

University of Miami 2011

-12



TM

Student-Athlete Handbook

From the President...

Dear University of Miami Student-Athlete:

Welcome to the University of Miami. The University educates and nurtures its students, creates new knowledge, and provides service to our community and beyond. We are committed to excellence and proud of the diversity of our University family, and strive to develop future leaders of our nation and the world.

As a student and an athlete, we want your time here to be exciting, rewarding, and demanding. Your college education is the first step on the road to success, and we are delighted to be a part of your journey.

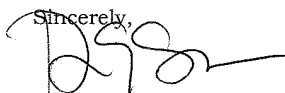
We offer student-athletes the best academic and personal support of any University in the country. We encourage you to take advantage of the wide range of opportunities that the University makes available to you. Work hard, and dedicate yourself wholeheartedly to everything you do, and you will see how your efforts pay off as you set your goals and objectives, and then achieve them.

As students and athletes you represent the University of Miami. Representing this wonderful university is a privilege that depends on your maintaining high academic and personal standards. We look forward to celebrating your academic successes and athletic accomplishments, and all your contributions to this community during your years at the University.

Go 'Canes!

Warm regards.

Sincerely,



Donna E. Shalala



From the Director of Athletics ...

Dear Student-Athlete,

Whether you are a returning student-athlete or just arriving in Coral Gables, on behalf of our administration, coaches, faculty and staff, I want to welcome you to the University of Miami. As a student-athlete you are attending a world-class University that celebrates an unprecedented athletics tradition.

As a student-athlete you will serve as a role model and as a positive ambassador to people throughout our community, state and nation who have an opportunity to view the many exemplary things about our University through our athletics program.

It takes a special person to be a student-athlete at the University of Miami. As a participant in intercollegiate athletics there are many expectations of you and this handbook has been provided to you as a resource to help make your year ahead successful. It explains the policies of our department and your responsibility as a student-athlete. I encourage you to read it carefully and keep it as a reference.

Our mission has you, the student-athlete at its core. Take that seriously and benefit from the many services available to you. If at any time you have questions or concerns, I encourage you to visit with your coach, athletics administrator, our faculty athletics representative or myself.

It's a great time to be a Miami Hurricane! I wish each of you, and each of our teams, great success in 2011-2012!

Go 'Canes!



Shawn Eichorst
Director of Athletics



U EXCELLENCE

Welcome to a new year of Hurricane Athletics. This handbook will serve as your guide to everything that you need to know as a student-athlete. We are here to support you, but ultimately you are responsible for your personal conduct, academic progress and athletic success. You are subject to University policies and regulations which apply to all students. As an athlete, you are subject to time commitments, physical demands, and public visibility which other students may not experience. You will have obligations that exceed those of other students. We sincerely hope that your experience here at the University of Miami will be satisfying. The Athletic Department staff is here to support your success in the classroom and in your athletics pursuits.

IT'S ALL ABOUT THE



Mission Statement

The University of Miami's Department of Intercollegiate Athletics is dedicated to developing and supporting its student-athletes in their efforts to achieve personal, academic and athletic excellence; resulting in the highest standards of achievement. Through its programs, the department will provide a foundation which prepares student-athletes for future success.

We are committed to:

- Providing a culture of well-being for student-athletes and staff
- Complying with the rules and policies of all governing bodies and the University of Miami
- Conducting ourselves as representatives of the University, its Board of Trustees, administration, faculty, students, staff, alumni and friends with integrity, class and distinction
- Supporting the mission of the University of Miami
- Fiscal Integrity
- Providing the opportunity and resources for student-athletes to achieve excellence through growth and development academically and athletically
- Developing leaders in their fields and in their community
- Providing equitable opportunities regardless of race, color, religion, gender, sexual orientation, age, national origin, disability, or veteran status

Our Core Values are:

Integrity
Sportsmanship
Accountability
Pride
Diversity
Education
Professional Conduct

U RESPECT

PURPOSE AND GOAL

“U Respect” is aimed to encourage positive behavior amongst our student-athletes, coaches, staff and fans with a focus on increasing awareness and a commitment to sportsmanship at all Miami Hurricanes athletic events.

SLOGAN/TAG LINE

“RESPECT THE GAME. RESPECT THE FANS. RESPECT THE U.”

HURRICANE FAN’S CODE OF CONDUCT

HURRICANE FANS ARE ENCOURAGED TO SUPPORT THE CANES WHILE REMAINING RESPECTFUL AND COURTEOUS TO THEIR FELLOW PATRONS, VISITING TEAM FANS, TEAM AND STADIUM/ARENA EMPLOYEES, AND STADIUM PROPERTY.

HURRICANE FANS WILL NOT ENGAGE IN DISRUPTIVE BEHAVIOR, INCLUDING FOUL, OBSCENE OR ABUSIVE LANGUAGE OR GESTURES TOWARDS, OR IN REFERENCE TO, A STUDENT-ATHLETE, COACH, OFFICIAL, FAN OR STAFF MEMBER.

ADULT HURRICANES FANS THAT CHOOSE TO CONSUME ALCOHOLIC BEVERAGES WILL DO SO IN A RESPONSIBLE MANNER.

HURRICANES FANS ARE NOT PERMITTED TO EXHIBIT ANY OBSCENE, INDECENT OR INCITEFUL MESSAGES ON SIGNS, CLOTHING OR OTHER MATERIAL.

2011-2012 ACADEMIC CALENDAR

FALL SEMESTER 2010	69 CLASS DAYS PER SEMESTER	SPRING SEMESTER 2011
Aug 10	Deadline for Readmission	Jan 3
	INTERSESSION	Jan 3-13
Aug 17	International Student Orientation Begins	Jan 10
Aug 17	Housing Opens	Jan 10
Aug 18	Orientation Begins	Jan 11
	HOLIDAY (MARTIN LUTHER KING JR. DAY)	Jan 16
Aug 24	CLASSES BEGIN	Jan 17
Aug 24	Late Registration Fees in Effect	Jan 17
Sept 2	Last Day for Registration and to Add a Course	Jan 25
Sept 5	HOLIDAY (LABOR DAY)	
Sept 9	Last Day to Change in a Credit-Only Designation	Feb 1
Sept 9	Last Day to Drop a Course without a "W"	Feb 1
Oct 5	Academic Alert Grades Due in myUM	Feb 27
Oct 14	Last Day to Apply for Graduation	March 9
Oct 14	FALL RECESS	
	SPRING RECESS/INTERSESSION	March 10 - 18
Oct 24	Registration Appointments Available on myUM	March 26
Oct 28	Last Day to Drop a Course	April 2
Nov 7	Registration for Spring 2011	
	Registration for Fall & Summer 2011	April 9
Nov 18	Magna/Summa Theses Due	April 13
Nov 24-27	THANKSGIVING RECESS	
	Theses/Dissertations Due	April 13
Dec 2	CLASSES END 11:00PM	April 27
Dec 3-6	Reading Days	April 28-May 1
Dec 7-14	FINAL EXAMS	May 2 - 9
	Honors Day Convocation (Spring)	May 10
Dec 14	SEMESTER ENDS 11:00PM	May 9
Dec 15	FALL COMMENCEMENT EXERCISES	
	SPRING COMMENCEMENT EXERCISES (Undergraduate)	May 11
Dec 15	Housing Closes at NOON (Non-Commencement Participants)	May 11
Dec 16	Housing Closes at NOON (Commencement Participants)	May 12
Dec. 19	Final Grades Released by Faculty	May 14
Dec. 21	Final Grades Available to Students in myUM	May 16

As a student-athlete you play two roles. First you are a student. You will be held to the same standards and obligations as your fellow classmates. As a student-athlete, it is essential that you act in a responsible manner to obtain maximum results from your college experience. Your personal conduct should demonstrate good judgment and ethical behavior. You are expected to conduct yourself, both on and off-campus, in a manner which brings credit to the University and your team. You should establish objectives and priorities, exercise self-discipline, and schedule your time wisely. Remember, you will be held accountable for your actions.

CODE OF CONDUCT

As a student-athlete, you are expected to maintain the same standards of conduct that the University of Miami Department of Intercollegiate Athletics requires of coaches, trainers, and staff. This includes acting with integrity in a manner which represents the values, and ideals associated with the University, the ACC, and the NCAA.

You are a representative of your team, of the Athletic Department, and of the University of Miami. Your position is unique in that you receive a great deal of attention from the public and the media.

The Code of Conduct upholds all related University conduct polices and it is your duty to adhere to them. If you are uncertain about any aspects of the Code of Conduct or other related University policies, consult with your coaches or other advisors.

The Student-Athlete Code of Conduct is enforced by various officials. These officials include your coaches, administrators within the Department of Intercollegiate Athletics, residence halls officials, the Dean of Students, your academic dean, the faculty, the Honor Council, and other authorities of the University.

You are expected to obey the policies and regulations of the University of Miami and you are subject to penalties for not following these rules. The University has the right to impose penalties in addition to those imposed by a court of law. The University's penalties range from reprimand to expulsion, depending on the severity of the offense.

You are expected to conform to all federal, state, and city laws, as well as University regulations. As a student-athlete, you are not exempt from further penalty if your actions also violate University rules.



ATHLETIC DEPARTMENT PHILOSOPHY

The Department of Intercollegiate Athletics is an integral part of the University of Miami, and its standards, goals, and ideals must be in sync with those of the academic programs.

The Department is committed to providing you with the opportunity to achieve your maximum athletic and academic potential. You are expected to conduct yourself in a responsible manner. This will allow you to benefit from the physical aspects of the program, develop the ability to work well with others on your team, exercise leadership, and realize the values of good sportsmanship.

The Department of Intercollegiate Athletics offers a comprehensive system of student services and resources, including excellent athletic facilities, quality coaching, medical care, and academic counseling.

