INTRODUCTION

San Jose State University encourages the conduct of sports camps/clinics as a means of providing revenue and showcasing the University, its programs, facilities and personnel.

This guide has been developed to help coaches, staff and university personnel understand and apply NCAA regulations governing the operation of sports camps/clinics on and off the SJSU campus. The material contained in this guide is not a substitute for the NCAA manual or official NCAA interpretations. All Athletic Department personnel are encouraged to review NCAA bylaws and legislation before conducting a camp/clinic. Please refer to your current NCAA manual or the Compliance Office for specific questions or concerns.

Compliance Office Contacts

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IMPORTANT TERMS

Sports Camp/Clinic – Per Bylaw 13.12.1.1, a camp/clinic is defined as owned or operated by SJSU or an employee of SJSU’s Athletic Department, either on or off its campus, in which prospects participate.

Purpose of sports camps/clinics – Per Bylaw 13.12.1.1.2, a sports camp/clinic is one that:
   a. Places special emphasis on a particular sport or sports and provides specialized instruction or practice and may include competition;
   b. Involves activities designed to improve overall skill and knowledge in the sport; or
   c. Offers a diversified experience without emphasis on instruction, practice or competition in any particular sport.

Definition of a Prospect – Bylaw 13.02.12 defines a prospect as a student who has started classes for the 9th grade.
  ➢ Exception – Men's Basketball: Bylaw 13.12.1.1.1 states that a prospect includes any individual who has started classes for the 7th grade for purposes of camps/clinics legislation.
  ➢ Pursuant to Bylaw 13.12.1.1.1.1(a), a men's basketball prospect is considered a recruited prospect if his attendance at a camp/clinic is solicited by the institution.

Off-campus/Satellite Camps – Camps/clinics owned or operated by SJSU or an SJSU athletics department employee held off the SJSU campus must be operated in accordance with NCAA rules.

Noninstitutional Camp/Clinic – A camp/clinic that is not owned or operated by SJSU or an employee of the SJSU Athletics Department. [2/1/90, Official]
TIME/LOCATION RESTRICTIONS

FOOTBALL

When? Per Bylaw 13.12.1.1.3, an institution’s football camp/clinic may be conducted only during two periods of 15 consecutive days in the months of June and July or any calendar week (Sunday through Saturday) that includes days of those months. The dates of the two 15-day periods must be on file in Compliance Office.

Where? Per Bylaw 13.12.1.1.3, an institution’s football camp/clinic may only be conducted on the institution’s campus, within the state in which the institution is located, or if outside the state, within a 50-mile radius of the institution’s campus.

BASKETBALL

When? Per Bylaw 13.12.1.1.4, an institution’s basketball camp/clinic may be conducted only during the months of June, July, and August, or any calendar week (Sunday through Saturday) that includes days of those months.

Where? Per Bylaw 13.12.1.2, in basketball, an institution’s camp/clinic shall be conducted on the institution's campus or within a 100-mile radius of the institution's campus.

Per Bylaw 13.12.1.4, an institution’s basketball camp/clinic shall not offer a different participation, registration procedure, fee structure, advertisement and/or logistical experience (e.g., lodging, meals, transportation or awards/mementos) than other institutional men’s/boys’ basketball camps/clinics.

SPORTS OTHER THAN FOOTBALL & BASKETBALL

Per Bylaw 13.12.1.5, camps/clinics may be held any time of year with no location restrictions.

ALL SPORTS

Per Bylaw 13.12.1.5, camps/clinics may not be conducted during a dead period.

RECRUITING CALENDAR EXCEPTION

Per Bylaw 13.12.1.5, the interaction during sports camps/clinics between prospects and coaches employed by the camp/clinic is not subject to the recruiting calendar restrictions.

