



UNIVERSITY OF MARYLAND

DEPARTMENT OF INTERCOLLEGIATE ATHLETICS

Dear Terps,

Welcome back for another exciting academic year! And for those of you that are new this year to the Terrapin Family, welcome to the University of Maryland. I am eager to embark on another season of competition and continue to raise the bar on and off the playing fields, building on our tremendous success from the 2010-11 academic year.

This manual has been written to help you understand the expectations of being a Terrapin as well as to learn more about the variety of resources you have at your disposal as a student-athlete at our great institution. The Academic Support and Career Development Unit (ASCDU) is one of the finest in the country and there isn't a project that they can't help you with, I encourage you to engage with the staff at the ASCDU often.

Remember, as a student-athlete representing the University of Maryland, it is my expectation and your responsibility to maintain behavior that represents the University and the athletics program in a positive light. The student-athlete code of conduct and our expectations of student-athletes can be found throughout this manual. Please make sure to read this document carefully because once it's in your hands you are expected to know it and live it.

Best of luck to all our teams this season! We want to continue to exhibit high academic and athletic standards as we continue do great things in and out of competition. Feel free to contact me or any member of our staff if you have questions about the contents of this manual.

Go Terps!

A handwritten signature in black ink that reads "Kevin B. Anderson".

Kevin B. Anderson
Director of Athletics

www.umterps.com

athleticdirector@umd.edu

University of Maryland Athletics Mission & Guiding Principles

Mission

To be the best intercollegiate athletics program in the country. We strive to teach, to develop and to inspire student athletes in everything we do. We value honor, teamwork and sportsmanship. We compete with enthusiasm. We win with toughness. We always compete to win.

Guiding Principles

- **Respectful**

We treat others as we would like to be treated –with dignity and kindness

- **Passionate**

We are enthusiastic and passionate about all that we do. We expect the best of ourselves and others

- **Honorable**

We are personally accountable for all our actions. We are each an important part of a great team

- **Innovative**

We use proven systems, yet we are always looking for a better way to get things done. We can learn from everyone

- **Candid**

We are straightforward in our communications. We listen carefully and speak clearly. We are big on plain talk and transparency

- **Focused**

We prioritize and complete the most important jobs first. We have a strong work ethic and pay attention to the details. Above all we get the job done.

- **Diverse**

Diversity enriches all of our lives. We empower our people and in turn benefit from everyone's full potential

ALMA MATER

Hail Alma Mater
Hail to thee, Maryland,
Steadfast in loyalty,
For thee, we stand.
Love for the Black & Gold,
Deep in our hearts we hold,
Singing thy praise forever,
Throughout the land.



MARYLAND VICTORY SONG

Maryland, we're all behind you.
Wave high the black and gold,
For there is nothing half so glorious
As to see our team victorious.
We've got the team, boys,
We've got the steam, boys,
So keep on fighting, don't give in!
M-A-R-Y-L-A-N-D
Maryland will win!

HISTORY OF TESTUDO

Testudo, the official mascot of the University of Maryland, is a Diamondback terrapin. In 1932, the then football coach Dr. H. Curley Byrd suggested that the Diamondback terrapin be made the school mascot. The Diamondback terrapin, which is the Maryland State Reptile, is native to the Chesapeake Bay. The origin of the name Testudo is unknown. Some believe it was derived from the scientific classification for turtle, *testudines*, or from *testudo gigantia*, a species native to Africa. The derivation of the word, testudo, comes from the Latin word for a protective shelter used for Roman soldiers heads, similar to a tortoise shell.

The Class of 1933 donated the first bronze terrapin. A live Diamondback terrapin had been used as a model for the creation of the 300 pound statue. After his unveiling in May 1933, Testudo took his place in front of Ritchie Coliseum. After years of kidnapping, spray painting, and being clothed in opponents' uniforms, Testudo went into hiding until 1951. Testudo was filled with 700 pounds of cement and placed outside of Byrd Stadium. However, after protest from the student body that Testudo should be among the rest of the student population, he was moved to his current location in front of McKeldin Library.

Starting in 1992, bronze replicas of Testudo began to appear around campus. In 1992, a duplicate was placed in front of the football complex, and in 1995, another was placed inside the Cole Field House lobby. In the summer of 2002, Testudo moved from Cole Field House to Comcast Center. While Testudo continues to preside over campus, myths continue to surround the 1,000 pound mascot. Rubbing his nose is supposed to bring good luck (hence Testudo's unusually shiny nose).



ACADEMIC SUPPORT & CAREER DEVELOPMENT UNIT

Chris Uchacz , Associate Athletic Director, ASCDU	301-405-2731 cuchacz@umd.edu
Michael Harris , Assistant Athletic Director, ASCDU Football	301-314-7040 maharris@umd.edu
Heather Arianna , Associate Director W. Basketball, Baseball, Volleyball	301-314-7037 hlowe@umd.edu
Natasha Criss , Associate Director M. Basketball	301-314-7038 ncriss@umd.edu
Laura Fellon , Associate Director M/W Lacrosse, M/W Soccer, Field Hockey	301-314-7044 lfellon@umd.edu
Don Pearman , Associate Director Wrestling, M/W Track & Field & Cross Country, Gymnastics, Comp Cheer	301-314-7042 dap@umd.edu
Mark Fusiak , Academic Counselor M/W Swimming & Diving, M/W Golf, M/W Tennis, Water Polo	301-314-9662 mfusiak@umd.edu
Cassidy Blaine , Director AEP-Comcast	301-314-2797 cblaine1@umd.edu
Christina Hutchinson , Assistant Director AEP-Comcast	301-314-7041 chutch@umd.edu
Sharon Staples , Tutor Program Coordinator	301-314-0690 sstaples@umd.edu
John Carson , Tutor Program Coordinator	301-314-1024 jtcarsen@umd.edu
Aziz Abdur-Ra'ooof , Director-Student Welfare & Career Development	301-314-5372 ziz@umd.edu
Linda Anglemyer , Administrative Assistant	301-314-7043 langlemy@umd.edu

COLLEGE ADVISING DIRECTORY

<u>Name</u>	<u>College</u>	<u>Phone</u>	<u>Email</u>
	AGNR		
Bob Peters	ANSC	x51374	bobp@umd.edu
Adaire Parker	AREC	x51291	aparker@arec.umd.edu
Jaime Oliver	ARCH	x56291	jloliver@umd.edu
Amanda Bachert	ARHU	x52115	abachert@umd.edu
Pat Cleveland	BMGT	x52286	pclevela@rhsmith.umd.edu
Ebony Fullwood	BMGT	x52286	efullwood@rhsmith.umd.edu
Jessica Hegr	BMGT	x52286	jhegr@rhsmith.umd.edu
Brian Horick	BMGT	x52286	bhorick@rhsmith.umd.edu
Jason Jones	BMGT	x52286	jawjones@rhsmith.umd.edu
Evan Riddle	BMGT	x52286	eriddle@rhsmith.umd.edu
Gabriele Salinas	BMGT	x52286	gsalinas@rhsmith.umd.edu
Jeanette Snider	BMGT	x52286	jsnider@rhsmith.umd.edu
Karmin Cortes	BMGT	x52286	kcortes@rhsmith.umd.edu
	Prospective BMGT		
Jesse Bowen	Students	x48385	jmbowen@umd.edu
Christie Cradock	BSOS	x51697	ccradock@umd.edu
TC Lloyd	BSOS	x51697	tcloyd@umd.edu
Lisa Bradley	CLFS	x52080	lbradley@umd.edu
Justin Nero	CLFS	x52080	jnero@umd.edu
Amy Alexander	CMPS	x52332	aga@umd.edu
Grace Deming	CMPS/ASTR	x51562	deming@astro.umd.edu
Brandi Adams	CMPS/CMSC	x52760	bkadams@cs.umd.edu
John Merck	CMPS/GEOL	x52808	jmerck@umd.edu
Ida Chan	CMPS/MATH	x57582	ugadvisor@math.umd.edu
Ning Zeng	CMPS/METO	x55377	zeng@umd.edu
Tom Gleason	CMPS/PHYS	x55979	tgleason@umd.edu
Janis Cornell-DeMoss	EDUC	x52364	jcdemoss@umd.edu
DaFran Ware	ENGR	x59973	dmware@umd.edu
Sandra Quinn	SPHL(Athletes)	x51010	sjquinn@umd.edu
Josh Madden	JOUR	x58814	jmadden@jmail.umd.edu
Holland Avery	JOUR	x52395	hkavery@jmail.umd.edu
Rachel Pleatman	JOUR	x52398	rpleatman@jmail.umd.edu
William Bisese	LTSC	x48418	bisese@umd.edu
Terri Bevilacqua	LTSC	x48418	Tbevilac@umd.edu
Jabari Bodrick	LTSC	x41818	jbodrick@umd.edu
Tom Steen	LTSC	x48418	tsteen@deans.umd.edu
Nichole Howe	LTSC	x48118	nhowe@umd.edu
Tom Castillo	LTSC	x48118	tcastill@umd.edu
Corri Pfister	LTSC	x48118	pfister@umd.edu
Jennifer Riggs	Registrar	x48224	jriggs@umd.edu
Mike Landi	Bursar	x59001	mlandi@umd.edu

POLICIES AND PROCEDURES

STUDENT-ATHLETE CODE OF CONDUCT

The University of Maryland has established a tradition of ethical conduct at all levels of University life. In accordance with this tradition, all student-athletes involved in the intercollegiate athletics program are expected to represent the University in an honorable manner at all times.

CRIMINAL CHARGES, CONVICTIONS, AND VIOLATION OF THE *CODE OF STUDENT CONDUCT*

All student athletes are expected to:

1. Acknowledge that earning an undergraduate degree is the primary goal of being a collegiate athlete.
 2. Attend all classes except when traveling to represent the University in intercollegiate competition.
 3. Be prepared for class and participate in class discussions.
 4. Complete all academic assignments on time and take all course examinations.
 5. Meet with college academic advisors to seek approval for course registration and assistance with procedures related to course schedule adjustments and academic matriculation.
 6. Attend all ASCDU consultation, tutoring, study table, and review sessions as scheduled.
 7. Maintain the status of full-time enrollment while giving genuine effort at obtaining an undergraduate degree within four years from the time you initially enrolled as a full-time student in any college or university.
 8. Make satisfactory progress towards a degree as defined by your home college and the NCAA.
 9. Maintain academic eligibility for practice and competition as defined by the University of Maryland and the NCAA.
 10. Properly inform instructors, by the tenth day of the fall and/or spring semester, of expected class absences due to travel to official intercollegiate competitions.
 11. Abide by the University of Maryland rules and regulations governing student conduct paying particular attention and abiding by the code of academic integrity.
- I. Student-athlete responsibility upon being charged with a criminal offense, or violation of *Code of Student Conduct* or *Code of Academic Integrity*; status of grant-in-aid.
 - A. A student-athlete shall immediately notify his or her head coach and the Athletic Director when he or she has been charged with a criminal offense, or a violation of the University's *Code of Student Conduct* or *Code of Academic*

Integrity. Failure to notify the head coach and the Athletic Director will normally result in appropriate administrative action, which shall be determined by the Athletic Director.

- B. A student-athlete (who is otherwise eligible) shall retain his or her grant-in-aid that has been awarded, for the academic year pending final disposition or criminal charges or violations of the University's *Code of Student Conduct* or *Code of Academic Integrity*.
- II. Student-athlete charged with a felony crime of violence, serious drug offense, or certain charges under the *Code of Student Conduct* or *Code of Academic Integrity*: dispositions of guilt/responsibility.
- A. A student-athlete shall be suspended immediately from playing and practice privileges if he or she:
 - 1. is charged with a felony which is defined as a crime of violence under Article 27, Section 643B of the Annotated Code of Maryland (hereinafter referred to as a "Felony Crime of Violence"); or,
 - 2. is charged with a serious drug offense as defined by Article 27, Section 286 or Section 297B of the Annotated Code of Maryland (hereinafter referred to as "Serious Drug Offense); or,
 - 3. is charged with a crime under the laws of another jurisdiction which, if committed in Maryland, would be classified as a Felony Crime of Violence (hereinafter referred to as a "Felony Crime of Violence"); or Serious Drug Offense;
 - 4. or, is charged with and referred to a judicial board for a violation of Part 9, Sections (a) through (g) of the University's *Code of Student Conduct*; or, any offense identified by the Office of Judicial Programs as a potential aggravated violation as defined in Part (2a) of the *Code of Student Conduct*;
 - 5. or, is charged with and referred to an honor board for a second violation of the *Code of Academic Integrity*.
 - B. A student-athlete shall be dismissed permanently from his or her team if he or she is convicted, pleads guilty, or pleads *nolo contendere* to a Felony Crime of Violence or Serious Drug Offense.

- C. The Athletic Director shall determine the playing and practice status of a student-athlete who receives probation before judgment for a Felony Crime of Violence or Serious Drug Offense.
 - D. The playing and practice status of a student-athlete who either admits responsibility or is found responsible for any violation of the *Code of Student Conduct* or *Code of Academic Integrity* shall be determined by the final sanctions imposed under those codes.
- III. Criminal charges and dispositions other than a felony defined as a crime of violence or a serious drug crime, and other charges under the *Code of Student Conduct* or *Code of Academic Integrity*.
- A. For all criminal violations other than a Felony Crime of Violence or Serious Drug Offense:
 - 1. Except for student-athletes charged as set forth in paragraph III. A. 3 below, upon recommendation from the Head Coach, the Director of Athletics shall determine the pre-disposition playing and practice status of a student-athlete; and,
 - 2. Upon recommendation from the Head Coach and Sport Supervisor, the Director of Athletics shall determine the playing and practice status of a student-athlete after the final disposition of all charges has been made.
 - 3. The pre-disposition playing and practice status of a student athlete charged in any locale with DWI and/or DUI, and/or who refuses drug/alcohol chemical testing, shall be suspended from ten percent (10%) of his/her in-season competitive schedule. Suspensions will occur only in those games that comprise the student-athlete's sport's "countable contests" (not exhibitions, scrimmages and/or non-traditional season competitions), and will commence immediately (current season or at the beginning of the next traditional season if the offense occurs subsequent to the traditional season). If 10% of a competitive schedule is greater than 1 (for example 1.34), the penalty will be rounded down to the next whole number for fractions between .01 - .49. The penalty will be rounded up to the next whole number if the fraction is between .50 - .99.
 - 4. Additional DWI and/or DUI charges will result in a more stringent remedial action, after consultation with the Head Coach and the Sport Supervisor, as determined by the Director of Athletics, up to and including loss of scholarship and/or suspension from all team practices and competitions for a year.