AS A STUDENT

1. Maintain academic eligibility
2. Maintain eligibility to practice and compete
3. Attend class
4. Inform professors of expected absences due to official athletic events
5. Follow the University of Miami Undergraduate Student Honor Code
6. Follow the directives of the Office of Athletic Academic Services

AS AN ATHLETE

1. Display good sportsmanship
2. Know, follow, and be accountable for ACC and NCAA rules
3. Protect your health
4. Obey team rules and policies
5. Attend Life Skills seminars

AS A COMMUNITY MEMBER

1. Know and follow the "Rights and Responsibilities of Conduct" in the University Student Life Handbook
2. Obey residence halls policies and regulations
3. Obey all federal, state, and city laws

UNSPORTSMANLIKE CONDUCT

The University of Miami's Department of Intercollegiate Athletics and coaching staff will not tolerate any act by a player that deliberately injures an opponent or teammate during a game or practice. The same standards for team conduct apply when dealing with spectators, game officials, and members of the media.

UNSPORTSMANLIKE CONDUCT INCLUDES BUT IS NOT LIMITED TO:

- Physical abuse of an official, coach, athlete, opponent, or spectator
- Unauthorized seizure of equipment from officials or the media
- Use of inappropriate language or gestures directed toward officials, the media, opponents, team members, or spectators
- Any action which violates generally recognized NCAA and ACC intercollegiate athletics standards, or the values and standards associated with the University of Miami, as determined by individual head coaches and approved

EXAMPLES OF MISCONDUCT

Please refer to the UM Student Rights & Responsibilities Manual for more information.

- Deliberate violation of NCAA Rules
- Unsportsmanlike Conduct
- Hazing
- Drug Abuse
- Abuse of Alcohol
- Gambling and Bribery
- Dishonesty and Fraud
- Assault on Individuals
- Abuse of Property
- Disturbing the Peace
- Possession of Firearms or Explosives
- Theft and Unauthorized Entry

ATTIRE

As a representative of the University, you are highly visible. In general, your clothing should be appropriate for the function and location, particularly when traveling with your team. Your coach will provide you with more specific details as they relate to your team.

HAZING

The University of Miami has an absolute prohibition on hazing!

Definition: An action or situation created on or off-campus, which recklessly or intentionally harms, damages, or endangers the mental or physical health or safety of a student for the purpose of initiation or admission into, or affiliation with, any organization operating within the University of Miami.

- Any brutality of a physical nature (i.e., whipping, beating, branding)
- Forced calisthenics
- Exposure to the elements
- Forced/encouraged consumption of any food, liquor, drug, or other substance
- Other forced activity which would adversely affect the physical or mental health or safety of the student
- Any activity which would subject the student to mental stress (i.e., sleep deprivation)
- Encouraged exclusion from social contact
- Forced/encouraged conduct which would result in extreme embarrassment
- Any other activity which is inconsistent with the regulations and policies of the University of Miami

Sanctions may range from University probations and suspension from athletic contests to loss of athletic aid and expulsion from the team and/or University. Any team, group, or individual who engages in this behavior will be subject to sanctions by the University and the Department of Athletics.

MEDIA RELATIONS

The University of Miami's intercollegiate teams generate high level of public interest and media coverage. The Department of Intercollegiate Athletics is aware that its image affects the reputation of the entire University and urges you to exercise extreme care when making statements to the media.

WHEN SPEAKING WITH THE MEDIA

- Be confident
- Be courteous
- Be prompt
- Do not hesitate to say "I'd rather not comment"

WHO TO CONTACT WITH MEDIA QUESTIONS

- Your head coach
- Sports Information Director
- Assistant Athletic Director for Communications
- Compliance Office

INTERVIEWS

- Arrange all interviews through Sports Information
- Consult Sports Information before talking to the media
- DO NOT conduct media interviews unless you are first contacted by a member of Sports Information
- Sports Information is responsible for all publicity materials released to the media.

VIOLATION OF TEAM RULES

Each Coach and team may develop team rules. It is your responsibility to know the rules specific to your team. You are accountable for knowing and abiding by these rules. These rules may be more restrictive than the Athletic Department, University, Conference or NCAA Rules. The head coach of each sport has the authority to suspend and/or dismiss any student-athlete on his or her team if the student-athlete violates team rules separate and apart from proceedings under the Student-Athlete Discipline Policy.

A student-athlete so suspended may appeal that decision under the following procedures: 1) the student-athlete must first meet with the appropriate individual(s) (e.g., head coach, coaches designee or sport administrator) to informally discuss the decision being appealed. Most cases involving the team rules should be resolved at this level; 2) if no satisfactory resolution can be reached through this informal procedure, and if the student-athlete believes the decision to be arbitrary and capricious, the student-athlete may request a more formal appeal in writing to the Athletic Director. The student-athlete may request a more formal appeal in writing to the Athletic Director. The student-athlete may present their case in written and/or oral form. The appeal shall be heard within 14 days. The standard of review is whether the coach's decision was reasonable and not arbitrary and capricious. The finding of the Athletic Director shall be final and not subject to further review.

TEAM TRAVEL

It is your responsibility to make arrangements for absences from classes when you are traveling with your team. At least one week prior to departure, you should notify your professors that you will be absent, and make arrangements to make up the work that you will miss.

Specific requirements to be established and discussed by your coach:

- Dress code
- Individual conduct
- Curfews
- Free-time activities

Travel arrangements will be made by your Head Coach or their designee. Normally, buses or vans are used for team travel. Airline transportation is reserved for long distance travel or for travel to national meets and contests. ***Incidental charges made while staying in a hotel are the responsibility of the student-athlete, as NCAA rules prohibit the university from paying for such expenses.***

UNIVERSITY ATHLETIC FACILITIES

As a student-athlete of the University of Miami you have the privilege of utilizing some of the finest facilities available. Student-athletes are encouraged to support fellow student-athletes during their competitions.

ON-CAMPUS:

- **Cobb Stadium** – Used for Track and Field and Women's Soccer practice and competition
- **Hecht Athletic Center** – Houses the Athletic Department Offices, Ticket Office, Training Room, and Weight Room
- **Mark Light Field at Alex Rodriguez Park** – Used by the baseball team
- **Knight Sports Complex** – Used by the Volleyball team for practice and competition
- **The BankUnited Center** – Houses the Men's and Women's Basketball teams
- **Neil Schiff Tennis Complex** – Houses Men's and Women's Tennis
- **Greentree Practice Facility** – Used for Football practices
- **Tom Kearns Sports Hall of Fame** – Contains a comprehensive collection of Hurricane Sports Memorabilia

OFF-CAMPUS:

- **Sun Life Stadium** – Home stadium for Football games
- **Ronald Shane Watersports Center (Miami Beach)** – Practice Facility for Women's Rowing

COMPLIANCE

As a student-athlete your athletic and academic eligibility depends on your compliance with NCAA, ACC, and University of Miami rules and regulations.

AMATEURISM

An individual will lose amateur status and would not be eligible for intercollegiate competition in a particular sport if the individual:

- Enters into an agreement with an agent,
- Is represented by an agent or organization to market your athletic skills or reputation,
- Uses their athletics skill (directly or indirectly) for pay in any form in their sport,
- Accepts the promise of pay even if such payment is to be received following completion of intercollegiate athletics participation,
- Signs a contract or commitment of any kind to play professional athletics, regardless whether or not it is paid,
- Receives, directly or indirectly, a salary reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletics skill or participation, except as permitted by NCAA rules and regulations,
- Competes on a professional team,
- Enters into a professional draft after full-time collegiate enrollment,
- Agrees to have their picture or name used to promote a commercial product, or
- Participates in a summer league not approved by the NCAA. (You must have written permission from the Director of Athletics for summer league participation.)

AGENTS

The University of Miami **strongly discourages** student-athletes and their parents from speaking on the telephone or having any in-person contact with an agent until the student-athlete has exhausted his/her eligibility.

- **NO AGENTS UNTIL NO ELIGIBILITY!**
- You may not sign a contract with an agent or agree verbally to be represented by an agent until after your eligibility has expired.
- **You are not eligible in a sport if you or your family 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.**

GAMBLING

NCAA rules prohibit sports wagering which includes placing, accepting or soliciting a wager of any type with any individual or organization on any intercollegiate, amateur or professional team or contest.

You may not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition.

Sports wagering activities include, but are not limited to: the use of a bookmaker; internet sports wagering; auctions in which bids are placed on teams, individuals, or contests; or pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

NO WAGERING ON PROFESSIONAL OR INTERCOLLEGIATE SPORTING EVENTS

Any violation of the above regulations will be sanctioned as follows:

Gambling activity involving UM

- You will lose all remaining eligibility.

Gambling activity that involves any other team aside from the University of Miami

- You will be ineligible for a *minimum* of one year, at which time we *may* elect to seek reinstatement for you.

Any student-athlete who engages in activity designed to influence the outcome of an intercollegiate contest (i.e. point shaving) will permanently lose all remaining eligibility in all sports.



COMPLIANCE

GRANT-IN-AID

In order to qualify for an athletics grant-in-aid, a student-athlete must fulfill the admissions requirements of the University of Miami, as well as meet and maintain the eligibility requirements for athletics participation and financial aid as established by the NCAA, the ACC and the University of Miami.

DEFINITION: Financial Aid consisting of tuition, fees, room, board, and *required* course-related books.

DURATION: Grant-in-aid awards remain in effect for ONE year.

CHANGES:

1. The grant-in-aid will NOT be increased, reduced, or cancelled during the period of its award on the basis of a student-athlete's athletics ability, performance or contribution to the team's success, or because of injury or illness that prevents a student-athlete from participating in athletics.
2. A student-athlete must be notified no later than July 1 of any reduction, renewal, or cancellation of athletic aid.

MID-TERM REDUCTION OR CANCELLATION:

1. The grant-in-aid amount may immediately be reduced or cancelled during the term of the award if the student-athlete becomes ineligible for intercollegiate competition, gives false information on the University application, Letter of Intent, or financial aid agreement, engages in serious misconduct that brings disciplinary actions from the University of Miami, or voluntarily withdraws from the sport for personal reasons anytime during the academic year.
2. The grant-in-aid amount must be reduced or cancelled if the student-athlete signs a professional sports contract for the sport, accepts money for playing in an athletics contest, accepts money or other tangible benefits from an agent, or receives other aid that causes him/her to exceed individual limits.

