receives, directly or indirectly, a 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 regulations;
V. Competes on any professional athletics team and knows (or has reason to know) that the team is a professional athletics team (per NCAA Bylaw 12.02), even if no pay or remuneration for expenses was received;
VI. Enters into a professional draft or an agreement with an agent or other entity to negotiate a professional contract (NCAA Bylaw 12.2.4 for exception related to professional basketball and football drafts).

**Prohibited Forms of Pay**

- Below is a list of examples of pay as noted above. This list is not exhaustive. Please see the Office of Compliance to discuss any questions regarding eligible expenses.
  - A. Salary (direct or indirect), gratuity or compensation based on athletics ability and/or participation;
  - B. Other pay based on revenues/profits (e.g. bonuses, game receipts, etc.);
Involvement

Professional assistance

II. Tryout

A. Financials

1. Tryout Prior to Enrollment: A student-athlete remains eligible in a sport even though, prior to enrollment in a collegiate institution, the student-athlete may have tried out with a professional athletics team in a sport or received not more than one expense-paid visit from each professional team (or a combine including that team), provided such a visit did not exceed 48 hours and any payment or compensation in connection with the visit was not in excess of actual and necessary expenses. A self-financed tryout may be for any length of time.

B. Tryout After Enrollment: After initial full-time collegiate enrollment, an individual who has eligibility remaining may try out with a professional athletics team (or participate in a combine including that team) at any time, provided the individual does not miss class. The individual may receive actual and necessary expenses in conjunction with one 48-hour tryout per professional team (or a combine including that team). The 48-hour tryout period shall begin at the time the individual arrives at the tryout location. At the completion of the 48-hour period, the individual must depart the location of the tryout immediately in order to receive return transportation expenses. A tryout may extend beyond 48 hours if the individual self-finances additional expenses, including return transportation. A self-financed tryout may be for any length of time, provided the individual does not miss class.

C. Basketball Draft Combine: In basketball, a student-athlete may accept actual and necessary travel, and room and board expenses from a professional sports organization to attend that organization’s predraft basketball camp regardless of the duration of the camp.

D. Outside Competition Prohibited: During a tryout, an individual may not take part in any outside competition (games or scrimmages) as a representative of a professional team.

E. Practice Without Competition: An individual may participate in practice sessions conducted by a professional team, provided such participation meets the requirements of NCAA legislation governing tryouts with professional athletics teams and the individual does not: (a) Receive any compensation for participation in the practice session; (b) enter into any contract or agreement with a professional team or sports organization; or (c) take part in any outside competition (games or scrimmages) as a representative of a professional team.

F. Competitions Against Professionals (NCAA Bylaw 12.2.3.1): An individual may participate individually or as a member of an amateur team against professional athletes.

G. Competitions With Professionals (NCAA Bylaw 12.2.3.2): An individual shall not be eligible for intercollegiate athletics in a sport if the individual ever participated on a team and knew (or had reason to know) that the team was a professional team (per NCAA Bylaw 12.02.8) in that sport. However, an individual may compete on a tennis, golf, or two-person sand volleyball team with persons who are competing for cash or a comparable prize, provided the individual does not receive payment of any kind for such participation.

H. Basketball Draft Combine: In basketball, a student-athlete may accept actual and necessary travel, and room and board expenses from a professional sports organization to attend that organization’s predraft basketball camp regardless of the duration of the camp.

I. Professional Player as a Team Member (NCAA Bylaw 12.2.3.2): An individual may participate with a professional on a team, provided the professional is not being paid by a professional team or league to play as a member of that team (i.e., summer basketball league with teams composed of both professional and amateur athletes).

J. Amateur Professional Leagues: An individual may participate as a member of an amateur team in a league in which one or more of the teams are professional, provided the league is not a member of a recognized professional sports organization or is not directly supported or sponsored by a professional sports team or organization.

Draft and Inquiry/Sports Teams Drafts (NCAA Bylaw 12.2.4)
I. **Draft List:** An individual loses amateur status in a particular sport when the individual asks to be placed on the draft list or supplemental draft list of a professional league in that sport, even though (NCAA Bylaw 12.2.4.2):

II. The individual asks that his or her name be withdrawn from the draft list prior to the actual draft;

III. The individual’s name remains on the list but he or she is not drafted;

IV. The individual is drafted but does not sign an agreement with any professional sports team.

V. **Exceptions - Professional Basketball and Football Drafts:** A student-athlete in the sport of basketball may enter a professional league’s draft one time during his or her collegiate career without jeopardizing eligibility in that sport, provided the student-athlete declares his or her intention to resume intercollegiate participation within 30 days after the draft. An enrolled student-athlete in the sport of Division I (FBS) football may enter the NFL draft one time during his collegiate career without jeopardizing eligibility in the sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his intention to resume intercollegiate participation within 72 hours following the National Football League’s draft declaration date. The student-athlete’s declaration of intent shall be in writing to the institution’s Director of Athletics. The student-athlete may not enter into any written or oral agreement with an agent.

VI. **Negotiations (NCAA Bylaw 12.2.4.3):** An individual may request information about professional market value without affecting his or her amateur status. Further, the individual, his or her legal guardians or the institution’s professional sports counseling panel may enter into negotiations with a professional sports organization without the loss of the individual’s amateur status. An individual who retains the services of an agent shall lose amateur status. (NCAA Bylaw 12.2.4.3)

**Legal Counsel (NCAA Bylaw 12.3.2)**

Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent under this rule, unless the lawyer also represents the student-athlete in negotiations for such a contract.

- **Presence of Lawyer at Negotiations (NCAA Bylaw 12.3.2.1):** A lawyer may not be present during discussions of a contract offer with a professional sports organization or have any direct contact (i.e., in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer’s presence during such discussion is considered representation by an agent.

**Student-Athlete Disability Insurance**

Per NCAA regulations, an individual may borrow against his or her potential future earnings from an established, accredited financial institution exclusively for the purpose of purchasing insurance (with no cash surrender value) against a disabling injury or illness that would prevent the individual from pursuing a chosen career, provided an athletics representative of UofL as third party is not involved in arrangements for securing the loan. Student-athletes identified as candidates for disability insurance should consult the Office of Athletics Compliance for guidance on the process. [F]

**Student-Athlete Financial Aid**

The NCAA, ACC, and UofL rules provide that financial aid based on athletic ability (i.e. grant-in-aid) may be awarded for only tuition, room, board and books necessary for a student-athlete’s selected course of study, depending on the amount of the award. A grant-in-aid is awarded and renewable on a year-by-year basis. Renewal and non-renewal notices from the Office of Financial Aid will be provided to each student-athlete prior to July 1. Renewal awards must be signed by the student-athlete (Note: a parent’s signature is required if the student-athlete is under age 18) and returned to the Office of Compliance. These forms will be forwarded to the Office of Financial Aid.

**Cancellation of Financial Aid/Non-Renewal of Financial Aid**

In the event a student-athlete’s financial aid is cancelled or reduced during the period of award or it is not renewed, or reduced for the following year, the UofL’s financial aid authority will notify the student-athlete in writing of the opportunity for a hearing. UofL has established reasonable procedures for promptly hearing such a request and shall not delegate the responsibility for conducting the hearing to individuals employed by the athletics department or its faculty athletics committee. The written notification of the opportunity for a hearing includes UofL’s established policies and procedures for conducting the required hearing, including the deadline by which a student-athlete must request such a hearing. Note: Most UofL financial aid awards are awarded on a one-year basis and can be non-renewed for any reason.

**Qualifying for Aid**

Varsity teams are provided with a specific number of grant-in-aid in accordance with UofL budgetary restrictions and NCAA regulations. Grants-in-aid are awarded by UofL’s Office of Financial Aid upon recommendation of the head coach and approval of the Director of Athletics. Grants-in-aid are not reimbursement for services performed, but rather an aid for educational expenses. To qualify for an athletics grant-in-aid, student-athletes must meet the following requirements; (1) fulfill UofL admission requirements, and (2) meet and maintain the eligibility requirements for athletics participation and financial aid established by the NCAA, ACC, and UofL. Grants-in-aid will not be increased, reduced, or canceled during the period of the award on the basis of student-athlete’s athletics ability, performance or contribution to the team’s success, or because of illness or injury that prevents a student-athlete from participating in athletics, or for any athletic reasons.
Grant-in-aid amounts may be reduced immediately or canceled during the term of the award if the student-athlete renders himself or herself ineligible for intercollegiate competition (e.g., dropping below 12 hours; providing false information on a University application, letter of intent, or financial aid agreement; engaging in serious misconduct that brings disciplinary action from UofL; behavior detrimental to UofL; or voluntarily withdrawing from the sport for personal reasons at any time).

Grant-in-aid amounts must be reduced or canceled if the student-athlete signs a professional sports contract for the sport, accepts money for playing in an athletics contest, agrees to be represented by an agent and accepts money, or receives other aid that causes him/her to exceed individual limits.

Student-athletes may be eligible for federal, state and institutional financial aid, and can apply for non-athletic financial assistance through the Office of Financial Aid. All financial aid from any source outside the Office of Financial Aid must be reported to the Office of Compliance and Office of Financial Aid to verify whether the aid may be accepted by the student-athlete in accordance with NCAA regulations.

Student-athletes who receive room and board as a part of their grant-in-aid should note that this part of their grant is considered taxable income by the Internal Revenue Service.

**Housing**

The Housing and Residence Life Office houses undergraduate and graduate students on both the Belknap and the Health Sciences campuses. Both campuses have apartment and residence hall facilities. Applications require a deposit. Freshmen on Belknap campus must live on campus via university regulations. For more information regarding housing, visit the Housing and Residence Life website at www.louisville.edu/housing.

Student-athletes are subject to the same rules and regulations as the rest of the student body. Student-athletes are expected to conduct themselves in a responsible manner in the residence halls and will be held accountable for any property damages for negligence or abuse. No housing options include an “all athlete dorm” – 50-percent of each dorm must be non-student-athletes. Questions regarding housing should be addressed to the Office of Athletics Compliance, (502) 852-0220.

**Board/Meals**

All athletic meal plans are through the University Dining Services. All incoming freshman who live on-campus in University housing will be required to purchase the required University standard meal plan. Additionally, all students, regardless of residency are required to purchase a meal plan unless they are a graduate student, they are enrolled in less than 12 hours of classroom hours on Belknap’s campus or the student is granted a waiver by the University Cardinal Card Office. Meal plan money can be used in many places and the Cardinal Card Office offers multiple combinations of spending meal plan money. These options include swiping food for cash, swiping the card for a number of meals, or Cardinal Cash, which can be used at restaurants around town. Board for on campus residents is cheaper if they live in apartment style housing. In this type of housing, a kitchen is provided and students may grocery shop and prepare meals. For assistance with meal plans and general information about University Dining Services call (502) 852-6715.

**On/Off-Campus Room and Board Stipends**

An off-campus room and board stipend is provided to student-athletes receiving athletic financial aid for housing and meal expenses when they are living and/or eating off-campus. In addition, those student-athletes who live on campus and receive an athletic financial aid for housing and meals will receive a stipend. The stipend is provided through the university “Higher OneCard” system. The funds are disbursed four times per semester (during the fall and spring terms).

Student-athletes must be enrolled full-time and attending classes to receive athletic aid. Student-athletes should work with the Office of Compliance to ensure that their university issued Higher OneCard is activated.