- B. Upon recommendation from the Head Coach, the Director of Athletics shall determine the pre-disposition playing and practice status of a student-athlete who:
1. Is charged with any other violation of the University's *Code of Student Conduct*, other than that described in Section II. A. (3) above; or,
 2. Is charged with any violation of the *Code of Academic Integrity* other than that described in Section II. A. (4) and (5), above.

BOARD OF REGENTS POLICY ON EVENT-RELATED STUDENT MISCONDUCT

Event-related misconduct includes rioting, assault, theft, vandalism, fire-setting, or other misconduct related to an institution-sponsored event, occurring on- or off-campus, that results in harm to persons or property or otherwise poses a threat to the stability of the campus or campus community. Campus disciplinary action for event-related misconduct may take place regardless of the existence, status, or outcome of any criminal charges in a court of law related to the misconduct. Any decision to impose a sanction less than suspension or expulsion, for event-related misconduct, must be supported by written findings signed by the institution's chief student affairs officer. A record of any suspension or expulsion under this policy shall be noted on the student's transcript. For more information on this policy, as well as other policies, visit the Board of Regents website <http://www.umsa.umd.edu/regents/>.

ICA Review Procedures for Student-Athlete Disciplinary Issues Related to:

- University Code of Student Conduct
 - Code of Academic Integrity
 - Student-Athlete Code of Conduct
 - Criminal Charges and Convictions
 - University of Maryland Drug Testing
 - ACC Sportsmanship Policy
1. Sr. Associate A.D./Administration serves as clearinghouse for receipt and sorting of information involving alleged violations from Office of Judicial Programs, University Health Center, UMCP Police, Prince George's County Police, and/or other agencies or sources. According to the Student-Athlete Code of Conduct, a student-athlete "shall immediately notify his or her head coach and the Athletic Director when he or she has been charged with a criminal offense or a violation of the University's Code of Conduct or Code of Academic Integrity."
 2. Sr. Associate A.D./Administration copies respective sport head coach (or designee) and sport supervisor with information of alleged violation. Timeline: immediate.

3. Head coach and sport supervisor meet to discuss alleged violation and outline plan for conducting a preliminary review, if necessary. Sport supervisor prepares and files written summary of meeting with head coach. Timeline: immediate.
4. Head coach informs student-athlete in meeting of alleged violation. Timeline: immediate.
5. Head coach provides summary of meeting with student-athlete to sport supervisor, who documents and files written summary for student-athlete's file. Timeline: immediate.
6. Parent/guardian of the student-athlete is informed by the head coach of any allegation or violation. Head coach provides sport supervisor with confirmation of notification to parent/guardian. Timeline: within 24 hours of meeting between head coach and student-athlete.
7. Head coach and sport supervisor discuss potential disciplinary actions, if any, prior to implementation. Timeline: within 72 hours of initial meeting between head coach and student-athlete or as soon as review is complete.
8. Head coach documents, in writing, specific disciplinary action, including dates and times related to disciplinary measures (i.e., playing/practice status, suspension, dismissal, community service, etc.) and provides to sports supervisor. Timeline: within 48 hours of completion of review.
9. Sport supervisor provides documentation of disciplinary action taken by head coach to Sr. Associate A.D./Administration for filing in student-athlete's file in office of Sr. Associate A.D./Administration. Timeline: immediately upon receipt of documentation from head coach.
10. Head coach is responsible for monitoring activities (and documenting to sport supervisor), including disciplinary action, related to resolution of matter so as to best ensure timely action. Timeline: ongoing.
11. The Administrative Sport Supervisor will recommend to the Athletic Director the playing and practice status of a student-athlete who is charged with a violation of the (1) Student-Athlete Code of Conduct, (2) Code of Student Conduct, (3) Code of Academic Integrity and/or (4) violation of law.

ICA Process for Appealing Determinations of Alleged Violations of the following:

- Student-Athlete Code of Conduct
 - Code of Student Conduct
 - Code of Academic Integrity
 - and/or violations of the law
1. Any person may refer a student-athlete(s) suspected of violating the (1) Student-Athlete Code of Conduct, (2) Code of Student Conduct, (3) Code of Academic Integrity, and/or (4) violations of law to ICA. Persons making such referrals are required to provide information pertinent to the case.
 2. The Administrative Sport Supervisor will meet with student-athletes and/or Head Coach and/or ICA staff to determine the validity of the accusation.
 3. The Administrative Sport Supervisor will develop an Executive Summary of the accusation and recommend an appropriate course of action including sanctions, if appropriate, dependent on the offense, for approval by the Athletic Director or her designee.
 4. Upon approval by the Athletic Director, the Administrative Sport Supervisor will meet with the Head Coach and student-athlete(s) to provide a written summary of the findings and course of action and sanctions, if applicable.
 5. If the student-athlete(s) disagree with the course of action and/or sanctions recommended by the respective Administrative Sport Supervisor, they may appeal to the Athletic Director in writing within 10 calendar days of receiving the written summary of findings and course of action from the Administrative Sport Supervisor. Written appeals must establish and document how the Administrative Sport Supervisor erred in making his/her recommendation and/or that the sanctions are too harsh. Appeals must provide any relevant supporting documentation. Depending on the nature of the offense, however, some penalties are “carved in stone” and no appeal would be appropriate.
 6. When appropriate and necessary, the course of action may include forwarding information to the University’s Office of Judicial Programs and Student Ethical Development and/or local and other authorities.
 7. Within 10 calendar days of receipt of an appeal, the Athletic Director or his/her designee will respond in writing, rendering a decision. That decision is final.

SPORTSMANLIKE CONDUCT

All student-athletes are expected to conduct themselves both on and off the field in a manner that will bring respect to their teammates, coaches, and University. Adverse conduct will be handled in accordance with the current policies of the Athletic Department, the University of Maryland, and the State of Maryland. In addition, all student-athletes are expected to adhere to the Maryland Sportsmanship Principles adopted by the President's Commission on Sportsmanship, when serving as an athlete and as a student. These principles are as follows:

FOUNDATIONS. The University of Maryland fully supports the principles of sportsmanship adopted by the National Collegiate Athletic Association (NCAA) and the Atlantic Coast Conference (ACC). It does so not only because it is a member of those organizations, but more importantly because the concept of sportsmanship embodies the principles on which this and other great universities have been established: the attainment and celebration of excellence, respect for and acceptance of those with whom we differ, and our commitment to the highest standards of integrity. Our campus mission statement, the President's Statement of Freedom Expression, the Human Relations Code and the codes of conduct for students, faculty, and staff are the primary campus documents that embody these principles. As the goals for campus sportsmanship are articulated, it must be remembered that sportsmanship in intercollegiate athletics must be connected to these broader campus values and standards of behavior. The approach to intercollegiate athletics must be embedded in our notions of the rights and responsibilities that come with being a member of the campus community.

ATTAINING AND CELEBRATING EXCELLENCE. Whether it is grades, promotion and tenure, or graduation, our university is committed to the principle that the rewards it bestows should be granted on the basis of adherence to community standards. These celebrations are the time when the campus recognizes those who have excelled in meeting these standards and the campus's ultimate goal – acquiring and advancing knowledge. In sponsoring intercollegiate athletics, the university provides opportunities for students not only to achieve excellence in sports, but also to attain the life skills associated with participation in sports that will benefit them personally and professionally. It is entirely appropriate that we as a community enthusiastically support their efforts. In doing so, we gain a source of campus unity and an appreciation of the commitment of student-athletes to achieving personal excellence. Maryland sportsmanship implies, and perhaps requires, that we support our teams as they strive for excellence in their sports.

RESPECT. In an environment that celebrates diversity and freedom of expression, we must respect the opinions and rights of others. As the President's Statement of Freedom of Expression notes, our commitment to freedom of expression must not result in the denial of others' rights and/or the creation of an environment that discourages an individual's participation in campus life. Achieving the right balance amongst these sometimes conflicting interests is one of the most difficult challenges a civil society faces. In intercollegiate athletics, this balance can be achieved only by maintaining respect for the game, our teams, the opponent, and our institution. We celebrate the contest and the spirit of competition, but

must remember that the value of victory is measured by the esteem one holds for the opponent. Thus, sportsmanship entails respecting our student-athletes and their opponents, as well as the officials and coaches, and fans. It means celebrating performance – by either side. Our campus values require that respect – for the game and our campus – must be a fundamental component of our understanding of sportsmanship.

INTEGRITY. Acts that violate our integrity strike at the very heart of our campus. Whether it is plagiarism, cheating, or fraud by students, faculty or staff, they cannot be tolerated. Increasingly the campus has focused attention on the integrity of the educational enterprise and research. No less important is an intercollegiate athletics program that meets the highest standards of integrity. For this reason the campus has positioned itself as a leader in the NCAA certification process. Winning within the rules must be one of the components of our understanding of sportsmanship. Maryland sportsmanship means that administrators, coaches, and participants must know the rules and be committed to following them.

ACC SPORTSMANLIKE POLICY

Duties of Member Institutions

Every reasonable effort shall be made by competing institutions to emphasize the importance of good sportsmanship at all athletic events. However, in the event that crowd control procedures must be initiated, this responsibility rests with each host institution, or with the tournament or meet director at off-campus championship events. The Athletic Director or their designated representatives shall be available at the site of the competition to assist in controlling the crowd.

- Only participants, coaches, officials, and authorized personnel shall be allowed in the competition area before or during the competition.
- No alcoholic beverages shall be sold to the public at the site of an ACC Championship.

Duties of the Commissioner

Whenever the Commissioner concludes (after a reasonable investigation) that there has been a violation of the unsportsmanlike conduct regulation, the Commissioner shall impose such penalty deemed appropriate by first giving notice to the individual and the institution. The Commissioner will provide the institution the time and opportunity that the Commissioner considers reasonable to take action and may adopt that action as Conference action if deemed appropriate.

In the event that the individual or institution feels that the Commissioner's penalty is inappropriate or excessive in nature, an appeal may be initiated with the Executive Committee by filing a notice with the Conference President. The appeal must be filed within 48 hours of receipt of notification of the penalty imposed by the Commissioner.

- I. *Carrying Penalty Over To Next Season.* Whenever a penalty or suspension is imposed, such penalty to the individual may be carried over into the next season of competition at the discretion of the Commissioner.
- II. *Definition of Suspension.* As used in this regulation, “suspension” in the case of a player means that the player cannot participate in the designated number of contests but may practice; in the case of a coach, “suspension” means that the coach cannot be present in the playing area for the designated number of contests but may conduct practice sessions.

Duties of Coaches and Student-Athletes

Public Criticism of Officials. Public criticism of officials or public comments evaluating the officiating of particular contests is not in the best interest of intercollegiate athletics. Athletic personnel, including players, are prohibited, therefore, from commenting while acting in official capacity on officiating other than directly to the Conference Office. Head coaches are responsible for the comments of assistants and other athletic department staff members associated with their teams.

Coach and Player Decorum. While the ACC believes that one of the problems confronting intercollegiate athletics is the lack of adherence and enforcement of rules of decorum, it is cognizant that the majority of coaches, players, officials, and administrators make a real effort to ensure contests will be conducted and played in a sportsman-like manner.

Coaches and administrators have the responsibility to set the tone for responsible behavior on the part of their teams and followers. It is an infraction of the rules for coaches, squad members, or team attendants to conduct themselves in an unsportsmanlike manner.

Acts violating coach and player decorum rules shall include, but not be limited to, the following, and may subject violators to reprimand or suspension from additional contests as the Commissioner deems appropriate (*Note: Person, for the purposes of this section, means coaches, squad members, or team attendants*).

- Any person who strikes or physically abuses an official, opposing coach, player, or spectator;
- Any person who intentionally incites participants or spectators to obscene gestures;
- Any person who uses profanity, vulgarity, taunts, ridicules, or makes obscene gestures;
- Any person who publicly criticizes any game official, conference personnel, a member institution, or institutional personnel;
- Any person who engages in negative recruiting by making statements which are unduly derogatory of another institution or its personnel to a prospective student-athlete, parents, high school coach, or other person interested in the prospective student-athlete;
- Any person who enters the competing area for an unsportsmanlike purpose;
- Any other acts of unsportsmanlike conduct not specifically described.

Ethical Conduct – Sports Participation

- Student-athletes must compete with honesty and sportsmanship at all times so that they represent the honor and dignity of fair play [NCAA Bylaw 10.01.1].
- Student-athletes are **not eligible** to compete if they have shown dishonesty in evading or violating NCAA regulations [NCAA Bylaw 14.01.3.3].

Team Travel Conduct

Any student-athlete and/or student serving in an official capacity for the Department of Intercollegiate Athletics are representatives of the University of Maryland. As a representative of the University, such students traveling individually or as a team/group to an intercollegiate athletic contest shall agree to abide by the laws of the State of Maryland, the local state government, University policies, Department of Intercollegiate Athletics policies, and team rules. Student-athletes and/or students serving in an official capacity for the Department of Intercollegiate Athletics shall be responsible for acting in accordance with such laws, policies, and rules during the entire period of travel and competition.

ENFORCEMENT PROCEDURES FOR MISCONDUCT

Violations of UM policy regarding academics, residence life, and general conduct are handled in the same manner as for the general student body. Please consult the University Student Code of Conduct and Code of Academic Integrity published in the University catalog. In addition, the athletic department and respective coaches may implement additional sanctions, if warranted. **Each head coach is responsible for enforcing team rules.**

ATTENDANCE POLICY FOR STUDENT ATHLETES

The University Athletic Council has determined that poor academic performance by a number of our student-athletes is significantly influenced by the fact that those students do not maintain consistent class attendance. During the past few years, numerous efforts have been made by coaches and administrators to address this issue, with mixed results. Furthermore, the Council has determined that students who do not meet our academic expectations and who have excessive unexcused absences should not be allowed to fully exercise the opportunity provided them to represent the University of Maryland as varsity student-athletes. Therefore, the Council recommends the following policy:

A. Teams that have a four year moving average NCAA graduation success rate below 70% will be subject to the following attendance policy:

1. Any member of that team who has a cumulative GPA of 2.3 or lower, OR who has passed fewer than 9 credits in the previous semester will have his/her class attendance checked by staff from the Academic Support and Career Development Unit.

2. These students will be allowed a maximum of two unexcused absences per term in each class¹. Following the third and each subsequent unexcused absence, the coach must withhold the student from the next regularly scheduled competition(s) that are equal to 5% of that sport's NCAA regular season contest maximum, as follows:

Sport	Penalty
Baseball	3 contests
Men's and Women's Basketball	1 contest
Competitive Cheer	1 contest
Men's and Women's Cross Country	1 contest
Field Hockey	1 contest
Football	.5 contests
Men's and Women's Golf	1 date of competition
Gymnastics	1 contest
Men's and Women's Lacrosse	1 date of competition
Men's and Women's Soccer	1 contest
Softball	3 contests
Men's and Women's Swimming	1 date of competition
Men's and Women's Tennis	1 date of competition
Men's and Women's Track and Field (Outdoor and Indoor)	1 date of competition
Water Polo	1 date of competition
Wrestling	1 date of competition

¹ Whether a class is missed or not will be determined by the ASCDU Director. A missed class occurs when the student is more than ten minutes late for a class. Appeals of ASCDU missed class decisions will be heard by the Faculty Athletics Representative. Any appeal must be made via email to the Faculty Athletics Representative within 24 hours of the time of the class in question. If a student-athlete is withheld from a contest as a result of this policy, his/her attendance at the contest cannot be deemed an excused absence from classes.