INTERNATIONAL STUDENTS:

Please be aware that financial aid packages that include room and board are considered taxable income by the Internal Revenue Service.

CHARGES NOT COVERED BY AN ATHLETIC GRANT-IN-AID:

- Vehicle registration fees, parking decals, and parking tickets
- Health Insurance
- Long distance phone calls
- "Consumable charges" (e.g., lab fees for breakage, non-required field trips, etc.)
- Library fines, or fines for damage to University property, including residence halls
- Key deposits or the cost of key replacements
- Replacement costs for lost Student IDs, administrative fines, and late registration charges

OFF-CAMPUS ROOM & BOARD STIPENDS

- An off-campus room and board stipend is provided to student-athletes receiving an athletic aid award for housing and meal expenses when they are living and/or eating off-campus.
- Checks are distributed by the Athletic Business Office over a span of 8 months during the academic year.
- A student-athlete must be both financially and academically registered as determined by the institution prior to receiving a check.
 - To be financially registered, the student-athlete must have an account balance of \$0 during the academic year and the summer
 - To be academically registered, the student-athlete must be currently enrolled full-time in classes for that semester.
- To find out the status of your account, check your account balance on the MyUM system or contact the office of Student Account Services (284-6430), located in the Ashe Building, Room 158.

COMPLIANCE

FINANCIAL AID INFORMATION

All financial aid from any source outside the Office of Financial Assistance Services must be reported to the Compliance Office and Office of Financial Assistance Services to make sure it is provided in accordance with NCAA regulations.

FAFSA: Free Application for Federal Student Aid – www.FAFSA.ed.gov

Every student wishing to be considered for a Pell Grant **MUST** fill out the FAFSA at the beginning of the spring semester for the upcoming academic year. Any available funds are distributed on a first-come first-served basis.

Pell Grant: The Pell grant is need based financial aid which does not have to be re-paid to the federal government.

STUDENT-ATHLETE OPPORTUNITY FUND

- This fund is intended to assist student-athletes in meeting financial needs that arise in conjunction with participation in intercollegiate athletics, enrollment in academic curriculum or that recognize academic achievement.
- In the past, SAOF has been given to students for clothing, health insurance, family emergencies, counseling, academic opportunities or other program enhancements.
- Payments made through this fund are determined by a committee within the Athletic Department.
- Student-athletes who are eligible for the Pell Grant may qualify to receive assistance from the SAOF to help cover the costs of the University health insurance as well as clothing. **Once you have filled out your FAFSA, and have been approved for a Pell grant through the Financial Aid Office, contact the Compliance Office to complete the SAOF application for clothing or health insurance assistance.** The funds are given on a first-come first-served basis.
- For additional information regarding the qualifications, permissible uses, and requirements of the SAOF, contact the Compliance Office.

EMPLOYMENT

YOU MUST NOTIFY THE COMPLIANCE OFFICE OF ANY EMPLOYMENT THROUGHOUT THE YEAR.

The following criteria are applicable to any employment of student-athletes:

- The rate of pay is to be commensurate with the duties performed.
- The hours paid must be the hours worked.
- Payment in advance of hours worked is NOT permitted.
- Transportation to work may only be accepted if transportation is available to all employees.
- It is not permissible for a student-athlete to work at any facility owned in any part by the athletic department, including the tennis center.
- You CANNOT work in a local sports club in which your coach is involved during the academic year.
- Payment must be received by check from employer.

FEE-FOR-LESSONS

A student-athlete may receive compensation for teaching or coaching sports skills in his/her sport on a fee-for-lesson basis, provided the following conditions are met:

- Institutional facilities may NOT be used.
- The lesson recipient may not simply “play” against the student-athlete (e.g., playing lessons).
- You must have prior approval from the Compliance Office. You must keep on file documentation of the recipient(s) of the lesson(s) and the fee charged for the lesson(s) provided during any time of the year.
- The lesson must be paid by the lesson recipient (or the recipient’s family) and not another individual or entity.

USE OF TOBACCO

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

COMPLIANCE

PROMOTIONS

- You cannot allow your name, picture or personal appearance to be used to advertise or promote any commercial products, services, jobs or employers, regardless of whether compensation is offered.
- You cannot allow a commercial business to use your name or picture in a “name-the-player” contest.
- You can be involved in a promotional activity (e.g., half-court basketball shooting contest, golfing money scramble), **provided** all members of the general public or student-body are eligible to participate.
- Charitable organizations often request assistance from student-athletes in fund-raising activities. Under NCAA rules, permission to participate in such activities must be obtained from the Compliance Office prior to participation.
- You may not miss class to participate in any promotional activity.
- Any questions about permissible activities should be directed to the Marketing Office and your coach in advance of the activity, so as not to jeopardize your eligibility.

OUTSIDE COMPETITION DURING THE ACADEMIC YEAR

During the academic year you are not permitted to represent an athletic team other than the University of Miami unless you meet the following exceptions:

- **YOU MUST NOTIFY THE COMPLIANCE OFFICE BEFORE YOU PARTICIPATE IN ANY OUTSIDE COMPETITION.**
- You may compete with an outside team during the academic year if your UM team is outside of its season and competition occurs during an official vacation period.
- In women’s soccer, you may compete outside of the declared playing season provided it occurs no earlier than May 1st, no class time is missed and you receive prior approval from the Compliance Office.
- You are allowed to participate as an individual in outside competition during the academic year, as long as you represent only yourself and are not representing any team or club or receiving expenses or compensation from any team or club.
- No team member can receive cash prizes, and all awards should conform to the regulations of the recognized amateur organizations associated with the event.
- You can participate in the following: High School Alumni Games, Olympic Games, Official Pan American Tryouts and Competition, US National Teams, and Official World Championships.

PRACTICE & PLAYING SEASONS

There are daily and weekly hour limitations on practice time. These limitations do not apply during an official vacation period or between terms when classes are not in session.

IN-SEASON

- No more than 20 hours a week
- No more than 4 hours a day
- **MUST** have 1 day off a week
- Competition counts as 3 hours

OUT-OF-SEASON

- No more than 8 hours a week
- No more than 4 hours a day
- No more than 2 hours of individual skill instruction for all sports other than Football
- **MUST** have 2 days off per week

TRANSFERRING

- All students (scholarship or walk-on) must be issued “permission to contact” before communicating with representatives of another school for the purposes of transferring.
- The athletic department reserves the right to deny permission to contact to any ACC affiliated members and/or other institutions at the department’s discretion.
- You may request the opportunity to appeal a denial of permission to contact.
- A student who wishes to transfer from the University of Miami must satisfy 1 full academic year (2 semesters) of residence or meet a transfer exception.
- A student-athlete must have been eligible at UM in order to transfer to another institution.

COMPLIANCE

FIVE YEAR CLOCK

You are allowed 4 seasons of eligibility within 5 calendar years from the time you first enrolled full-time in a collegiate institution. When you participate in any competition in your sport, whether it is for one minute or an entire contest, you have used a season of competition and one of your four years of eligibility.

ATHLETIC AWARDS

As a student-athlete you may receive awards which recognize your contribution to the sports program. **You may not sell or exchange any award received.** Your letter award may be withheld if you fail to replace equipment issued for practice, competition, or post-season conditioning.

In order to receive an athletic award, you must be:

- In good academic standing
- Eligible for athletic participation as defined by NCAA

Consideration for an award may be based on:

- Athletic performance
- Sportsmanship
- Observance of rules

PARTICIPATION AWARDS

Student-athletes that meet certain criteria may receive a letter award. Student-athletes who red-shirt are not eligible for letter awards: It is assumed they will have an additional year of eligibility in which to earn the award.

First Year – Letterman Jacket

Second Year – Travel Bag

Third Year – Watch

Fourth Year - Ring



INDIVIDUAL AWARDS

Awards may be provided each year to individual student-athletes and teams to recognize special achievements, honors, and distinctions, limited in value and number as specified by NCAA regulations.

UNDERCLASSMAN (NON-SENIOR)

Total value of letter award(s) and gifts may not exceed \$175 for each sport in which you participate.

SENIOR

Multiple awards may be given if the total value of all participation awards and gifts given to a student-athlete in a sport during an academic year does not exceed \$325.

CHAMPIONSHIP AWARDS

Awards for winning a team conference or national championship may be presented each year, limited in value to NCAA regulations.

SPECIAL ACHIEVEMENT AWARDS

- You can receive additional awards for special attainments or contribution to the team's season (e.g., scholar-athlete, most improved player, most minutes played, most valuable player).
- Check with the Compliance Office before accepting any award that recognizes your athletic accomplishments and is provided to you by anyone outside the University.
- ALL gifts or awards from boosters and/or professional athletics associations are restricted by NCAA rules and regulations, and acceptance of such gifts or awards may jeopardize your eligibility.

COMPLIANCE

COMPLIMENTARY TICKETS

Student-athletes receive up to **FOUR** complimentary admissions per contest (home and away) and a possible **SIX** for NCAA championships or bowl games.

ISSUANCE POLICY

- All tickets must be issued through a Pass List.
- Each individual **MUST** present a photo ID. **NO EXCEPTIONS!**

SALE OF COMPLIMENTARY ADMISSIONS

- You may NOT receive payment from any source for your complimentary admissions.
- You may NOT exchange or assign tickets for any value.
- You may not purchase tickets for any athletics event and sell the tickets at a greater price – **NO SCALPING!**

RECEIPT OF PAYMENT IS CONSIDERED AN EXTRA BENEFIT AND WILL RENDER YOU INELIGIBLE FOR PARTICIPATION IN INTERCOLLEGIATE ATHLETICS!

BENEFITS FROM BOOSTERS

As a student-athlete, there are limitations on the interactions that you may have with any individual the NCAA identifies as a Representative of the University of Miami's Athletics Interests (i.e. an "athletic booster").

BOOSTER: An individual who is a member of the institution's athletics booster club, has made donations to the booster club or the athletics department, is involved in any manner in recruiting prospects or in providing benefits (e.g. summer jobs) to enrolled student-athletes, or is otherwise involved in promoting the institution's athletics program.