**International Student-Athletes**

Some international student-athletes are subject to taxes on scholarship awards. This is determined by a student treaty organized by each country and the United States. If an international student-athlete’s country has a tax treaty, he/she does not have taxes taken out of their scholarship award. If international student-athlete’s country does not have a treaty, his/her scholarship will have taxes withheld. International student-athletes can see if their country has a tax agreement at this link: https://louisville.edu/finance/payroll/foreign.

If taxes are taken out of an international student-athlete’s scholarship check, two-thirds of those taxes will come back to them through a federal tax return. All tax returns must be submitted by April 15. Contact the Office of Athletics Compliance or Nicole Alderson, advisor for the Louisville International Family Enrichment program (L.I.F.E.), for more information about specific forms and paperwork as part of athletics financial aid. Additionally, the University usually hosts free tax preparation workshops for students during tax season.

International student-athletes who receive room and board will receive their scholarship check four times per semester, similar to domestic student-athletes. Checks are issued to students with “taxable scholarship.” Checks can be picked up in the Office of Compliance. International student-athletes are required to complete paperwork with the Office of Compliance before the university can process financial aid.
Summer School
ULAA financial assistance for summer school aid is not automatically funded and, if available, shall only be awarded with approval of the head coach and the ULAA Senior Staff Committee. Applications must be completed with the help of an academic counselor in Academic Services. Each situation will be reviewed on a case-by-case basis. Summer school aid is a privilege. The following priorities are considered in awarding of summer school assistance:

I. Student-athletes who need the credit hours to be academically eligible to compete in the fall;
II. Fifth-year student-athletes who will graduate in the summer;
III. Fourth-year student-athletes who will graduate in the summer;
IV. Student-athletes who will be academically eligible in the fall but need hours to stay on schedule for graduation.

Summer school aid may not be awarded to those who are repeating a course or making up classes that were avoided or dropped during the regular school year. Financial aid will be based upon the existing athletic department budget, the number of requests, the applicant’s previous awards during the academic year, and the previous academic performance as evaluated by the academic counselor. The amount of aid available to the student-athlete will be granted at the equivalent value or less of the scholarship awarded during the previous academic year. Full financial awards will be on a limited basis.

Student-athletes who are receiving an athletic grant-in-aid and who have excessive absences in a course(s) during the previous fall and spring semester may be denied financial assistance for the summer session(s). Student-athletes may not drop a summer class without the permission of the appropriate academic support services personnel. Student-athletes who drop classes without permission may be responsible for the repayment of their summer financial aid back to the athletic department and/or denied further summer school assistance.

Note: UofL regulations require students to get prior written approval by the appropriate academic officials prior to enrolling in summer school courses including online/non-traditional courses at another institution. Student-athlete should ask the team athletic academic counselor about a “visiting student letter”.

Fifth Year Aid
ULAA financial assistance for fifth-year aid is not automatically funded and, if available, will be granted at the equivalent value or less of a student-athlete’s award during the previous academic year. A Student-athlete who need fifth-year aid to complete his/her degree must submit an application through the team’s athletic academic counselor. The application must receive approval from the ULAA Senior Staff Committee.

All fifth-year aid is awarded for the academic year (not required). Student-athletes dropping classes shall be responsible for the repayment of their amount to the ULAA. Aid will not be granted for graduate, second baccalaureate, or special certification purposes.

Prerequisites for granting fifth-year aid are as follows:

I. 2.0 or above GPA;
II. 80% of degree completed;
III. Satisfactory progress (24 credit hours completed) during a student-athlete’s senior year

All student-athletes who receive fifth-year aid are required to engage in service for ULAA. Fifth year aid will not be granted beyond two semesters.

NCAA Degree-Completion Program
The NCAA has established a program to assist student-athletes who have exhausted their eligibility for financial aid from their institution. Applicants must have completed eligibility for athletically-related financial aid (in five years) at a Division I member institution before application and must be within 30 semester hours of fulfilling their degree requirements. Recipients may be funded for a maximum of five part-time semesters or two full-time semesters. Part-time students receive tuition and an allowance for books; and full-time students receive grants equal to a full athletic grant-in-aid at the institution. Applications are accepted in the fall and spring semesters for the next academic year.

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

All student-athletes (including international student-athletes) regardless of whether they are grant-in-aid recipients or walk-ons/non-scholarship students, are eligible to receive SAF benefits provided they have demonstrated need or have either exhausted eligibility or no longer participate due to medical reasons. Please contact the Office of Compliance for more information on the SAF.

SAF money can be used for:
I. Cost of clothing and other essential expenses (not entertainment) up to $500 for grant-eligible student-athletes and full grant-in-aid student-athletes who demonstrate financial need;

II. Cost of expendable academic course supplies (i.e., notebooks and pens) and rental of nonexpendable supplies (i.e., computer equipment and cameras) that are required for all students enrolled in the course;

III. Medical and dental costs not covered by another insurance program (i.e., premiums for optional medical insurance, hearing aids, vision therapy and off-campus psychological counseling);

IV. Costs associated with student-athlete or family emergencies.

Every student-athlete will have the opportunity to apply for this fund at the beginning of each academic year. For additional information regarding the qualifications and permissible uses for the SAF and documentation requirements (e.g., receipts), contact the Office of Compliance.

Charges Not Paid by the Athletic Department

Student-athletes on full grant-in-aid can expect his/her tuition, fees, required books, room and board expenses to be covered by the athletic department. The following types of expenses are not covered by the athletic grant-in-aid and must be paid by the student-athlete:

I. Long distance phone charges made from a dorm (or anywhere else);

II. “Consumable charges” (e.g., lab fees for breakage, non-required field trips, etc.);

III. Library fines, parking fines or fines for damage to University property, including residence halls;

IV. Key deposits or the costs for lost student ID’s;

V. Vehicle registration fees, parking stickers, and parking tickets;

VI. Administrative fines;

VII. Late registration charges;

VIII. Admission application fees

Non-Scholarship Student-Athletes

Non-scholarship student-athletes (i.e. walk-ons) are entitled to all the benefits of scholarship athletes, except athletic grant-in-aid awards and benefits arising from these awards. Non-scholarship student-athletes may receive the following benefits:

I. Athletic academic counseling (e.g., tutoring, career counseling, etc.);

II. Training room treatment for injuries occurring during practice or competition;

III. Use of strength and conditioning facilities;

IV. Pre- or post-game meal or snack incidental to participation;

V. Referrals for permissible employment opportunities;

VI. Team travel and equipment use;

VII. Athletic awards;

VIII. SAF benefits

Physical examinations for all non-scholarship student-athletes will be scheduled by the coaching staff and sports medicine staff. Proof of this examination and personal insurance coverage information must be on file before participating in conditioning or preseason workouts.

Note: Non-scholarship student-athletes must meet all NCAA academic requirements. Contact the Office of Compliance and complete compliance orientation before practicing and participating in any athletic related activities.

LCARE (Student-Athlete Support):

LCARE is an all-encompassing program that enhances the collegiate experience of the student-athlete during his/her collegiate career. This comprehensive student support system serves as a link between the student-athlete and the campus-wide opportunities that student-athletes often have difficulty accessing due to athletic commitments. The LCARE program is supported by the NCAA.

The LCARE mission is to provide programming, in conjunction with established university systems, which encourages student-athletes to further enhance themselves academically, athletically, and emotionally. The program aims to afford each student-athlete the opportunity to discover and develop strengths, values, goals, and vision as an individual, focusing on the well being of the whole person, not just the student or the athlete.

LCARE consists of five commitment areas: (1) Academic Success, (2) Student Development, (3) Community Outreach, (4) Career Planning, and (5) Athletic Excellence. By focusing on these five areas, ULAA seeks to assist student-athletes in developing the necessary “life skills” to lead productive lives and become leaders and contributors in the biggest game of all—life. For student-athletes desiring to learn about LCARE opportunities, login to Blackboard and click Student Athlete Support System under “My Organizations Plus.” All information about the various LCARE programs and opportunities are listed on the page. There are community service announcements, career development opportunities, and Cardinal Cup information.
The Cardinal Cup
To encourage student-athletes to excel in each LCARE area, an annual competition was designed – The Quest for the Cardinal Cup. The competition provides student-athletes with opportunities throughout the year to attend events in each commitment area and the goal for student-athletes is simple: attend events in each category and earn points for their team. Points are totaled near the end of the spring semester each year. The men’s and women’s team winner will be crowned at the Annual Louie Awards, and every team member will be awarded a gift. Below is a list describing the five commitment areas and ways to earn Cardinal Cup points in each:

I. **Academic Success:** This area provides opportunities for student-athletes to challenge themselves academically by attending workshops covering topics such as study skills, time management, and test anxiety. The academic category also provides a chance for teams to compete for the highest team GPA as well as the Outstanding Senior Award, which is awarded at the Red & Black Banquet to seniors with highest cumulative GPA.

II. **Student Development:** This area offers teams and individuals an opportunity to attend workshops and seminars that will encourage student-athletes to strive for their highest personal potential (e.g., substance abuse workshops, diversity awareness, nutrition, healthy body image, financial education).

III. **Community Outreach – Community Action Response Effort (CardsCARE):** This area refers to the Cardinal tradition of community outreach. Points are awarded to individuals and teams for participating in CardsCARE events and other service projects.

IV. **Career Planning - Cardinal Athletic Career Center (CACC):** This area encompasses a wide variety of workshops and seminars designed to prepare student-athletes to transition into the workforce. Career topics may include resume writing, dressing for success, interviewing tips, and conducting a job interview.

V. **Athletic Excellence:** This area encourages student-athletes to support fellow Cardinals in competition. Cardinal Cup Games are designated (one per team) at the beginning of each semester. Student-athletes can earn points by attending designated games. Additionally, teams will earn points based on their athletic accomplishments during their respective season.

The following sections detail an overview of the five commitment areas and services provided to student-athletes under LCARE.

I. **Academic Success:** ULAA’s commitment to academic success supports the academic growth of the student-athlete toward intellectual development and graduation. The athletic department supports this commitment with extensive academic counseling services in an effort to maximize the success of every student-athlete.

A. **Olga S. Peers Academic Center for Student-Athletes (OPAC):** OPAC assists each student-athlete in planning their academic career through a variety of services. Academic enrichment is offered through training in study skills, time management, academic integrity, and goal setting. Athletic academic counselors are experts in issues of academic eligibility and work closely with their student-athletes to assist them in planning for academic success and progress toward the chosen degree.

   - **Locations:** OPAC is located on the second floor of the Swain Student Activities Center (SAC). Additional academic services are located at Papa John’s Cardinal Stadium (PJCS), the Yum! Practice Facility, and the athletic complex at the Kentucky Exposition Center (KEC). Student-athletes may use these facilities for tutorial services, group study sessions, computer work, and individual academic preparation.

B. **Student-Athlete Academic Responsibility:** The responsibility for academic success lies with the student-athlete. As such, the student-athlete should seek help when he/she is not doing well in a class. The student-athlete has the responsibility to complete assignments on time, and ultimately, has the responsibility to take control of his/her own learning process to become academically successful.

C. **Student-Athlete Academic Issues:** The CAP, led by the Faculty Athletic Representative (FAR), Professor Elaine Wise, is designed to assist student-athletes with academic issues (e.g., problems with professors, class scheduling). Student-athletes with any academic issues are encouraged to seek out Elaine Wise, Assistant Professor, Chair of the Division of Humanities, Bingham Humanities Building, Room 303D, (502) 852-7149, elaine.wise@louisville.edu.