B. At any time, the Faculty Athletics Representative may place a student-athlete under this policy if the student-athlete has a cumulative GPA of 2.3 or less and in the judgment of the FAR, the student is not making sufficient effort to improve her/his academic performance, regardless of the team's 4 year moving average NCAA graduation success rate. In addition, nothing in the policy precludes a head coach from implementing more stringent requirements.

SOCIAL MEDIA GUIDELINES

I. INTRODUCTION

This document was developed to provide a helpful set of guidelines for the use of social media by Maryland student-athletes. Examples of social media include, but are not limited to, Facebook, Twitter, MySpace, YouTube, LinkedIn, Flickr, Foursquare and blogs of all types.

The rapid growth of social media technologies combined with their ease of use and pervasiveness make them attractive channels of communication. However, these tools also hold the possibility of a host of unintended consequences. Applications that allow you to interact with others online require careful consideration to assess the implications of “friending,” “linking,” “following,” “geolocating” or accepting such a request from another person.

These guidelines are designed to help you understand your unique responsibilities as a Maryland student-athlete, identify and avoid potential issues, and protect your reputation and privacy as you utilize social media technologies.

II. GUIDELINES

Represent the University of Maryland with Honor

As a Maryland student-athlete, you are responsible for your social media activities and are expected to follow the same behavioral standards on-line as you are in your everyday life. The same laws, rules and guidelines for interacting with family, friends, teammates, coaches, faculty, staff, and fans apply on-line as in the real world. Activities that would violate the Student-Athlete Code of Conduct off-line are also considered violations on-line. Never compromise your personal reputation and integrity – or that of your team and university – through your use of social media technologies.

Do No Harm

Let your Internet social networking do no harm to yourself, family, friends, teammates, coaches, faculty, staff, Maryland Athletics or the University of Maryland.

Think Before You Post

There’s no such thing as a “private” social media site. Search engines can turn up posts and pictures years after the publication date. Comments can be forwarded or copied. Archival systems save information even if you delete a post. If you feel angry or passionate about a subject, it’s wise to delay posting until you are calm and clear-headed. Post only thoughts and pictures that you would be comfortable sharing with the general public. Use good ethical judgment and always err on the side of caution.

Does It Pass the Publicity Test

If the content of your message would not be acceptable for face-to-face conversation, over the telephone or in another medium, it will not be acceptable for a social networking site. Ask yourself, would I want to see this message or image as the result of a Google search tomorrow or ten years from now? Would I want my mother or my grandmother to see it?

Remember, too, that comments made via social media can be and have been used by members of the media as attributed quotes.

Be Respectful

Remember that with rights, comes responsibilities. While you may have the right to freely express certain ideas or beliefs, you should weigh the values of civility and mutual respect when deciding to engage in certain forms of expression on-line. Stop, before you post, to consider the hurt that may result from the use of slurs or epithets intended to discredit, for example, another's age, ethnicity, gender, handicap, national origin, political beliefs race, religion or sexual orientation. Your on-line expressions also reflect on your team and your university.

Be Authentic & Transparent

Be honest about your identity. In personal posts, you may identify yourself as a Maryland student and student-athlete. However, always be clear that you are sharing your personal views and are not speaking as a representative of your team, Maryland Athletics or the University of Maryland. If you identify yourself as Maryland student-athlete, ensure your profile and related content are consistent with the Student-Athlete Code of Conduct and how you wish to present yourself to your family, friends, teammates, coaches, faculty, staff and fans.

Protect Your Identity

While you should be honest about yourself, don't provide personal information that could be used by scam artists, identity thieves, stalkers or others who may wish to do you harm. The same is true for the information of your family, friends, teammates and coaches. Don't list your home or campus address or phone number. Don't list your date of birth. It is a good idea to create a separate email address that is used only with social media sites.

Maintain Privacy

Do not discuss a situation involving named or pictured individuals on a social media site without their permission. Do not publish the personal information of others without their explicit permission. Do not collect sensitive information, such as phone numbers, ID numbers, social security numbers, payment information, etc., via social media, as those are not secure channels. As a guideline, do not post anything that you would not present in any public forum.

Understand Your Personal Responsibility

You are personally responsible for what you post on your own site and on the sites of others. Individuals have been held liable for commentary deemed to be copyright infringement, defamatory, proprietary, libelous or obscene. Be sure that what you post today will not come back to haunt you.

Abide by NCAA Rules

Ensure that you do not violate NCAA rules in your use of social media. For example, it is impermissible for student-athletes to promote or endorse any product whether on-line or off-line. It is also not permissible for current student-athletes to contact prospective student-athletes (recruits) in any manner, including via social media. Student-athletes must also be cautious in their social media interactions with athletic boosters.

Always “ask before you act” and speak with the Maryland Athletics Office of Compliance (301-314-1349; 2601 Comcast Center) if you have any questions regarding NCAA rules.

Correct Mistakes

Ensure that you have all the facts before you post. If you do make a mistake, correct it quickly and visibly. If you’re posting to a blog, you may choose to modify an earlier post – just make it clear that you have done so.

Monitor Comments

Most people who maintain social media sites welcome comments as a way to engage their audience and built community. However, you may be able to set your site so that you can review and approve comments before they appear. This allows you to respond in a timely way to comments. It also allows you to delete spam comments and to block any individuals who repeatedly post offensive or frivolous comments.

Don’t Use Maryland Logos

Do not use University of Maryland or Maryland Athletics wordmarks, logos or images without permission. Complete University of Maryland logo and trademark guidelines can be found at: <http://www.trademarks.umd.edu>

Respect for Academic Support & Career Development Unit (ASCDU) Time and Resources

Use of social media is strictly prohibited on ASCDU computers and during time spent in study table, with ASCDU counselors and with tutors. ASCDU computers and time spent in ASCDU is exclusively for your academic work. You should participate in personal social media conversations on your own time outside of ASCDU. Any exceptions must be specifically approved by the ASCDU staff member(s) on duty.

III. REMEDIAL ACTIONS

Violations of the Student-Athlete Code of Conduct through the use of social media are subject to remedial actions, up to and including the loss of scholarship and playing privileges and dismissal from the team.

Individual teams and head coaches may implement additional guidelines regarding the use of social media by their student-athletes. For example, a head coach may prohibit the use of social media technologies immediately prior to, during and following competition. Student-athletes are responsible for knowing and abiding by any such additional guidelines implemented by their respective teams. Violations of team guidelines regarding social media may subject student-athletes to additional, progressive remedial actions as determined by their respective head coach.

IV. SAFETY & PRIVACY TIPS FOR SOCIAL MEDIA

The internet is open to a world-wide audience. When using social media technologies, ask yourself:

1. Did I set my privacy settings to help control who can look at my profile, personal information and photos? You can limit access somewhat, but not completely, and you have no control over what someone else may share.
2. How much information do I want strangers to know about me? If I give them my cell phone number, date of birth, address, email, class schedule or a list of possessions, how might they use it? With whom will my information be shared? Not everyone will respect your personal or physical space.
3. Is the image I'm projecting by my communications and photos the one I want my parents, friends, teammates, coaches, faculty/staff and fans to know me by? What does my profile say to potential graduate school interviewers? Potential employers? Which doors am I opening and which am I closing?
4. What if I want to remove information from my posts? Have I read the social networking site's privacy and caching statements? Removing materials from network caches can be difficult. Posted material can remain accessible on the internet until you complete the prescribed process for removing information from the caching technology of one or multiple (potentially unknown) search engines.
5. Have I asked permission to post someone else's image or information? Could I be hurting someone? Am I infringing on their privacy? Could I be subject to libel suits or other legal actions?
6. Does my equipment have spyware and virus protection installed and up to date? Some sites collect profile information to spam you. Others contain links that can infect your equipment with viruses that potentially can destroy data and infect others with whom you communicate. Remember to back up critical files on an external source in case of destructive attacks.

POLICIES IMPACTING STUDENT-ATHLETE HEALTH & WELFARE

ALCOHOL POLICIES

All students attending the University of Maryland are responsible to abide by the State of Maryland criminal laws regarding alcohol possession and use. The laws set the minimum age of 21 years of age for the purchase and consumption of alcoholic beverages. Those who are of the minimum age and older are prohibited from selling or providing alcoholic beverages to those whom are under 21 years of age.

The Athletics Department does not condone the illegal or irresponsible use of alcohol under any circumstances. If legally of age, student-athletes who consume alcoholic beverages are expected to do so responsibly, understanding the risks associated with alcohol use and abuse.

All student-athletes are prohibited from the consumption of or being under the influence of alcoholic beverages in connection with any team function. A team function for purposes of this policy includes the following:

- When traveling to or from a site or at that site with the team, as a representative of the team or coaching staff, and/or serving in an official capacity for the Department of Intercollegiate Athletics,
- At any intercollegiate athletic event, including parties organized by team members, on or off campus, and
- At any time in public while representing the team or the University (ex. Summer camps, clinics, recruiting activities, community service, etc.)

In addition, student-athletes are expected to adhere to the University's Department of Residence Life residence hall rules.

Any student-athlete violating any of these policies may be subject to disciplinary action by his/her team, Coach, Department of Intercollegiate Athletics, and/or the University. Students serving in an official capacity for the Department of Intercollegiate Athletics may be subject to disciplinary action by the Department of Intercollegiate Athletics, and/or the University.

Binge Drinking & High Risk Alcohol Consumption

The University of Maryland adheres to the principle that there is no place in intercollegiate athletics for substance abuse of any kind. The Athletics Department recognizes that for student-athletes there are additional pressures associated with participation in intercollegiate sports. As a consequence of such pressures, student-athletes may be at risk to unhealthy

behavior patterns to cope with stress. Therefore, the Athletics Department considers the misuse and abuse of alcohol as an unhealthy and inappropriate response to stress. Experimental and/or recreational intoxication can have harmful effects on the overall health of student-athletes. Hence, the Athletics Department does not condone drunkenness and/or public intoxication at any time for any student-athlete.

Student-athletes who become drunk will be held accountable for their actions. “High-risk alcohol consumption” is any form of abusive alcohol consumption. High-risk alcohol consumption is strictly prohibited for student-athletes. Behavioral examples of high-risk alcohol consumption include, but are not limited to, drinking games, drinking to the point of physical illness, the possession or use of any instrument of alcohol abuse (ex. beer bong), and binge drinking. Binge drinking, as defined by University of Maryland health professionals, is 5 or more drinks in a sitting/row for males and 4 or more drinks in a sitting/row for females. For more information on the Athletics Department’s policy on underage drinking and clubbing, please see page 14.

Use of Tobacco Products

The use of tobacco products by a student-athlete is prohibited at any team function (See definition of team function under Alcohol Consumption). A student-athlete who uses tobacco products during practice or competition shall be disqualified for the remainder of that practice or competition (adopted by NCAA 1/11/94, effective 8/1/94).

Harassment

At the University of Maryland student-athletes are part of a culturally and socially diverse community. They are expected to respect the dignity and sensitivity of all members of that community regardless of their national, ethnic or cultural background, sexual orientation, gender, ability, or creed. Consistent with the University’s policy, actions that intentionally intimidate, humiliate, or demean individuals or groups are unacceptable and will not be tolerated. Student-athletes are expected to contribute to an environment that promotes community spirit and develops positive understanding and interactive relationships. Observation of any acts of harassment must be reported to University of Maryland authorities. Consult the Undergraduate Catalog or the Department of Human Relations for more detailed information.

Sexual Harassment

The University of Maryland has clearly stated that sexual harassment will not be tolerated on campus. Sexual harassment is defined as unwelcome sexual advances, unwelcome requests for sexual favors, and other behavior of a sexual nature where:

- A. Submission to such conduct is made whether explicitly or implicitly a term or condition of an individual’s employment or participation in a university-sponsored educational program or activity; or

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

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

Rape or sexual assault is commonly perceived as an act perpetrated by a stranger. In fact, rape by an acquaintance, known as date rape, is far more common and usually involves alcohol. Typically, in date rape the two parties are familiar with one another and perhaps, even friends. The situation might begin at a party where alcohol is consumed and an assorted set of signals are sent and received between two individuals, real or perceived. The end result is a sexual encounter that might have been preceded by a series of consensual activities, at least in the mind of one of the partners. However, date rape should never be considered a misunderstanding or a communication problem. "No" means "no" at any time.

Student-athletes are expected to conduct themselves in a manner where the rights of others are respected. Inappropriate sexual behavior, including verbal harassment, may result in sanctions by the University, Department of Intercollegiate Athletics and civil authorities. Victims of rape, sexual assault, or sexual harassment are encouraged to call the Health Center's Rape Hotline at (301) 314-2222. Consult the Undergraduate Catalog or the Department of Human Relations for more detailed information on sexual harassment.

Hazing

Hazing is a fundamental violation of human dignity. It is strictly prohibited at the University of Maryland. The University defines hazing as "intentionally or recklessly subjecting any person to the risk of bodily harm, or severe emotional distress, or causing or encouraging any person to commit an act that would be a violation of law or University regulations, for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a student group or organization, as defined by the Code of Student Conduct. The expressed or implied consent of the victim will not be a defense."

Examples of hazing include, but are not limited to:

- Forced consumption of alcohol or other substances
- Sleep deprivation
- Use of alcohol in drinking games or contests
- Paddling
- Forced tattooing or branding
- Creation of excessive fatigue
- Severe shocks or humiliation (as defined by a reasonable person under all circumstances)
- Compulsory servitude
- Theft or misuse of property belonging to others

“Aggravated” violations of this policy, as defined in Part 2 (a) of the *Code of Student Conduct*, normally results in: suspension or expulsion from the University; or revocation suspension or expulsion or registration for a student group; or denial of recognition or registration for a student group or organization, even for a first offense. Individuals who participate in acts of hazing are personally accountable under this policy, and the Code of Student Conduct, regardless of the outcome of any related case brought against a student group or organization.

All members of the University community share the responsibility to challenge and make known to the office of Judicial Programs acts of apparent hazing.

Apathy in the presence of hazing, or acquiescence to hazing, are not neutral acts. Individuals who participate in acts of hazing as perpetrators or victims are personally accountable under this policy, and the *Code of Student Conduct*.

