

UNIVERSITY MISSION

Sam Houston State University is an inclusive institution whose mission is to provide high quality education, scholarship, and service to students and to regional, state, national, and international constituencies.

UNIVERSITY GOALS

- Promote students' intellectual, social, ethical, and leadership growth.
- Pursue continuous improvement.
- Recruit and retain qualified, dedicated faculty and staff.
- Recruit, motivate, and retain qualified students.
- Provide the necessary library, technology, and other facilities to support quality instruction, research, and public service.
- Promote scholarly and research activities that contribute to knowledge and understanding.
- Promote and support diversity and provide equitable opportunities for underrepresented groups.
- Offer a wide range of preprofessional, baccalaureate, master's, and doctoral programs.
- Promote cooperation with educational institutions, government and non-profit agencies, and the private sector

HISTORY OF SAM HOUSTON STATE UNIVERSITY

Established in 1879, SHSU was the first institution in Texas dedicated to the training of teachers. In response to actions by the Sixteenth Legislature, Governor Oran Milo Roberts authorized the establishment of Sam Houston Normal Institute on April 21, 1879. On October 10, 1879, the institution opened its doors for instruction to 110 students.

Austin Hall occupied by Austin College in 1852, provided classrooms for the first classes. Since 1879, SHSU has seen three name changes and eleven presidents serve the student body. The original name of Sam Houston Normal Institute was changed to Sam Houston State Teachers College in 1923, then to Sam Houston College in 1965 and finally, in 1969, to Sam Houston State University.

Although the training of teachers continues to be an important function, the university is currently authorized to offer 79 undergraduate degree programs, 59 graduate degree programs including the Doctor of Philosophy degree in Criminal Justice, Education, and is in the process of adding a Doctoral Program in Business. Within the several academic divisions, faculty members total more than 500. Estimated enrollment is over 20,000.

CITY OF HUNTSVILLE, TEXAS

The university is located in Huntsville, one of the oldest communities in Texas. Huntsville, the county seat of Walker County, reported a population of 35,078 in 2000. The university is 70 miles north of Houston and 170 miles south of Dallas, surrounded by beautiful hills and located in the extensive pine forest of East Texas.

DEPARTMENT OF ATHLETICS STRATEGIC PLAN

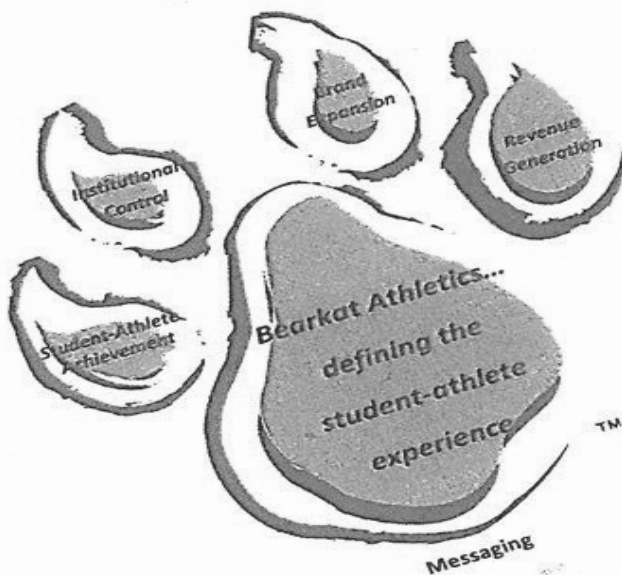
Mission

The Department of Athletics is dedicated in developing student-athlete excellence in an academic and athletic environment that meets the University's mission.

Goals

Defining the term "Student-Athlete"

- Student-Athlete Achievement
 - Retention and Graduation
 - Recruiting and Talent Development
- Institutional Control
- Brand Expansion
- Revenue Generation



Messaging

Bearkat Athletics defines the student-athlete experience. "Eat Em' Up Kats!!"

Goals/Dashboards

The department is committed to:

- **Student-Athlete Achievement**

- Student-athlete retention and graduation.

Dashboards: Graduation Rates, Academic Awards, Grade Point Average, NCAA Academic Performance Rates (APR)

- Winning is an ever changing competitive recruiting and talent development environment.

Dashboards: Commissioner's Cup Awards, Team: Records, Winning Percentage, Rankings

- **Institutional Control** in NCAA compliance and equitable opportunities for professional staff development and growth.