D. **CardMail, Blackboard and ULink:** CardMail, Blackboard and ULink can be accessed through the UofL homepage at www.louisville.edu. The university issued username and password will be the same for Blackboard and ULink; however, the login for CardMail is slightly different (see CardMail below).

1. **CardMail:** CardMail is the student email system. Student-athletes should check their university email account daily, as it is the official way of communication between university officials (e.g., professors) and students. For the purpose of convenience, student-athletes are encouraged to set up their mobile devices to access their university email account. When logging into CardMail, use student-athletes should use their username followed by @cardmail.louisville.edu (e.g., lcards01@cardmail.louisville.edu).
CARDINAL DEVELOPMENT
STUDENT DEVELOPMENT

1
New Student-Athlete Orientation
Welcome Back
Cardinal Creed
Leadership Development
Student-Athlete Life Skills Class
Menu Picks
Seminars
Cardinal Cup
L.I.F.E. – Louisville International Family
Enrichment Program
S.C.O.R.E. – Student-Athletes of Color
Combining Opportunity and Responsibility for Excellence
SAAC – Student-Athlete Advisory Committee
SATA: Student-Athletes Taking Action
Senior Exit Interview

CARDINAL PERFORMANCE
INTEGRATED PREVENTION AND PERFORMANCE

3
Holistic, Athlete-Centered, Performance-Focused Model
High-Performance Athlete Assessments
(Including Functional Movement Screening)
In-Season Athlete Monitoring
Individualized, Assessment-based Training Programs
High-Performance Nutrition Education
Pre/Post-Workout Supplementation
(‘Snack Shack’)
Individualized Feeding Plans
Grocery Store Field Trips
Cooking Classes

CARDINAL ACADEMICS
OLGA PEERS ACADEMIC CENTER

2
Academic Counseling
Objective Based Study Hall
Tutoring Program
Computer Labs
Faculty Guest Coach
Learning Specialists
Red & Black Scholar Athlete
Houston-Bridgeman Fellows
Cardinal Degree Completion Program
Progress Reports
Travel Letters
Priority Registration
Computer Specialist

CARDINAL CAREER
STUDENT CAREER PLANNING

4
Cardinal Athletic Career Center
‘Third Thursdays’ Lunch Series Career Talks
‘Sweats to Suits’ Mock Interview & Networking Events
Personalized Career Planning
Job Shadows
Internship Placement
Part-Time and Full Time Job Seeking Assistance
Resume Preparation
Personalized Job Interview Coaching
‘Project Protege’ Freshman Career Mentoring Program
Business Etiquette
Personal Branding

CARDINAL CAREER
COMMUNITY OUTREACH

5
Team and Individual Service Hours
University of Louisville Signature Partnership
SAAC’s “Charity of Choice”
Average 5,000 Hours of Outreach Per Year
50+ Community Organizations Per Year

KentuckyOne Health™
Official Health Care Provider for Cardinal Athletics
2. **Blackboard:** Blackboard is the online course management system. Each semester, the majority of courses at UofL use Blackboard to upload course materials and administer exams. Some professors use Blackboard to supplement classroom instruction, while others create fully online courses.

3. **ULink:** ULink is the student information portal at UofL. Student-athletes may login to ULink to view their financial account, register for classes, apply for a degree, view their transcript, view their class schedule, and update personal information.

E. **Tutorial Services:** Tutorial assistance is available to all student-athletes. To initiate the process, student-athletes must make a request with their athlete academic counselor and an individual tutor will be provided. Every effort will be made to accommodate requests within 48 hours. In some cases, it may take additional time to secure an appropriate tutor, so it is important that the student-athlete requests a tutor as soon as a need arises. Once a tutor is requested, the student-athlete should check his/her university email account and phone messages regularly.

- **Rules for Tutoring Services:** Tutorial assistance is a privilege, not a right. Tutor sessions are not substitutions for class attendance. If a student-athlete does not attend class, he/she will not receive tutoring. All student-athletes are responsible for abiding by the following rules:
  1. **Show Respect for Tutor**
     - Treat tutors with respect and expect the same in return
     - Out of respect and professionalism, do not call or text a tutor after 10:00 p.m. or before 7:00 a.m.
     - Socializing with tutors outside of the office (e.g., attendance at private parties or social events) is strongly discouraged. Dating or fraternizing with tutors is prohibited.
     - Student-athletes must not cancel any tutoring appointment without first notifying their academic counselor. If a student-athlete needs to cancel an appointment due to an emergency, he/she should contact the tutor and/or the tutor coordinator at least two hours before the appointment.
  2. **Attending Tutoring Session**
     - Student-athletes should come prepared for all tutoring sessions by bringing all books, course materials, and homework needed for the session. If a student-athlete does not come prepared, it will be considered a no show. This information is sent to the student-athlete’s coach(es) and athletic academic counselor.
     - Student-athletes must wait 30 minutes for each scheduled appointment with a tutor. If the tutor is late or fails to come, the student-athlete should inform the Tutor Coordinator immediately. The Tutor Coordinator tracks attendance using GradesFirst.
  3. **No Show Policy**
     - All subject tutoring appointments will be scheduled for one hour per week. All additional appointments must receive prior approval from the Tutor Coordinator
     - If a student-athlete is assigned to a study group, he/she is required to attend all weekly appointments. Failure to attend this study group will result in a no show.
  4. **Unexcused Absences/No Shows**
     - More than two no shows will be charged to the student-athlete and must be paid before resuming tutorial sessions.
     - Coaches will be informed of all no-shows and late cancellations and will administer the consequences. Two no-shows or late cancellations will result in the suspension of all tutoring services indefinitely or until the student-athlete has met with his/her Athletic Academic Counselor, the Tutor Coordinator, and the Senior Associate Athletic Director for Academics and paid the no-show fees.
     - Student-athletes will be charged a minimum of $6 for no-show fees.

F. **Accommodative Learning Services:** Learning Specialists are on the OPAC staff to assist student-athletes that have a documented learning challenge. They are also available to provide services to those student-athletes in need of study skill development and learning disability screening and referrals. The Disability Resource Center (DRC) coordinates with the OPAC Learning Specialists to ensure that eligible student-athletes receive the appropriate accommodative assistance. These services may include note-takers, extended test time and electronically formatted course materials. The student-athlete should contact his or her athletic academic counselor for more information.

G. **Computer Services:** Computer labs for student-athletes are located in the Swain Student Activities Center (SAC), Papa John’s Cardinal Stadium (PJCS), Yum! Practice Center (YUM) and Athletic Complex at the Fairgrounds (KEC). The labs contain personal computers, which feature a wide variety of software along with email and Internet access for completing class assignments and projects. Additionally, lab assistants are on duty to aid student-athletes at peak hours during the day and at night. The OPAC provides laptop computers for teams to check out when traveling for athletic competition. Additional computer labs are available on campus. Student-athletes needing to take a test online will not be allowed to take their exams in the academic labs listed above (SAC, PJCS, KEC, YUM) and may use a personal computer or one at a University computer lab to complete these exams.
H. **Objective-Based Study Hall:** Athletic academic counselors, along with the graduate assistants, administer the objective-based study hall program. The program requires that student-athletes manage their time and keep current on all assignments, tests, and quizzes. Objectives are set weekly according to class syllabi and instructor information. Academic counselors have the responsibility of checking weekly proposed objectives to make sure they have been completed by each student-athlete.

I. **Academic Monitoring:** Counselors check course progress on all student-athletes. This monitoring system allows the counseling staff to become aware of problems and provide the assistance needed as quickly as possible. Athletic academic counselors will make every effort to contact a student-athlete to discuss any academic problems that may exist. It is important for student-athletes to respond to their academic counselor in a timely manner.

J. **Athletic Academic Records:** The OPAC staff maintains records of academic progress for all student-athletes. It is the responsibility of the student-athlete to become familiar with that record and at all times make satisfactory progress toward a degree as defined by the NCAA and UofL. University advisors and athletic academic counselors will make every attempt to provide effective guidance; however, the final responsibility for meeting academic requirements rests with each student-athlete. Individual records are accessible to student-athletes during the normal office hours, but at no time may records be removed from the OPAC.

- **The Family Educational Rights and Privacy Act (FERPA):** Under FERPA (also referred to as the Buckley Amendment), students who have matriculated have the right to inspect and review most education records maintained about them by UofL and, in many cases, decide whether or not a third party may obtain information from them. Directory information is considered public unless a student asks that some or all of that information be withheld. No one will have access to a student's education records, nor will their contents be disclosed, without the written consent of the student, except as provided by the Act.

K. **Class Registration:** Each semester during early registration, which is typically one day before undergraduate registration, student-athletes must meet with their academic unit advisor and athletic academic counselor to plan a class schedule for the next semester.

1. Student-athletes are required to meet with their academic unit advisor until they have earned 24-30 degree-applicable credits and are in good academic standing. An academic unit (i.e., college or school) advisor will help student-athletes determine what degree requirements they need to meet and will give them permission to register for the next term.

2. After meeting with a college academic advisor, student-athletes must schedule a meeting with their athletic academic counselor who will help them with course selection and planning classes around practice and competitions. Student-athletes will complete a registration worksheet with the course numbers he/she selected. Student-athletes will register for classes on their designated early registration day.

3. When planning a schedule there are several guidelines that student-athletes should follow:
   4. Schedule classes around your specific practice schedule. This allows the coaching staff to coordinate successful practice times for each team. (Certain other time restrictions may apply to individual sports.

5. Sign up for at least 15 hours per semester. The NCAA requires that a student complete an average of 12 hours per semester. By taking 15 hours a semester, a student-athlete will not only meet this requirement, but he/she may be able to graduate in four years. Note: Some students may be restricted to less than 15 hours.

6. Enroll full-time. No student-athlete is allowed to drop below 12 hours and continue to participate in athletics according to NCAA regulations.

7. Student-athletes should always consult with an athletic academic counselor prior to dropping and/or adding courses. During the designated days at the beginning of the semester, a student-athlete may add and/or drop a course or courses to his/her schedule only after consultation with the athletic academic counselor. During the regular semester, classes may be dropped and added during the first five days of classes. During the summer session the drop/add days may vary depending on the length of the session.

8. **Withdrawing from a Class:** Student-athletes must have approval from their athletic academic counselor and head coach prior to withdrawing from any class. Student-athletes are permitted to withdraw from class(es) up to the first day of the 8th week of classes during the fall and spring semesters. The exact date will be listed in the schedule of courses. A grade of “W” will be assigned and will appear on the student-athlete’s transcript. The withdraw date for the summer sessions will vary, based on the length of the session.

L. **Textbook Policies:** Only student-athletes, who have been awarded books as part of their athletic grant-in-aid, may receive textbooks. Other supplies and equipment such as pens, paper, computer discs, etc. are not included. The ULAA will provide textbooks for scholarship athletes through the University Bookstore located on the bottom floor of the Student Activities Center’s (SAC) west wing. Each semester a room will be designated for student-athlete book distribution where student-athletes will retrieve their box of books. If a student-athlete drops a course in which he/she received books, the books must be returned immediately to his/her academic counselor. Student-
athletes may not resell any text books during the semester; however, student-athletes may sell books back at the end of the semester.

M. **Class Attendance Policies:** Consistent class attendance is essential to academic success. It is the student-athlete’s responsibility to attend every class session of each course for which he/she is registered. Student-athletes should be prepared and on time for each class.