- The NCAA stipulates that once an individual has been identified as a representative of the University of Miami's athletics programs he or she retains this status forever (even if the individual no longer contributes to the athletics program).
- In addition, a student-athlete becoming friends with an athletic booster and/or employee of UM does not change their status as far as NCAA rules are concerned.
- **You may NOT receive an extra benefit from any individual that is based directly or indirectly on the fact that you are a student-athlete at the University of Miami. Any individual who provides an extra benefit to a student-athlete that is contrary to the NCAA legislation automatically becomes an athletics representative.**

EXTRA BENEFIT: Any special arrangement by an institutional employee or a Representative of the Institution's Athletics Interest to provide you (or your relative or friend) with a benefit not expressly authorized by the NCAA legislation.

- You cannot accept anything from an employee of UM or a Hurricane athletics booster.
- You cannot accept free or reduced merchandise or services from any merchant, unless that free or reduced cost item is available to the general public.
- You cannot eat at a restaurant as the guest of an athletics booster.
- On special occasions, you may accept an invitation to the home of an employee of UM or an athletic booster for a meal (The individual may provide you with a ride from your residence to the individual's home and back to your residence.)
- You cannot use an athletic department copy machine, fax machine, express mail service or make long distance phone calls using athletic department equipment.
- Members of the athletic department staff are not permitted to type reports, papers, letters, etc. for any student-athlete.
- You cannot receive a special discount, payment arrangement, credit on purchase, or service from an employee of UM or an athletic booster.
- A UM employee or booster cannot provide you with a loan of money, a guarantee of bond, or the signing or co-signing of a note to arrange a loan.
- A UM employee or booster cannot provide you with the use of an automobile.

The acceptance by you, your parents or guardians, or friends of any extra benefit is a violation of the NCAA regulations and places your eligibility for intercollegiate athletics in immediate jeopardy.

COMPLIANCE

A “ROLE” IN RECRUITING

You may be asked to assist in the recruiting process of prospective student-athletes. Rules that apply to your participation in recruiting include:

- You may not call or meet off-campus with a prospect for the purpose of promoting our athletic program or encouraging enrollment to the University of Miami.
- You cannot provide any souvenirs for a prospect (e.g., university mementos, t-shirts, mugs).
- You cannot arrange for a prospect to receive a discount on merchandise or receive any merchandise without charge.
- You cannot borrow a coach’s car or use any University vehicle to transport a prospect.
- You may NOT comment publicly about any prospective student-athlete that the University of Miami is recruiting.

Even if the prospective student-athlete has signed a National Letter of Intent to attend the University of Miami, he/she is still considered a prospective student-athlete until the first day of fall classes, the first day of fall practices, or until he/she attends a summer school session prior to initial enrollment.

HOSTING A PROSPECTIVE STUDENT-ATHLETE

When a prospective student-athlete visits the University of Miami you may be asked to serve as a host.

The NCAA has strict rules and regulations that must be followed. Your coach will conduct host orientation sessions for those student-athletes who will act as hosts during official visits.

AS A STUDENT-ATHLETE HOST YOU MAY:

- Receive \$30 for each day you host
- Receive an additional \$15 for each prospect if hosting more than one

These funds are to cover actual entertainment costs that go along with hosting a prospective student-athlete.

AS A STUDENT-ATHLETE HOST YOU MAY NOT:

- Participate in underage consumption of alcohol
- Use sex or drugs as a recruiting ploy
- Participate in any activities that violate criminal law
- Participate in gambling/gaming activities
- Attend adult entertainment establishments

As a student-athlete you are responsible for becoming familiar with any and all rules and policies including those prescribed by your head coach.

REPORTING RULES VIOLATIONS

In accordance with NCAA rules and regulations, all suspected or alleged violations of NCAA rules shall be investigated. At no time shall any rules violation go unreported to the Director of Compliance. If the Director of Compliance determines that a violation has occurred, the violation will be reported to the NCAA.

- An individual may report an alleged, rumored, or suspected violation, and may do so anonymously.
- Potential violations are to be reported to the Director of Compliance or the Director of Athletics so that they may act in the appropriate manner. It is not sufficient to notify your coach.
- Investigations of alleged violations will be conducted by the Director of Compliance who may use additional resources (e.g. the General Counsel’s office and the Faculty Athletics Representative) at his/her discretion.
- The Director of Compliance shall determine whether a violation has occurred.
- Violations that involve other NCAA member institutions may impact the University of Miami through interaction with those institutions, and therefore should also be reported.

It is important for you, your parents, your teammates and the University of Miami to know and abide by all NCAA regulations. The University will, at no time, compromise the integrity of either this institution or its athletic department when it comes to rules compliance. If you have any questions regarding any of this information or concerning whether an activity is permissible by NCAA or University rules and regulations, ask your coach or contact the Compliance Office before doing something that may jeopardize your eligibility to participate in intercollegiate athletics.

ASK BEFORE YOU ACT!

ACADEMICS

The Athletic Academic Services staff is committed to providing the academic support services necessary to facilitate the graduation of all student-athletes and assisting the development of those skills necessary to promote responsible, well-rounded individuals.

ATHLETIC ACADEMIC SERVICES MISSION STATEMENT

ATHLETICS

- Communicate NCAA academic requirements for eligibility
- Help students recognize their role as a student and an athlete

ACADEMICS

- Protect and promote the academic integrity of the University
- Facilitate graduation within the framework of NCAA eligibility rules
- Comply with rules of the NCAA, the ACC and the University
- Provide necessary tools and services required to develop academic skills
- Encourage and assist student-athletes in furthering their educational goals
- Cultivate an environment that provides opportunities and assistance leading to academic success

PERSONAL DEVELOPMENT

- Facilitate the skills necessary for student-athletes to make decisions that will positively impact their lives
- Encourage an attitude of dedication to both academics and sports

CAREER DEVELOPMENT

- Assist student-athletes to develop skills related to career choice, image, communication and self-promotion

ACADEMIC ELIGIBILITY

The Athletic Department is responsible for determining your eligibility to practice and compete on an athletic team.

To maintain your eligibility you must:

- Be enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree. Full-time at the University of Miami is considered a 12 credit course load.
- Maintain Good Academic Standing as defined by the University.
- Declare your major no later than the beginning of your fifth semester or third year of enrollment.
- Successfully complete a minimum of six credit hours in each regular academic term to be eligible for the following term (or for post season competition that begins between academic terms).
- Successfully complete 40%, 60%, and 80% of your specific degree requirements prior to the beginning of your third, fourth, and fifth years of full-time collegiate enrollment respectively.
- Maintain a minimum cumulative GPA of 90% of the required graduation GPA at the beginning of your second year of enrollment, 95% at the beginning of your third year, and 100% at the beginning of your fourth or fifth year.
- Successfully complete at least 24 credits prior to the start of your second year and a minimum of 18 credits during each academic year.

CLASS ATTENDANCE

Class attendance is **MANDATORY** and the Athletic Academic Service staff performs class checks on a daily basis. **Four unexcused absences in a single class in a semester will result in suspension from competition.** (The student-athlete may utilize the appeal process).

- When a class is missed due to travel for an athletics competition, it is the responsibility of the student-athlete to notify each instructor/professor during the first week of class and present an **official** Institutional Excuse Form from Athletic Academic Services at least **one week** prior to departure.
- It is University policy that a student who is absent from class for University approved reasons be afforded the opportunity by the instructor to either make-up the missed class or be excused from missed work without a penalty. However, **it is the student-athlete's responsibility to contact each professor for missed work.**
- NCAA rules prohibit missing class for practice and/or promotional activities.

ACADEMICS

DEGREE REQUIREMENTS

The University of Miami expects you, as a baccalaureate degree candidate, to have a basic knowledge of words, usage and grammar, and be able to express your views clearly. Each college or school will have specific requirements, however, general education requirements include:

1. English Composition – ENG 105 and ENG 106
2. Mathematics – complete a course above MTH 101
3. Writing Across the Curriculum – 5 courses
4. Natural Sciences
5. People and Society
6. Arts and Humanities

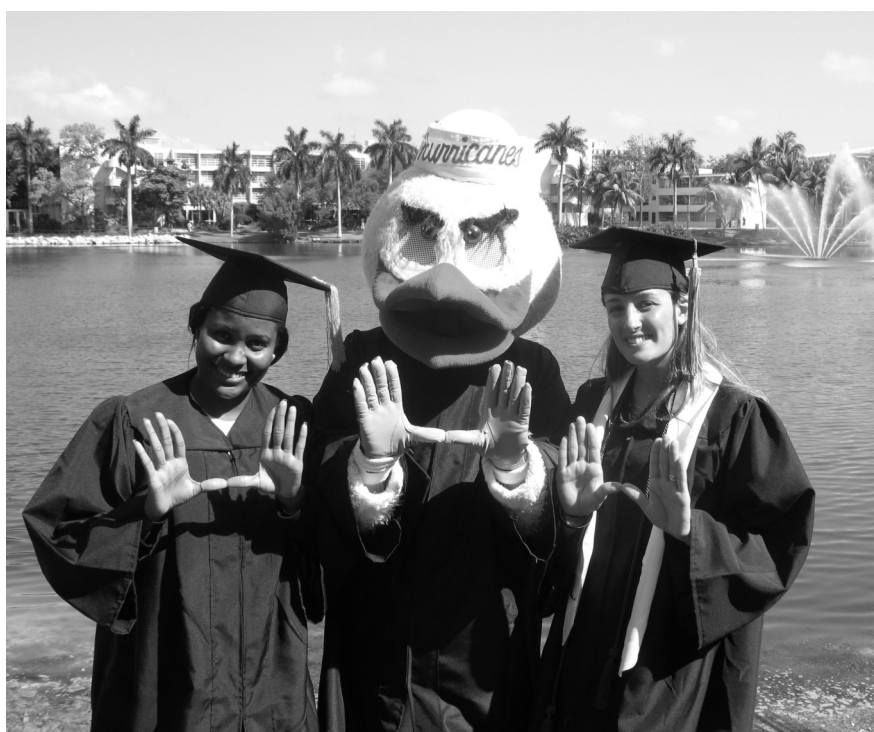
SEE YOUR ADVISOR FOR DETAILS!