Dashboards: NCAA Violations (major & minor), Hiring Opportunities, Addition of Women's Sports

- **Brand Expansion** to capture market prominence at a local, regional, and national level.

Dashboards: Attendance, Licensing, Media Opportunities

- **Revenue Generation** to expand department infrastructure and implement facility master plan.

Dashboards: Tickets, Guarantees, Contributions (Annual/Major Gifts), Facilities-Administration, NCAA, Concessions, Royalties, Corporate Sponsorships, Endowments

SAM HOUSTON STATE UNIVERSITY – STRATEGIC PLAN MODEL

MISSION: Sam Houston State University provides high quality education, scholarship and service to qualified students for the benefit of regional, state, national and international constituencies.

VISION:



SUPPORTING STRATEGY:

Lifelong Learning: Foster a lifelong learning environment in support of a diverse faculty and staff who are excellent scholars, educators, and professionals.

Stimulating Environment: Promote a stimulating learning environment through the integration of academic settings, campus culture, and service.

Intellectual Transformation: Increase and develop university resources and infrastructures that support the intellectual transformation of students.

Anticipating Needs: Enhance marketing outreach and visibility to include academic and scholarly activities through consistent and integrated messaging while

Data-Driven Decision Making: Promote efficient data-driven decision making through the integration of centralized data analysis, review, and dissemination

Enhanced Outreach: Cultivate a continually and proactive response to the ever-changing needs of our constituents.

AMATEURISM

According to the National Collegiate Athletic Association (NCAA) an amateur student-athlete is one who engages in a particular sport for the educational, physical, mental, and social benefits derived there from and to whom participation in that sport is an avocation. The principles of amateurism, as stated by the NCAA, set forth the rules and regulations provided to the student-athlete each year. As part of initial eligibility certification, the NCAA Eligibility Center certifies the amateurism of all first time prospective student athlete enrollees in four-year institutions. In addition, prior to signing the student-athlete statements, each student-athlete must attest to these rules and regulations as a prerequisite for participation in his/her specific sport season.

DEPARTMENTAL STRUCTURE

The director of athletics is responsible for the administration and management of the Department of Athletics in a manner consistent with the philosophy and purpose of the university. Assisting the director of athletics is an administrative staff consisting of associate athletic directors, assistant athletic director for media services, athletic development coordinator, compliance officer, academic advisor, strength coach and certified trainer. While the major concern of the athletic administration is to give direction and assist the coaching staff in the operation of their respective sport, we also recognize a responsibility to you, the student-athlete.

ATHLETIC GOVERNING ASSOCIATIONS

THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)

Sam Houston State University is one of approximately 310 Division I institutions of higher education which have membership in the NCAA. The two primary purposes of the NCAA are 1) to promote and enforce rules and regulations governing the academic and athletic eligibility of the student-athletes and the conduct of athletic programs, and 2) to sponsor national championship competition.

THE SOUTHLAND CONFERENCE (SLC)

The Southland Conference, founded in 1963 by the presidents of Abilene Christian College, Arkansas State College, Lamar College of Technology, Trinity University, and Arlington State College has grown through the years, and each change has made the league a stronger organization.

In 1971, Louisiana Tech and Southwestern Louisiana joined as members. Trinity University withdrew and McNeese State University joined in 1972.

In 1982, Southwestern Louisiana left the Southland Conference to pursue I-AA football status, while Northeast Louisiana and North Texas State joined the conference. Then in 1986, Texas-Arlington dropped football, and the SLC forced them to withdraw. Following the 1986-87 seasons, charter members Arkansas State and Lamar University joined Louisiana Tech in withdrawing. These departures made the way for new members Northwestern State University, Sam Houston State University, Stephen F. Austin State, Southwest Texas State, and the reinstatement of Texas-Arlington. In 1994, Northeast Louisiana withdrew its football program, but is still competing in other sports, and in 1995, the University of North Texas withdrew all its sports.

The league awards championships for men's and women's cross country, I-AA football, men's and women's basketball, baseball, men's and women's golf, men's and women's indoor and outdoor track, softball, volleyball, women's soccer, and men's and women's tennis.

Current membership, with offices located in Frisco, Texas, consists of Abilene Christian University, Houston Baptist University, Lamar University, McNeese State University, Nicholls State University, Northwestern State University, Sam Houston State University, Southeastern Louisiana University, Stephen F. Austin State University, Central Arkansas, Texas A&M Corpus Christi, and University of New Orleans.

