General Rule
Pursuant to NCAA Bylaw 13.1.1.3, an athletics staff member or other representative of the institution's athletics interests shall not make contact with the student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining the written permission of the first institution's athletics director (or his/her designee) to do so, regardless of who makes the initial contact. If permission is not granted, the second institution shall not encourage the transfer and the institution shall not provide athletically related financial assistance to the student-athlete until the student-athlete has attended the second institution for one academic year. If permission is granted to contact the student-athlete, all applicable NCAA recruiting rules apply.

- If an institution receives a written request from a student-athlete to permit another institution to contact the student-athlete about transferring, the institution shall grant or deny the request within seven business days of receipt of the request. If the institution fails to respond to the student-athlete's written request within seven business days, permission shall be granted by default and the institution shall provide written permission to the student-athlete.

Opportunity for a Hearing
In accordance with NCAA Bylaw 13.1.1.3.1, if San Jose State University (SJSU) denies a student-athlete's request to permit any other four-year institution to contact the student-athlete about transferring, SJSU shall inform the student-athlete in writing that he/she, upon request, will be provided a hearing. The hearing will be conducted by the Chair or Vice Chair (VC) of the Athletics Board, and at least two other Board members, who are not Athletics Department staff or affiliates, but may include the Faculty Athletics Representative (FAR) as a voting member. The hearing must be conducted and written results of the hearing must be provided to the student-athlete within 15 business days of receipt of the student-athlete's written request for a hearing. The student-athlete shall be provided the opportunity to actively participate (e.g., in person, via telephone) in the hearing. If SJSU fails to conduct the hearing or provide the written results to the student-athlete within 15 business days, permission to contact the student-athlete shall be granted by default and the institution shall provide written permission to the student-athlete.

Notification of Hearing Opportunity
Upon written request from a student-athlete to permit another four-year institution to contact the student-athlete about transferring, the Associate Athletics Director for Compliance (ADC) will contact the appropriate Head Coach (HC) regarding the request. If the HC denies, delays or limits a student-athlete's permission to contact other four-year institutions, the ADC will provide the student-athlete with written notification of this decision and of his/her opportunity for a hearing to appeal the decision within seven business days of receipt of the student-athlete's written request. The written notification will be sent by the ADC via email and will include a date by which the student-athlete must request a hearing (within seven business days of the ADC’s email). Failure to request a hearing by the deadline indicates the student-athlete’s acceptance of the Athletic Department’s decision regarding his/her permission to contact other four-year institutions.

Supporting Documentation
Both the student-athlete and HC will be given an opportunity to present supporting documentation of their positions to the participating Athletics Board members for review prior to the hearing. This material must be provided to the ADC at least 48 hours prior to the hearing date. The ADC will disseminate the supporting documentation to the Chair for distribution to participating members. The student-athlete should be aware that the involved coaching staff may also exercise the option of providing a statement and/or other relevant documentation, and that the HC will be given the opportunity to appear before the Chair and participating members to present his/her case.

Hearing Participants & Decision
In addition to the Chair, and participating members mentioned above, the ADC will be in attendance in a non-voting capacity to provide procedural guidance. The student-athlete and the involved HC will be individually afforded time to present the merits of their respective case. After oral presentations by the relevant parties, the Chair and participating members of the Athletics Board will review all evidence presented and deliberate until a decision is reached. The decision will be forwarded to the ADC, who will then issue the written decision to all parties involved within one week of the hearing.