- **Excused Absences:** Student-athletes may be excused from class for the following reasons:
  a. **Athletic Participation:** Student-athletes will be provided with a travel letter outlining the University’s official policy, which can be found at [http://louisville.edu/provost/what-we-do/classroom-policies/](http://louisville.edu/provost/what-we-do/classroom-policies/).
  b. **Illness or Injury:** Student-athletes must contact the athletic trainer assigned to their team in the instance of class absence due to illness or injury. The medical professional may supply the student-athlete with a medical excuse form. It is the responsibility of the student-athlete to take this form to his/her instructors.
  c. **Emergencies:** Student-athletes should notify the OPAC office if they must leave campus for any extended period of time because of hospitalization, injury, or personal problems. The athletic academic counselor will notify professors, but it is the responsibility of the student-athlete to communicate with professors to arrange for any course assignments that need to be completed.

N. **Academic Terms:** For a complete list of academic policies, see The *University of Louisville Undergraduate Catalog*.

1. **Academic Retention Standards:** Each academic unit maintains its own standards with regard to GPA requirements for admission and graduation, as well as academic good standing, warning, probation and dismissal.
2. **Classification of Students:**
   - Freshmen: 0 – 29 hours
   - Sophomore: 30 – 59 hours
   - Junior: 60 – 89 hours
   - Senior: 90+ hours
3. **Credit or Semester Hour:** The unit of weight for each academic course. Most courses are 3 credit-hour courses. Student-athletes must be enrolled for at least 12 hours each semester and it takes 121-125 credit-hours to graduate for most degrees.
4. **Grade Replacement Policy:** Students who receive a grade of F, D, or C may repeat the course for grade replacement (i.e., new grade replaces previous grade in GPA calculation). Up to four courses may be repeated with grade replacement.
5. **Incomplete Grades:** Student-athletes must work with instructors to complete a course with an incomplete grade (i.e., “I”). An incomplete is given when students are unable to complete coursework because of conditions beyond their control (e.g., severe illness). If the course is not completed after a designated period of time, the grade will change to an “F.”
6. **Minimum “C” Courses:** Some majors require that a minimum grade of “C” is needed to earn degree credit for the course, specifically the School of Education majors.
7. **Prerequisite:** A prerequisite is a course that must be completed prior to enrollment in a higher course and/or degree program.
8. **Degree Check:** After a student has completed 90 credit hours, he/she must apply for a degree check in his/her academic unit. This will allow the student to know exactly which courses are needed to graduate.
9. **Visiting Student Letter:** Students must receive prior written approval from their academic unit before taking courses at another institution.
10. **Good Academic Standing:** To be eligible to compete per UofL policy, student-athletes must earn a 2.00 minimum GPA by the beginning of the third year of collegiate enrollment. However, academic units may require a higher GPA to be in good academic standing (e.g., School of Education requires a 2.25, and the College of Business requires a 2.80). It is the student-athlete’s responsibility to know the GPA requirements for his/her college. The student-athlete’s academic standing in his/her college could affect NCAA eligibility. For all academic eligibility questions, student-athlete should consult academic counselors in the OPAC office.
11. **NCAA Academic Requirements:** Progress Toward Degree and Good Academic Standing (NCAA Bylaws 14.01.2.1 and 14.4)

In order to maintain academic eligibility for competition at UofL, a student-athlete must meet the following standards:

- a. Student-athletes must earn 6 hours each full-time term (fall and spring); and
- b. Student-athletes must earn 18 hours each academic year (fall through spring); and
- c. Student-athletes entering their 2nd year of collegiate enrollment must have completed 24 hours as well as have 90% of the minimum GPA to graduate (1.8 per UofL policy)
d. Student-athletes must designate a specific degree prior to the start of their third academic year (prior to the fifth semester) in order to determine if the percentage of degree requirement is being met. Deciding upon a major early in a student-athlete’s academic career is crucial for continued academic eligibility and graduation in four years. For assistance in choosing a major, see an athletic academic counselor.

e. Student-athletes entering their third year of collegiate enrollment must have completed 40% of their specific degree requirements, as well as have 95% of the minimum GPA to graduate (1.9 per UofL policy)

*However, per ULAA policy, student-athletes must have a 2.0 GPA.

f. Student-athletes entering their fourth year of collegiate enrollment must have completed 60% of their specific degree requirements, as well as have 100% of the minimum GPA to graduate (2.0).

h. Baseball student-athletes must meet all applicable academic requirements prior to the fall semester to be eligible for competition for the spring semester.

i. Football student-athletes must earn 9 hours in the fall semester to be eligible for all of the following fall semester contests. Failure to do so results in the football student-athlete being ineligible for the first 4 contests of the following season.

(1) There is a one-time exception to regain eligibility for all contests, if the football student-athlete earns 27 hours during the academic year (fall through summer).

(2) If the one-time exception has already been used, there is also an exception to regain two contests, the third and fourth contests, by earning a total of 27 hours during the previous academic year.

12. Undergraduate Grading System: UofL uses a grading system that includes “plus” and “minus” letter grades (e.g. B+ or C-). A grade (quality) point system based on all hours attempted each semester is used to calculate a student’s GPA. Quality points are assigned as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
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- The following do not enter into the point system: (1) Withdraw (i.e., “W”), (2) Passing (i.e., “P”) earns hours only; (3) Unsatisfactory (i.e., “U”), does not earn hours; (4) Incomplete (i.e., “I”); and (5) Audit (i.e., “AU”). If a grade was never recorded (i.e., missing grade), the grade changes to “F” one year after the completion of the semester in which the course was taken.

13. Changing Majors: A student-athlete interested in changing his/her major must first get approval from his/her athletic academic counselor. Please note that a change in major/degree program may affect academic eligibility.

O. Awards & Recognition
Each academic year, eligible student-athletes can be nominated and receive UofL, ACC and NCAA awards and scholarships. For more information about how to receive these and other awards, student-athletes should see their athletic academic counselor.

ULAA Recognition

<table>
<thead>
<tr>
<th>Academic Awards</th>
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<tbody>
<tr>
<td>Athletic Director’s Honor Roll</td>
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<tr>
<td>Chi Alpha Sigma National Honor Society</td>
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<tr>
<td>Highest Women’s Team GPA</td>
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<tr>
<td>Highest Men’s Team GPA</td>
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<tr>
<td>Senior Highest Individual GPA (1 male, 1 female)</td>
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<tr>
<td>Red &amp; Black Scholar Athlete Award</td>
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<th>Scholarships:</th>
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<tr>
<td>Cardinal Post Graduate Scholarship</td>
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UofL Recognition
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<tr>
<th>Dean’s List</th>
<th>Spirit of Service</th>
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<tr>
<td>Dean’s Scholar</td>
<td>Spirit of Diversity</td>
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<tr>
<td>Outstanding Freshman Student</td>
<td>Spirit of Community</td>
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<tr>
<td>Outstanding Sophomore Student</td>
<td>The Cardinal Award of Excellence Leader Award</td>
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<tr>
<td>Outstanding Junior Student</td>
<td>The Cardinal Award of Excellence Volunteer Award</td>
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<tr>
<td>Outstanding Senior Student</td>
<td>Academic Unit Awards (See school/college advisor)</td>
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*Individual academic units may offer additional awards and recognition.*

### ACC Recognition/Programs

<table>
<thead>
<tr>
<th>Academic Awards:</th>
<th>Athletic Awards:</th>
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<tbody>
<tr>
<td>ACC All-Academic Teams</td>
<td>McKevin and Garber Awards (ACC Male and Female Athletes of the Year)</td>
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<tr>
<td>ACC Scholar-Athlete Awards</td>
<td>ACC SAAC Sportsmanship Award</td>
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<tr>
<td>ACC Top Male and Female Scholar-Athlete of the Year</td>
<td>Internships:</td>
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<tr>
<td>ACC Honor Roll</td>
<td>ACC Futures Internship Program</td>
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<tr>
<td>Service Awards:</td>
<td>Scholarships:</td>
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<tr>
<td>ACC Top 6 for Service</td>
<td>ACC Postgraduate Scholarship</td>
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<td>Coach for College</td>
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### NCAA Recognition/Programs

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<th>Academic Awards:</th>
<th>Sportmanship Awards:</th>
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<tr>
<td>Elite 89 Academic Recognition Award</td>
<td>NCAA Student-Athlete and Bob Frederick Sportsmanship Award</td>
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<tr>
<td>NCAA Woman of the Year</td>
<td>Leadership Development Programs:</td>
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<tr>
<td>Scholarships:</td>
<td>NCAA Career in Sports Forum</td>
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<tr>
<td>Ethnic Minority &amp; Women’s Enhancement Post-Graduate Scholarship for Careers in Athletics</td>
<td>NCAA Student-Athlete Leadership Forum</td>
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<tr>
<td>Walter Byers Postgraduate Scholarship</td>
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<td>Jim McKay Scholarship Program</td>
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<td>Jim McKay Scholarship Program</td>
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<tr>
<td>NCAA Postgraduate Scholarship Program</td>
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<td>NCAA Division I Degree-Completion Scholarship</td>
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### Other Awards and Recognition

- John McLendon Memorial Minority Postgraduate Scholarship Program (NACDA)
- Wilma Rudolph Student Athlete Achievement Award (NACDA)
- National Football Foundation National Scholar-Athletes
II. **Student Development**: The student development program is designed to support the development of a well-balanced lifestyle for student-athletes, encouraging emotional well-being, personal growth and decision-making skills.

   A. **Welcome Back Dinner**: At the beginning of each academic year, the athletic department hosts a welcome back event. This event gives student-athletes the opportunity to socialize with other student-athletes and athletics staff.

   B. **Freshmen/Transfer Student-Athlete Orientation**: Prior to classes beginning, new student-athletes have the opportunity to be acclimated to the LCARE system and how to effectively utilize the program.

   C. **International Student-Athlete Orientation**: In conjunction with the International Center, this orientation takes place during the first week of classes and allows international student-athletes the opportunity to learn and explore issues and concerns.

   D. **Student-Athlete Life Skills Class (HSS 597)**: In an effort to build a strong foundation and educate student-athletes in the early stages of their collegiate career, each individual is required to take the Student-Athlete Development course (HSS 597/3.0 credit hours). The purpose of this student-athlete course falls in line with the overall goals and objectives of the LCARE Program and is designed specifically to educate student-athletes in a variety of life skills topics such as: nutrition (eating for peak performance); stress management; hazing; career development; substance use and abuse; sexual health and responsibility; cultural diversity; technology etiquette; media relations; eating disorders; financial education; violence prevention/healthy relationships; time management; learning styles and other study skills; athletic department and NCAA drug testing policies/procedures. Guest speakers include Performance Team members, community agencies, athletic department staff members and UofL faculty and staff.

   E. **Summer Bridge Academic Kick-Off Program**: A seminar designed to take a proactive approach to prepare incoming football student-athletes for the rigors of college, campus and athletic life while developing basic study skills in an open and comfortable atmosphere.

   F. **Annual Louie Awards**: At the end of each academic year, the awards show highlights the athletic accomplishments of student-athletes and teams while also recognizing our graduating senior class.

   G. **Leadership Development**

      TEAM ONE: The women’s leadership group, which educates and empowers UofL female student-athlete leaders through performance focused leadership training in preparation for success in sport and life. The goals of this leadership development program are: (1) Positively impact competitive team success, (2) empower student-athletes with skills, resources and strategies for increased success in sport and life, and (3) provide a network of peer and professional support through shared learning and practical experiences.