FACILITIES

BOWERS STADIUM, RON MAFRIGE FIELDHOUSE AND YORK TRACK & FIELD EVENTS CENTER AT BOWERS STADIUM

Bowers Stadium, named after former SHSU President Dr. Elliott T. Bowers, is perhaps the nation's finest division I-AA football facility. Dedication occurred on October 28, 1989, during Homecoming activities. The stadium and adjacent fieldhouse, completed at a cost of \$8.1 million, is home to Sam Houston's football and track programs. The complex was officially dedicated on September 13, 1986 as Bearkat Stadium. Official seating capacity is 14,000. The fieldhouse serves as the primary center for athletics at SHSU. It contains administrative offices, three dressing rooms, training room, and meeting rooms. The Bearkat Lounge overlooks the south end zone. The Learning Enhancement Center was added in Fall 1995 and houses academic advisor offices, NCAA compliance office, academic tutorial services and computer room.

BERNARD G. JOHNSON COLISEUM

Bernard G. Johnson Coliseum plays host to Bearkat basketball and volleyball. The arena was dedicated on February 9, 1976, and has a seating capacity of 6,110. The domed-shaped building has four dressing rooms and a training facility at floor level. A main concourse is situated below the primary seating arrangement and has ramps leading to permanent orange chair-back seats. The floor is a wood surface made of maple and lighted from a catwalk suspended 55 feet above court level. Offices for men's and women's basketball, soccer, volleyball and tennis are in the coliseum.

DON SANDERS BASEBALL, SOFTBALL COMPLEX

This new lighted complex opened 2005 next to Bowers Stadium on the SHSU campus. It houses on-site locker rooms, training facility, coaches' offices, meeting room, indoor hitting area and the Bud Haney letter winner foyer that leads out onto the fields.

MCADAMS TENNIS CENTER

McAdams Tennis Center plays host to Bearkat tennis and recreational sports. The center has eight tennis courts for single or doubles competition and is open to all students during non-practice times.

RON RANDLEMAN STRENGTH AND FITNESS CENTER

The 11,000 square foot Ron Randleman Strength and Fitness Center opened in 2006. It is used by all 17 SHSU sports. The center consists of coaches, dressing rooms, and a 9,000 square foot area for weights.

HEALTH AND KINESIOLOGY CENTER

The HKC facility is a multi-purposed academic facility housing three gymnasiums, including basketball, badminton, volleyball, well-equipped exercise rooms, racquetball courts, weight room, locker facilities, laboratories, and offices for the Department of Recreational Sports and Department of Health and Kinesiology.

RAVEN'S NEST AND ELKINS LAKE COUNTRY CLUB

These are three of the finest golf courses in the area. The Bearkat men's and women's golf teams practice on all courses and host tournaments at each site.

STUDENT-ATHLETES

CODE OF ETHICS

Participating in athletics is a privilege rather than a right; a privilege earned and maintained by the student-athlete. The intercollegiate athletic program provides an opportunity for an athlete to develop potential as a skilled performer in an educational setting. The opportunity to grow emotionally, socially, and intellectually, coupled with the opportunity to travel and to represent the school in a competitive setting does not come without sacrifice. The player may lose some individual rights and privileges as he/she accepts the policies of the program and becomes a team member. The following are presented for consideration.

1. Strive for the highest degree of excellence.
2. Willfully abide by the spirit of the rules as well as the letter of the rules throughout all games and practices.
3. Exert maximum effort in all games and practices.
4. Objectively acknowledge one's own strengths and weaknesses.
5. Recognize and value the contribution of each team member.
6. Exhibit dignity in manner and dress when representing one's school both on and off the playing field.
7. Maintain personal habits, which enhance healthful living.
8. Refrain from using any drugs unless prescribed by a physician for medical purposes.
9. Refrain from using alcoholic beverages while representing one's school.
10. Treat all players, coaches, and officials with respect and courtesy.