REMEDIAL ACTIONS FOR UNDERAGE DRINKING OR CLUBBING BY STUDENT-ATHLETES

Required Baseline Actions:

1st Underage Drinking Offense

1. Mandatory OJP alcohol education.
2. Official notification letter of team probation to student-athlete, with statement of potential suspension for future occurrence. Copy parents, sport supervisor, and the Athletic Director.
3. Meeting with head coach and sport supervisor for the student-athlete.

2nd Underage Drinking Offense

1. Written notification to parents by head coach, with copy to sport supervisor, and the Athletic Director.
2. Loss of 10% of traditional competitive schedule.
3. University Health Center counseling.
4. Scholarship termination is possible.

3rd Underage Drinking Offense

1. Loss of additional 10% of traditional competitive schedule.
2. Scholarship termination is likely.

UNIVERSITY OF MARYLAND DRUG POLICY FOR STUDENT-ATHLETES

Policy

The University of Maryland adheres to the principle that there is no place in intercollegiate athletics for substance abuse of any kind. The primary intent of the University's policy concerning drug testing and screening is to preserve the well-being of the student-athlete. The University is interested in the prevention and control of drug abuse, as well as in helping student-athletes with drug abuse problems. The drug testing and screening program is regarded as a preventative measure for a potentially serious illness.

Definitions

For the purpose of this policy "student-athlete" is defined as:

1. All student-athletes who have been declared eligible for practice and/or competition by ACC and NCAA standards; and
2. All members of the Spirit Squad.

For the purposes of this document a "confirmed positive result" is defined as "a double positive test of a split specimen."

General Information

Each student-athlete that enters the intercollegiate athletics program is provided with a copy of the University's Student-Athlete Drug Program Statement and required to sign a Consent to Testing of Urine Samples and Authorization for Release of Information Form, which stipulates that he/she has read and understands the University's policy on drug testing and agrees to participate in the administering of drug screening, as required. If the student-athlete is a minor, the form must also be signed by the student's parent(s) or legal guardian(s).

UMCP Drug Education and Testing Program

The University of Maryland College Park recognizes that use of certain drugs (other than under a physician's care) is not in the best interest of the student-athlete or the intercollegiate athletics program. Use of these drugs:

1. Can affect the physical and mental well-being of the student-athlete.
2. Can alter the athletic and academic performance of the student-athlete.
3. Can be dangerous to the student-athlete or to others, especially during any athletic activity.
4. In most cases is illegal.

Accordingly, the College Park Campus provides a mandatory drug education and testing program under the direction of the University's Health Center. The Athletic Director is responsible for assuring the full cooperation of Athletic Department personnel and student athletes with the policy. The purpose of the program is:

1. To educate student-athletes about the problems of drug abuse.
2. To prevent drug abuse by student-athletes.
3. To avoid the problems attendant upon such drug abuse.
4. To provide a common mechanism for the detection, sanction and treatment of specific cases of drug abuse.

Participation in a general program of drug education, provided by the University Health Center, is required of every student-athlete.

Screening and Testing for use of Illicit Drugs

The testing program is under the control and supervision of the University Health Center. Tests may or may not be announced in advance. The number, timing, and other procedures for testing are determined by the University Health Center. A detailed account of the procedures which are followed to administer the tests is contained in The University of Maryland Drug Testing Protocol document.

Testing is done by urinalysis using the EMIT assay (enzyme immunoassay technique). Gas chromatography/mass spectrometry (GC/MS) is used on all tests which may result in a confirmed third positive.

The urinalysis may include procedures for detection of any one (1) or any combination of the following drugs:

1. All drugs or harmful substances prohibited as controlled dangerous substances under Schedule I through V of Article 27, Sec. 279 of the Annotated Code of Maryland (as amended from time to time).
2. All harmful substances, the inhaling or smelling of which is prohibited by Article 27, Sec. 301 (as amended from time to time);
3. all prescription drugs as defined in Article 27, Sec. 300 (as amended from time to time).
4. All harmful substances prohibited by NCAA legislation (a copy of which is maintained in the office of the Director of Athletics and available for student review).
5. All forms of steroids.

This testing of drugs includes, but is not specifically limited to, the commonly abused drugs:

Amphetamines	Phencyclidine (PCP)
Barbiturates	Cocaine
Methaqualone (quaalude)	Marijuana/THC
Benzodiazepam (librium)	

Notifications

The Director of the Health Center shall notify the Athletic Director of any student-athlete's confirmed positive drug test. The Athletic Director in turn shall notify the Head Coach of that student-athlete's team. The Athletic Director may make a determination to notify others, including the student-athlete's parents or legal guardians, as permitted by law and University policy. The Athletic Director may delegate the notification of the student-athlete's parents or legal guardians to the Head Coach.

Confidentiality

It is University policy to maintain the confidentiality of all drug testing results, including confirmed positive drug tests. Confidentiality means test results shall be disclosed only to those who have a legitimate need to know. The Athletic Director shall have sole authority to determine which Athletic Department personnel have a legitimate need to know drug test results. University personnel who receive information about a student-athlete's test results shall not disclose that information to any other person or entity, except as specifically authorized by the Athletic Director, or as permitted by law and University policy.

Sanctions

The following are sanctions adopted by The University of Maryland College Park for the imposition upon student-athletes testing positive for the abuse of drugs. Any attempt to adulterate or any actual adulteration of a urine sample will be treated as a positive test result. Failure to comply in the specified time to a notice to appear for testing will be subject to the same sanctions as those imposed for a first offense unless otherwise determined by the Director of the Health Center. Sanctions in addition to those listed below shall be imposed solely by the authority of the Health Center Director and/or Athletic Director.

First Offense

After a confirmed positive test, the student-athlete is subject to mandatory counseling at the Health Center in a program approved by the Health Center Director. Failure to attend mandatory counseling sessions results in a second offense status for the student-athlete. In addition to attending counseling sessions, the student-athlete is required to undergo further drug testing, as determined by the Director of the Health Center or his/her designee. The athletic department/coaching staff may not discipline a student-athlete for a first drug offense.

Second Offense

The student-athlete who incurs a second offense is suspended from any mandatory team activities, including team practice, and scheduled team events for two (2) weeks. Continued counseling and drug testing, as determined by the Director of the Health Center or his/her designee, are required.

Third Offense

The student-athlete who incurs a third offense, as the minimum, will be suspended from the team and all athletic activities, including but not limited to competitions, practice, strength training, and team meetings for a period of one (1) year from the date of the test and shall be prohibited from entering Athletic Department facilities, except for the purpose of using the services of the Academic Support and Career Development Unit and services authorized by the Athletic Department's Sports Medicine unit.

A student-athlete who incurs a third offense may be subject to additional sanctions, including but not limited to termination of athletic housing and/or financial aid, and expulsion from the team, based on the recommendation from the Head Coach to the Director of Athletics. Continued counseling and drug testing, as determined by the Director of the Health Center or his/her designee, are required.

Following the imposition of the minimum sanction of a one (1) year suspension from the team, the student-athlete will be given notice and provided the opportunity to appeal the matter to the Faculty Athletic Representative and to present information of any mitigating or other relevant circumstances. The student-athlete must institute the appeal within seven (7) calendar days after receiving notification of the sanction.

Prior to the imposition of sanctions above the minimum, such as expulsion from the team, loss of athletic housing, or termination of financial aid, the student-athlete will be given notice and

provided the opportunity to appeal the matter to the Faculty Athletic Representative and to present the information of any mitigating or other relevant circumstances. The student-athlete must institute the appeal within seven (7) calendar days after receiving notifications of the sanctions.

SCOOTER POLICY

The University of Maryland Department of Public Safety has received numerous complaints from the public about the operation of bicycles and motor scooters on campus contrary to the Maryland Vehicle Laws. Common complaints include:

- ignoring of traffic control devices (stop, yield, and crosswalk signs),
- speeding,
- weaving through stopped traffic (especially on Campus Drive),
- passing on a double yellow line,
- riding on the sidewalk,
- multiple passengers on a scooter designed only for the operator,
- failing to yield right of way, and;
- parking in areas that impedes pedestrian thoroughfare.

In response to these complaints, the University of Maryland Police will be taking a “zero tolerance” policy in this matter and actively enforcing these laws and regulations through the issuance of Traffic Citations and the impoundment of vehicles.

For clarification, here is a list of prohibited use of scooters and bicycles on campus:

- Motor scooters are not permitted on any sidewalk areas.
- Motor scooters are not permitted within any building, on any handicapped ramp, stairs, or any surfaced not designated or intended to be used by wheeled devices. *Buildings include residences – we have taken several scooters out of student’s rooms and apartments.*
- No person shall park, store or leave a motor scooter or bicycle in such manner as to block or otherwise impedes the normal entrance to or exit from any building or the access or egress of any building on the University.
- No bicycle or motor scooter shall be left on any landscaped area except those areas designated as a bicycle parking area by the presence of racks, other parking devices, or signs specifically indicating the area as a bicycle parking area.
- No bicycle or motor scooter shall be chained or otherwise locked or attached to any handrail, tree, bush, door, signpost, lamp, utility post/ pole, fence, pipe or other parking device or other object not intended or designated for the purpose of securing bicycles.
- Bicycle racks are not to be used for long term bicycle storage.
- Illegally parked motor scooters and bicycles are subject to citation and impoundment at owner’s expense.
- Please refer to published UM DOTS regulations on bicycle and motor scooter parking regulations.

Maryland Vehicle Law: Maryland Law requires that an operator of a motor scooter possess a valid **Driver's License** issued in this State, or if the operator is a non-resident of this State, the operator must possess a valid license to drive issued by their State or Country of residence; or obtain a Moped Operator's Permit issued by the Maryland Motor Vehicle Administration.

How do you know if it is a scooter or motorcycle? If the motor scooter has a motor rating **greater than 2.7 brake horsepower** or has an internal combustion engine **greater than 50 cubic centimeter piston displacement** , it's a motorcycle!

If it is a motorcycle, the operator is required to comply with all legal requirements in operating a motorcycle such as titling and registering, obtaining insurance, having a motorcycle license, and complying with applicable safety requirements (i.e. helmet & eye protection).

STUDENT TICKET POLICIES

Tickets for Your Sport

The University of Maryland abides by the NCAA regulations with regard to player guest tickets. Each student-athlete can have up to four (4) guests admitted to each home event. For all sports that require admission, guest names are to be submitted on a pass list and guests will be admitted into the event upon presentation of a picture I.D. You should check with your coach as to how to list your guests' names for the sport in which you participate.

Tickets for Football, Men's and Women's Basketball

All students register for tickets to home games in football, men's basketball, and women's basketball conference games on-line at: www.tickets.umd.edu. All pertinent ticket distribution information will be posted on this website. Student-athletes must follow the same procedures for ticketed events as the general student population. Men's basketball games frequently sell out so make sure you request a ticket during the initial phase in order to have a chance at obtaining a ticket.

Admission for all other sports

For all other sports with the exception of football, men's basketball, and women's basketball conference games, you can just show your student ID at the door to gain entrance into the event.

SPORTS SUPERVISORS

Each team at the University of Maryland is assigned an athletics department administrator who serves as the program's sport supervisor. Student-athletes are encouraged to contact their respective sport supervisor to discuss any special issues or concerns that may arise during their time at the University of Maryland. Sport supervisors work closely with their respective head coaches and all support units within the Department of Intercollegiate Athletics. At the

conclusion of each academic year, student-athletes are provided the opportunity to fill out a “Year-End Evaluation Form” in order to provide anonymous feedback on various services provided by the department.

FACULTY ATHLETICS REPRESENTATIVE

The Faculty Athletics Representative (FAR) is appointed from the faculty by the President of the University for a five-year term. The FAR chairs the University Athletics Council, and with the assistance of the Council, advises the President on policies of the intercollegiate athletics program. The FAR is the voting representative of the campus to the ACC and the NCAA.

The full duties of the FAR and the role of the University Athletics Council can be found on the Council’s website at www.inform.umd.edu/CampusInfo/Senate/Membership/athleticfyi.html. You may contact the FAR to discuss any aspect of your experience as a student-athlete. If you wish to recommend policy changes that you think the Athletic Council should consider, start by asking the Student-Athlete Advisory Council (SAAC) to support those changes.

The current FAR is Dr. Nicholas Hadley and he can be reached at 301-405-6063 or by email at hadley@umd.edu.

SPORTS MEDICINE

Medical Certification for Individual Student-Athlete Participation:

The University of Maryland Athletics Department requires all student-athletes to complete a pre-participation physical examination prior to the student-athlete being issued equipment, being permitted to attend any practice or strength and conditioning session, and/or competing in any intercollegiate athletic activities. The pre-participation physical examination **MUST** be administered by a University of Maryland Team Physician and/or his/her designee and must be completed on an annual basis. The examination includes, but is not limited to:

1. Completion of a [Health Insurance Information / Authorization Form](#);
2. A photocopy (front & back) of the student-athlete’s current **health insurance card and prescription benefits card**;
3. Completion of a [Health History Questionnaire](#) for incoming freshman / transfer student-athletes, and a **Physical Examination Recertification Form** for returning student-athletes;
4. Completion of a [Medical Examination and Authorization Waiver](#);
5. Completion of a [ADHD / ADD Notification Form](#);
6. Completion of a [Supplement Notification Form](#);
7. Documentation of a [Sickle Cell Solubility Test](#) (student-athletes must present documentation from their family physician / pediatrician / primary care physician or undergo testing at the University Health Center); and

8. Completion of an Athletic Medical Examination and Orthopedic Screening Examination by a University of Maryland Team Physician and/or his/her designee;

Selected individuals may be required to complete additional tests and/or examinations as needed. Upon successful completion of the aforementioned pre-participation physical examination process, the student-athlete will receive approval / certification from the University of Maryland Sports Medicine Department to be issued equipment, and to participate in practice, strength and conditioning sessions, and/or competition.

If, for any reason, the student-athlete is not approved / certified for intercollegiate athletics participation, he/she will be notified by the University of Maryland Team Physician and/or a member of the University of Maryland Sports Medicine Department at the end of the pre-participation physical examination.

Insurance Coverage of Student-Athletes:

THE UNIVERSITY OF MARYLAND STRONGLY RECOMMENDS THAT ALL STUDENT-ATHLETES HAVE COVERAGE BY SOME TYPE OF INDIVIDUAL HEALTH INSURANCE BEFORE PARTICIPATING IN ANY PRACTICE, GAME, AND/OR COMPETITION. The student-athlete's insurance will be considered the **PRIMARY** insurance coverage for all athletic related injuries. The student-athlete must complete a Health Insurance Information / Authorization Form and supply a photocopy (front & back) of the health insurance card on a yearly basis.