      TEAM ELITE: The men’s leadership group, which educates, equips, empowers, and encourages UofL male student-athletes to become high performance leaders through performance focused training. TEAM ELITE’s purpose is to prepare male student-athletes to achieve elite success. The goals of TEAM ELITE are as follows: (1) Educate through teaching the importance of “living out” a leadership lifestyle on and off the field, (2) equip student-athletes through resources, observation, and practice, (3) provide tools to further leadership, experience, and growth, (4) empower and enable student-athletes to apply lessons learned to their teams as well as their personal and professional lives, and (5) provide student-athletes with professional and peer support.

   H. **Performance Team**: The Performance Team is a network of professionals who strive to serve UofL student-athletes in all areas of personal wellness. The team consists of athletic trainers, nutritionists, sports performance coaches, physicians, registered nurses, counselors, psychologists, learning specialists, athletic department administrators, and other specialists who work with student-athletes on an individual basis. Performance Team members provide education regarding their areas of specialty (e.g. nutrition), assess what a student-athlete needs to ensure wellness in the appropriate area and assist student-athlete with taking action toward meeting their individual goals to achieve maximum athletic performance and wellness.

   I. **Menu Picks/Team Seminars**: Continuing education occurs each semester as coaches organize 1-2 menu picks for their teams. These workshops are conducted by national speakers, Performance Team members, UofL staff, athletic department staff, and community volunteers. Menu picks may include, but are not limited to the following topics: career choices; conduct, pose, and presentation; developing self-esteem; diversity and cultural sensitivity; financial planning; gambling; leadership; media relations/personal branding; mental health issues; mental skills enhancement; performance nutrition; positive body image; relationships; sexual responsibility; social networking; sport psychology; substance use and misuse; team issues/teambuilding.

   J. **LCARE Seminars**: The LCARE Program sponsors guest speakers to address the student-athletes, spirit groups, and coaching staffs during each academic year. Guest speakers are asked to address personal development, leadership, national issues, and social issues. These speakers include national speakers, Performance Team members, community agencies, athletic department staff, and UofL faculty and staff.

   K. **Student-Athlete Advisory Committee (SAAC)**: SAAC functions as the voice of student-athletes to the ULAA Administration and is composed of student-athletes who have been selected for leadership capabilities. Two
III. **Community Outreach (CardsCARE)**: The LCARE commitment to service aims to engage student-athletes in volunteer service. CardsCARE is a program designed specifically for student-athletes to give back to UofL and many organizations throughout the Greater Louisville community. Student-athletes, coaches, and athletic department staff volunteer over 4,000 hours each academic year. Volunteer activities range from reading to local schools, speaking to groups on various topics, hosting sports clinics, feeding the hungry, and mentoring younger children. The CardsCARE program has been honored by the National Consortium for Academic and Sports for their commitment to serving the Greater Louisville community. Student-athletes wanting to participate in CardsCARE must follow the guidelines below:

A. Send an email to CardsCARE@gocards.com to express interest in an ongoing community outreach project or to arrange a new community outreach opportunity.

B. In accordance with NCAA rules, the Community Outreach Coordinator will assure that the outreach opportunity meets all compliance rules and will assist the student-athlete in completing the Promotional Form, which must be completed at least seven days prior to volunteering.

C. Email the Community Outreach Coordinator at CardsCARE@gocards.com to report hours and include feedback on the experience. Community outreach hours will count towards Cardinal Cup points.

D. At the Annual Louie Awards, student-athletes are recognized for their commitment to service. CardsCARE Service Awards are presented to one individual and one team that have recorded the most hours of service per student-athlete throughout the academic year.

IV. **Career Development — The Cardinal Athletic Career Center (CACC)**: CACC is located in Cardinal Park and staffed Monday through Friday from 8:30 a.m. to 4:00 p.m. The Director of Athletic Career Services and can be reached by phone at (502) 852-0216. CACC offers comprehensive career development services to all current, alumni, and Cardinal Degree Completion Program student-athletes. CACC offers a full range of services including career mapping, résumé preparation, coordinating job shadow, co-op, and internship opportunities, part-time job placement, and assistance with securing entry-level positions. The main objective of CACC is to assist student-athletes during their college careers to prepare them for employment after graduation. CACC is a branch of OPAC. Athletic academic counselors work in partnership with the Director of Athletic Career Services to ensure all student-athletes’ academic programs align with their career goals and all required job shadows, internships, and co-ops are planned prior to graduation. In addition to the one-on-one career mentoring, CACC offers several programs available to student-athletes during the academic year:

A. **Sweats to Suits: Mock interview and networking events are held during the fall and spring semesters.** Students are given the opportunity to participate in mock interviews with local business leaders who interview and critique the students to prepare them for professional interviews.

B. **Third Thursdays Lunch Series:** Held on the third Thursday of each month. Student-athletes are able to attend a lunch session where business leaders discuss career-related topics in an informal setting. The series allow students to ask questions and gain valuable information on a vast array of topics.
C. Strategic Partnerships: The CACC has established partnerships with local and national companies, organizations, and professionals to develop a network of readily available employers seeking student-athletes as viable candidates full and part-time employment, internships, co-ops, and job shadows.

D. Professional Career Panel: Each year a panel comprised of professional men and women from diverse career paths take part in a discussion where they share personal experiences regarding their own careers. The intended audience is junior and senior student-athletes; however, all are welcome to attend. Following the formal panel, student-athletes are given time to network and discuss their own individual career goals with panel participants.

E. University Career Development Center: CACC works in partnership with the UofL Career Center to provide extended range services to student-athletes. Services include, but are not limited to: personality assessments, mock interviews, résumé preparation, job fairs, etc.

V. Athletic Excellence: ULAA is fully committed and focused on providing championship opportunities throughout its programming that allows every student-athlete the opportunity to experience the highest level of collegiate competition and academic excellence. ULAA is dedicated to providing all the necessary components that allow for this pursuit including outstanding facilities, equitable financial support, and the assistance of outstanding professionals coaches, counselors, specialized training and administrators all concentrating on creating the most comprehensive college experience possible for every UofL student-athlete. The following programs and departments support all student-athletes in their athletic endeavors.

A. Faculty Athletics Representative to the NCAA: The FAR is a member of the faculty, appointed by the President of the University to bridge academic and athletics interests, to serve as a liaison between the athletics department and university faculty. In this capacity, the FAR works with the President and the Athletics Director to support a campus environment in which the athletics program is maintained as a vital component of the student body. Duties include the enhancement of academic integrity, institutional control, and student-athlete well-being. For the individual student-athlete, the FAR has an open door policy for consultation on issues of concern.

B. Cardinal Athletic Fund (CAF): CAF is the fundraising arm of ULAA with the mission of providing scholarship support for UofL student-athletes. ULAA is mainly self-supporting, creating a significant need for private contributions. Thanks to gracious CAF donors offering their support each year in contributions ranging from $100 to $100,000 and above, UofL student-athletes are provided the opportunity to pursue their academic goals and athletic dreams, while learning skills that will prepare them to impact their future communities.

C. The L-Club: The L-Club is organized within the CAF as an athletic support group. The L-Club is open for membership to all former Cardinal letter-winners as an avenue to provide opportunities to remain involved with UofL athletics. The benefits of being an L-Club member include access to special football and basketball tickets at a discounted rate, various social functions, an annual golf outing, admittance to the L-Club room at PJCS, as well as mailings to keep up-to-date with Cardinal Athletics. All former student-athletes are considered L-Club members. Benefits are available to letter-winners who make an annual contribution of $50 or more.

D. Senior Exit Interviews: Exit interviews are conducted each year with all student-athletes graduating, exhausting eligibility, or leaving the team or university. Information gathered from these interviews (athletics experiences, conduct of coaches, financial aid issues, social experiences, academic services, time-management, and equity issues) enable athletic administration to make the necessary changes to improve student-athlete programming and services to better meet the needs of all student-athletes.

E. Sports Medicine: The UofL Sports Medicine Department is committed to providing the highest level of sports medicine care to the intercollegiate student-athlete. The UofL Sports Medicine Department consists of certified athletic trainers, team physicians, physical therapists, and KentuckyOne Health. Sports Medicine services include: prevention, recognition, evaluation, rehabilitation, care, and reconditioning of injuries and illnesses; and assisting with the nutritional and psychological needs of student-athletes. These goals are accomplished through cooperation between the team physician, the athletic trainer, and the student-athlete.

1. Athletic Training Room Hours of Operation:
   - Monday - Friday: 7:00 a.m. – 6:00 p.m. (Cardinal Park Athletic Training Room)
   - Saturday - Sunday: By appointment only (unless otherwise specified by the athletic trainer)
   - Athletic trainers will set hours at the other athletic training rooms (PJCS, Yum! Practice Facility, etc.) and should notify their respective student-athletes.

2. Health Information Privacy: The UofL Sports Medicine Department complies with the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The purpose of the Act is to ensure health insurance portability, to reduce fraud and abuse, to require security for health information, and to enforce privacy standards for health information. Student-athletes will be asked to sign an annual HIPAA authorization form for the Sports Medicine staff to receive from or send medical or financial records to medical providers.
THE STEPS FROM SWEATS TO SUITS

THE LCARE PROGRAM IS DESIGNED TO ASSIST STUDENT-ATHLETES IN FULFILLING THEIR ACADEMIC, PERSONAL AND CAREER GOALS. STUDENT-ATHLETES ARE ENCOURAGED TO FOLLOW THE STEPS AND TIPS BELOW.

CACC // CARDINAL ATHLETIC CAREER CENTER
specific injury information to be released to the media, another HIPAA authorization form will have to be signed by the student-athlete.

3. **Treating Athletically Related Injuries:** During the academic year, an injured and/or ill student-athlete shall report the condition immediately. The supervising athletic trainer(s) and/or team physician shall document the condition on an injury-illness report that requests history, assessment, and a plan. The student-athlete shall be required to report directly to the athletic trainer daily for treatment and/or rehabilitation and/or follow-up medical treatment with a team physician on an appointment basis.

4. **Physical/Medical Examinations (NCAA Bylaw 17.1):** At the beginning of each academic year or prior to participation at UofL, incoming student-athletes are required to have a physical examination and sickle cell test administered by a UofL team physician(s)/UofL appointed physicians(s) including but not limited to individual workout. Returning student-athletes must have a medical exam administered by an institutional medical staff member to update medical history.

5. **Insurance Coverage:** ULAA provides a secondary medical insurance policy for student-athletes. This policy requires that the athletic department use the student-athlete’s family or personal insurance whenever possible. This excess medical policy covers the injured athlete and is an accident only policy. This policy does not cover illnesses including, but not limited to: pneumonia, spinal meningitis, appendicitis, and scarlet fever.
   a. The NCAA permits UofL to cover medical expenses. As such, ULAA assists in the payment of sports-related conditions that occur during the academic year. Sports related conditions include traumatic internal injuries, musculoskeletal injuries, dermatological conditions caused by protective equipment, heat illness, traumatic dental injuries, and traumatic eye/ear injuries providing the student-athlete take proper documentation from the athletic training room to all his/her appointments including, but not limited to, KentuckyOne Health, diagnostic testing facilities, team physicians, etc.
   b. A medical insurance information/authorization form regarding family and/or personal medical insurance is sent to the parents/legal guardian(s) of each student-athlete from The UofL Sports Medicine Department. This form shall be completed by the parents and/or student-athlete and returned to the athletic training staff. This form authorizes ULAA to file a claim on the parent’s and/or student-athlete’s medical insurance policy in the event of an athletic injury and/or illness sustained or aggravated while participating in athletics. This form, a copy of the insurance card, and a procedures expense statement form must be on file before a student-athlete is allowed to participate in his or her sport, and must be updated annually at the calendar year. If the personal insurance company changes or simply changes its address, notify an athletic trainer immediately.