GRADUATION

To receive a Bachelor's degree from the University of Miami, the student must earn at least 120 hours (in some degrees it may be more) with a "C" average. The final 45 credits applied to the degree must be earned in residence at the University of Miami.

Graduation Honors	
<i>Cum Laude</i>	3.6 cumulative GPA
<i>Magna cum laude</i>	3.75 and other requirements as determined by the University
<i>Summa cum laude</i>	3.9 and other requirements as determined by the University

Honors/Awards	
Book Buster	3.0 semester GPA
Athletic Director's Honor Roll	3.2 semester GPA
Dean's List	3.5 semester GPA
Provost's Honor Roll	3.75 semester GPA
President's Honor Roll	4.0 semester GPA



ACADEMICS

INCOMPLETE GRADES

An incomplete grade (“I”) will be assigned by an instructor ONLY when he or she is satisfied that there are reasonable non-academic grounds for the incomplete work. Incomplete grades MUST be completed within one year or prior to graduation (whichever comes first).

*If you receive an incomplete grade, consult with the instructor as soon as possible to establish a schedule and deadline – incompletes not completed within one year or prior to graduation will be converted to a **FAILING** grade!*

SCHOLASTIC DISHONESTY

The University of Miami Undergraduate Student Honor Code has been established to protect the academic integrity of the University and provides standards that prohibit all forms of scholastic dishonesty including:

- **Cheating** – implies an intent to deceive. It includes all actions, devices, and/or deceptions involved in committing the act.
- **Plagiarism** – representing the words or ideas of someone else as your own.
- **Collusion** – the act of working together on an academic undertaking for which a student is individually responsible.
- **Academic Dishonesty** – any other act not specifically covered that compromises the integrity of a student or intrudes, violates, or disturbs the academic environment of the University Community.

This applies to written and oral examinations, term papers, creative works, lab assignments, assigned computer-related work, and any other academic work done at the University.

SUPPORT

Study Sessions and Tutorial

- Study sessions and tutorials are offered on an ongoing basis throughout the day (see Athletic Academic Services for hours).
- All Freshmen are required to participate in study and tutorial sessions.
- All Upperclassmen with less than a 2.3 grade point average are required to participate in study and tutorial sessions.
- Tutors in individual subjects are also available during the regular evening Study Table sessions.
- **Student-athletes who fail to meet their weekly study hall requirements 3 times during a semester will be SUSPENDED from athletics competition.**

Proactive Mentorship Program

All freshmen are required to participate in the one-on-one mentorship program.

Equipment Issue and Retrieval

Computer laptops, calculators, and recorders are available for checkout (See Athletic Academic Services).

TEXTBOOK DISTRIBUTION

The University is permitted to provide student-athletes who are receiving an athletics grant-in-aid with course textbooks. Listed as *required* course-related textbooks for each class in which they are enrolled. Students on book scholarship are permitted to receive books for each class in which they are enrolled. Books are distributed at the beginning of each semester. “Required course related textbooks” are the only books authorized under the book distribution policy. The Division of Athletic Academic Services will authorize all textbook distribution. If additional *required* textbooks are necessary for the completion of the course, a supplemental requisition form must be processed. Textbooks received in the current semester for a course that is dropped or cancelled must be returned to Athletic Academic Services in order to issue additional textbooks.

At the conclusion of each semester, student-athletes must return books to Athletic Academic Services. A charge will be placed on a student-athlete’s account if he/she does not return his/her books at the end of the semester.

ACADEMICS

WITHDRAWALS

You must be classified as a full-time student (enrolled in 12 hours). Dropping a course will cost you credits toward graduation and may jeopardize your academic standing or athletic eligibility. Unofficial withdrawal may result in a failing grade for the course! **You must receive approval from an Academic Advisor as the initial step in withdrawing from a course.**

ALL UNDERGRADUATE STUDENTS ARE RESPONSIBLE FOR READING, UNDERSTANDING, AND UPHOLDING THE HONOR CODE!

Signed pledges are required for written work submitted for evaluation, but the absence of a signed pledge does not free you from the ethical standards required by the Honor Code. Procedures for dealing with infractions, including provisions for appeals, are printed in the text of the Honor Code. Be aware that, in addition to violating the University Honor Code, scholastic dishonesty may also be a violation of NCAA rules on ethical conduct.

UNDERGRADUATE HONOR CODE

TITLE I GENERAL PROVISIONS

A. Purpose

In the spring of 1986, at the request of the Undergraduate Student Body Government, this Code was ratified by student referendum and approved by the Faculty Senate and by the President of the University. This Code is established for the undergraduate student body, to protect the academic integrity of the University of Miami, to encourage consistent ethical behavior among undergraduate students, and to foster a climate of fair competition. While a student's commitment to honesty and personal integrity is assumed and expected, this Code is intended to provide an added measure of assurance that, in fulfilling the University's requirements, the student will never engage in falsification, plagiarism, or other deception regarding the true nature of the materials presented. Each student is responsible for completing the academic requirements of each course in the manner indicated by the faculty.

B. Responsibility of the University Community

All undergraduate students are responsible for reading, understanding, and upholding this Code. Students are expected to warn fellow students who do not appear to be observing proper ethical standards and to report violations of this Code. The absence of a signed pledge does not free a student from the ethical standards set by this Code. To fulfill the responsibilities of membership in the University community, faculty and all others members of the community should report violations of this Code.

C. Jurisdiction

All undergraduate students, full and part-time, attending the University of Miami shall be subject to this Code. No action under this Code shall be brought against any student who has graduated from, or officially severed all relations with, the University.

D. Faculty Cooperation

1. This Code preserves the prerogatives of the University and its faculty. Nothing in this Code shall interfere with the faculty member's right to assign grades. Faculty members shall be informed of the final outcome of any Honor Council proceedings relating to work for which they are responsible.
2. During a pending proceeding, faculty members are requested to provide documents relevant to the proceedings. The faculty member is expected to cooperate fully in the implementation of this Code. The faculty member responsible for the course or other academic activities to which the charge relates may, and is encouraged to file a statement, provide any document, list of witnesses, or other information deemed relevant to the alleged offense. This information shall be in writing and shall be filed with the Secretary.

DRUG TESTING

The University of Miami and the Athletic Department are committed to maintaining a safe and healthy environment where students can develop socially and academically to their fullest potential. Drug use poses a risk of direct harm to the user and harm to others resulting from impaired judgment. As part of our commitment to your well-being, the Athletic Department coordinates a drug testing program for all student-athletes. If you have any additional questions please contact the Athletic Training Room or the Compliance Office.

SUBSTANCE ABUSE

The Department of Intercollegiate Athletics strongly believes that non-therapeutic drugs and alcohol can negatively affect both your academic and athletic performance, as well as your physical and mental well being. Therefore, we have instituted a comprehensive program of drug education, testing, counseling, and rehabilitation to deal with the growing problem of substance abuse in intercollegiate athletics.

It is not the intent of the program to interfere with your right to privacy, but rather to aid and educate you concerning the problems and dangers associated with drug abuse. Additionally, this program is designed to prevent unauthorized drug use and to identify any student-athlete using drugs. Lastly, the program is intended to answer any questions you may have concerning the usage of drugs.

Our comprehensive drug testing program was developed with the intent that random screening provides each student-athlete with a reason to say no to drug use. In addition to maintaining its own comprehensive drug program, the Department strictly upholds and enforces NCAA regulations regarding substance abuse. Under University procedures for drug testing, there are immediate progressive disciplinary and rehabilitative actions taken if you are found abusing drugs. In addition to University testing, the NCAA conducts its own drug tests. If you are found to be using drugs under an NCAA test, the NCAA rules for discipline will apply in addition to University policy.

Be aware that many over-the-counter products may have an NCAA banned drug in their make-up. It is imperative that you check all of these items (e.g., GNC products) with University of Miami athletic trainers.

In accordance with the drug testing program described, each student-athlete will be subject to drug screening for the following categories of substances:

- Amphetamines
- Cocaine
- Tetrahydrocannabinol (THC or Marijuana)
- Drug Analogs (designer drugs)
- Barbiturates and Benzodiazepine
- Opiates (Morphine, Codeine, Demerol, Heroin, etc.)
- Natural and manufactured hallucinogens
- Anabolic Steroids

At any time, other drugs may be added to this list of substances for which drug testing is conducted. In addition, the NCAA publishes a list of banned drugs and the most up to date list can be found at www.ncaa.org.

Any student-athlete can be tested for anabolic steroids during our random testing program. Any scheduled drug screening that you miss will result in the progressive corrective action described below under “Effects of Positive Test Results.” A missed test is a very serious offense and will be dealt with according to the prescribed policy.

MISSED TEST POLICY

An unexcused missed test is considered a positive test. It will be assumed that you missed your test because you have something to hide. If you are unable to drop at the time of the test, you will be required to remain at the testing area until a sample can be obtained, or you will be asked to go to the medical lab within the hours prescribed by the policy after officials have left the athletic department facilities. Additionally, in the event you attempt to tamper with or alter your urine sample, sanctions for a positive test may apply.

DRUG TESTING

UM DRUG SCREENING PROGRAM

Drug screenings can be scheduled at any time by the Director of Athletics and/or the Medical Review Officer (MRO). The schedule of drug screening is subject to change without prior notice. Currently, drug screenings may be scheduled under the following circumstances:

1. Athletes will be scheduled for urine tests a **minimum** of three (3) times a year – you may be selected for testing more often than three times and are required to appear and provide a sample.
2. Any time at the discretion of the Director of Athletics or the MRO.
3. Prior to a NCAA championship competition or at any other time that NCAA may require urine testing.
4. While in treatment for drug abuse and after completion of a drug abuse treatment program, athletes will be subject to random urine testing.
5. Any athlete, whether competing individually or with their team, that continues to compete or participate remains eligible for drug testing until they exhaust their eligibility for that sport.
6. Any student-athlete that does not complete or refuses to accept treatment may be ineligible for competition.