The University of Maryland Athletics Department provides a medical and catastrophic insurance program for its student-athletes. ***THIS POLICY, HOWEVER, IS SECONDARY TO, OR IN EXCESS OF, PERSONAL FAMILY MEDICAL INSURANCE COVERAGE,*** and covers only injuries / illnesses / accidents resulting from the direct participation in the intercollegiate athletics program during the dates of the primary competitive season and designated off-seasons as approved by the Director of Athletics according to NCAA regulations.

Compliance with Insurance Company Requests:

It is the student-athlete's and his/her parent(s) / guardian(s) responsibility to understand the conditions that apply to their policy and comply with any requests for information, etc. from the primary insurance company. Any delinquent bills resulting in bad credit due to non-compliance with insurance company requests may be the responsibility of the student-athlete and/or his/her parent(s) / guardian(s).

In the event that a student-athlete and/or his/her parent(s) / guardian(s) receives payment / reimbursement directly from their insurance company for athletic related injury / illness claims, ***the full account balance becomes the responsibility of the student-athlete and/or his/her parent(s) / guardian(s), until payment is turned over to the provider.***

HMOs:

If a student-athlete's primary insurance is an HMO, the University of Maryland Sports Medicine Unit strongly encourages the student-athlete and/or his/her parent(s) / guardian(s) to change the primary care physician (PCP) to a University of Maryland Team Physician or local physician. This will allow the student-athlete to have a network of physicians in the Washington, DC / Baltimore metropolitan area, as well as better access to care. University of Maryland Sports Medicine personnel can assist in this process.

Insurance Policy Changes:

The University of Maryland Sports Medicine Unit must receive any changes to a health insurance policy as soon as they occur. If proper notification is not received, the University of Maryland Athletics Department may not be responsible for any delays in payment, collections notices, credit reports, etc. that occur.

Medical Bills:

In the event that a student-athlete should receive a bill / statement for an injury / illness that occurred as a direct result of participation in intercollegiate athletics at the University of Maryland, the student-athlete must submit the bill / statement to a University of Maryland certified athletic trainer in a timely manner. Bills not received in a timely manner may be the responsibility of the student-athlete and/or the student athlete's parent(s)/ guardian(s). ***The University of Maryland Department of Intercollegiate Athletics and/or the University of Maryland Sports Medicine Unit WILL NOT be responsible for any delays in payment, collections notices, credit reports, etc. that occur due to bills not being submitted in a timely manner.*** Submit all correspondence to:

University of Maryland Sports Medicine
Attn: Insurance Coordinator
379 Field House Drive
Gossett Football Team House
College Park, MD 20742
(301) 314-2663
Fax- (301) 314-6549
Email- dconway@umd.edu

Injury/Illness Reporting Procedures:

Any certified intercollegiate athletics participant who is injured / becomes ill must **IMMEDIATELY** report the injury / illness to University of Maryland Sports Medicine personnel. Costs pertaining to an injury and/or illness not reported in a timely manner may be the responsibility of the student-athlete and/or his/her parent(s) / guardian(s).

Missed Doctor's Appointment Policy:

Student-athletes who are late and/or fail to show-up for scheduled appointments with the team physician, medical consultants, and/or diagnostic tests / procedures will be financially responsible for any and all charges resulting from the missed appointment. In addition, the student-athlete will be responsible for rescheduling the appointment and providing his / her own transportation.

Contact Lens Policy:

Scholarship student-athletes in need of an eye exam and/or contact lenses will be referred to an area optician by University of Maryland Sports Medicine personnel. If applicable, student-athletes will receive an applicable supply of contact lenses. One (1) pair of lenses will be kept by the student-athlete's certified athletic trainer in case of an emergency.

Physician Referrals / Consultations:

The University of Maryland Department of Intercollegiate Athletics and Sports Medicine Unit has fostered positive relationships with many medical providers in the Maryland and Washington, DC area who have consistently provided high quality service to University of Maryland student-athletes. Members of the University of Maryland Sports Medicine Department will refer student-athletes to these providers, unless extenuating circumstances necessitate a different provider. Student-athletes with HMO policies are strongly encouraged to have a local primary care physician (PCP), so that timely care can be given.

All student-athletes must be seen and evaluated by a member of the University of Maryland certified athletic trainer before a referral to a physician will be made. A member of the University of Maryland Sports Medicine Department must authorize and properly refer all student-athletes to see a physician or medical consultant, and/or for diagnostic tests. ***If a student-athlete decides to see a physician / medical consultant (including the University of Maryland University Health Center), and/or undergo a diagnostic test WITHOUT prior authorization / referral from a member of the University of Maryland Sports Medicine Department, the student-athlete and/or the student athlete's parent(s) / guardian(s) will be financially responsible for any and all medical bills incurred.***

Orthopedic and/or Medical Second Opinions:

If a student-athlete and/or his/her parent(s) / guardian(s) desire another physician's opinion on an orthopedic and/or medical injury / illness, a University of Maryland certified athletic trainer will make arrangements for the second opinion with a qualified local physician. ***If a student-athlete decides to see an orthopedic and/or medical physician without the authorization of a member of the University of Maryland Sports***

Medicine Department, the student-athlete and/or the student athlete's parent(s) / guardian(s) will be financially responsible for any and all medical bills incurred.

Dental Care:

Custom molded mouthpieces will be fitted for student-athletes participating in high-risk sports (e.g. football, basketball, lacrosse, field hockey, etc.) and other student-athletes who express a desire for them.

The University of Maryland Athletics Department's medical insurance program will assume financial responsibility for dental care resulting from the direct participation in the intercollegiate athletics program as approved by the Director of Athletics according to NCAA regulations. As with other injuries, this insurance is SECONDARY to, or in excess of, personal family medical insurance coverage.

The University of Maryland Athletics Department and its medical and catastrophic insurance program WILL NOT assume financial responsibility for dental injuries, head and facial injuries, and/or mild traumatic brain injuries (concussions) if the student-athlete is not properly wearing his/her required mouthpiece at the time of injury. Medical bills associated with such injuries will be the sole responsibility of the student-athlete and/or his/her parent(s) / guardian(s)

ACADEMIC SUPPORT & CAREER DEVELOPMENT UNIT

REGISTRATION

FULL-TIME ENROLLMENT

The University of Maryland defines full-time enrollment as registration in a minimum of 12 credit hours. NCAA rules require student-athletes to be enrolled full-time to participate in intercollegiate athletics. If a student-athlete drops below 12 credits during a semester he/she is immediately ineligible for practice and competition.

Exceptions:

1. Graduating student-athlete is in last term and needs less than 12 credits to graduate
2. Student-athlete has a documented learning disability where this is a recommended accommodation

Contact your ASCDU counselor for more information!

SCHEDULE ADJUSTMENT

Schedule adjustments can be made during the first ten days of the semester with approval from the student-athlete's college advisor and ASCDU counselor. Student-athletes can drop or add classes provided they do not drop below 12 credits.

For all class schedule requests and class schedule adjustments, student-athletes are required to:

1. Obtain and complete a Drop Form with his/her ASCDU counselor
2. Meet with his/her college advisor to discuss changes and notify his/her ASCDU counselor
3. Obtain electronic stamps from his/her college advisor to make adjustments
4. Make adjustments on my.umd.edu.

PRIORITY REGISTRATION FOR FALL AND SPRING

Priority registration provides an opportunity for student-athletes to arrange their class schedules in order to meet their academic and athletic needs. Student-athletes will receive an e-mail of their registration appointment in October (for spring pre-registration) and in March (for fall pre-registration). Student-athletes will be required to meet with their ASCDU counselor to discuss his/her academic schedule. The general expectation is that all student-athletes will be registered for 15 credits each semester, although special circumstances are always considered. Student-athletes should schedule an appointment with their college/major advisor at least two weeks before his/her assigned registration date. Student-athletes will be able to

obtain the appropriate electronic stamps to add classes from their college advisor, and the courses can be added by logging onto my.umd.edu. The expectation is that all student-athletes register for classes on the designated priority registration date and confirm their registration with their ASCDU counselor.

REPEATED COURSES

Student-athletes may have ONE repeat of any course in which they earned an A, A+, A-, B, B+, B-, C, C+, C-, D, D+, D-, F, P, S, W, I, NG, or Audit; students cannot be registered (after the Schedule Adjustment Period) for any given course more than twice. The Dean's office may grant an exception allowing an additional course repeat. In this case, the student-athlete must present a plan for successfully completing the course. All attempts WILL be counted toward the total limit for repeatable credits. Further:

1. A student-athlete may not repeat more than 18 credits.
2. The grade point average will include all attempts at a given course that results in a grade of A, A+, A-, B, B+, B-, C, C+, C-, D, D+, D- or F. However, to help freshmen and transfer student-athletes adjust to the UMCP campus, the following two exceptions allow for the cumulative GPA to be calculated so that only the higher grade is included:
 - a. When the repeated course was taken within the student-athlete's first semester at UMCP - or -
 - b. When the repeated course was taken within the student-athlete's first 24 credit hours attempted (including transfer credits) or within the semester during which the student-athlete reached the 24th credit hour attempted.
3. Any grade earned in prior attempts of a repeated course will appear on the student-athlete's transcript, regardless of whether the grade is dropped from, or averaged into, the cumulative grade point average.
4. Repeat by transfer: If a student-athlete repeats by transfer a course that was taken before or during the semester in which the student reached 24 credits attempted (including transfer credits) and the transfer grade is higher, then the original grade in the course will be excluded from the GPA calculation (with prior college permission).
 - a) If the course was taken after the semester in which the student-athlete reached 24 credits attempted, then the transfer course will not replace the original grade in the GPA calculation. Special exceptions can be requested by the student-athlete's College Dean.

Once a course is used for satisfactory progress, it may not be used for that purpose again [NCAA Bylaw 14.4.3.4.8].

DEVELOPMENTAL COURSES

Developmental courses are non-credit courses designed to improve academic skills in a particular subject area (e.g. MATH003). These courses may be used to meet satisfactory progress requirements in the first year of collegiate enrollment. Transfer student-athletes may not count developmental coursework taken at UM unless they have attended less than one year of college. Developmental courses do not count toward the fulfillment of degree requirements (40/60/80 rule) as per NCAA Bylaw 14.4.3.4.6.

HLTH 140

All student-athletes are required to take HLTH 140 (Introduction to Personal and Community Health) in their first year of enrollment.

UNIV 100

UNIV 100 is a one-credit course taught during the first 10-weeks of the Fall semester, and is strongly recommended for incoming freshmen student-athletes. The course assists student-athletes in the transition from high school to college. Topics include:

- Career exploration
- Time management
- University resources
- Test-taking, note-taking, and study skills
- NCAA regulations
- Goal setting
- Academic policies and procedures

ACADEMIC POLICIES AND PROCEDURES

BOOK SCHOLARSHIP INFORMATION

Under NCAA Bylaw 15.2 (Elements of Financial Aid) Article 15.2.3 (Books), the University of Maryland may provide a student-athlete financial aid that covers the actual cost of required course-related books and materials. Student-athletes receiving a book scholarship shall be notified by his/her coach that a book scholarship has been granted prior to the start of each academic year or for mid-year entrance, prior to the start of the semester of enrollment. Eligible participants are responsible for adhering to the procedures for receiving and returning the books that are issued through the book scholarship program.

HOW TO RECEIVE BOOKS, SUPPLIES, AND COURSE PACKETS

1. The University Book Center (UBC) is located in the Stamp Student Union. Student-athletes must present their student identification card AND another form of

identification to obtain text books. To obtain supplies, student-athletes must request a supply voucher form from the front desk in ASCDU. The course syllabus must be provided as proof that specific items are required by the professor.

2. For course packets, student-athletes must obtain the course packet voucher form from the Administrative Assistant in the ASCDU. Course packets can be purchased from the following places:

- Document Services, Stamp Student Union
- MD Book Exchange
- Tydings/BSOS Copy Center
- Design & Duplication Center
- Kinko's in College Park
- College Copy Center
- Armory
- Telecommunications Bldg. 10

3. If the UBC does not have text books, supplies, and/or course packets, student-athletes must obtain a Maryland Book Exchange voucher available from the Administrative Assistant in the ASCDU. If the UBC or the Maryland Book Exchange does not have the books or supplies, they may purchase them from any online vendor or bookstore.

4. After purchasing books or supplies, student-athletes must bring ALL original receipts and syllabus/syllabi to ASCDU. Reimbursements will be posted to the student-athletes' account.*

* Note: If there is a balance on the student-athletes' account the money from the reimbursement will be applied towards the outstanding bill.

PROCEDURES FOR RETURNING BOOKS

All books must be returned by the designated return deadline. Dates will be posted in the ASCDU. The purchase cost of any book(s) not returned, will be charged to his/her student account.

GRAPHING CALCULATORS AND CASSETTE RECORDERS

The ASCDU provides graphing calculators and cassette recorders to student-athletes who should need these tools for their courses. These items are checked out to student-athletes for the semester and must be returned at the completion of the semester. Failure to return equipment will result in their student account being billed for the full amount of the graphing calculator and/or cassette recorder.

LAPTOPS

Laptops are available **ONLY** for team travel. Student-athletes are **NOT** permitted to check out laptops. Only a coach may check out laptops. Laptops must be returned within **TWENTY-FOUR** hours of return from team travel. Laptops are **NOT** available for student-athletes' personal use. Coaches are financially responsible if laptops are damaged, lost, or stolen.

ACADEMIC PROGRESS REPORTS

Twice each semester, the ASCDU sends progress reports to instructors on each student-athlete to track progress throughout the semester. Instructors are asked to provide feedback on attendance, grades, class participation, and homework assignments. This information is shared with the ASCDU counselors and with coaches.

TEAM TRAVEL AND CLASS ATTENDANCE

It is the policy of the University to excuse the absences of students that result from the following causes:

- Illness (where student is too ill to attend class)
- Religious observance (where the nature of the observance prevents the student from being present during class period)
- Participation in University activities (such as team travel) at the request of the university authorities, and compelling circumstances beyond the student's control.

Students claiming excused absences must provide documentation for their assertion that the absence resulted from one of the causes listed above. An instructor is not under obligation to give a student a make-up assignment, unless the excuse was due to an excused absence. In case of dispute, the student may appeal to the department offering the course within one week from the date of the refusal of the right to a make-up assignment. In the instance in which the instructor is the Department Chair, the appeal may be made to the College Dean; the decision of the Department Chair or College Dean is final. For more information, see the 2011-2012 Undergraduate Catalog, Attendance and Assessment/Examination Section.

ASCDU provides each student-athlete with a travel letter to take to each instructor at the beginning of each semester. It is **his/her responsibility** to notify each of their instructors of all potential travel dates (including the possibility of NCAA Championship participation) by the end of the schedule adjustment period for the semester (first ten days of the semester). Student-athletes should follow-up with instructor prior to travel to make arrangements to make up missed work. Student-athletes are **only** excused for dates they are on the official travel roster that they travel.