- However, an institutional staff member employed at any camp/clinic (e.g., counselor, director) is prohibited from recruiting any prospect during the time period that the camp/clinic is conducted (i.e., from the time the prospect reports to the camp or clinic until the conclusion of all camp activities).
- Coaches are prohibited from extending verbal or written offers of financial aid to any prospect during his or her attendance at the camp/clinic.
- Other (outside) coaches who attend camps/clinics as observers must comply with appropriate recruiting contact and evaluation periods.
PROMOTING, ADVERTISING AND PUBLICIZING

ALL CAMP/CLINIC BROCHURES AND OTHER METHODS OF ADVERTISING (websites) MUST BE APPROVED BY THE COMPLIANCE OFFICE PRIOR TO DISTRIBUTION.

All forms of camp advertisement must be attached to the Camp/ Clinic Request Form, which must be submitted to the Compliance Office for all camps/clinics conducted by an SJSU athletic program.

CAMP ADVERTISEMENTS

Camp/clinic information (e.g., brochures, flyers) is considered recruiting material under Bylaw 13.4.1.3(b); however, it may be provided at any time. There are no restrictions on the content and design of summer camp brochures.

Per Bylaw 13.4.3.2, an institutional camp/clinic advertisement or promotion (e.g., camp brochure, website, newspaper or magazine advertisement) must indicate that the camp/clinic is open to any and all entrants (limited only by number, age, grade level and/or gender).

- **Advertisements Directed Toward a Particular Audience** – Per Bylaw 13.4.3.2.2, an institution may advertise or promote a camp/clinic toward a particular audience (e.g., elite camp), provided the advertisement or promotion indicates that the camp/clinic is open to any and all entrants (limited only by number, age, grade level and/or gender).

**Use of Current Student-Athletes** – Per Bylaw 12.5.1.6, a current student-athlete’s name, picture or institutional affiliation may NOT be used to advertise or promote an institutional camp/clinic.

  - A student-athlete’s name, picture and institutional affiliation may ONLY be used to identify the student-athlete as a staff member in the camp counselor section of the brochure. A student-athlete’s name or picture may not be used in any other way to directly advertise or promote the camp/clinic.
  - This prohibition is for camps/clinics of ALL ages.

An institution may not advertise its summer camp/clinic on a billboard located at a high school stadium. [5/28/09, Staff]

Institutions are permitted to place an advertisement regarding its summer sports camps in the game programs of a professional sports organization. [11/10/89, Staff]

An institution is permitted to place an advertisement for summer camps in institutional game programs. [1/15/86, Official]

**Invitations** – Prospects may be invited to a SJSU camp/clinic, provided the camp/clinic is legitimately advertised, open to all entrants, limited only by age and number, and SJSU coaching staff members employed at the camp do not work exclusively with certain prospects. [8/19/88, Staff]

**Quotations & Pictures Used to Promote a Camp** – An institution’s coaching staff member may not promote a noninstitutional camp/clinic by permitting the use of his/her quotations and/or pictures in the camp/clinic brochure, unless that coaching staff member is employed by the camp.
ADMISSION FEES & PARTICIPATION

ATTENDANCE RESTRICTION

Per Bylaw 13.12.1.3 all SJSU camps/clinics must be open to any and all entrants, limited only by age, number of participants, grade level and/or gender.

- Per Bylaw 17, currently enrolled SJSU student-athletes may not participate as campers in SJSU camps and clinics.
- If JC prospects (must be qualifiers if in 1st year) or 4Ts (must have PTC) are participating in an SJSU camp/clinic, the camp/clinic must be advertised as open to prospects 9th grade and above; there can be no restriction on age such as 9th-12th grade.

REDUCED ADMISSIONS

Per Bylaw 13.12.1.7.1, SJSU, members of its staff or boosters shall not give free or reduced admission privileges to a high-school, prep school or two-year college prospect.

Per Bylaw 13.12.1.7.2, a booster may not pay a prospect’s expenses to attend an institution’s camp/clinic.

It is permissible for SJSU to offer free or reduced admissions to attend SJSU camps/clinics to the children of institutional and athletic department staff members and camp coaches regardless of whether the child is a high-school, preparatory school or two-year college prospects. [10/29/03, Staff]

The Free or Reduced Admissions & Refund Roster must be submitted to the Compliance Office at least two weeks following the conclusion of the camp/clinic.