You should be aware that the NCAA will declare a student-athlete who is found to have utilized a substance on the list of banned drugs ineligible for further participation in post-season and regular season competition for a minimum of one season of competition in all sports for 365 days. Because the University's and NCAA's policies against drug use, do not take drugs that have not been prescribed by a physician.

If your doctor prescribes a drug that appears on the NCAA Banned Drugs list, you should notify your trainer. In fact, it is suggested you notify your trainer when any drug is prescribed because the banned drug list is subject to change without you being notified in advance, which could result in you unknowingly taking a banned drug.

Your lack of knowledge that a drug is banned is not an adequate defense for a positive drug test!

EFFECTS OF A POSITIVE TEST RESULT

The Medical Review Officer (MRO) and the Athletic Director will be notified of ALL positive test results.

First Positive Test

Upon a first positive test, the following suspensions would apply for each sport:

Baseball	6 Games	Women's Soccer	2 Games
Men's Basketball	3 Games	Swimming and Diving	2 Dates of Competition
Women's Basketball	3 Games	Men's Tennis	3 Dates of Competition
Women's Crew	2 Dates of Competition	Women's Tennis	3 Dates of Competition
Men's Cross Country	1 Date of Competition	Men's Track	2 Dates of Competition
Women's Cross Country	1 Date of Competition	Women's Track	2 Dates of Competition
Football	1 Game	Women's Volleyball	3 Dates of Competition
Women's Golf	2 Dates of Competition		

Under no circumstances will the agency conducting the assessment also provide treatment. In all cases, mandatory assessments and treatments will only be conducted at locations approved by the Drug Testing Committee. If an athlete does not follow prescribed treatment as determined by the MRO or is not making satisfactory treatment progress, or if the student is not maintaining proper academic standing, then he/she will be subject to further disciplinary action. (Discipline may include suspension from future participation in a specified number of contests, or suspension from future athletics participation and revocation of athletics scholarship, or other disciplinary action as deemed appropriate).

DRUG TESTING

Second Positive Test

You will be required to continue your counseling. In addition, you will be suspended from regular competitive play in accordance with the schedule for your sport found below.

Upon a second positive test, the following suspensions would apply for each sport:

Baseball	11 Games	Women's Soccer	4 Games
Men's Basketball	6 Games	Swimming and Diving	4 Dates of Competition
Women's Basketball	6 Games	Men's Tennis	5 Dates of Competition
Women's Crew	4 Dates of Competition	Women's Tennis	5 Dates of Competition
Men's Cross Country	2 Dates of Competition	Men's Track	4 Dates of Competition
Women's Cross Country	2 Dates of Competition	Women's Track	4 Dates of Competition
Football	2 Games	Volleyball	6 Dates of Competition
Women's Golf	5 Dates of Competition		

Third Positive Test Result

Upon verification of a third positive test result, it is assumed that there is a serious problem. After the proper notifications are made, you will be suspended from all future athletics participation immediately and your athletic scholarship may be revoked.

NOTIFICATION OF A POSITIVE TEST

The MRO, upon verifying and confirming a positive test result, will notify the Director of Athletics, the Associate Athletic Director for Compliance, and the Head Coach. Other members of the Department of Intercollegiate Athletics, whom the Director of Athletics determines is necessary, may be notified in appropriate circumstances. The Athletic Director or his designee may notify, in appropriate circumstances, your parents (or legal guardian) of the positive test results.

REHABILITATION

Recognizing that addiction is a disease characterized by relapse, it is felt that anyone who remains drug free for a period of one year has been in remission. Consequently, any student-athlete who does not have a declared positive drug test by the MRO for 365 consecutive days since the last determined positive drug test eliminates one positive test result.

INFORMATION AND SELF-REFERRAL

The University of Miami Department of Intercollegiate Athletics encourages all student-athletes to inform themselves about drug use and to seek help about concerns.

- Any student-athlete who has a concern about drug use may notify the head trainer that they have a problem and receive information, an assessment and/or drug counseling.
- If a student-athlete so presents him or herself under this option and is using drugs, on a one time basis, (subject to the review by the MRO), this may not count as a positive urine test result.
- The head trainer must be approached prior to the student-athlete being notified that they are scheduled for a urine test to avoid this being counted as a positive test result.

CONFIDENTIALITY STATEMENT

The University recognizes the confidential nature of information received during the administration of its drug testing policy, and will make every effort to maintain the confidentiality of such information.

NCAA DRUGS AND PROCEDURES SUBJECT TO RESTRICTIONS

The use of the drugs and/or procedures listed in the table below is subject to certain restrictions and may or may not be permissible, depending on stated limitations.

DRUG TESTING

DUAL SPORT ATHLETES:

Student-athletes who are on multiple University of Miami rosters are subject to penalties for each sport. Therefore, a positive test will result with the suspension from each team as prescribed in the appropriate penalty schedule.

- A student-athlete who has disclosed a previous positive drug test for performance enhancing drugs administered by any other athletics organization shall not be eligible for intercollegiate competition while serving the national or international suspension.

Blood Doping	Intravenous injection of whole blood, packed red blood cells or blood substitutes	PROHIBITED – evidence of use will result in action consistent with positive test.
Local Anesthetics	Procaine, Xylocaine, Carbocaine, any other local anesthetic	PERMITTED
	Cocaine	PROHIBITED
	Local or Topical injections	PERMITTED
	Intravenous Injections	PROHIBITED
	Medically justified intravenous injection	PERMITTED – ONLY when does not pose a potential health risk
Manipulation of Urine Test	Use of substances and methods that alter the integrity and/or validity of urine samples provided during NCAA testing.	PROHIBITED
Beta 2 Agonists	Asthma treatments, salbuterol	PERMITTED – inhalation only
Additional Testing	May be conducted for non-punitive purposes at coaches request or other discretionary reasons.	
Medical Exceptions	Exceptions to Blood Doping, Urine Manipulation and Beta 2 Agonists	PERMITTED for student-athletes with documented medical history



2011-12 NCAA Banned Drugs

The NCAA bans the following classes of drugs:

- a. Stimulants
- b. Anabolic Agents
- c. Alcohol and Beta Blockers (banned for rifle only)
- d. Diuretics and Other Masking Agents
- e. Street Drugs
- f. Peptide Hormones and Analogues
- g. Anti-estrogens
- h. Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

- a. Blood Doping.
- b. Local Anesthetics (under some conditions).
- c. Manipulation of Urine Samples.
- d. Beta-2 Agonists permitted only by prescription and inhalation.
- e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with your athletics department staff!

- Dietary supplements are not well regulated and may cause a positive drug test result.
- Student-athletes have tested positive and lost their eligibility using dietary supplements.
- Many dietary supplements are contaminated with banned drugs not listed on the label.
- **Any product containing a dietary supplement ingredient is taken at your own risk.**

It is your responsibility to check with the appropriate athletics staff before using any substance.

**Note to Student-Athletes: There is no complete list of banned substances.
Do not rely on this list to rule out any supplement ingredient.
Check with your athletics department staff prior to using a supplement.**

Some Examples of NCAA Banned Substances in Each Drug Class

Stimulants:

amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, etc.

exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents – (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione) boldenone; clenbuterol; DHEA (7-Keto); nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

Alcohol and Beta Blockers (banned for rifle only):

alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:

bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs:

heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (eg. spice, K2, JWH-018, JWH-073)

Peptide Hormones and Analogues:

growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc

Anti-Estrogens :

anastrozole; tamoxifen; formestane; 3,17-dioxo-etiochol-1,4,6-triene(ATD), etc.

Beta-2 Agonists:

bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by **contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesport.com/rec password ncaa1, ncaa2 or ncaa3.**

It is your responsibility to check with the appropriate athletics staff before using any substance.

ATHLETIC PERFORMANCE

Your physical well-being is essential to your success. The Athletic Department is committed to helping you reach and maintain optimum health. If you have any questions regarding programs designed to assist you with issues of wellness and physical performance, you can contact the Training Room, Weight Room, or Equipment Room directly.

CONDITIONING & TRAINING

Your coaches and trainers will put together a conditioning program tailored to your specific needs. Strength coaches supervise this program which is carried out in the Weight Room.

MEDICAL CARE

PHYSICAL EXAMINATIONS

- The Department and the NCAA require all incoming freshmen and returning student-athletes to undergo yearly physical evaluations and examinations prior to participating in practice, competition, or out of season conditioning activities (including summer conditioning). Please see your Athletic Trainer for the proper forms to be completed.
- The examinations are performed by the team physician with the assistance of the athletic training staff.
- During yearly physical evaluations, your general health is evaluated, a heart and lung screen is administered, and a medical history review is completed.

WALK-ONS

- First time walk-ons must present a physical exam that has been completed within the 6 months prior to trying out for your team. Please see your athletic trainer for the proper forms to be completed.

TREATMENT OF ILLNESS AND INJURY

- It is your responsibility as a varsity athlete to report all injuries or illnesses that might interfere with your ability to attend classes, practice, or compete to an athletic trainer.

THE SYSTEM OF MEDICAL REFERRAL

- In some cases you may be referred by an athletic trainer to one of the University's team physicians, team dentists or the Student Health Center. In all cases, you will need to have a written referral from the Training Room in hand when you enter the physician's office or Student Health Center. The Department of Athletics will **not** assume any financial responsibility for medical treatment obtained without the written referral.
- The Team Physician may grant or refer student-athletes to an outside medical entity for the sole purpose of a second opinion.
- Student-athletes that choose to receive medical care from a second opinion physician and/or an outside medical entity will be financially responsible for any and all bills incurred with such treatment.

