

EMPLOYMENT DURING ACADEMIC YEAR REQUEST FORM

Santa Clara University – Intercollegiate Athletics – NCAA Bylaw 15.2.6

If you are a current student-athlete at SCU and you plan to work during the Fall, Winter or Spring quarters, then you must complete this form before you start working and submit it to the Athletics Compliance Office.

STEP 1 – LIST THE REQUIRED PERSONAL AND EMPLOYMENT INFORMATION.			
Name of Student-Athlete: _____		Sport: _____	
Social Security Number: _____		SCU ID _____	
Address: _____		Phone: _____	
* Employer Information:			
Employer: _____		Your Job Title: _____	
Address: _____		Date Job Starts: _____	
City, State, Zip _____		Date Job Ends: _____	
Pay Rate of Job _____		Hours Per Week _____	
Who helped you find this job? _____			
Does this person have any connection to SCU? _____ If yes, how? _____			
STEP 2 – GET SIGNATURES FROM YOUR HEAD COACH & THE COMPLIANCE COORDINATOR.			
"I understand that the student-athlete named above <u>will</u> be employed during this academic year."			
_____ Signature of Head Coach		_____ Compliance Coordinator	
_____ Date		_____ Date	
** FOR OFFICE USE ONLY **			
A. Has the student-athlete attended SCU for at least one academic year?		YES	NO
B. Is the student-athlete eligible for competition as per NCAA Bylaw 14.4?		YES	NO
C. Is the student-athlete receiving any "countable" financial aid from SCU?		YES	NO
1. A full, 100% athletic scholarship (grant-in-aid) for this student-athlete = _____			
2. Adding \$2,000, the total potential amount this student-athlete can earn = _____			
3. The amount of countable financial aid the student-athlete is receiving = _____			
4. Subtracting the countable aid from the total possible amount to earn, the maximum amount that the student-athlete can actually earn this year = _____			
STEP 3 – TAKE TO YOUR EMPLOYER FOR SIGNATURE.			
*By signing below, the student-athlete and the employer agree that:			
<ul style="list-style-type: none"> • the student-athlete may not receive any compensation for the value that the student-athlete may have for the employer because of publicity, reputation, fame or personal following, • the student-athlete is to be compensated only for work actually performed and at a normal going rate for similar activities, • the student-athlete will not work in excess of his or her earnings limit during the academic year, and • the employer and student-athlete will make all documents, earning statements and other records related to the employment of the student-athlete available for review and inspection by any representative of SCU Athletics or any NCAA Enforcement Representative. 			
_____ Signature of Student-Athlete		_____ Signature of Employer	
_____ Date		_____ Date	

**** COMPLETED FORM MUST BE SUBMITTED TO THE COMPLIANCE COORDINATOR BEFORE YOU START WORKING ****