Important:

When a student-athlete is absent due to team travel the instructor is not required to provide make up points for class participation. This is particularly important for a discussion class. The

instructors are, however, obligated to provide you with a make-up exam should you miss a test due to athletic-related travel.

STUDY TABLE INFORMATION FOR STUDENT-ATHLETES

(For Football's Study Table, see "Football Requirements" section)

All first year student-athletes must attend study table in their first semester. Student-athletes who earn a GPA of 2.3 or greater will be exempt for the second semester of study table, unless higher team GPA standards are required. Following the first semester, cumulative grade point average is the indicator for determining the required number of hours. The following GPA scale will be used to determine required study table time per week:

0.00 – 2.00 = 10 hours

2.01 – 2.15 = 8 hours

2.16 – 2.30 = 6 hours

STUDY TABLE CONDUCT POLICIES

In order to ensure an environment conducive to academic success, the following rules are to be observed while in study table.

- No food or drink
- No tobacco products
- No headphones
- No cell phones
- Each time you enter and leave study table, you must log in/out at the front desk
- Talking should be kept to a minimum
- The use of computers is specifically for work directly related to courses. Personal use of the computers is inappropriate. Websites related to gambling, pornography, myspace, facebook, or videogames are prohibited.

Any disregard for these rules will result in immediate removal from study table. Disruptive behavior will be reported to the student-athlete's coach and/or sport supervisor.

MARYLAND FOOTBALL STUDY TABLE HOUR REQUIREMENTS

In order to provide a positive learning environment for new students and students who have not met specific academic standards, ASCDU offers a study hall program that is available to students throughout the fall and spring semesters. The purpose of study hall is not to punish students for poor academic performance. Rather, ASCDU's study hall is designed to provide students with a comfortable, interactive learning environment that will promote a high level of academic achievement and development. Student-athletes who utilize their study hall time in an effective manner will undoubtedly make positive strides toward attaining their academic goals.

I. Criteria for Study Hall

- A. 10 Hour Group: All freshmen and transfer students, Probationary students, Students with less than 2.0 semester, or total GPA's
- B. Special cases as determined by Coach Edsall and ASCDU

II. Students will be allowed to complete their study hall hours between Sunday and Friday of each week during hours that will be specified by ASCDU prior to the start of each semester. Both day and evening hours will be available. However, if students fail to comply with the appropriate study hall procedures, they will have their study hall time arranged by Coach Edsall and their ASCDU counselor.

- All students must log into study hall by entering their student ID # into the sign-in computer
- All students are responsible for signing out of study hall

III. The following behaviors are acceptable during study hall hours:

- A. Quiet studying of course material
- B. Participation in individual or group tutorial sessions (in ASCDU designated study areas)
- C. Relevant computer work such as writing papers and research

IV. The following behaviors are not acceptable during study hall hours:

- A. Reading any materials that are not directly related to course work (e.g., newspapers, magazines, etc.)
- B. Using computers for non-academic reasons (surfing the internet, playing computer games, etc.)
- C. Loud talking, sleeping, or engaging in behavior that is disruptive to other students
- D. Cell phones are not allowed in the academic support area.
- E. No hats.

V. Library research and other types of group projects need to be completed outside of study hall hours.

VI. In order to be excused from study hall, students must get written approval from both Coach Edsall and their ASCDU counselor.

VII. Any students who fail to complete their required study hall hours or violate study hall policies will be subject to disciplinary action.

TUTORIAL PROGRAM

ASCDU Tutorial Services Are a Privilege, Not a Right!

Free tutorial assistance is available to all Terrapin student-athletes. The sessions are intended to assist student-athletes in the acquisition and understanding of course material. Tutors will clarify and elaborate on material covered in course readings and lectures; tutorial sessions will not substitute for attending class and receiving instruction from the professor. Student-athletes are expected to come prepared to tutorial sessions with all necessary course materials: syllabi, course books, lecture notes and any other relevant materials. Student-athletes need to review the assigned readings and material covered in class, and are expected to be active participants in their sessions.

TUTORIAL REQUESTS and ASSIGNMENTS

1. Student-athletes request tutorial assistance through their ASCDU Counselor.
2. When the ASCDU Counselor informs the Tutor Program Coordinator, appointments will be scheduled based on the availability of the student-athletes and the tutors.
3. Appointments will be made and an e-mail confirmation of the assigned tutorial sessions will be sent to the student-athletes and their ASCDU Counselor.
4. In the event that no tutor is available on staff, the Tutor Program Coordinator will contact campus resources to seek additional tutors.
5. Student-athletes should meet with their professor to identify alternative assistance, such as office hours or other campus tutoring. Student-athletes should also consult with their ASCDU Counselor about additional campus resources.
6. Student-athletes **MAY** cancel their tutorial sessions **ONLY** with approval from their ASCDU Counselor and will receive an e-mail notification that the session is terminated.
7. If a schedule conflict arises and you are unable to attend the tutorial session, immediate communication with the student-athletes ASCDU Counselor must occur.

TUTORIAL SESSIONS and POLICIES

Tutorial sessions are scheduled one or two times per week for one or two hour session. All tutorial services take place at the ASCDU Comcast or ASCDU Gossett location.

Student-Athletes and Tutors Are Expected To:

- Sign in and out at the ASCDU Front Desk computer system.
- Meet in the ASCDU Main Tutor Room.
- Begin and end the tutorial session on time. Please be on time.
- Discuss their next scheduled session to avoid No Shows.

Some Important Things To Think About:

- Student-Athletes and Tutors **MAY NOT** exchange phone numbers, e-mails or any social networking source. Communication between student-athletes and tutors is to be handled by the Program Coordinator. To contact the tutor you must contact the ASCDU Program Coordinator.
- At **NO** time should a tutor ever receive any type of course related work (notes, paper, etc) from a student-athlete via e-mail or any other social networking source.
- If you have any questions concerning your tutorial session please contact the ASCDU Program Coordinator.

ACADEMIC ENRICHMENT PROGRAM

ASCDU has several services available to assist student-athletes with academic achievement, including the Academic Enrichment Program (AEP), which consists of a one credit study skills course (UNIV 104), Mentors and Tutoring.

Academic Enrichment Program (AEP)

While in AEP, student-athletes work with Learning Specialists to address their specific academic needs which may include one or more of the following: time management, organization, note taking, reading, math, writing, test taking, communication with professors, and goal setting. Student-athletes are provided with various resources to encourage positive academic development.

UNIV 104

In the fall semester, Learning Specialists teach two sections of a Reading and Writing course entitled "UNIV 104." This course is designed to assist student-athletes with the acquisition of effective reading and writing strategies.

Mentoring

If needed, student-athletes are matched with mentors who can help them with daily and weekly tasks. Mentors work with student-athletes to set goals for each week or day, and then help facilitate the process of completing work. Mentors help students apply the study skills learned in UNIV 104, and AEP, to their coursework as they become more independent and self-reliant.

Tutoring

Tutors are assigned to a specific student-athlete(s) that has demonstrated a need for extra help in a particular academic subject area. The tutor works with the student-athlete(s) to supplement information provided in class by clarifying course material.

STUDENT WELFARE AND CAREER DEVELOPMENT

Mission

Student Welfare and Career Development (SWCD) is committed to the total development of the University of Maryland student-athletes. SWCD fosters the cultivation of skills that prepare student-athletes for the ultimate competitive challenge: life. SWCD implements programs and activities designed to nurture the mind, body, and soul.

Vision

SWCD will provide opportunities for new student-athletes to develop the skills necessary to successfully transition into the University of Maryland, their sport or program, and the community. Through educational programming and a host of additional resources, SWCD will empower all student athletes to make positive choices in order to reach their full potential as students, athletes, and citizens.

Principles

- **Service** - Serving others emotionally, mentally and physically is a key component to Student Welfare and Development.
- **Relationships** - Developing and maintaining trusting and loyal relationships with student-athletes, coaching staffs, athletic administrators, faculty, community partners, and all support services is essential to the success of those served.
- **Diversity** – Maintaining an inclusive culture that is supportive and respectful of individuals regardless of race, religion, ethnicity, sexual orientation, gender, nationality, disabilities, and socio-economic status.
- **Education** - Developing an environment where traditional and non-traditional means of education are supported.
- **Leadership** – Cultivating an environment of excellence that builds upon the shared experiences of sports and life.

LIFE SKILLS CUP

The Life Skills Cup is designed to create greater participation in Life Skills events. The “Life Skills Cup” allows teams to earn points for a variety of activities. Teams earn points towards the “Life Skills Cup” through participation in a variety of events including:

Scholar-athlete Honor roll, Dean’s List, All-ACC Academic Team, team GPA improvement, Varsity letter awards, Conference finish, NCAA ranking, and All-American status, speaking events, guest lectures, team presentations, Maryland Game Plan, resume workshops, School visits, TERP reading program, and National Student-Athlete Day.

Each team earns points based on the percentage of their team that participates in an event, and the length of that specific event. A percentage point system is used to create fairness for both large and small teams. Teams can earn points by participating in ASCDU sponsored events

and/or events sponsored by other organizations. Upon completion of the event either the coach or the team's Student-Athlete Advisory Committee (SAAC) representative will complete the verification form and submit it to the Director of Student Welfare and Career Development in ASCDU within two weeks of event.

STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

Team leaders are selected by their coaches to be members of the Student Athlete Advisory Committee (SAAC) each year. Meetings are held monthly to discuss issues of interest to student-athletes pertaining to their educational, personal, and athletic lives at the University of Maryland. SAAC members can make recommendations concerning policy to the Athletic Director and Athletic Council for their review and consideration. SAAC members are expected to be team leaders that distribute information and encourage participation in Life Skills events for their team and the department. SAAC Executive Officers are elected by SAAC representatives at the final meeting of the year preceding their appointment.

2011 - 2012 SAAC Executive Officers:

- **President: Martha VanLieshout (Women's Swimming)**
- **Vice President: Sade Ayinde (Women's Soccer)**
- **Secretary: Burce Kurkan (Women's Tennis)**
- **Public Relations: Kyle John (Wrestling)**
- **Treasurer/M-Club: Janessa Pope (Field Hockey)**

CAREER DEVELOPMENT PLAN

SWCD is here to **partner** with students in the ongoing process of career management and personal growth. We will provide programs and services for student-athletes and host employers for interviews, presentations and other events. Our work will be done in collaboration with the UMD Career Center and other integral resources on campus. Our staff members will assist students in any phase of their four-phase career search process described below. Our goal is to equip student-athletes with the skills and knowledge necessary for a **lifelong process of self-directed career management.**

Phase I: Assessment

- Self Assessment and Prioritization of Values
- Exploring Industries, Targeting Companies
- Analyzing Strengths, Weaknesses, Opportunities and Threats as Related to Potential Career

Phase II. : Preparation

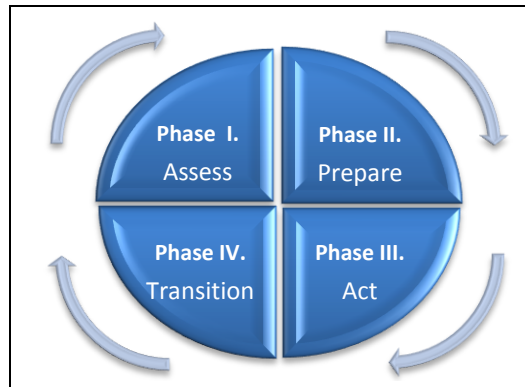
- Developing Resume, Cover Letter and Portfolio Materials
- Building Professional Relationships

Phase III: Action

- Job/Internship Search Techniques/Application
- Interviewing and Follow-up

Phase IV: Transition:

- Evaluating Options
- Transferring Skills into the World of Work



COMPLIANCE

MAINTAINING YOUR ACADEMIC ELIGIBILITY

As a student-athlete, you are required to abide by a number of standards set by the NCAA, ACC, and the University of Maryland. The Student-Athlete Handbook highlights some of these guidelines.

ACADEMIC STANDARDS FOR ATHLETICS ELIGIBILITY

Each student-athlete is ultimately responsible for keeping track of his/her eligibility status, with the support of his/her coach and ASCDU counselor. You should meet regularly with your ASCDU counselor, to ensure your understanding of all academic rules and regulations that relate to your athletic eligibility. Please use the proceeding information as a reference guide. Any specific questions you have should be discussed with your ASCDU counselor and/or college advisor.

ACADEMIC ELIGIBILITY REQUIREMENTS

1. Student-athletes are allowed 4 seasons of eligibility within 5 calendar years from the time they first enroll full-time in a collegiate institution. When they participate in any competition in their sport (including a scrimmage with outside competition), whether it is for one minute or an entire contest, they have used a season of competition and one of their four years of eligibility.
2. Student-athletes must be enrolled full-time, that is, carry a minimum of 12 credit hours each semester to be eligible to practice or compete with their team. If a student-athlete drops below 12 hours he/she will immediately be ineligible to practice or compete, and his/her athletics grant-in-aid will be revoked unless otherwise approved by the Department of Athletics. There are exceptions for graduating seniors and/or students with diagnosed learning disabilities to be enrolled in less than 12 credit hours. For these exceptions, students must receive prior approval – see your ASCDU counselor in order to complete the required actions.

Note regarding academic standards for athletics eligibility:

Student-athletes are required to meet multiple sets of academic standards in order to maintain eligibility for athletic competition. These standards are dictated by the NCAA and the Athletic Council. In addition, student-athletes may be required to maintain standards dictated by the college of their major for either admission into a degree program, or maintaining enrollment.

SUMMARY OF DIVISION I ACADEMIC ELIGIBILITY REQUIREMENTS

Semester of Full-Time Enrollment	NCAA Requirements
Entering 1 st semester (1 st year)	Must be certified by the NCAA Eligibility Center
Entering 2 nd semester	* 6 degree applicable credits previous semester * 1.29 UM GPA
Entering 3 rd semester (2 nd year)	* 18 hours earned during previous regular academic year and 24 for the year * 6 degree applicable credits earned previous semester * 1.80 NCAA GPA
Entering 4 th semester	* 6 degree applicable credits previous semester * 1.80 NCAA GPA
Entering 5 th semester (3 rd year)	* 40% (~48 degree applicable credits) of degree requirement completed * 18 hours earned during previous regular academic year and 24 for the year * 6 degree applicable credits earned previous semester * 1.90 NCAA GPA * declaration of degree program
Entering 6 th semester	* 6 degree applicable credits earned previous semester * 1.90 NCAA GPA
Entering 7 th semester (4 th year)	* 60% (~72 degree applicable credits) of degree requirement completed * 18 hours earned during previous regular academic year and 24 for the year * 6 degree applicable credits earned previous semester * 2.00 NCAA GPA
Entering 8 th semester	* 6 degree applicable credits earned previous semester * 2.00 NCAA GPA
Entering 9 th semester (5 th year)	* 80% (~96 degree applicable credits) of degree requirement completed * 18 hours earned during previous regular academic year and 24 for the year * 6 degree applicable credits earned previous semester * 2.00 NCAA GPA

~ Based on 120 credit degree program

MAJOR DECLARATION AND CHANGE OF MAJOR

While the University requires all students to declare a major by 56 credits, the NCAA requires that student-athletes declare a major by the beginning of their fifth semester of collegiate enrollment (usually beginning of junior year), regardless of the number of hours earned at that point. To change your major, you must go to the new major advising office. A computerized major change system should be used so the change is processed immediately. You may change your major at any time; however, the credits earned in any semester are applicable only to the major you were in at the end of the schedule adjustment period (the tenth day of classes) of that particular semester. Any changes processed after the tenth day of the semester will not be used for eligibility until the next semester. You must see your ASCDU advisor before changing your major as it will affect the evaluation of your credits and could alter your NCAA eligibility.