EMERGENCY TREATMENT

If the Training Room is closed and emergency treatment is required, you should report to University of Miami Hospital Emergency Room. Be sure to alert the emergency room staff that you are a University of Miami student-athlete. Call your staff athletic trainer for further instructions

IMPORTANT NUMBERS:

Emergency	911
University of Miami Hospital	305-689-5464
Training Room	305-284-4131
Head Athletic Trainer	305-284-4528
Assistant Athletic Trainer	305-284-5172

REPORTING FOR TREATMENT & REHABILITATION

If you are injured, it is your responsibility to report for treatment at the designated time. It is required that you receive no fewer than two treatments per day. You are required to attend all practices and team meetings unless otherwise directed by your head coach. No rehabilitation programs will begin after 5:00pm. **PLEASE BE ON TIME!**

ATHLETIC PERFORMANCE

EYE EXAMS & CONTACT LENSES

Following NCAA guidelines, the University of Miami may provide you with approved eye (contact or glasses) lenses for competition. Referrals for treatment must be obtained from a trainer prior to visiting the doctor. Reading or other prescription lenses are your responsibility.

PRESCRIPTION MEDICATIONS

In the event that your injury or illness requires prescription medication, you can obtain this one of three ways:

1. Secure an authorization form in the Athletic Training Room from your athletic trainer and then go to the Student Health Center Pharmacy located on the second floor;
2. After hours you may obtain your prescription by going to CVS across from campus on U.S.1; or
3. From the physician that prescribed the medication to you on a limited basis through the training room. The Department of Athletics will not authorize payment of prescription medications for non-athletically related injuries or illnesses.

A student-athlete who returns to school and is awarded a fifth year of athletics aid, but has no athletic eligibility remaining, will be responsible for his/her own medical expenses for any injury/illness that might occur while attending the University of Miami. The only exception to this would be if the student-athlete were injured while working during an athletics event that was part of his/her responsibilities for fulfillment of his/her scholarship obligation.

Student-athletes who are rehabilitating injuries that are continuing injuries sustained from direct intercollegiate competition/practice while in their fifth year (without eligibility) will qualify for therapeutic medications only.

INSURANCE COVERAGE AND PROCEDURES

- All Student-athletes must have an insurance plan as required by the university.
- The University of Miami, along with your personal insurance plan, assumes responsibility for the payment of all athletically related medical expenses incurred as a result of your participation in intercollegiate athletics, as defined by the NCAA. (Appendicitis is a non-athletically related illness).
- An insurance carrier and the University cannot accept the responsibility or expense for a preexisting injury. Coverage provided by the Department is in compliance with the guidelines issued by the NCAA.
- Departmental insurance covers the difference between the total cost of the approved medical treatment and the benefits paid by you or your parents' personal medical insurance coverage.
- The University of Miami, along with your personal insurance, will assume responsibility for any second opinion office visits and diagnostic testing.
- Student-athletes who choose to have services provided by physicians other than the team physicians will be responsible for payment of those expenses on their own. You must fill out and submit a University of Miami Insurance Questionnaire annually. **All insurance claims should be submitted to an athletic trainer.**

EQUIPMENT ROOM RULES

Athletic equipment is available from the equipment room. The equipment room is also available for equipment exchanges and repairs. You are only allowed in the equipment room for these activities, and are held responsible for standard and special equipment issued to you. Players are not allowed in the equipment room unless permission is given.

- All equipment is property of the Athletic Department and is subject to the department's issuance and retrieval policies.
- You may not sell any of your equipment.
- Failure to return equipment that has been issued to you will result in you reimbursing the University.
- Equipment should be worn only in conjunction with practice or competition.
- All issued equipment is to be returned at the completion of the season or the academic year.
- Workout items, such as shorts, t-shirts, etc., can be retained for summer workouts and conditioning.

EXIT INTERVIEW PROCEDURE

The University Of Miami Department of Intercollegiate Athletics will offer exit interviews/physicals for all student-athletes upon loss or completion of eligibility, or dismissal or inability to continue to participate as a student-athlete at the University. The purpose of exit interviews and physicals is to provide continuity of care, striving for excellence in medical care for our outgoing student-athletes for injuries they sustained while participating in athletics activities as stu-

ATHLETIC PERFORMANCE

Athlete Exit Interview Process

Assumption of Risk	Participation as a student-athlete in athletically related activities involves a risk of injury that is understood and assumed by the student-athlete and for which the University has NO legal obligation.
	The University will provide access to Athletic Training facilities and/or sports medicine staff for the treatment of student-athletes for athletically-related injuries (i.e. injuries sustained while participating in athletics events as a student-athlete for the University) for up to 6 months after exit physicals are completed.
	This policy covers only those specific medical conditions identified on the exit interview form and/or confirmed by the exit physical or other acceptable medical documentation. After the 6-month period any treatment for any medical condition is the responsibility of the student-athlete and the athlete will not have access to the Athletic Training facilities or sports medicine staff for any purpose whatsoever unless specifically authorized by the University's Director of Athletic Training.
Professional Waiver and Release	Any student-athlete that signs with a professional organization or participates in athletic activities as a professional will be solely responsible for any medical treatment for any medical condition. Such action shall constitute a waiver of the student-athlete's ability to receive any medical treatment from the university pursuant to this policy and shall release the University from all responsibility for medical treatment as of the date of signing, regardless of the medical condition or the manner in which it was incurred.
Notification of Schedule	The exit interview process will be conducted as needed, but at least twice a year (early December and Late April/Early May). Notifications will be done via email, flyers, and team meetings. Where applicable all student-athletes will complete the necessary forms in the presence of their athletic trainer.

POLICIES AND PROCEDURES IN THE TRAINING ROOM

The purpose of the Athletic Training Room is to provide a central location for the evaluation, treatment, rehabilitation and referral of athletically related injuries. This will include physician staffing on a daily basis. The following is a general summary of policies pertaining to this area.

1. It is your responsibility as a student-athlete to report all injuries and illnesses to the Training Room at the appropriate time.
2. You will be required to follow all prescribed treatment and rehabilitation programs.
3. You must shower prior to receiving treatment.
4. No food or drinks in the Training Room due to OSHA Regulations.
5. Keep shoes off of the treatment tables.
6. Do not remove towels or any items from the Training Room.
7. Athletes will not use the Training Room telephones for personal calls.
8. Being detained in the Training Room is not an excuse for being late to team meetings or practices.
9. The Training Room is a medical facility and should be treated as such. Please do not remain in the Training Room for a prolonged time unless you need medical attention.
10. If your particular sport requires your ankles to be taped prior to practices and games, it is your responsibility to report to the Training Room in adequate time to have an athletic trainer tape you.

HOURS OF OPERATION

The Training Room hours will correspond with the Weight Room and practice schedules. Normally it will open at 7:00am during the school year. Weekend and holiday hours are dictated by team competition, practices and treatment schedules.

ATHLETIC PERFORMANCE

LOCKER ROOM RULES

1. Remember this is your home, treat it accordingly.
2. Cleats are not allowed in the locker rooms.
3. Do not leave tape, cups, or garbage on the locker room floors. Use the provided garbage cans.
4. Put all equipment in your locker. No equipment should be left outside.

WEIGHT ROOM RULES

1. The Weight Room is for the use of varsity athletes only.
2. Shirts and shoes must be worn at all times.
3. Horseplay will not be tolerated.
4. Equipment must be used correctly.
5. When you have finished using the equipment, return it to its proper place.

GUIDELINES FOR THE PREGNANT ATHLETE

In the interest of maintaining the good health of women participating in athletics, the Athletic Department makes the following recommendations in the event of pregnancy:

1. That an athlete who suspects she is pregnant has this verified as soon as possible by a physician of her choice. She should avoid all medications and x-rays until she is certain that she is not pregnant.
2. That continued participation in athletic activities during pregnancy will be determined by the athlete's physician.
3. That the athlete's active participation, particularly in contact sports, will be discontinued after the first trimester (at the end of three months of pregnancy) or as recommended by her physician.
4. That the athlete notify her Coach, Athletic Trainer and/or Team Physician of the pregnancy as early as possible, regardless of whether the pregnancy will be carried to term or terminated**
5. Athletes with pregnancies that do not reach full-term should not return to participating in athletics until such participation is approved by her physician.

**An athlete is not required to inform a Coach, Athletic Trainer, or Team Physician of a pregnancy, termination of pregnancy, miscarriage, or recovery thereof, however; doing so may be in the athlete's best interest. If an athlete does notify her Coach, Athletic Trainer, and/or Team Physician of her pregnancy, such persons will not notify anyone else of the pregnancy unless the athlete gives her prior consent to such notification.

UNIVERSITY

Beyond the resources available within the Athletic Department, the University offers a variety of resources designed to assist you throughout your time at UM.

Equal Opportunity/Non-Discrimination

The University of Miami does not discriminate against any individual on the basis of race, religion, color, sex, age, disability, sexual orientation, veteran's status, or national origin.

The University does not intend by this commitment to require compliance with this policy by governmental or external organizations that associate with but are not controlled by the University, or to extend insurance or similar benefits beyond those now provided by other policies of the University, except as required by law.

University of Miami Student Rights and Responsibilities handbook

The University of Miami Student Rights and Responsibilities handbook provides information on University regulations, policies and procedures. Review this handbook. Topics addressed include, among other things:

- FERPA
- The Honor Code-Undergraduate and Graduate honor codes
- Student Code of Conduct
- University Policies and Procedures
- Anti-hazing Policy
- Sexual Battery Incidents
- Sexual Harassment Policy
- Discipline System, Procedures and Sanctions



UNIVERSITY

PRE-SEASON HOUSING

In the event that pre-season training requires your team to return to campus early, your coach will notify you, and will make all necessary arrangements for housing and food. During pre-season training, you will be provided on campus housing.

1. Remember, you are subject to the same rules and regulations as the rest of the student body.
2. You are expected to conduct yourself in a responsible manner in the residence halls.
3. You will be held accountable for any property damages that result from your negligence or abuse.

ON-CAMPUS HOUSING

You are required to live in University housing unless non-University housing has been approved by your head coach. Each residence hall has a well-trained staff, which includes a full-time housing director and student residence assistants. They will provide any support you might need. The residential colleges allow you to enjoy the intimate atmosphere of a small college while having the advantage of the extensive facilities and faculty of a major research university.

OFF-CAMPUS HOUSING

During the first meeting with the Compliance Office you will be required to provide information regarding your off-campus housing. You must provide the Department of Intercollegiate Athletics personnel with your contact phone number.