GROUP DISCOUNTS

SJSU may offer group discounts to participants, provided the discount is available on an equal basis with documented standards to all who wish to take advantage of them. [6/2/89, Staff]

A Camp/Clinic Discount Form must be submitted with the Camp/Clinic Request Form PRIOR to the start of the camp/clinic if there will be any individual or group discounts offered.

AWARDS & GIFTS

Per Bylaw 13.12.1.7.4, awards and gifts may be given to camp/clinic participants as long as the cost of the award is included in the admission fee for the camp/clinic.

- LLC camps may provide San Jose State sport-specific t-shirts but may not include “camp.” For example, San Jose State Baseball Camp is NOT permissible.

Additional Restrictions – Men’s Basketball

Per Bylaw 13.12.1.4, all men’s basketball camps/clinics conducted by an institution must offer similar participation, registration procedures, fee structures, advertisement and/or logistical experiences (e.g., lodging, meals, transportation or awards/mementos).
EMPLOYMENT

STUDENT-ATHLETES

Per Bylaw 13.12.2.1, a student-athlete may be employed in any sports camp/clinic, provided compensation is provided pursuant to the criteria of Bylaw 12.4.1 below.

(a) Only for work actually performed; and
(b) At a rate commensurate with the going rate in that locality for similar services.

Such compensation may not include any remuneration for value the student-athlete may have because of the publicity, reputation, fame or personal following that he/she has because of athletics ability.

- Per Bylaw 13.12.2.1, a student-athlete who only lectures or demonstrates at a camp/clinic may not receive compensation for his/her appearance at the camp/clinic.

Per Bylaw 13.12.2.1.1, a student-athlete with eligibility remaining is not permitted to conduct his/her own camp/clinic.

Per Bylaw 13.12.1.7.3.2, a student-athlete, at the student-athlete's own expense, may not operate a concession to sell items related to or associated with his/her institution's camp/clinic to campers or others in attendance because such an arrangement would be considered an extra benefit.

- However, the institution may employ a student-athlete at a reasonable rate to perform such services for a camp/clinic.

Per Bylaw 12.4.3, an institution may employ its student-athletes as counselors at camps/clinics provided the student-athletes do not participate in organized practice activities other than during their sport's declared playing season.

All student-athletes working camps/clinics must be listed on the Camp/Clinic Employment List, regardless of whether they are compensated or not. A Camp/Clinic Employment List must be submitted at least two weeks following conclusion of the camp/clinic.

PROSPECTS

Per Bylaw 13.12.1.7.1, high school, prep school or two-year college prospects may not be employed (for pay or on a volunteer basis) at an institution's camp/clinic.

- However, Bylaw 13.12.1.7.1.1 states that an institution may employ a prospect at a camp/clinic, provided he/she has signed a written commitment or made a financial deposit to attend the institution or is enrolled in summer school at the institution.
- Camp/clinic employment legislation that applies to student-athletes applies to those individuals mentioned above.
ATHLETICS STAFF PERSONNEL (Administrators and Coaches)

Camp/Clinic Providing Recruiting or Scouting Service – No athletics department staff member may be employed (either on a salaried or a volunteer basis) in any capacity by a camp/clinic established, sponsored or conducted by an individual or organization that provides recruiting or scouting services concerning prospects.

- Per Bylaw 13.12.2.3.1, athletics department staff members are not prohibited from officiating for, but may not be otherwise involved in, a scouting services camp.

Basketball – Per Bylaw 13.12.2.3.2, basketball coaches and noncoaching staff members with responsibilities specific to basketball may be employed ONLY at SJSU camps/clinics; such individuals may NOT be employed at other institutional camps/clinics or at non-institutionally owned camps/clinics.

- Student managers who are full-time students and have responsibilities specific to basketball may be employed at institutional or noninstitutional camps or clinics other than their own institution’s camps or clinics. [7/13/05, Official]

Football – Per Bylaws 13.12.1.1.3 & 13.12.2.3.3, football coaches & noncoaching staff members with responsibilities specific to football may participate in SJSU and noninstitutional football camps/clinics ONLY during the two periods of 15 consecutive days in the months of June and July designated in writing by the football program as the time periods for conducting SJSU camps.