GPA APPEALS FOR INSTITUTIONAL ELIGIBILITY

You are not permitted to participate in athletics unless you meet the GPA requirements. If you have not earned a 1.29 GPA after your first semester, you may be eligible for an appeal to the Academic Subcommittee of the Athletic Council (a group of UM faculty members).

Academic appeal for eligibility involves two steps:

1. Meet with your ASCDU counselor and your coach to discuss your specific case. Should your coach, your counselor, and you agree to proceed with an appeal, you must prepare a letter stating your case.
2. Write a letter in which you share the causes of your academic difficulties and provide the committee with solutions you plan to undertake. Your counselor will tell you when the letter is due (usually 3-5 days before the beginning of the next semester). In many cases, you will have to appear before the committee to present your case. Decisions are usually released within 48 hours after your appeal.

UNDERGRADUATE POLICY ON ACADEMIC PROBATION AND DISMISSAL

The University retention standards supersede athletic eligibility standards. Please refer to the Undergraduate Catalog for the entire retention policy. If you have questions or concerns regarding this policy and how it affects you as a student-athlete, contact your academic counselor in the ASCDU.

TAKING COURSEWORK AT ANOTHER INSTITUTION

If you choose to take summer courses at another institution, you must receive permission from the dean of your college. To obtain approval, you must complete a *Permission to Enroll at Another Institution* form available from the ASCDU or your college advisor. The *Permission to Enroll* form must be completed before you take the course and you must bring a copy of the form to the ASCDU. Athletic financial aid cannot be provided for coursework at institutions other than the University of Maryland, College Park. Please make sure the coursework you plan to take at another institution transfers into Maryland as a specific credit you need.

NOTE: YOU CANNOT RAISE YOUR GPA THROUGH TRANSFER CREDIT; YOU CAN ONLY RAISE YOUR CUMULATIVE CREDIT TOTAL. YOUR GPA IS DETERMINED ONLY THROUGH COURSES TAKEN AT THE UNIVERSITY OF MARYLAND, COLLEGE PARK.

ACADEMIC DISHONESTY

The University is committed to maintaining high standards of academic excellence. Consequently, a policy has been developed regarding academic dishonesty. The standard sanction for students who are found responsible for an act of academic dishonesty is the grade penalty of “XF” (failure due to academic dishonesty). As a student-athlete, you should note the severe effect of receiving an “XF” on your transcript. An “XF” renders you immediately ineligible to represent the University in any extracurricular activity (including, but not limited to, athletic competition and travel) until the “XF” has been removed and replaced with the grade of “F”. Consult the *Undergraduate Catalog* or *Schedule of Classes* for a description of actions which may be considered academic dishonesty. If you are charged with an act of academic dishonesty, please your ASCDU counselor as soon as possible.

TRANSFER PROCEDURE

NCAA legislation states that an athletics staff member (e.g., coach) or other representative of athletics interests shall not make contact with a student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining written permission of the first institution’s Athletic Director or athletics administrator designee. Therefore, in order to ensure this NCAA legislation is followed, a student-athlete wanting to transfer from the University of Maryland must follow the below procedure:

1. Fill out a Request Permission to Contact Form that can be picked up from the Compliance Office.
2. Contact your Head Coach and make him/her aware of your intention to transfer. Give him/her Request Permission to Contact Form to fill out bottom half. Head Coach will submit form to the Compliance Office.

3. If the transfer is approved by the Head Coach and/or Sport Supervisor, the compliance office will send the permission to contact to the email address the student-athlete provided on the Request form.
4. If the transfer is denied, you will be notified in writing (please see the Transfer Appeal Hearing Procedure).

For more information on transferring, please see the Assistant Director of Compliance or call 301-314-7619.

TRANSFER APPEAL HEARING PROCEDURE

The Transfer Appeal Hearing Committee is comprised of the Executive Committee of the Athletic Council, which is comprised of faculty and staff outside of the Intercollegiate Athletic Department (ICA) and two student-athletes. The Committee shall convene hearings relative to the denial of a transfer request, permission to contact, and one-time transfer exceptions. Student-athletes who have been denied a transfer request will be notified in writing of the denial. Student-athletes who wish to use the appeal process shall give written notice to the Assistant Athletics Director for Compliance within 5 business days of receipt of the denial notice. The Assistant AD/Compliance shall immediately notify the Athletics Council Chair in order to schedule the hearing. The Assistant AD/Compliance shall send the student-athlete notice of the date, time, and location of the hearing. For more information on the appeal process, please contact the Compliance Office at 301-314-1349.

COMPLIANCE FACTS YOU NEED TO KNOW!

EXTRA BENEFITS

An extra benefit is any special arrangement by a University employee or representative of the University's athletics interests to provide student-athletes, their relatives or friends a benefit not authorized by NCAA legislation. Receipt or acceptance of such a benefit by a student-athlete or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is available to the University's students, their relatives or friends, or to a particular segment of the student body (e.g., foreign students, minority students) determined on a basis unrelated to athletic ability [NCAA Bylaw 16.02.3].

Friendships or acquaintances with individuals established in the recruitment process or after arrival on campus in most instances are the result of being a student-athlete, and thus, receipt of benefits from these individuals by a student-athlete, their relatives or friends is prohibited by NCAA regulations.

During your enrollment you may befriend individuals or families in the community who might wish to provide you with a more "home-like" atmosphere. Please be aware that your friendship with a representative (athletics booster) and/or employee of the University does not

change their status as far as NCAA rules are concerned. For example, the provision of any type of material item (i.e., birthday gift, use of car, meals, lodging, loan of money, Christmas gift, etc.) by such an individual or family to you, your relatives, or friends could result in a NCAA rules violation and jeopardize your eligibility. Examples of non-permissible extra benefits include, but are not limited to:

Friends or Relatives-

- May not receive expenses for visiting the student-athlete at any site.
- May not receive free admission or free meals in conjunction with a team or booster club function.

Benefits, Gifts and Services to Student-Athletes from the Public-

- Free or reduced-cost services for you or your friends or family.
- Use of telephone or credit card without charge.
- Use of tickets to any event, dinner, use of a car, etc. from commercial establishment without charge or at a discounted rate.
- Receipt of loan.
- Use of an automobile.
- Free or reduced-cost lodging or meals.
- Free or reduced-cost transportation.
- Receipt of gifts of merchandise.

Receipt of extra benefits will render you ineligible. Student-athletes seeking assistance or clarification regarding the NCAA's extra benefit rules should contact the Compliance Office at 301-314-1349.

SPORTS WAGERING AND GAMBLING

Student-athletes and ICA staff members shall not knowingly:

1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
2. Solicit a bet on any intercollegiate team;
3. Accept a bet on any team representing the institution;
4. Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has a tangible value;
5. Participate in any gambling activity that involves intercollegiate athletics through a bookmaker, a parlay card, the Internet, or any other method employed by organized gambling, including gambling activity conducted in a state sanctioned casino [NCAA Bylaw 10.3];
6. Solicit or accept a bet on a professional athletic team for a sport that has a NCAA sanctioned championship;

7. Provide information to any individual (including students and non-students) involved in organized gambling activities concerning intercollegiate athletic competition. Such information might include the mental attitude of a team or certain members of a team, the physical condition of certain individuals on a team, etc.

GAMBLING SANCTIONS

For violations of NCAA Bylaw 10.3, the following sanctions, at a minimum, would apply:

- 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 (i.e., "point shaving") or who solicits or accepts a bet or participates in any gambling activity through a bookmaker, a parlay card, or any other method employed by organized gambling that involves wagering on the student-athlete's institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.
- A student-athlete who **solicits or accepts** a bet or participates in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling, shall be ineligible for all regular-season and postseason competition for a minimum of a period of one year from the date of the institution's determination that a violation has occurred and shall be charged with the loss of a minimum of one season of competition. A request for reinstatement may be submitted on behalf of a student-athlete who has participated in such activity only upon fulfillment of the minimum condition indicated above.

Examples of Non-Permissible Gambling Activities:

- Soliciting or accepting a bet on a Bowl Game or a Final Four Game
- Participating in a football or basketball pool, regardless of the size of the entrance fee or prize, **including Fantasy Leagues** via the Internet
- Soliciting or accepting a bet on a NFL, NBA, or MLB game
- Soliciting or accepting a bet on any aspect of an intercollegiate competition even on statistical categories (number of homeruns, number of penalties, yardage earned, etc.)

AMATEURISM

You are not eligible for participation in a sport if you have ever:

- Taken pay, or the promise of pay, for competing in that sport;
- Agreed (orally or in writing) to compete in professional athletics in that sport;
- Competed on any professional athletics team. A professional team is defined as an organized team that provides any of its players more than actual and necessary expenses or declares itself as a professional team, or
- Used your athletics skill for pay in any form in that sport.

You are not eligible in a sport if you have ever accepted money, transportation, or other benefits from an agent or agreed to have an agent market your athletics ability or reputation in that sport [NCAA Bylaw 12.3].

You are not eligible in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allow your name or picture to be used for promoting a commercial product or service [NCAA Bylaw 12.5.2.1 and 12.5.2.2].

You are not eligible in any sport if, because of your athletic ability, you were paid for work you did not perform, paid at a rate higher than the going rate or were paid for the value an employer placed on your reputation, fame, or personal following [NCAA Bylaw 12.4].

AGENTS

The NCAA prohibits any oral or written agreement between a student-athlete and a professional team or agent before the student-athlete's eligibility expires. You are also prohibited from accepting anything from an agent or representative (including, but not limited to, money, goods, and services). The NCAA forbids a coach or staff member from representing and/or promoting an athlete, professional team, sports agent, or any other third party.

NCAA Bylaw 10.1 concerning unethical conduct stipulates that institutional staff members are prohibited from receiving extra benefits for arranging meetings between sports agents, financial advisors, or representatives of a sports agent and university student-athletes.

To obtain a copy of written materials on agents, please contact Kevin Glover, Director of Character Education, at 301-314-9289. You may request information about your professional market value without affecting your eligibility status. However, if you retain an agent, you will lose your amateur status.

A professional sport's counseling panel is available for student-athletes considering a career in professional sports. Interested student-athletes should contact Susan Bayly, Office of Legal Affairs, at 301-405-4945.

COMPLIMENTARY ADMISSION

According to the NCAA, complimentary admissions shall be provided only through a pass list for individuals designated by the student-athlete. "Hard tickets" shall not be issued. You may not receive more than four complimentary admissions. You may not sell or exchange a complimentary admission for any item of value. Individuals who receive your complimentary admissions are also not permitted to receive any type of payment for these admissions, or assign them for any value. Individuals who receive your complimentary admissions must present a valid photo ID at the time of entering the athletic venue. The name on the pass list and valid photo ID must match. Please refrain from using nicknames, Mr./Mrs., Grandma, or Grandpa.

STUDENT-ATHLETE EMPLOYMENT

As a student-athlete you may receive earnings from legitimate employment throughout the year provided:

- you receive payment for work you actually perform;
- wages received are consistent with what is typical or that which any other employee performing the same duties would receive;
- you do not receive compensation based on athletic ability; and compensation does not include any remuneration for value or utility that you may have for the employer because of publicity, reputation, fame or personal following that he/she has obtained because of athletics ability

If you are employed during your tenure as a student-athlete, you are required to complete the Employment Form. This form can be found in the Compliance Office or please contact us at 301-314-1349.

TEACHING LESSONS

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

- institutional facilities are not used
- playing lessons shall not be permitted
- the institution obtains and keeps on file documentation of the receipt of the lesson(s) and the fee for the lesson(s) provided during any time of the year
- the compensation is paid by the lesson participant (or the recipient's family) and not another individual or entity
- 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
- the student-athlete does not use his/her name, picture, or appearance to promote or advertise the availability of fee-for-lesson sessions.

If you will be teaching lessons, you must contact the Compliance Office at 301-314-1349.

EXIT INTERVIEWS

In accordance with NCAA bylaws, student-athletes that have exhausted their eligibility may be asked to complete an exit interview with the Director of Athletics or a member of the Director's staff. Such interviews shall include questions regarding the value of the students' athletics experiences, the extent of the athletics time demands encountered by the student-athletes, proposed changes in intercollegiate athletics and concerns related to the administration of the

student-athletes' specific sports. This interview may be done face-to-face or through the completion of a questionnaire.

ENROLLED STUDENT-ATHLETES AS RECRUITERS

HOSTING PROSPECTIVE STUDENT-ATHLETES

- Off campus, in person, recruiting contacts between enrolled students or student-athletes and prospects are permissible if such contacts are incidental and do not occur at the direction of a coaching staff member.
- An institution may not provide an enrolled student-athlete with transportation or expenses to recruit a prospect, except those permitted when the student-athlete serves as a student host on the prospect's official visit.
- An enrolled Maryland student-athlete may not telephone prospects at the request of coaches or use any intercollegiate athletic resources (e.g., telephones) to contact prospects.

THE STUDENT HOST

- A student host may be provided a maximum of \$30 each day of a prospect visit to cover the actual costs of entertaining the prospect.
- A student host may be provided with an additional \$15 per day for each additional prospect he/she entertains.
- The student host is prohibited from purchasing or offering alcoholic beverages to a prospect and taking an underage prospect to bars during an official and/or unofficial visit.
- Several students may host a prospect, but the institution may provide only one student with entertainment money (\$30). The other student host shall pay for his or her own entertainment and meals.
- The institution, coach, or any booster may not provide a car for use by a prospect or student host.
- A meal may be held for a prospect on an official visit at the home of an Athletic Department staff member, as long as it is not excessive in nature.
- Entertainment on an official visit is limited to the prospect, the prospect's parents (or legal guardian), and the prospect's spouse.