RULES OF RESIDENCE HALL LIVING

The rules for residence hall living are found detailed in the Department of Residential Halls Rules and Regulations Handbook and the Student Rights and Responsibilities Handbook. These policies are enforced and serious offenses may result in immediate dismissal from the residence hall. A summary of a few of the rules are listed below.

1. The minimum drinking age in Florida is 21. If you are 21 or older, you may drink alcoholic beverages in your room, but not in hallways, lobbies, elevators, or other public areas.
2. There are no firearms permitted in the dorms.
3. No pets or animals, other than fish, are permitted in the residence halls.
4. You may add curtains, bedspreads, rugs, wall hangings, posters, carpet, or lamps. You may not, however, paint, hang flags, parachutes, fishnets or the like from ceilings as these are fire hazards.
5. Residents may pre-order a loft at www.bedloft.com and have the loft delivered to their room and assembled before move-in. Lofts may also be rented on-site during move-in, however, quantities will be limited.
6. Refrigerators are permitted in your room if they meet University specifications.
7. You may store your bicycle in your room or in the bike racks provided outside of the residential areas. You are not permitted to store your bicycle in hallways, balconies, or stairwells.
8. If the General Fire Alarm sounds, all students are required to leave the building regardless of the time of day. Failure to evacuate may result in disciplinary action.

SECURITY OF HOUSING

The Athletic Department cannot be responsible for lost or stolen items and student-athletes should take all precautions necessary to protect their valuables when leaving their apartments or residence halls. You are individually responsible for making sure your apartments or residence hall rooms are secure, your windows are not open, etc. Do not duplicate your key for others to use. Most theft from apartments on-campus and residence halls is covered through your parents' homeowner's insurance.

UNIVERSITY

STUDENT HEALTH INSURANCE

All students who enroll at the University of Miami are required to carry some form of health insurance. Every student must provide proof of insurance to the Health Service Office in order for the insurance fee to be waived on the account. A waiver form must be provided to the Student Health Services Office by July 25 to waive the Health Insurance Charge. Proof of outside insurance must be shown each year. If this waiver form is not completed your Student Account will be charged for health insurance. There may be ways under the NCAA rules to assist you in paying for your health insurance. Please see the Assistant Compliance Director for information.

DINING FACILITIES

Dining facilities are open almost continuously from 7:00am to 6:30pm. You have a choice of meal plans, and you can use your meal card in more than one location. In addition to the full meal service, you have the convenience of the campus food court located in the University Center.

FOOD SERVICE CATEGORIES	
<i>On-Campus</i>	If you are utilizing University housing, and your grant-in-aid includes board, you must sign a meal contract. Contracts may be for 5, 8, 14 or 20 meals, depending on the grant.
<i>Off-Campus</i>	In compliance with NCAA regulations, if your grant-in-aid includes board and you generally eat off campus, you will receive a stipend based upon the average cost of meals on campus.
<i>Married Students</i>	If you are married, you receive the same amount given to any other student-athlete living on campus.
<i>Late or Early Meals</i>	Special arrangements can be made for conflicts with regularly scheduled board hours within University guidelines. Special arrangements will also be made for pre-game meals.

FOR ALL MEAL PLANS THE FOLLOWING RULES APPLY

1. 'Cane Cards must be presented at each meal.
2. Food and beverages should not be taken out of the dining facility.
3. You are responsible for taking your tray and trash to the busing area.
4. You are not allowed to give food to people not authorized to eat in the dining facility.
5. Chewing tobacco and other tobacco products are not permitted in any of the dining halls.
6. Proper clothing must be worn when eating at the dining facility.

SEXUAL HARASSMENT

According to the University of Miami Rights & Responsibilities Handbook, sexual harassment includes, but is not limited to:

- Physical or verbal abuse of a sexual nature including graphic commentaries about an individual's body;
- Sexually degrading remarks used to describe an individual; or
- Unwelcome propositions and physical advances of a sexual nature
- Threat or insinuation that sexual submission or the lack thereof will be used as a basis for employment or education decisions affecting or interfering with an individual's salary, academic standing or other conditions of employment, academic, or career development.

UNIVERSITY

**Sexual harassment of or by any administrator, faculty member, employee,
or student is ABSOLUTELY PROHIBITED!**

A violation of the student sexual harassment policy shall constitute grounds for disciplinary action up to and including dismissal/expulsion from the University. The University reaffirms its commitment to the concept of nondiscrimination and to providing an educational forum and work environment free of sexual harassment.

Students who have been sexually harassed or need information about the University of Miami Sexual Harassment Policy should contact the Office of Equality Administration at (305) 284-3064.

ACQUAINTANCE RAPE

Acquaintance rape is the most prevalent form of rape that occurs amongst college students. It is estimated that eighty-five percent of college rape survivors knew their attacker. In well over half of the acquaintance rape situations, the victim and/or attacker had been drinking alcohol and/or using other drugs at the time of the incident. Rape can happen to anyone. No one asks to be raped.

If you or a friend needs help or information regarding sexual assault, please contact the **University of Miami Counseling Center at 305-284-5511** or call the **SART (Sexual Assault Response Team) hotline at 305-798-6666**. The SART hotline is a 24-hour anonymous hotline available to provide emotional support and information to UM students regarding sexual assault matters. This service is only available during Fall and Spring semesters. In the case of an emergency, one should contact the **UM Police Department at 305-284-6666**.

GRIEVANCE PROCEDURE

Recognizing the difficulties that you may face throughout the year, the University has identified a University Ombudsperson to assist you. The Ombudsperson listens to student grievances, investigates the facts surrounding the grievances, and attempts to objectively make recommendations on how best to resolve the issue. The Ombudsperson is impartial, private, and informal. The Ombudsperson will not be an advocate or critic but considers the rights and interests of all parties concerned and advocates for a fair resolution. Also, the issues presented remain in confidence upon the student's request unless otherwise required by University of Miami policies and procedures.

ROLE OF THE OMBUDSPERSON

The Ombudsperson assists members of the University community in informal resolution of student disputes and grievances. Services rendered by the Ombudsperson do not replace the University of Miami's formal grievance processes. The Ombudsperson:

1. Answers questions or refers students to someone who can help
2. Interprets University of Miami policies and procedures and offers guidance
3. Recommends changes in policies and procedures when necessary
4. Mediates conflicts when requested
5. Provides educational programs for the campus community on negotiation, mediation, and conflict resolution

CONTACTING THE OMBUDSPERSON

When regular channels have failed to bring resolution to your problem or when you are uncertain of what steps to take next, you should contact the Ombudsperson. It may be your first step or a last resort. Speaking with the Ombudsperson may help clarify your thoughts or feelings about the situation and increase your awareness of alternatives.

CONTACT THE OMBUDSPERSON

305-284-4922

ombudsperson@miami.edu

You may also use the online Case Submission Form on the SECURED site to file an inquiry or grievance.

UNIVERSITY

ATHLETIC APPEALS COMMITTEE

The Athletic Appeals Committee (AAC) consists of at least three members from the University, outside the Athletic Department. The Director of the Office of Financial Assistance Services will serve as the chair.

ATHLETIC TRANSFER APPEAL POLICY

A student who wishes to appeal a decision related to the denial of his/her request to be permitted to have contact with another four year institution or transfer release shall submit a written request that includes:

- The student's name, C number, year in school, and sport
- Reasons for believing that the decision was unfair, including name of institutional staff members (e.g. coach or other Department of Intercollegiate Athletics personnel with whom the student has discussed the transfer release)
- Copies of any relevant documents

The student should submit these materials as soon as possible within 14 days after having been denied to:

The Office of Financial Assistance Services
Attn: Director of Financial Aid
PO Box 248187,
Coral Gables, FL 33124-5240

The appeal materials are reviewed by the Athletics Appeals Committee and its decision is final. There is no appeal beyond the Athletic Appeals Committee. The Committee has the authority to grant or deny the student-athlete's request for a transfer release. The student will receive a written response within 10 days after the appeal has been reviewed.

FINANCIAL AID APPEAL POLICY

Student athletics aid may be cancelled or reduced during the course of the year or at renewal time for reasons described in the NCAA rules. Athletes whose athletic aid has been cancelled, reduced, or will not be renewed are permitted the opportunity to appeal the decision through a hearing process.

APPEAL PROCEDURE

- The student-athlete submits a written appeal.
- The student-athlete and coach are asked to provide the AAC with statements, documents and other evidence in support of their respective positions.
- The student-athlete chooses the type of hearing.
- The hearing will be convened and pertinent information will be reviewed by members of the AAC.
- Once a decision is rendered, written notification will be provided to the student-athlete and the coach.

THE HEARING

The hearing process is used to render a decision in favor of or against the student-athlete's appeal based on NCAA, ACC and University of Miami rules and policies using written and verbal information provided prior to and in the course of the hearing. The decision of the AAC will be based on a preponderance of the evidence. This hearing is the final step in the appeal process. The decision of the AAC is FINAL.

- **In Absentia** - AAC meets in closed session to discuss the appeal and material submitted by each side in support of their respective positions. Neither the student-athlete nor the coach is present.
- **In Person** - Both the student-athlete and the coach provide documentation in support of the respective positions and are present and participate in the hearing. The hearing will be conducted at the time and place determined by the AAC. An effort will be made to schedule the hearing at a time when the student-athlete and coach can be present; however no guarantee is made that a mutual time will be identified. Failure of either to appear at the designated time will result in a default to an in absentia hearing.

Participation in the hearing is limited to the members of the AAC, the student-athlete, the coach of the sport, and, strictly as a resource regarding NCAA, ACC and University of Miami rules and policies, the Assistant Athletic Director for Compliance, or his/her designated member of the compliance staff. The student-athlete and coach will be permitted time to describe and provide justification for their respective positions in the appeal. Members of the AAC will be permitted time to ask questions of each side during the course of and following each presentation. The student-athlete and coach will be dismissed to allow the AAC the opportunity to discuss the hearing. The AAC reserves the right to reconvene the hearing participants if further clarification or information is required. No decision will be announced at the time of the hearing. Written notice of the decision of the AAC will be sent to the student-athlete and the coach.