STUDENT-ATHLETE CONDUCT

Student-athletes must conform to all federal, state, and city laws, as well as university regulations. A student-athlete is in no way exempt from penalty if laws are violated. Students penalized for violating the law are not exempt from further penalty by university authorities if their actions also violate university rules. Student misconduct includes, but is not limited to, the following actions:

1. Lying
2. Fraud
3. Abuse of property

4. Disturbing the peace or possessing firearms or explosives
5. Abuse of alcohol
6. Un-sportsman-like conduct
7. Stealing, accessory to theft, unauthorized entry and accessory to unauthorized entry
8. Gambling and bribery
9. Use of non-therapeutic drugs, or abuse of therapeutic drugs
10. Sexual misconduct

More specific information on student misconduct is located in the Student Life Guidelines Handbook. However, because some areas of misconduct more directly affect the student-athlete, discussions in greater detail will follow in the next sections. This does not necessarily mean these problems are more important, but they only emphasize that a student-athlete has additional responsibilities.

SAM HOUSTON STATE UNIVERSITY ATHLETIC DEPARTMENT CRISIS MANAGEMENT/ HURRICANE IN- FORMATION

Sam Houston State University is a designated evacuation shelter.

The University Administration will make a determination on the cancelling of classes or closure of the University. If the University remains open, all contests will take place as scheduled contingent upon the opponent's availability to travel to Huntsville. If the University closes, the following guidelines shall apply for the Athletic Department:

Scheduled Home Contests

In Johnson Coliseum: If SHSU is activated as an evacuation shelter, all contests scheduled in Johnson Coliseum will be cancelled. The Director of Athletics will communicate with officials from the opposing teams and an effort will be made to move the contest up or back, possibly play at a neutral site or to reschedule. Once that determination has been made, the Director of Athletics will communicate the decision to the student-athletes through the respective head coaches.

In all other athletic facilities (Bowers Stadium, Pritchett Field, McAdams Tennis Center, Don Sanders Stadium, Bearkat Softball Field): The Director of Athletics will communicate with the University President as well as with officials from the opposing teams and a determination will be made at the earliest possible opportunity on whether to cancel the contest, move the contest up or back, possibly play at a neutral site or to reschedule. Once that determination has been made, the Director of Athletics will communicate the decision to the student-athletes through the respective head coaches.

If the determination is made to play a scheduled home contest, the Director of Athletics (or his/her designee) will make arrangements for housing, meals, etc. of those student-athletes required to stay for the event.

Scheduled Away Contests

The team shall travel as planned (or possibly earlier) provided the contest is not scheduled in an area that is in the projected impact of the storm. The team shall make plans to stay out of town for longer than originally planned, if necessary, until it is safe to return. The head coach will have the responsibility to ensure that the student-athletes are housed and fed until returning to campus. This may involve moving from the away game site to another designated site.

Out-of-Season Sports

Student-athletes living off campus will be released by the Athletic Department to travel either to their parent/guardian's home, a site approved by their parent/guardian or a designated evacuation site.

Student-athletes living on campus will be released by the Athletic Department to travel either to their parent/guardian's home, a site approved by their parent/guardian or a designated evacuation site. If the student-athlete chooses not to travel, the student shall follow the University established evacuation procedure for housing and meals of all SHSU students seeking shelter at the University's pre-established evacuation sites.

Damage to or Prolonged Closure of the University

If damage is done to the University/athletic facilities and/or the University remains closed for a prolonged period of time, the Director of Athletics (and/or his/her designees) shall work with other institutions and facilities to house, feed, transport and continue to play competitive seasons. Once these arrangements have been made, the Director of Athletics will communicate these plans to the student-athletes through the respective head coaches.

KATSAFE PROGRAM

The KatSafe communication system allows Sam Houston State University to send time-sensitive notifications via voice messages, emails, and text messages. KatSafe service provides a safer environment, enhance emergency preparedness and keep our staff and students better informed.

COACH'S JURISDICTION

The coach is the person most responsible for the total conduct of his/her specific sport program. This authority is defined by the philosophy and goals of the athletic department and SHSU policies and procedures. In addition, the coach must adhere to the rules and regulations of the NCAA as well as the Southland Conference to which the university belongs.

ATHLETIC DEPARTMENT DISCIPLINE POLICY

All student-athletes, student managers, and trainers [collectively, student-athletes] on a current Sam Houston State University NCAA squad list or working in the Department of Athletics are subject to the following: "Student-athletes recognize and agree that participation in the University athletic program is a privilege and not a right. Student-athletes agree to all University and Department of Athletics rules and regulations. Violations of policy will result in disciplinary action. Any student-athlete arrested or formally accused will automatically be suspended from practice and competition and subject to the following automatic penalties. The student-athlete will not be allowed to participate in any athletic department activities or use any department facilities (meetings, practices, competition, etc.) during any suspension period. It is the responsibility of the coach to make sure all actions are followed. Any coach found in violation of this policy will be subject to disciplinary action."

