STEP 1: All individuals intending to use institutional facilities and/or residing in the locale of the institution prior to initial full-time enrollment (incoming freshman and transfers), regardless of summer session enrollment, must complete the Pre-Enrollment Verification Form. NOTE: The Form may be sent to the incoming student-athlete to complete and return to a coach prior his/her arrival on campus.

STEP 2: The coach, NOT the incoming student-athlete, must submit the completed and signed Pre-Enrollment Verification Form, along with a lease and proof of initial payment (if applicable) to the Compliance Office.

STEP 3: Upon receipt of the Pre-Enrollment Verification Form, the Compliance Office will confirm summer enrollment and/or if the individual has signed an NLI and/or a financial aid agreement, offer of admission or provided a financial deposit.

STEP 4: The Compliance Office will fax approved Pre-Enrollment Verification Forms to Sports Medicine. Physicals will not be performed without the Pre-Enrollment Verification Form signed by the Compliance Office.

STEP 5: Upon receipt of the Pre-Enrollment Verification Form with clearance from Sports Medicine, the Compliance Office will create and distribute the appropriate Eligibility Roster (see Step 6) via email to the Coaching, Sports Medicine, Athletic Performance, Academic and Equipment staffs.

*AN INCOMING STUDENT ATHLETE IS NOT PERMITTED TO PARTICIPATE IN SUMMER WORKOUTS OR RECEIVE ANY BENEFITS UNTIL HE SHE IS CLEARED BY THE COMPLIANCE OFFICE.*

STEP 6: Eligibility Rosters will be updated and distributed as changes occur.

- ALL SPORTS: The Compliance Office will distribute a Pre-Enrollment Verification Roster listing those incoming student-athletes certified (or not) to participate in workouts conducted or supervised by the Athletic Performance staff during the summer months (June-August). The Athletic Performance staff is ultimately responsible for ensuring that only individuals cleared by the Compliance Office are participating in voluntary summer workouts.

- FOOTBALL & BASKETBALL ONLY: A student-athlete who is enrolled in summer school or who meets an academic exception to summer school enrollment may engage in REQUIRED weight-training, conditioning and skill-related instruction for up to eight weeks. Participation in such activities shall be limited to a maximum of eight hours per week with not more than two hours per week spent on skill-related instruction (BK) or film review (FB). An individual who is not eligible to use the exception to summer school enrollment may participate only during the period of the institution’s summer term or terms in which he/she is enrolled. The Compliance Office will certify that all applicable eligibility requirements for summer athletic activities participation are satisfied via distribution of the Summer Athletic Activities Roster.