- If June 1-15 and July 1-15 are the designated periods for conducting SJSU camps/clinics, it is not permissible for a member of the SJSU football coaching staff to be employed at a noninstitutional, privately owned camp that occurs outside of those designated time periods.

Volleyball – Per Bylaw 13.12.2.3.5, volleyball coaches or noncoaching staff member may serve in any capacity (e.g., counselor, guest lecturer, consultant) in a noninstitutional, privately owned camp/clinic, provided the camp/clinic is operated in accordance with restrictions applicable to institutional camps (e.g., open to any and all entrants, no free or reduced admission to or employment of prospects).

- Not permissible for a volleyball coach or noncoaching staff member to be employed (either on salaried or a volunteer basis) in an institutional camp/clinic or a noninstitutional, privately owned camp/clinic that is conducted off the institution’s campus during a quiet period.

Sports Other Than Basketball, Football, & Volleyabll – Per Bylaw 13.12.2.3.6, SJSU athletics department personnel may serve in any capacity (e.g., counselor, guest lecturer, consultant) in a noninstitutional, privately owned camp/clinic, provided the camp/clinic is operated in accordance with restrictions applicable to institutional camps (e.g., open to any and all entrants, no free or reduced admission to or employment of athletics award winners).

A Non-Institutional/Privately Owned Camp/Clinic Employment Form must be completed and submitted to the Compliance Office for approval at least two weeks prior to the start of the camp/clinic by any coach intending to work a non-institutional or privately owned camp/clinic. A non-institutional camp/clinic is one that is not owned or operated by anyone associated with SJSU.

- Athletics Department staff and coaches may only work at non-institutional or privately owned camps/clinics that are operated in accordance with all NCAA rules governing camps and clinics.

- Basketball coaches are not permitted to serve in any capacity at non-institutional or privately-owned camps/clinics.
HIGH SCHOOL, PREP SCHOOL & JC Coaches

Per Bylaw 13.12.2.2, a high school, prep school or two-year college coach may be employed at a camp/clinic, provided:

a. The coach receives compensation that is commensurate with the going rate for camp counselors of like teaching ability and camp experience; and

b. The coach is not paid on the basis of the value he/she may have because of his/her reputation or contact with prospects.

Per Bylaw 13.12.2.2.1, it is not permissible to compensate or reimburse a high school, prep school or two-year college coach based on the number of campers the coach sends to the camp.

INDIVIDUALS ASSOCIATED WITH PROSPECTS

Basketball – Per Bylaw 13.12.2.2.2, an institution shall not employ (either on a salaried or a volunteer basis) a speaker in any basketball camp/clinic (including a coaches clinic or a camp/clinic involving nonprospects) who is involved in coaching prospects or is associated with a prospects as a result of the prospects participation in basketball. Such an individual may be employed as a camp counselor, but may not perform speaking duties other than those normally associated with camp counselor duties (e.g., skill instruction).

Per Bylaw 13.12.2.2.3, an institution shall not employ (either on a volunteer or paid basis) an individual associated with a recruited prospect at the institution’s camp/clinic.

ADDITIONAL NCAA RULES

Calls Pertaining to Camp/Clinic Logistical Issues Bylaw 11.7.2.3(d)

Which staff members may make phone calls regarding institutional camp/clinic logistical issues?

• Any staff member (e.g., countable coach, volunteer coach, administrative assistant, noncoaching staff member with sport-specific responsibilities) may make phone calls regarding institutional camp/clinic logistical issues. These calls may not include any recruiting conversation or solicitation of particular individuals to attend the camp/clinic.

Is there a limit on the number of calls that may be made to a prospect regarding institutional camp/clinic logistical issues?

• No. Since these calls are not intended to be for recruiting purposes, they are not subject to the time period limitations for phone calls that may be made to prospects.