Definitions:

1. **Game Suspension:** Football, golf, soccer, tennis, track = 1 game. Volleyball = 1 match. Men's and Women's basketball = 2 games. Baseball and Softball = 1 series or 3 games.
2. **Multiple game suspension:** Football, golf, tennis, track = 3 games. Volleyball = 6 matches. Men's and Women's basketball and Soccer = 6 games. Baseball and Softball = 3 series or 9 games.
3. **SHARP:** Sam Houston Alcohol Referral Program completed and documentation of completion provided.

Self Reported First Offenses:

1. **MIP-SHARP completion.**
2. **Other misdemeanor arrests (assault, public intoxication, battery, etc.)-SHARP completion for public intoxication, game suspension.**
3. **DUI/DWI- SHARP completion, multiple game suspensions.**
4. **Other Felony arrests (aggravated assault, sexual assault, rape, weapons charges, etc.)- Suspension from all athletically related activities until the case has been determined by the judicial system. Felony conviction: dismissal from program. If not convicted on felony charges will serve multiple game suspensions.**

Self Reported Second Offenses:

1. **MIP-SHARP completion, game suspension.**
2. **Other misdemeanor arrests (assault, public intoxication, battery, etc.)- SHARP completion for public intoxication, multiple game suspensions.**
3. **DUI/DWI- Suspension from all athletically related activities until the case has been determined by the judicial system. If convicted of DUI/DWI suspended from program for one semester. If not convicted of DUI/DWI student-athlete will serve multiple game suspensions.**
4. **Other Felony arrest (aggravated assault, sexual assault, rape, weapons charges, etc.)- Dismissal from program.**

Self Reported Third Offenses:

1. **MIP- SHARP completion, multiple game suspensions.**
2. **Other misdemeanor arrests (assault, public intoxication, battery, etc.)-One semester suspension from all athletically related activities.**
3. **DUI/DWI-dismissal from program.**

Self Reported Offenses after third offense.

The student-athlete will be dismissed from program.

Non Self Reported First Offenses

The student-athlete will serve a game suspension in addition to penalties imposed.

Non Self Reported Second Offenses

The student-athlete will serve multiple game suspensions in addition to penalties imposed.

Non Self Reported Third Offenses

The student-athlete will be suspended from program for one academic year in addition to penalties imposed.

COACH/STUDENT-ATHLETE CONFLICT RESOLUTION PROCESS

Whenever conflicts arise between coaches and student-athletes that cannot be resolved, the following process will be followed:

- The coach and student-athlete must meet and attempt to resolve the issue before it will be referred to the administrative level. If the student-athlete requests a parent or guardian be present in these meetings the coach should accommodate that request.
- If the issue cannot be resolved then the coach and or student-athlete can refer it to the Associate Director of Athletics/Student Services and Associate Director of Athletics for Operations. The Associate Directors will request information on the issue outlining all issues, meetings and outcomes in writing from both the coach and student-athlete.
- The written information will be presented to the Director of Athletics for review. The Director of Athletics in consultation with the Associate Directors will render in writing a decision on the issue.
- Meeting requests either by phone or in person with administrators from coaches, student-athlete and parents will be considered but will only occur if the administrators deem appropriate in order to acquire additional information on the matter.

GOOD SPORTSMANSHIP

Sam Houston State University expects sportsman-like conduct of its student-athletes and will not tolerate any of the following behaviors:

1. Physically abusing an official, coach, athlete, opponent or spectator;
2. Using obscene or inappropriate language or gestures to officials, opponents, team members or spectators;
3. Making public statements which are negative, controversial or not in compliance with department's policy on media relations;
4. Violating generally recognized intercollegiate athletics standards associated with SHSU as determined by the head coach and approved by the director of athletics.

SCHOLASTIC DISHONESTY

The university expects all students to engage in all academic pursuits in a manner that is above reproach. Students must maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary actions.