COMPETITION AND PRACTICE ACTIVITIES

A student-athlete may participate in up to a maximum of four hours per day and 20 hours per week of countable athletically-related activities during the official playing season determined by the NCAA. There must also be one scheduled day off per week. Examples of countable activities include, but are not limited to:

- competition (counts as 3 hours no matter the actual duration of the competition),
- practice,
- required weight training or conditioning,
- watching films,
- athletically related meetings initiated by coaches, and
- mandatory conditioning drills that may simulate game activities are permissible, provided no offensive or defensive alignments are set up and no equipment related to the sport is used

Examples of non-countable athletically-related activities include:

- training table meals,
- training room services,
- study halls and tutoring,
- travel to and from the practice and competition
- travel to and from a doctor's office
- voluntary conditioning drills that may simulate game activities are permissible, provided no offensive or defensive alignments are set up and no equipment related to the sport is used

Conditioning drills that may simulate game activities are permissible, provided no offensive or defensive alignments are set up and no equipment related to the sport is used.

PRACTICE OUTSIDE OF PLAYING SEASON

Outside of the playing season, student-athletes' participation in athletically related activities shall be limited to a maximum of 8 hours per week, of which no more than two hours per week may be spent on individual skill workouts. **In sports other than football**, from the institution's first day of classes to one week prior to the beginning of the institution's final examination period at the conclusion of the academic semester, only a student-athlete's participation in required weight-training, conditioning and individual skill instruction shall be permitted.

In football, activities between the institution's last contest and January 1 are limited to required weight-training, conditioning and the review of game film. All activities beginning January 1 and outside the playing season shall be conducted pursuant to Bylaw 17.11.6 of the NCAA manual.

OUTSIDE COMPETITION

You may not participate in outside competition during the academic year if you have not exhausted your eligibility. However, in some cases you may participate in outside competition during the summer barring approval from the Office of Athletic Compliance.

You may not try out with a professional athletics team in a sport or permit a professional athletics team to conduct medical examinations during any part of the academic year while in enrolled in UM, unless you have exhausted your eligibility.

SUMMER CONDITIONING

Summer Voluntary Weight Training & Conditioning Activities

You may request an individual meeting with a coach, provided it is at your request and no practice activities occur. You may not be required to attend a voluntary workout. All activities must be initiated and requested solely by student-athletes. Attendance and participation of summer activities cannot be recorded for the purposes of reporting information to the coaching staff. You cannot be rewarded or subject to penalty for choosing to participate or electing not to participate in voluntary workouts. You can track your weight lifting and conditioning progress. Any records or progress logs must be kept for your use only. They are not to be submitted to the coaching staff.

Involvement of Coaches

Strength and Conditioning Coaches may design and conduct specific workout programs. In individual sports, (e.g., Cross Country, Golf, Gymnastics, Swimming, Tennis, Track & Field, Wrestling), a coach may participate in individual workout sessions with student-athletes, provided the request for the assistance is initiated by the student-athlete(s). In all other sports, coaches **may not** observe their athletes participating in voluntary weight training and conditioning activities during the summer.

FINANCIAL AID POLICY AND APPEALS

The Office of Student Financial Aid mails all renewal and non-renewal scholarship notifications by July 1 prior to the upcoming academic year. If you feel that the reduction or non-renewal of your financial aid is unfair or unjustified, you have the right to request a hearing as provided by NCAA regulations. The request for an appeal hearing must be submitted in writing within two weeks of scholarship reduction or non-renewal notification receipt.

All written inquiries should be directed to scholarships@osfa.umd.edu or the Office of Student Financial Aid, 0102 Lee Bldg., University of Maryland, College Park, MD 20742. Any request will be submitted for consideration to the Athletic Scholarship Hearing Board Committee and a hearing scheduled. If you have any questions regarding the process, please contact the Office of Student Financial Aid at 301-314-9000.

A full grant-in-aid includes the cost of tuition, some mandatory fees, room, board, and required course related books. A full grant-in-aid does not cover expenses such as application fees, late registration fees, some course fees, general school supplies, reference books, parking tickets, penalty fees, etc.

UM may reduce or cancel your financial aid during the period of the award if you:

- Drop below the required 12 credits per semester requirement (unless enrolled in the final semester of designated degree program and then only with prior authorization from ASCDU);
- Become ineligible for intercollegiate competition;
- Give false information on application, letter of intent, or financial aid agreement;
- Engage in serious misconduct warranting disciplinary action;
- Voluntarily withdraw from the sport or the University for personal reasons (if you voluntarily withdraw for personal reasons subsequent to the first competition, the reduction or cancellation may occur on or after the date you withdraw from the sport).

FEDERAL PELL GRANTS

Student-athletes are encouraged to apply for this federal entitlement grant program by completing the Free Application for Federal Student Aid (FAFSA). This grant is based on financial need and may be used to supplement other funds. A student-athlete may receive a Pell Grant in combination with institutional financial aid provided the overall grant does not exceed the student-athlete's cost of attendance. You may complete a FAFSA online at www.fafsa.ed.gov or pick one up at the Office of Student Financial Aid in 1135 Lee Building. If you have additional questions concerning Pell Grants and other sources of financial aid, you may contact the Office of Student Financial Aid at (301) 314-9000.

STUDENT ATHLETE OPPORTUNITY FUND (SAOF)

ELIGIBILITY: All current student athletes are eligible to apply for support from the SAOF. Applications can be made at any time during the calendar year. Funds will be available each year beginning September 1st. Efforts will be made to assure that funds are used by student athletes in all sports and in a manner that reflects our commitment to gender equity.

PROCESS OF APPLICATION: Student athletes will submit application for funds to the Compliance Office. The application will specify the purpose of the request and justify why the SAOF should be used (i.e., why other sources of funding are not available or appropriate). The Compliance Office will review the application to make sure it is complete and consistent with the purpose of the SAOF. It will then be reviewed and approved by the Faculty Athletics Representative and submitted to the Compliance Office and Business Office in ICA for payment. When approving applications for funds the compliance officer and the FAR will consider the following principles: 1) is the expenditure directly related to the academic success or welfare of the student athlete; 2) is the request for an expenditure in the high priority area; 3) is the need for the expenditure clearly demonstrated; and, 4) has the student athlete received a previous award from the SAOF during the year in which funds are requested. Within thirty days of receipt of funds the student athlete will submit documentation that the funds were used for the purpose for which they were requested. Each head coach will designate an assistant coach

who will oversee the student athletes' request made to compliance to assure the University of Maryland policies and process are followed. If you have questions, please call the Compliance Office at 301-314-1349.

Any excess funds in the SAOF account at the conclusion of each fiscal year shall be allocated as such: up to 80% of the remaining funds shall be allocated to ASCDU improvements which directly benefit student athletes (e.g. laptop computers, computers for the computer lab, printers, etc.). The remaining funds shall be rolled over into the coming year's SAOF account. Any allocation designated for ASCDU improvements shall receive prior approval from a committee comprised of the SAAC Chair, Faculty Athletics Representative and Associate Athletics Director/ASCDU.

USE OF FUNDS: All funds received by the University of Maryland will be used to directly benefit student athletes. Funds may be requested for the following reasons:

HIGHEST PRIORITY (NOT RANKED WITHIN THIS CATEGORY):

1. Postgraduate or internship fees
2. International student fees and taxes
3. Graduate school exam fees
4. Professional program testing
5. Educationally related expendable supplies
6. Course related educational supplies
7. Learning disability testing
8. Medical expenses for SAs (not covered by another insurance program).
9. Dental/vision expenses for student athletes (not covered by another insurance program).
10. Medical and dental expenses for student athletes' spouse/dependents.
11. Clothing allowance. Non-PELL eligible student athletes must complete the FAFSA form in order for the Financial Aid Office to determine unmet need. Only student-athletes determined to have unmet need are eligible for the clothing allowance.
 - A. PELL eligible student athletes may request funds up to \$500 per academic year for clothing needed for team travel, internships, job interviews, or work.
 - B. Student athletes who have completed 60% of their degree or more who request funds for clothing must limit their request to clothing needed for internships, job interviews, or work (up to \$500 per academic year) and must demonstrate the financial need that justifies the request.
 - C. Student athletes who have completed less than 60% of their degree who request funds for clothing must limit their request to clothing needed for internships and/or work, must demonstrate the financial need that justifies the request, and extensive documentation outlining internship/work details (job title, job description, start date, pay, supervisor's name and telephone number) is required prior to approval (up to \$250 per academic year).

- D. Student athletes who request funds for team travel and/or seasonal clothing must demonstrate the financial need which justifies the request (up to \$250 per academic year).
- 12. Emergency travel and expenses up to the state mandated limits (e.g. per diem, mileage, etc.) for student athletes, spouses, parents/guardians and/or dependents.
- 13. Other educational expenses
- 14. Emergency expenses for student athletes, spouses and/or dependents.
- 15. Travel expenses for family members to be present when a student athlete is honored (priority will be given to national recognition of individuals).
- 16. Travel expenses for team members being honored by a governmental body.
- 17. Additional student athlete travel home. Only available to PELL recipients one-time per academic year up to \$500.
- 18. Health insurance premiums and/or supplemental health insurance.

LOWER PRIORITY (Only to be requested when other sources are not available).

- 1. Fifth and sixth year aid
- 2. Post graduate scholarship
- 3. Other personal expenses
- 4. Additional student athlete travel home
- 5. Other health and safety expenses

WITHDRAWING FROM SCHOOL AND DROPPING BELOW FULL-TIME STATUS

If you withdraw from school or drop below 12 credits, you need to fill out a Prior Approval Scholarship Retention Request form available in ASCDU to maintain your scholarship for the term (see Drop/Withdraw Policy below). It is at the discretion of the Withdrawal Committee to approve or deny your request to maintain your scholarship.

Prior to withdrawing from the institution, or dropping below full-time status, you should:

- 1. Schedule an appointment with your Academic Counselor in ASCDU to discuss your reason for withdrawal.
- 2. **YOU** must contact residence life and dining services offices directly. The athletic department **is not permitted** to process your cancellations for housing, registration, room, board, or any other service. In addition to cancellation of all agreements, you must immediately return your textbooks to the University Book Store. You are responsible for any fees incurred due to incomplete withdrawal procedures.
- 3. Should you wish to transfer to another institution you must follow all guidelines above and request a written release from the athletic department. If the release is denied, you are eligible for an appeal. Questions about releases and/or appeals should be directed to the Compliance Office at 301-314-1349.

If you fail a class and the contributing factor, according to the professor or your Academic Counselor in ASCDU, is your voluntary absence from class, from study table, and/or not utilizing tutors, the athletic department has the right to not provide financial assistance to “make-up” for those hours failed in a subsequent semester (also see Drop/Withdraw Policy below).

**DROP/WITHDRAW POLICY
LESS THAN 12/WINTER/SUMMER/EXHAUSTED ELIGIBILITY
ATHLETICS FINANCIAL AID**

For student-athletes receiving athletic financial aid (athletics scholarship), including those receiving exhausted eligibility aid, wanting to withdraw from classes, drop below 12 credits, or drop/withdraw from any winter or summer course, prior approval must be granted in order for athletics aid to be provided for such courses. All requests for prior approval require consideration by an appeal committee (Withdrawal Committee) consisted of the Senior Associate AD/Administration, Associate AD/ASCDU, and Assistant AD/Compliance. Consideration for successful written requests would include, but are not limited to the following:

- Student-athlete’s eligibility is in jeopardy;
- Student-athlete has attended the class on a regular basis;
- Student-athlete has met with the professor;
- Student-athlete has utilized academic support services, including tutoring, study hall, and ASCDU counselor;
- ASCDU counselor recommends the student-athlete should drop the course;
- Medical/Injury reasons;
- Participation on National/Olympic team

If your request to drop/withdraw is approved by the Withdrawal Committee, any athletic aid being provided to the student-athlete will continue to be provided for the dropped/withdrawn credits.

If your appeal to drop or withdraw is denied by the Withdrawal Committee and the student-athlete is receiving athletically-related financial aid:

- Fall and Spring semester – Dropped/withdrawn credits which take the student-athlete below 12 credits will be the financial responsibility of the respective “Friends Of” account of the student-athlete’s sport. *
- Winter and Summer session – Dropped/withdrawn credits will be charged the percentage of tuition, fees, books and entire amount of room and board for the respective session to the “Friends Of” account of the student-athlete’s respective sport.
- Exhausted Eligibility Aid – The same policies listed in the two bullet points above continue to apply. In addition, any non-passing or non-degree applicable credits (e.g. some majors require a grade of C or better to be degree applicable) will be charged the

respective percentage of tuition, fees, room, board, and books to the “Friends Of” account of the student-athlete’s respective sport.

* For example, if the student-athlete is originally enrolled in 12 credits and withdraws from 3 credits, the “Friends Of” account would be charged the athletically-related aid portion of tuition, fees, room, board, and books for those 3 credits.

- **The head coach may include within the respective team rules that the student-athlete could be held financially responsible if any of the above conditions are met.**

EXHAUSTED ELIGIBILITY

Financial aid is available to student-athletes who have completed their athletic eligibility but have not yet earned their Bachelor’s Degree. Any award given is at the discretion of the Athletic Director and, **in no case**, may exceed the percentage of athletically related aid awarded during the student-athlete’s last period of enrollment. To apply for exhausted eligibility, you must submit an application available in ASCDU. You must include an audit from your college advisor indicating what courses you must complete in order to graduate. Applications are due no later than May 1 for the following fall and December 1 for the following spring. You will be notified of any athletic aid awarded by July 1 for fall and January 5 for spring.

WINTER/SUMMER SCHOOL ATHLETIC AID PROCEDURE

If you are on an athletic scholarship during the academic year, you may be eligible for winter/summer aid, but winter/summer aid is **not guaranteed**. If athletics aid is awarded, it may not exceed the percentage of athletics aid awarded during the academic year, per NCAA rules. It is expected that student-athletes will make consistent progress toward earning degree applicable credits during the academic year. However, scholarship student-athletes who must attend winter/summer school in order to regain their eligibility, or wish to earn additional credits will be evaluated on a case by case basis.

If you are approved for winter/summer school, you will be required to sign a special winter/summer financial aid agreement. You may not drop any winter/summer school course without the express written permission of the Associate Athletic Director/ASCDU. If you drop a course without receiving permission in advance, you will be billed for the cost of the course.

Steps for Winter/Summer School Registration:

1. Meet with your Head Coach to inform him/her that you plan on attending winter/summer, and would like to receive aid.
2. Meet with your college academic advisor to choose courses.
3. Register for courses by the deadline.
4. Registrar’s Office will provide the Compliance Office with breakdown of student-athletes who have registered for winter/summer school on a weekly basis leading up to the respective winter/summer.

5. Compliance Office will forward list of student-athletes to each Head Coach.
6. The Head Coach will have to approve or deny each student-athlete on the list and will send back list to Compliance Office.