Camp/clinic logistical issues may include but are not limited to:

• Incomplete, insufficient or illegible payment information;
• Incomplete or unsigned paperwork or forms;
• Questions regarding accommodations;
• Questions regarding required vs. optional items to bring to camp;
• Questions regarding transportation or meal options at camp; or
• Medical questions.
**Basketball ONLY – Education Session**

Per Bylaw 13.12.1.8, an educational session detailing NCAA initial-eligibility standards and regulations related to gambling, agents and drug use must be presented to all men’s and women’s basketball camp and/or clinic participants.

**Local Sports Clubs**

Per Bylaw 13.11.2.4, in sports other than basketball, an institution's coach may be involved in any capacity (e.g., as a participant, administrator or in instructional or coaching activities) in the same sport for a local sports club or organization located in the institution's home community, provided all prospect participating in said activities are legal residents of the area (within a 50-mile radius of the institution). In all sports, an institution's coach may be involved in any capacity (e.g., as a participant, administrator or in instructional or coaching activities) in a sport other than the coach's sport for a local sports club or organization located in the institution's home community, provided all prospect participating in said activities are legal residents of the area (within a 50-mile radius of the institution). Further, in clubs or organizations involving multiple teams or multiple sports, the 50-mile radius is applicable only to the team with which the institution's coach is involved; however, it is not permissible for the coach to assign a prospect who lives outside the 50-mile area to another coach of the club. A coach also may be involved in activities with individuals who are not of a prospect age, where such individuals reside.

**Volleyball/Beach Volleyball ONLY:**

Per Bylaw 13.1.7.10, in women's volleyball, a coach’s involvement outside a contact/evaluation period with a local sports club shall count towards the limit of evaluation days.

Per Bylaw 13.1.7.11, in women's beach volleyball, a coach’s involvement outside a contact/evaluation period with a local sports club shall count towards the limit of evaluation days.

Per Bylaw 13.11.2.4.4, in women’s volleyball, during a dead or quiet period, coaches may not coach local sports club team at an off-campus competition where prospects are present. However, it is permissible for a coach to coach his/her own local sports club team in practice activities.

All SJSU staff members who work at Local Sports Clubs involving prospects must complete a **Local Sports Club Form** verifying that the work done at the club is conducted in accordance with NCAA rules prior to the start of employment at the club.

**Donations to Local Sports Clubs**

Per Bylaw 13.15.1, an institution or a representative of its athletics interests shall not offer, provide or arrange financial assistance, directly or indirectly, to pay (in whole or in part) the costs of prospects educational or other expenses for any period to his or her enrollment or so prospects can obtain a postgraduate education. (This legislation also applies to Local Sports Clubs!)

Per an 07/28/2015 Staff Interpretation, an institution (or an institution's coach/staff member or representative of its athletics interests) may contribute to a nonathletically related bona fide youth organization that includes prospective student-athletes and non-prospects (e.g., YMCA, YWCA, Boys and Girls Clubs), provided the assistance is not earmarked for a particular prospect, is not earmarked for the purpose of contributing to a boys’ basketball program, and is offered in conjunction with the organization's regular fund-raising activities.
Lessons
Coaches and Student-Athletes

Private Lessons – Women’s Golf ONLY
Per Bylaw 13.11.3.6, an institution's women's golf coaches may teach private lessons to a prospect, provided the following conditions are met:

(a) The prospective student-athlete resides within a 50-mile radius of the institution's main campus;
(b) The coach makes lessons available to the general public;
(c) In women's golf, lessons are only provided to female prospective student-athletes and the coach is a teaching professional certified pursuant to the Ladies Professional Golf Association (LPGA) and/or Professional Golf Association (PGA) certification program;
(d) Fees charged to the prospective student-athlete are at a rate commensurate with fees charged to all individuals;
(e) Fees charged to the prospective student-athlete are not paid by individuals or entities other than the prospective student-athlete or his or her parent or legal guardian; and
(f) The institution keeps on file in the office of the director of athletics documentation of the fee charged for the lessons and the name of any individual receiving any portion of the fee.

Fee-for-Lesson Instruction
A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided:

• Institutional facilities are not used;
• Playing lessons shall not be permitted;
• The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year;
• The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity;
• Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time; and
• The student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lesson sessions.