



Ohio University
CHAMPS/Life Skills Program

Community Service Request
Fax (740) 593-9804

This form, when signed by the promotional agency involved and approved by the Athletic Department, allows Ohio University to grant permission for a student-athlete's name, picture, or identity to be used in a charitable community service or promotional activity.

Please note, this form serves as a request only. We do not guarantee the participation of a particular student-athlete or team

NCAA Bylaws 12.5 Promotional Activities; 12.5.1 permissible; 12.5.2 non-permissible

Name of Sponsoring Agency _____

Agency Description (check one): Institution Charitable Educational
Proof of 501 (c) (3) status may be required

Name of Contact Person _____

Address (street, city, state, ZIP code) _____

Phone Number	Fax Number	E-mail
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Please describe your event and what part the student-athlete will play:

Date of Event	Time of Event	May we take pictures? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Please provide directions to the site of your event from the Ohio University campus

If any advertisement, promotion, flyer etc. are to be used please submit to this office for prior approval.

If this is a charitable event, please describe how the proceeds will be used

Does this activity involve co-sponsorship, advertisement, or promotion by a commercial agency? If yes, explain.

Please print or type the name of the preferred teams you want to participate in your event. If the requested teams are unavailable, would substitutes from any sport suffice? Yes No

PLEASE NOTE: Being open to substitutes will make your request easier to fill.

Sports (1) _____ (2) _____ (3) _____ (4) _____

How many student-athletes are you requesting for your event? _____

If the student-athlete is speaking at the event, what is the specific amount of time they will be speaking? _____

How many people will attend your event? _____

What attire is required? Casual Business Dress Formal

We will notify you upon fulfillment of this request.



NCAA Bylaws 12.5.1.1 and 16.02.3

NCAA Bylaw 12.5.1.1 permits a charitable or educational agency to use a student-athlete's name, picture, or appearance to support its charitable or educational activities, provided the following conditions are met:

- A. The student-athlete received written approval from his/her director of athletics;
- B. The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement, or promotion by a commercial agency other than through the reproduction of the sponsoring company's regular trademark or logo on printed materials such as pictures, posters, or calendars. The company's emblem, name, address, and telephone number may include with the trademark or logo. Personal names, messages, and slogans (other than an officially registered trademark) are prohibited;
- C. The name or picture of a student-athlete with remaining eligibility may not appear on an institution's printed promotional item (e.g., poster, calendar) that includes a reproduction of a product with which a commercial entity is associated if the commercial entity's officially registered regular trademark or logo also appears on the item;
- D. The student-athlete does not miss class;
- E. All monies derived from the activity go directly to the charitable or educational agency;
- F. The student-athlete may accept legitimate and normal expenses from the charitable or educational agency related to participation in such activity, provided it occurs within the state or, if outside the state, within a 100-mile radius of the member institution's campus;
- G. The student-athlete's name, picture, or appearance is not utilized to promote the commercial ventures of any nonprofit agency;
- H. Any commercial items with names or pictures of student-athletes (other than highlight films or media guides per Bylaw 12.5.1.9) may be sold only at the member institution at which the student-athlete is enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of the charitable event during the event); and
- I. The student-athlete and authorized representative of the charitable or educational agency sign a release statement that ensures that the student athlete's name, image, or appearance is used in a manner consistent with the requirements of this section.

NCAA Bylaw 16.02.3

An extra benefit is any special arrangement by an institutional employee or a representative of the institution's athletics interests to provide a student-athlete or the student-athlete's relative or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution's students or their relatives or friends or to a particular segment of the student body (e.g., foreign students, minority students) determined on a basis unrelated to athletics ability. *(Revised: 1/10/91)*

In signing this form, I acknowledge that I have read and agree to abide by the above NCAA, MAC, and Ohio University regulations and guidelines regarding the use of a student-athlete's name, picture, or appearance in the promotion or involvement of this activity and will NOT risk the eligibility of the student-athlete.

Signature of person making request _____ Date _____

Contact Information

Zach Rost
 NCAA Eligibility/Student-Athlete Success
 & CHAMPS/Life Skills Coordinator
Ohio University
413 Peden Stadium
Telephone: (740) 593-9976
E-mail: TBD

Signature of approval from the CHAMPS Coordinator
 X _____ Date _____
 Approved? Yes No
 Additional Comments _____



CHAMPS/Life Skills Community Service Guidelines

ALL PERSONS/ORGANIZATIONS REQUESTING COMMUNITY SERVICE MUST REVIEW THE GUIDELINES SET BY THE NCAA AND THE MID-AMERICAN CONFERENCE AND FILL OUT THE ACCOMPANYING APPEARANCE FORM.

- The deadline for applying for a student-athlete appearance is three weeks prior to the date of the event.
- Student-athletes will not be asked to do community service during the first week of classes or within two days of, and including, exam periods.
- A student-athlete may not make an appearance that will interfere with his/her class attendance, workout schedule, athletic practice or study hall.
- No individual student-athlete shall be asked to participate in community service during the season of his/her sport.
- Community service appearances must take no more than three hours, including no more than one-hour travel time round-trip.
- Student-athletes may not accept extra benefits. Examples of extra benefits include T-Shirts, CD's, tapes, posters, money, gift certificates, etc. (i.e. anything of value) A student-athlete is permitted to accept mileage compensation at the state rate of \$.32/mile and share in a meal with the charitable organization. (See NCAA Bylaw 16.02.3)
- If a student-athlete is to be compensated for travel expenses please make the check out to the student-athlete, but send the check to the Thornton Athletics Student Life Center.
DO NOT GIVE THE STUDENT-ATHLETE MONEY AT THE EVENT
- A student-athlete may not make an appearance that is sponsored or co-sponsored by an organization whose interest is contrary to NCAA Bylaws (e.g. casinos; gambling is prohibited by the NCAA).
- Any event scheduled for a student-athlete must have a beneficial purpose. Student-athletes will not make appearances merely to sign autographs or have their pictures taken.
- Advertisements of the student-athlete that include but are not limited to print, radio and/or television must be approved by the Athletics Department prior to advertisement. No changes may be made once the advertisements are approved.
- A representative from the Athletics Department may accompany student-athletes to their community service appearance.
- All appearances are subject to prior approval by the Athletics Department, which expressly reserves the right to refuse any request for any reason. The Athletics Department also reserves the right to substitute a student-athlete for another if the need arises.
- Student-athletes may not participate in activities that support a commercial product/service for the fundraising effort of a high school or fundraising for any group consisting of prospective student-athletes (eg., club soccer teams).
- Student-athletes may appear at a commercial location to support the fundraising efforts Ohio University or a charitable organization provided the commercial location does not promote the event in any manner.

Thank you for supporting Ohio University Athletics.
Go Bobcats!