The university and its official representatives, acting in accordance with Subsection 5.32 of the Sam Houston State University Guidelines Handbook, may initiate disciplinary proceedings against a student accused of **any form of academic dishonesty, including, but not limited to, cheating, plagiarism, collusion, and the abuse of resource materials.**

GAMBLING

NCAA Bylaw 10.3 states that student-athletes shall not knowingly:

1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
2. Solicit a bet on any intercollegiate team;
3. Accept a bet on any team representing the institution;
4. Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner, etc.) that has tangible value; or

5. Participate in any gambling activity that involves intercollegiate athletics through a bookmaker, a parley card, or any other method employed by organized gambling.
 6. Participate in fantasy leagues that require payment to enter or provide a prize for the winner.
- In addition, the NCAA gambling rules apply to professional events in which the NCAA conducts championship competition (including football and emerging sports).

HOSTING A PROSPECTIVE STUDENT-ATHLETE

The role as a student-host is very important in the recruiting process for the athletic teams. Athletes have a responsibility to understand and abide by the NCAA (13.7.5.5), Southland Conference and institutional regulations. Please carefully review the following rules:

1. Only one student-athlete per day from this school can serve as an official host. A freshman must have been a high school qualifier. Other students may assist in hosting a prospective student-athlete but shall pay for their own entertainment and meals.
2. A maximum of \$30 each day of the visit may be provided to cover actual costs of entertaining host, the prospect (including the prospect's parents, legal guardians, or spouse), excluding the cost of meals and admission to campus athletic events. These funds may not be used for the purchase of souvenirs such as T-shirts or other institutional mementos. It is permissible to provide the student host with an additional \$15 per day for each additional prospect the host entertains.
3. No cash may be given to the visiting prospect or anyone accompanying the prospect.
4. Vehicles may not be provided or arranged for by any coach, institutional staff member, or booster of the university. Never allow the recruit to use or drive your car.
5. The host may not transport the prospect or anyone accompanying the prospect more than 30 miles from the campus.
6. The host should not allow recruiting conversations to occur on or off campus between the prospect and a booster of the athletic program. (If an unplanned meeting occurs, only an exchange of greetings is permissible.)
7. A visiting prospect may engage in recreational or workout activities as long as the activity does not include that sport which the prospect is being recruited. A coach cannot be present during such activities.
8. The host may receive a complimentary admission (no hard ticket) when accompanying a prospect to a campus athletic event.
9. Student host may not stay with the recruit in the hotel.
10. The student host must abide by all Institutional and Department of Athletics official visit policies

COMPLIMENTARY ADMISSION

Complimentary admissions to team competitions are distributed in accordance with NCAA bylaws. A maximum of four complimentary admissions per event may be given to a student-athlete in his/her sport. In certain sports, student-athletes may be limited to fewer than four complimentary admissions depending on the seating available. Please note that NCAA bylaws prohibit the sale or exchange of admissions for items of value. Complimentary admissions are distributed using a pass list.

Athletes in the football program must sign up for their complimentary admissions through the athletic ticket office no later than the day before each home game. For athletes in all other applicable sports, the complimentary admissions list is completed by either the head or assistant coach and submitted to the ticket booth prior to each event. Athletes may only assign one admission per individual and the first and last name of each recipient must be written legibly and correctly.

MEDIA RELATIONS

Sam Houston State University intercollegiate teams generate a high level of public interest and media coverage. The Department of Athletics is aware that its image affects the image of the university and urges athletes to exercise extreme care when making statements to the media. In general, when speaking to the media, be confident, be courteous, and be prompt. Do not hesitate to refer a question to the head coach or sports information coordinator.

The Sports Information Office arranges all individual interviews. Athletes should consult with the sports information coordinator before talking with media representatives. The only exception to this is for brief statements in authorized post-game or post-practice media events.

Remember, the Sports Information Office is the media resource contact. This office is responsible for all publicity materials released to the media. To aid them with this task, photographs and information requests mandate cooperation and time. Consult with the head coach or the sports information coordinator concerning types of information for discussion with news media.

ENTRANCE AND EXIT INTERVIEWS

Student-athletes will be given an entrance interview upon enrollment at SHSU. The interview consists of a series of written questions concerning attitudes and expectations of the student-athlete. Student-athletes will fill out an exit interview that consists of another set of written questions in the last two weeks of the year they are completing their eligibility. Some student-athletes will be asked to have a verbal interview with the Director of Athletics and Associate Athletic Director for Student Services. The interviews are confidential and are designed to assist the Department of Athletics to improve the experience for student-athletes.