6. **Medical Expenses:** Expenses including medications and lab fees, from illnesses including, but not limited to, the flu, common cold or bronchitis, which can be cared for by the team physicians in their offices or in the athletic training room will be assumed by UofL. ULAA will seek reimbursement from the primary insurance. Illnesses that cannot be cared for by the team physicians in their offices or in the athletic training room will be the student-athletes financial responsibility.
   • In the event of an injury and/or illness that occur to a student-athlete outside of athletics (i.e., intramural, personal and car accidents, unsupervised participation, unrelated illness, etc.), the student athlete should report to the athletic training room if it is a non-emergency situation for a doctor referral. However, if it is an emergency, report to KentuckyOne Health immediate care and treatment. These conditions are usually non-athletic related and have not been caused or aggravated due to athletic participation: institutional policy prevents ULAA from paying for any incurred expenses. The student-athlete must report the condition to the supervising athletic trainer by 8:00 a.m. the following day, so that the student-athlete’s injury can be reported to the coach.

7. **Emergency Treatment:** On a yearly basis, all student-athletes’ emergency medical information is entered into KentuckyOne Health’s records system. The student-athlete is to contact a certified UofL athletic trainer prior to going to KentuckyOne Health, unless it is life threatening. If a student-athlete is under lawful age, the athletic trainer shall request that the parent or guardian complete an emergency medical treatment authorization. The form authorizes the sports medicine staff and/or coaching staff to secure any and all emergency treatment for the student-athlete in the event that the parent or legal guardian cannot be reached and further authorizes any hospital or dispensary, and attending physician and/or medical personnel to render any and all medical emergency care that may be deemed necessary.

8. **Student-Athlete Pregnancy Policy:** UofL has adopted a student-athlete pregnancy policy to ensure the health and well-being of female student-athletes. If a female student-athlete becomes pregnant, she is encouraged to notify a ULAA staff member (e.g., coach, athletic trainer, Associate Athletic Director for Human Resources, etc.) as soon as possible to ensure she receives appropriate medical care. Pregnancy is considered to be a health condition and as such, athletic scholarships may not be cancelled or reduced during the term of the
financial aid award. Additionally, just like any student-athlete with a medical condition, a physician will determine the appropriate level of athletic participation. Further, UofL can apply an exception to the NCAA five-year rule for eligibility, by granting an additional year for the pregnant female student-athlete to complete her four seasons of eligibility (NCAA Bylaw 14.2.1.3).

9. **Referrals:** In particular instances the team physicians shall delegate other physicians to assist or act on express authority. However, the team physicians shall be kept informed of all injuries and/or illness and have the final authority with regard to all medical disqualifications, treatment, medical hardships and return of the student-athlete to full participation.

10. **Second Opinions:** The athletic trainer refers the student-athlete to a UofL team physician or UofL appointed specialist. If the student-athlete chooses to have a second opinion, a one-time-only office visit shall be covered provided prior approval from the athletic training staff was obtained. If the student-athlete chooses to have further care given by the second opinion physician outside the UofL appointed physician, all medical expenses incurred including, but not limited to, deductible(s), physician fees, rehabilitation services and fees, hospital fees, diagnostic testing, and post-op care will be the responsibility of the student-athlete and parent(s)/guardian(s).
   a. In the event that a student-athlete chooses to have care given by a non-UofL appointed specialist all medical expenses incurred including, but not limited to, deductible(s), physicians fees, rehabilitation services and fees, hospital fees, diagnostic testing, and post-op care will be the responsibility of the student-athlete and parent(s)/guardian(s). The student-athlete is responsible for providing the supervising athletic trainer and UofL team physicians with progress notes from the non-UofL appointed specialist. Furthermore, the UofL team physicians shall have the final authority with regard to all medical disqualifications, treatment, and medical hardships due to the NCAA guidelines.
   b. Medications for gynecological and dermatological problems will not be covered, as these are not athletic related injuries.

11. **Allied/Alternative Health Care:** If the student-athlete receives care from any allied health professionals including, but not limited to, physiotherapist, reflexologist, kinesiologist, acupuncturists, and chiropractors who are unauthorized by the sports medicine department or UofL team physicians, UofL, its agents, employees, trustees, officers, the athletic department, the UofL Sports Medicine Department and the UofL team physicians shall not assume any responsibility for this kind of treatment or any expenses or related expenses. Further, a student-athlete who seeks treatment from an unauthorized allied health professional may not return to participation until released by the UofL team physicians. Failure to report unauthorized medical treatment may result in further injury for which the UofL sports medicine department and the athletic department will not be responsible and may result in suspension or further penalty at UofL’s discretion.

12. **Corrective Lenses and Dental Care:** Corrective lenses or protective eyewear will be purchased for student-athletes who require visual correction for athletic participation. The student-athletes will need to speak to his/her supervising athletic trainer. Each student-athlete is responsible for his/her own dental care unless the need for such care is the result of an athletically-related injury. Dental injuries received during formal practice or competitions are covered. If a mouthpiece is provided for a student-athlete’s sport, it must have been worn at the time of injury if the department is to accept financial responsibility.

13. **Prescriptions:** UofL will only pay for medications for participation during the academic year (i.e., August-May) provided a UofL appointed physician writes the prescription. The student-athlete will present the prescription to the athletic department’s designated pharmacy in order for the expenses to be charged to the athletic department. If the student-athlete submits the prescription to an unauthorized pharmacy, the athletic department will not pay for any of the incurred expenses.
   a. UofL has the discretion to provide medical expenses at any time (NCAA Bylaw 16.4)
   b. Medications for gynecological and dermatological problems will not be covered, as these are not athletic-related injuries.

14. **ADD/ADHD Medications Records:** The NCAA bans classes of drugs because they can harm student-athletes and can create an unfair advantage in competition. Some legitimate medications contain NCAA banned substances, and student-athletes may need to use these medicines to support their academics and their general health. Effective August 2009, there will be a stricter application of the NCAA Medical Exception policy, and specifically for the use of banned stimulant medications to treat Attention Deficit Disorder (ADD) and Attention Deficit Hyperactivity Disorder (ADHD). The NCAA will require documentation that demonstrates the student-athlete has undergone a clinical assessment to diagnose ADD and ADHD, is being monitored routinely for use of the stimulant medication, and has a current prescription on file, in order to be approved for medical exception to the banned drug policy. This documentation has to be kept on file in the University of Louisville Sports Medicine Department and produced in the event the student-athlete tests positive for the banned
medication. If a student-athlete is currently taking medication for ADD or ADHD, he/she is required to provide the above documentation needs. [F]

15. **Sports Medicine Equipment:** A student-athlete receiving equipment, (e.g., active ankles, knee protective braces, neoprene sleeves, crutches, slings, immobilizers, etc.) for medical reasons is responsible for returning it after their condition subsides. If the equipment is not returned, the student-athlete will be billed for the equipment.

16. **Injury Reports for Coaches:** On a daily basis, an injury/illness summary shall be submitted to the coaching staff and team physician from the athletic trainer to inform him/her of the name, condition, and level of participation for each injured and/or ill student-athlete.

17. **Summer Medical Expenses:** Medical expenses are not covered during the summer, unless an injury occurs during activities that are designed to prepare the student for competition in the future and the student-athlete is under the supervision of UofL strength and conditioning personnel at the time of the injury (e.g., voluntary conditioning).

18. **Sports Medicine Exit Evaluation and Interview:** ULAA realizes that some injuries incurred while a student-athlete is participating in athletics may need follow-up evaluation, care, treatment, rehabilitation, and occasionally surgery after the student-athlete concludes their participation on an athletic team. Each student-athlete is required to complete an exit evaluation and interview with their athletic trainer. Please note that the Sports Medicine exit evaluation is separate from the exit interview with Athletics staff/FAR.

19. **Drug and Alcohol Education:** During the first year of enrollment at UofL, each student-athlete is required to take the Student-Athlete Life Skills Class (HSS 597), which provides information on illicit drug usage and alcohol awareness, as well as other dilemmas that students may face during their college experience. Specifically, the course will define NCAA and athletic department policies concerning drugs and alcohol as well as offer sessions regarding the disease of alcoholism, substance abuse and dependency, drug and alcohol problems unique to student-athletes and the legal aspects of drug and alcohol use. The course is designed to help the student-athlete become familiar with the scope of the problem, acquaint each student-athlete with the facilities and resources available, as well as make them aware of proper procedure should a substance abuse situation arise. Should such an issue arise; student-athletes will be referred to the Performance Team, which is a group of trained medical experts ranging in areas such as: alcohol abuse, drug abuse, eating disorders and nutrition. The Performance Team works to educate, assist, intervene, assess and treat various issues that student-athletes may face during their college experience.

- If a student-athlete, or someone they care about, has a need for assistance, the student-athlete may confidentially comment to the Director of Sports Medicine, team athletic trainer, or a strength coach for access and assistance into this system.

20. **NCAA Drug Testing Policy:** Any student-athlete involved in an NCAA championship (individual or team) or in a certified postseason football bowl game may be tested prior to, during, or after the event. Per NCAA regulations, drug testing is year round. This includes summer drug testing, regardless of whether the student-athlete is on campus or at home.

a. **Duration of Ineligibility -- Banned Drug Classes Other Than "Street Drugs."** (NCAA Bylaw 18.4.1.5.1) A student-athlete who, as a result of a drug test administered by the NCAA, tests positive (in accordance with the testing methods authorized by the Executive Committee) shall be charged with the loss of one season of competition in all sports in addition to the use of a season, pursuant to Bylaw 14.2.3.1, if he or she has participated in intercollegiate competition during the same year. In addition, the student-athlete shall remain ineligible for all regular-season and postseason competition during the period ending one calendar year (365 days) after the collection of the student-athlete’s positive drug-test specimen and until the student-athlete tests negative (in accordance with the testing methods authorized by the Executive Committee) and the student-athlete’s eligibility is restored by the Committee on Student-Athlete Reinstatement. If the student-athlete participates in any contests from the time of collection until the confirmation of the positive result, he or she must be withheld from an equal number of contests after the 365-day period of ineligibility.

b. **Duration of Ineligibility -- "Street Drugs."** (NCAA Bylaw 18.4.1.5.1) A student-athlete who, as a result of a drug test administered by the NCAA, is found to have used a substance in the banned drug class "street drugs" (in accordance with the testing methods authorized by the Executive Committee) shall be charged with the loss of competition during a minimum of 50 percent of a season in all sports (at least the first 50 percent of regular season contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled, the student-athlete tests negative (in accordance with the testing methods authorized by the Executive Committee) and his or her eligibility is restored by the Committee on Student-Athlete Reinstatement.
c. Testing Positive on More Than One Occasion (NCAA Bylaw 18.4.1.5.6). If the student-athlete tests positive for the use of any banned drug other than a “street drug” after having previously tested positive for any banned drug other than a “street drug,” he or she shall lose all remaining regular-season and postseason eligibility in all sports. If the student-athlete tests positive for the use of a “street drug” after having tested positive for use of any banned drug, he or she shall be charged with the loss of a minimum of one additional season of competition in all sports and also shall remain ineligible for regular-season and postseason competition during the time period ending one calendar year (365 days) after the collection of the student-athlete’s positive drug-test specimen.