ELIGIBILITY FOR PARTICIPATION

Each student-athlete has five academic years of competition. The five-year period starts the semester in which the student-athlete first enrolls for a full course load (12 hours) at any institution. This five-year period is on hold if the student-athlete joins the military, becomes pregnant during this time, or is officially involved in Pan American or Olympic Training. A student-athlete may be granted a "hardship" year if an incapacitating injury results from an injury or illness that has occurred in one of the four seasons of intercollegiate competition at any four-year collegiate institution. This injury must occur prior to the completion of the first half of the traditional playing season in his/her sport and results in incapacity to compete for the remainder of the traditional playing season. The injury or illness also must occur before the student-athlete has participated in more than three events or 30% (whichever is greater) of the institution's completed events in his/her sport.

Student-athletes must maintain their athletic amateur eligibility. Below are NCAA guidelines for maintaining athletic amateur eligibility:

The student-athlete cannot within his/her sport:

1. Accept payment or a promise of payment (in cash prizes, gifts, or travel) for participation in athlete's sport.
2. Enter into an agreement of any kind to compete in professional athletics. (No verbal or written professional contract can be negotiated.)
3. Request that name be on a draft list for professional sports or try out with a professional sport's organization.
4. Use athletic skill for payment. (Cannot be employed on a "fee for lesson" basis.)
5. Play on any professional athletics team.
6. Have athletic-related financial aid determined by anyone other than the university.
7. Participate on teams other than those of SHSU during the season.

The student-athlete cannot in any sport:

1. Agree to have picture or name used to promote a commercial product.
2. Accept such things as gifts, meals, and/or loan of cars or money from athletic interest groups of people within the athletics program at the university.
3. Be represented by an agent or organization to market athletic skills or reputation.
4. Receive any benefit that is not available to other students at the university.
5. Participate in summer league not approved by the NCAA. (Must receive written permission from the director of athletics.)
6. Please contact the coach before accepting any benefit, award, or participation in any outside competition. Failing to do so could place eligibility in jeopardy.

SATISFACTORY PROGRESS

Student-athletes who successfully complete 24 hours in a 12-month period towards their specific degree plan are progressing toward a degree at a satisfactory rate. In order to meet full-time enrollment status, student-athletes must enroll in at least 12 hours per semester. Student-athletes must pass a minimum of 6 hours each long semester and 18 hours in the two long semesters each academic year or they will not be eligible for the next long semester.

Degree plan percentages and grade point averages must be calculated for additional satisfactory progress requirements.

NCAA COUNTABLE AND NON-COUNTABLE ACTIVITIES

Countable* Athletically Related Activities	Non-Countable Athletically Related Activities
Practices (not more than four hours per day).	Compliance meetings.
Athletics meetings with a coach initiated or required by a coach (e.g., end of season individual meetings).	Meetings with a coach initiated by the student-athlete (as long as no countable activities occur).
Competition (and associated activities, regardless of their length, count as three hours). Note: No countable athletically related activities may occur after the competition.	Drug/alcohol educational meetings or CHAMPS/Life Skills meetings.
Field, floor or on-court activity.	Study hall, tutoring or academic meetings.
Setting up offensive and defensive alignment.	Student-athlete advisory committee/Captain's Council meetings.
On-court or on-field activities called by any member of the team and confined primarily to members of that team.	Voluntary weight training not conducted by a coach or staff member.
Required weight-training and conditioning activities.	Voluntary sport-related activities (e.g., initiated by student-athlete, no attendance taken, no coach present).
Required participation in camps/clinics.	Traveling to and from the site of competition (as long as no countable activities occur).
Visiting the competition site in the sports of cross country, golf and skiing.	Training room activities (e.g., treatment, taping), rehabilitation activities and medical examinations.
Participation outside the regular season in individual skill-related instructional activities with a member of the coaching staff.	Recruiting activities (e.g., student host).
Discussion or review of game films.	Training table meals.
Participation in a physical activity class for student-athletes only and taught by a member of the athletics staff (e.g., coach).	Attending banquets (e.g., awards or post-season banquets).
	Fund-raising activities or public relations/promotional activities and community service projects.