21. Drug Testing by the Athletic Department: ULAA recognizes that alcohol/drug abuse is a problem in contemporary society. Alcohol/drug abuse by student-athletes jeopardizes performance, is contrary to NCAA regulations, and the athletic and academic expectations of UofL. Alcohol/drugs affect performance, training and motivation by compromising the integrity of athletic competition, both individual and team ability. The use of alcohol/drugs poses the risk of injury or possible death to student-athletes and long-term harm to their teammates and competitors. Drug use by the student-athlete damages the University and all student-athletes in the eyes of the public and can eliminate both the student-athlete and a team from NCAA post-season competition.

a. ULAA recognizes that student-athletes are role models to many people. To address such issues, to assure compliance with NCAA requirements, to protect student-athletes from the risk of alcohol/drug abuse, and to protect student-athletes who do not use banned drugs from the stigma attached to drug users, the ULAA established an alcohol/drug education, testing and rehabilitation program with the following objectives: (a) provide a comprehensive drug abuse prevention and education program that will educate student athletes, student support persons and staff about the effects of illicit alcohol/drug use on the physical, psychological and social aspects of life; (b) require drug screening of all student-athletes in accordance with the NCAA Constitution and Bylaws to detect usage of banned drugs; (c) provide screening, assessment and counseling on alcohol and drug use/abuse, when necessary; and (d) protect the student-athlete’s privacy by restricting disclosure of information to those who need to know.

b. At the beginning of each academic year, a member of the athletic training staff will meet with each team and provide all incoming student-athletes with a copy of ULAA drug and alcohol education and testing program, its purposes, implementation and sanctions. After receiving a copy of ULAA policy and before engaging in competition, all student-athletes must sign a statement of understanding and consent. If the student-athlete is under 18 years of age, the student-athlete’s parents or legal guardian must sign for the student-athlete.

c. Following the execution of the Consent Agreement, each student-athlete thereafter will be subject to unannounced, random testing for the presence of Banned Drugs/Substances. The Medical Review Officer and Director of Sports Medicine will specify the determination of the frequency of testing.

d. Failure to participate in the drug/alcohol education programs (including drug/alcohol screening and any recommended follow-up) will result in loss of the privilege of participation by the student-athlete in any intercollegiate athletic program sponsored by ULAA.

e. The Medical Review Officer and the Director of Sports Medicine shall develop and maintain selection procedure for administering frequent and unannounced drug screening tests to student-athletes. The Medical Review Officer, the Director of Sports Medicine and the student-athlete’s head coach shall have authority to select specific student-athletes to be tested, including any involved in injury or accident situations or other behaviors reasonably giving rise to concern regarding alcohol/drug abuse. Student-athletes may be tested on one or more occasions at any time while enrolled in the University on athletic scholarship or participating in intercollegiate athletics.

f. The testing procedure involves the collection of specimens of urine under observation of an independent collection agency. The collection of samples is executed in a manner to ensure confidentiality and to avoid misidentification. All laboratory testing shall be conducted under the auspices of an independent laboratory designated by ULAA.

22. Positive Drug Test Consequences: What is the limit on suspension? Up to one year or more?

a. First Violation:

(1) The Medical Review Officer, The Director of Sports Medicine, and head coach will be informed of the positive test results.

(2) The student-athlete will be required to participate in professional counseling sessions with professional counselors as determined by UofL.

(3) In extraordinary circumstances, as determined by the Athletic Director, a first violation may result in one or more of the following additional sanctions:
(4) Suspension-temporary, indefinite or permanent suspension of the student-athlete from further participation in all intercollegiate athletic programs.
(5) Cancellation of all or part of any room and/or board provided by UofL to the student-athlete.
(6) Cancellation of all or part of any grant-in-aid provided by UofL to the student-athlete; and
(7) Cancellation of all or part of any other benefits provided to the student-athlete by UofL including tuition, books and other fees.

b. Second and Third Violations:
(1) The Medical Review Officer, Director of Sports Medicine, the student-athlete, the student-athlete’s head coach and the Director of Athletics will be informed of the positive drug test results.
(2) The Director of Athletics shall also inform the University President and/or his designee.
(3) The Medical Review Officer shall review the entire case and referral of the student-athlete for comprehensive treatment/rehabilitation may be made.
(4) The student-athlete will be required to continue to undergo urinalysis as frequent as deemed necessary by UofL so long as he/she remains a student-athlete at UofL.

c. A second and/or third violation will result in one or more of the following additional sanctions, to-wit:
(1) Suspension-temporary, indefinite or permanent suspension of the student-athlete from further participation in all intercollegiate athletic programs.
(2) Cancellation of all or part of any room and/or board provided by UofL to the student-athlete.
(3) Cancellation of all grant-in-aid provided by UofL to the student-athlete; and
(4) Cancellation of all or part of any other benefits provided to the student-athlete by UofL including tuition, books and other fees.

d. Fourth Violation:
(1) The Medical Review Officer, Director of Sports Medicine, the student-athlete, the student-athlete’s head coach, and the Director of Athletics will be informed of the positive test results.
(2) The Director of Athletics shall also inform the University President and/or his designee.
(3) The student-athlete who tested positive for a fourth time shall be suspended from participation and referred to professional counseling.
(4) In the absence of mitigating circumstances as determined by the UofL Financial Aid Committee upon the recommendation of the head coach, Medical Review Officer, and/or the Director of Sports Medicine after consultation of medical or counseling reports submitted by the student-athlete. The student-athlete will be subject to non-renewal of scholarship at the end of the academic year.
(5) The student-athlete shall have the right to a hearing before this committee at which he or she can present evidence in his or her defense and challenge evidence and testimony against him or her. Notwithstanding any other provision of this policy, the team coach, Medical Review Officer, the Director of Sports Medicine and/or the Director of Athletics shall have the authority to suspend any student-athlete at any time from participation in intercollegiate athletics if, in the opinion of the Medical Review Officer or the Director of Sports Medicine, such participation would be dangerous or not in the best interest of the athlete or athletic department.

23. Student-Athletes Responsibilities in Drug Testing: Each student-athlete is obligated to advise the athletic trainer prior to providing any urine sample of all medications, whether prescriptive or non-prescriptive, that the student-athlete is presently taking or has taken during the preceding thirty-days, along with the medical reason therefore. In addition, the student-athlete may be required to further document, to the satisfaction of the Medical Review Officer and/or the Director of Sports Medicine, the medical necessity for the medication being taken or previously taken by the student-athlete.
- The failure of the student-athlete to attend required counseling session(s), whose absence is not excused by the athletic trainer, shall be treated as a separate violation by the ULAA. The student-athlete as a result of his/her failure to attend any required counseling session(s) may have any of the aforementioned sanctions imposed on him/her.

24. Student-Athlete Initiated Reviews: A student-athlete may ask for a review of any sanction as the result of a positive drug test result. A student-athlete desiring to appeal must file a written notice of review with the Director of Sports Medicine within two days of notification of a positive result. The student-athlete may be assisted by a person of his/her selection in obtaining a review.
- A student-athlete may have an informal hearing before the Team Head Coach and the Director of Athletics after notice of an action to be taken pursuant to a positive test. The student-athlete may have a hearing before the University Financial Aid Committee in the event that notification of non-renewal of financial aid is given in connection with any positive drug test result. For further details on the drug testing policy and consequences, student-athletes should consult their assigned Athletic Trainer.
25. **Tobacco Use:** The NCAA prohibits the use of tobacco products by student-athletes, coaches, and game officials during practice and competition. They will be disqualified for the remainder of the practice or competition if they are using tobacco products.

26. **NCAA Banned Drugs:** Before taking any type of drug/supplement, a student-athlete should consult with his/her athletic trainer. An updated list of NCAA banned drugs and other banned drug-related questions (e.g., inquiry about nutritional supplements), please go to www.drugfreesport.com/rec/rec-home.asp

F. **Strength and Conditioning:** The Sports Performance program at UofL has a clear mission: deliver the finest and most comprehensive program in the nation, seamlessly and professionally implemented. Surrounding every athlete with the tools and services to maximize competitive success, and a staff of performance experts that educate, motivate, inspire and empower.

1. **Philosophy:** The Sports Performance program is committed to creating a culture and a training system that develops the entire anatomy of a champion—body, mind and spirit. Their holistic training system is athlete-centered, evidence- and assessment-based, technology-driven, and performance-focused. The intention is to reduce injury risk, enhance performance, and increase the competitive success of every student-athlete and team at UofL. The staff approaches training with three target outcomes in mind: (1) minimize injury risk, (2) maximize athlete development, and (3) optimize team success.

2. **Technology:** Supporting training is an array of industry-leading technology, used to ensure every minute and/or repetition during training is producing maximum benefit, and every athlete is progressing and recovering optimally. Eliminating the guesswork of traditional coaching, the technology used, from the POLAR Team2 Heart Rate System to Tendo Weightlifting Analyzers, allows coaches to train smarter and manage fitness and fatigue.

3. **Facilities:** There are four performance training facilities at UofL: (1) The Marshall Center, (2) Papa Johns Cardinal Stadium, (3) The Yum! Center, and (4) Cardinal Arena. These state-of-the art facilities provide every Cardinal athlete with access to high-end equipment in a highly motivating environment. Student-athletes should contact their assigned Sports Performance Coach for facility hours.

4. **Performance Staff:** Each full-time coach on the Sports Performance staff carries a graduate degree in exercise physiology, and is certified by the National Strength and Conditioning Association, the Collegiate Strength & Conditioning Association, United States Weightlifting, and Functional Movement Systems.

5. **Recovery:** Recovery begins the minute a workout ends. For this reason, Performance Coaches provide a combination of recovery shakes, chocolate milk, fruit, and peanut butter sandwiches post-workout to help every athlete optimize the recovery process.

6. **Attire:** Student-athletes are expected to wear issued Louisville gear when training in any of the Cardinal Athletics facilities.

7. **Cardinal Code:** Get your mind right, attack, and finish strong!

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**Equipment**

The five equipment areas that are utilized by the athletic department: KEC, PICS, Cardinal Park, Yum! Center and SAC. Student-athletes are not able to receive equipment until they have passed a pre-participatory physical examination and been determined eligible to compete. It is the responsibility of the head coach to inform incoming student-athletes of equipment and locker room policies.

Student-athletes may only be provided with apparel and equipment that is directly related to practice and/or competition in their sport. Student-athletes will be provided enough equipment to get through their sport’s season. Student-athletes are responsible for any lost or stolen articles and should report lost or stolen equipment immediately to their equipment manager. Athletic uniforms, warm ups, and other issued equipment may only be used during official athletic practices and events. This equipment is not intended for personal, everyday use. Any exceptions to this policy must be cleared by a head coach.

**Laundry Rooms**

Arrangements for the cleaning and laundering of apparel are made by the equipment manager for each sport. Each student-athlete will be issued a laundry bag to be used for washing practice clothing. This will assure that clean practice clothes and uniforms will be available. Student-athletes are responsible for picking up equipment before practice and delivering it in their laundry bag to a designated laundry drop-off area after practice. No personal laundry will be washed through the equipment room facilities.

**Locker Rooms**

Only UofL student-athletes and necessary athletic department staff members have access to locker room areas. Media personnel, friends, or relatives are not allowed in the locker rooms without prior approval from the head coach. Each student-athlete will be given an individual locker. All equipment issued must be kept secured in this locker. Locks are issued to student-athletes for this purpose and are to secure personal and university belongings. It is highly recommended that personal valuables are left at home or
securely locked in the locker. Student-athletes are responsible for the security and cleanliness of their locker and the locker room. All trash, paper, tape, etc. should be placed in wastebaskets located in the locker rooms.

University Services

Dean of Students Office: The Dean of Students Office staff connects student-athletes to the right resources if they have questions or concerns about academics or student services. This office can guide a student-athlete to getting the help he/she needs. A student-athlete should contact this office if he/she does not know where to go on campus to get a question answered, has experienced any type of crisis that will impact his/her success as a student, believes his/her rights have been violated, or is experiencing a distressing situation. The Dean of Students Office is located in the SAC W301 and can be reached at (502) 852-5787 or at dos@louisville.edu.

International Center: Provides assistance to all international students with adapting to life on campus as well as in America, Kentucky and the city of Louisville. Most importantly, this is where students can learn more about the immigration requirements that they need to know before going home on vacation. I-20 forms must be signed at the International Center to reenter the U.S. after an international student has gone home. Also, international students must check visa status ahead of time. The are many restrictions and regulations that directly affect international student-athletes in areas such as employment, travel, health insurance, and maintaining valid student visa credentials. All international student-athletes are encouraged to acquaint themselves with the International Center located in Brodsci Hall. The International Center phone number is (502) 852-6602.

Disability Resource Center (DRC): The DRC staff provides and coordinates support services for students with disabilities. The center is designed to provide students with disabilities the opportunity to pursue college goals through the use of technological and academic services. Located in 119 Stevenson Hall, (502) 852-6938, students with disabilities are encouraged to contact the center to establish eligibility for services and to discuss specific accommodation needs. Student-athletes are encouraged to see their athletic academic counselor and/or one of the Learning Specialists in OPAC for assistance if they have or suspect they may have a learning disability.

Counseling Center: Counseling is available to enrolled students and provides assistance in areas such as: coping with anxiety, acquiring healthy coping skills, learning to communicate better, individual and group counseling. Counseling and referral services are confidential to the limits specified by law. The Center is located in the Student Health and Counseling Building, (502) 852-6585.

Prevention, Education and Advocacy on Campus and in the Community (PEACC): This program provides advocacy to and assistance to University students, faculty and staff who are affected by sexual misconduct, sexual violence, intimate-partner violence and stalking. A PEACC advocate will listen and review options of those who report a crisis situation. These options include: crisis intervention, housing accommodations, medical care (including an exam), academic assistance, counseling, police notification, and Dean of Student’s notification (for conduct procedure options). This interview is confidential and the name of the person reporting the crisis situation will not be released without his/her written permission. The PEACC Program is located at 100 Student Services Annex, 2207 S. Brook Street, Louisville, Kentucky 40292, and can be reached at (502) 852-2663. The PEACC Program can be reached after hours on the 24/7 Crisis Line at (502) 714-8923 (text or call).

For reporting and resources options, refer to the UofL Sexual Misconduct Resource Guide at https://louisville.edu/hr/policies/Sexual%20Misconduct%20Brochure.pdf

Women's Center: The Women’s Center works to build alliances with campus and community groups; to include women and men of all races, classes, ethnic origins, sexual orientations, and age groups; to design programs that encourage participation, including performances, discussions, exhibitions, and presentations; and to sponsor creative activities that contribute to public education, research, and policy development. The center is located in Gardiner Hall, (502) 852-8976.

Cultural Center: This office works to promote a welcoming and supportive environment for minorities, to facilitate communication and assist the effort of the offices of admissions, faculty and staff development, affirmative action, personnel services, student activities, student recruitment and retention, financial aid, and community relations; to assist minority students in resolving problems, in learning how to participate fully in University life, in using University programs and resources; to develop and coordinate cultural programs and activities for minority students, faculty and staff; and to provide minority perspective in policy decisions through appropriate channels. The office is located on 120 Brandeis St., (502) 852-6656.

LGBT Center: The LGBT Center works to strengthen and sustain an inclusive campus community at the University of Louisville, one that welcomes people of all sexual orientations, gender identities, and gender expressions through support, educational resources, and advocacy. LGBT Center is part of the Intersection, a space where LGBT and other students come together to explore social justice issues and work across their differences to support the University’s broadest vision for a diverse, welcoming campus. All students, regardless of sexual orientation or gender identity/expression, are welcome at the Intersection. The LGBT Center is located at the Red Barn, Room 104 on Belknap Campus and can be reached at (502) 852-0696 or lgbt@louisville.edu.
Career Development Center: Provides a variety of career services and resources for students, alumni and employers. Their mission is to facilitate a successful transition for students from the educational setting to the workforce and career mobility for alumni. The center is in the Houchens Building (LL04), (502) 852-4740.

Cardinal Shuttle: This transportation service is provided by TARC and University Parking. The route begins at the PJCS bus shelter. Riders must present their University picture I.D. to the driver. Persons without a valid ID riding the TARC will be charged 10 cents per ride. Persons parking at the stadium must have a valid parking permit and park in the designated area. Shuttles will operate every 8-10 minutes to 2 routes on campus. For more information, call Parking at (502) 852-7275.

Parking and Traffic Regulations: Any motor vehicle parked on University property, other than in paid meter spaces, or short-term pay parking lots must display a valid UofL parking permit or pass. Student-athletes must register their vehicle with the Office of Compliance. The type of permit indicates the areas where the vehicle may be parked. Use of a motor vehicle on UofL property is a privilege, not a right, and is made available only under the policies established in the University Motor Vehicle Rules and Parking Regulations currently in effect. Parking rules and regulations are published annually, issued with permits, and serve as guidelines for parking on campus. Any vehicle inhibiting traffic flow, hampering fire protection, parked illegally in a reserved or handicapped space, blocking handicap access, using a lost/stolen or forged/altered parking permit or has accumulated four or more unpaid parking citations is subject to immediate tow and impoundment. Students can purchase parking permits, pay parking fines, and buy TARC tickets at the Parking Office, located in the Floyd Street Parking Structure. THE PURCHASE OF A PARKING PERMIT DOES NOT GUARANTEE A PARKING SPOT.

- Motor Assistance Program: This service is designed to assist students with minor vehicle problems while on campus. Services provided include jump starting a battery, unlocking a car door, airing a flat tire or loaning a gas can.

UofL Policies

Notice of Nondiscrimination, Reaffirmation of Commitment To Equal Educational & Employment Opportunity

The University Louisville is committed to and will provide equality of educational and employment opportunity for all persons regardless of race, sex, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, gender identity, gender, pregnancy, or veteran status – except where sex, age, or ability represent bona fide educational or employment qualifications. Further, the university seeks to promote campus diversity by enrolling and employing a larger number of minorities and women where these groups have historically been and continue to be under-represented within the university in relation to availability and may extend preference in initial employment to such individuals among substantially equally qualified candidates, as well as to veterans and current university employees seeking promotion.

This affirmation is published in accordance with 41 CFR 60 and is in keeping with Title VII of the Civil Rights Act of 1964 and Title IX, Education Amendments of 1972, as amended; Executive Order 11246; the Rehabilitation Act of 1973; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; the Civil Rights Restoration Act of 1988 and Kentucky Statutes.

To ensure that equal educational and employment opportunity exists throughout the university, a results-oriented equal opportunity/affirmative action program will be implemented to overcome the effects of past discrimination and to eliminate any artificial barriers to educational or employment opportunities for all qualified individuals that may exist in any of our programs. The university aims to achieve, within all areas of the university community, a diverse student body, faculty, and staff capable of providing for excellence in the education of its students and for the enrichment of the university community.

The University of Louisville reaffirms its commitment to equality of educational and employment opportunity in its relationships with all members of the university community and its commitment to the elimination of any documented historical and continuing underutilization of women and minorities among the student body or employee complement. The University of Louisville is committed to this program and is aware that with its implementation, positive benefits will be received from the greater utilization and development of previously underutilized human resources.

Unlawful Harassment, Personal Discrimination, and Retaliation

The University of Louisville affirms that students and employees are entitled to an educational and employment environment free from unlawful harassment or personal discrimination and expressly prohibits unlawful harassment (including sexual harassment and sexual abuse) or personal discrimination of any individual among the university community engaged in educational or employment pursuits based on that individual's race, sex, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, gender identity, gender, pregnancy, or veteran status. Further, no student or employee shall be subject to retaliation for bringing a good faith complaint pertaining to unlawful harassment or personal discrimination or for protesting such behavior directed against another member of the university community.
For more information regarding sexual misconduct, contact the Dean of Students' Office, the Office of Human Resources, or see the UofL Sexual Misconduct Resource Guide at this link: http://louisville.edu/hr/policies/Sexual%20Misconduct%20Brochure.pdf.

For more information concerning ways in which our multicultural learning community may be nurtured and protected or complaint resolution procedures, contact the Dean of Students' Office or the Office of Human Resources. Student-athletes may also contact the following individuals or agencies:

**Sam Connally**  
Vice President of Human Resources and University, EEO Officer, Title IX Administrator  
1980 Arthur Street  
Louisville, KY 40208-2770  
Phone: (502) 852-3698  
Email: sam.connally@louisville.edu

**Dr. Michael Mardis (for Complaints Against Students)**  
Associate Vice President  
Dean of Students  
2100 S. Floyd Street  
Student Activities Center – W301  
Louisville, KY 40208  
Phone: (502) 852-5787  
Email: m.mardis@louisville.edu

**Mary Elizabeth Miles (for Complaints Against Employees)**  
Director of Staff Development and Employee Relations  
1980 Arthur Street  
Louisville, KY 40208-2770  
Phone: (502) 852-6688  
Email: maryelizabeth.miles@louisville.edu

**Wayne Hall (for Complaints Against Non-University Community Members)**  
Chief of Police  
Floyd Street Parking Garage  
Suite 100  
Louisville, KY 40292  
Phone: (502) 852-2411  
Email: wayne.hall@louisville.edu

**Kim Maffet**  
Associate Athletic Director for Human Resources  
Title IX Coordinator for Athletics  
Athletics Business Office/SAC  
2100 South Floyd Street  
Louisville, KY 40208  
Phone: (502) 852-2411  
Email: k0maff01@louisville.edu

**David Wiegman**  
Vice Dean for Academic Affairs  
Department of Physiology  
530 S. Jackson Street  
Louisville, KY  
Phone: (502) 852-5184  
Email: dlwieg01@louisville.edu

**ADDITIONAL CONTACTS**  
Vice Presidents, Deans, Department Chairs, Directors, and Coaches, any other University employee in a supervisory role. Some forms of harassment and discrimination may violate federal and state laws, and a Complainant or Respondent may choose to contact the following agencies regarding their complaint.

**Philadelphia Office for Civil Rights**  
U.S. Department of Education  
The Wanamaker Building  
100 Penn Square East, Suite 515  
Philadelphia, PA 19107-3323  
Phone: (215) 656-8541  
TDD: 1-877-521-2172  
Email: OCR.Philadelphia@ed.gov

**Kentucky Commission on Human Rights**  
332 W. Broadway, 7th Floor  
Louisville, KY 40202  
Email: kchr.mail@ky.gov  
Phone: (502) 595-4024 or 1-800-292-5566

The following UofL Policies may be found online at the links below:

- (a) Code of Student Conduct: http://louisville.edu/dos/students/code-of-studen-conduct.html
- (b) Discriminatory Harassment Policy: http://louisville.edu/hr/policies/PER110.html
- (c) Sexual Misconduct Policy: https://louisville.edu/peacc/sexual-misconduct-policy