* There may be additional rules applicable only to certain sports. Also, conferences and institutions may adopt more restrictive rules. Contact the institution's compliance officer for answers to questions or for additional information.

SOCIAL MEDIA POLICY

Because it works to ensure the well-being of the University's student-athletes, the SHSU Athletic Department offers the following statement on student-athletes and social networking:

Playing and competing for Sam Houston State University is a privilege, not a right. As a student-athlete at SHSU, you are held in high regard and are seen as a role model in the community. As a leader, you have the responsibility to represent yourself, your team, and Sam Houston State University in a positive manner at all times. Sometimes this means doing things that you may think to be personally inconvenient but that benefit the whole team.

You may not be aware that third parties including the media, faculty, future employers and NCAA officials can easily access your online profiles and view all personal information. This includes all pictures, videos, comments and posters on sites such as Twitter, Facebook, MySpace, Xanga, Friendster, Instagram, YouTube, personal blogs, and Google+. Inappropriate material found by third parties can adversely affect how you, the athletic department, and the University are perceived. Such material can also be detrimental to your future employment opportunities.

You should not post information, photos, or other items online that could embarrass you, your family, your team, the athletic department, or Sam Houston State University. This includes information about team activities and teammates. Coaches and athletic department administrators can and do monitor these web sites. Your posting materials listed above may result in disciplinary action, including suspension from your team and loss of scholarship.

You cannot post any information that is proprietary to the Athletic Department which is not public information such as tentative or future schedules, or information that is sensitive or personal in nature, such as travel plans and itineraries.

You are personally liable for any copyright violations committed, such as posting photographs, audio, or video that is not your personal property. This includes the use of the logos, trademarked material and images of Sam Houston State University.

You are personally liable for any violations of other students' or student-athletes' privacy rights, especially those that fall under federal privacy laws (FERPA or HIPPA) or that violate Sam Houston State University's student codes of conduct or codes of computing practices.

Do not post your home address, local address, social security number, phone number (s), birth date, or other personal information such as your whereabouts or your plans. You could be opening up yourself to predators.

The malicious use of online social networks is expressly prohibited, including using derogatory language about any member of the Sam Houston State University community, making demeaning statements about or threats to any third party such as officials, opponents and other institutions, and posting incriminating photos or statements depicting hazing, sexual harassment, vandalism, stalking, underage drinking, illegal drug use or other inappropriate behavior. Violators will be subject to disciplinary action by the head coach and/or Director of Athletics if they gain knowledge of such violations. Sanctions may include written notification requiring the unacceptable content be removed, temporary suspension from the team, dismissal from the team and loss of athletic aid, if applicable. Remember, as student-athletes, you are held accountable to a higher code of conduct.

How to prevent irresponsible use and unwanted consequences with regards to social networking:

- Remember that what you post is accessible long after you remove it.
- Be aware of who you add as a friend to your site. Opposing fans may use this information to taunt or harass you.
- Do not post or participate in any endorsement of commercial (for profit) products, services, or local establishments via social media. Such behavior constitutes an NCAA violation and can impact your eligibility to participate.
- Do not post such information as date of birth, phone numbers, home addresses or class schedules and information regarding the travel plans of your team. Predators/stalkers/criminals may use this information to target you for harassment or criminal attack or to engage in identity theft.
- Do not infringe on the privacy of your friends, teammates, coaches, or the athletic department. Never post personal information (including injuries) of others that could be embarrassing to your team or your University. The media may use this information to place you or your teammates in a negative light.
- Remember that Agents or "runners" may utilize these sites to contact you which may adversely affect your NCAA eligibility.

- Remember that employers may use posted information to your detriment if they perceive your sites and posts to be immature or unprofessional as they gather information for a background check. Former student-athletes have been denied jobs because of this reason.
- Remember that Graduate School Admissions Officers may use this information to ascertain your maturity and professional growth.
- Understand that displaying behavior that violates federal and/or state law will have consequences.

Do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. On-line social network sites are NOT places where you can say and do whatever you want without repercussions.

DEPARTMENTAL MONITORING OF PROGRESS

Study Halls and Academic Monitoring

Study halls will meet at the discretion of individual sports head coaches. The head coaches with assistance from the Academic Advisor will determine the dates each semester. Each head coach along with the academic advisor will determine study hall attendance based upon the following:

- Mandatory attendance for student-athletes with an overall GPA below 2.00.
- Recommend that student-athlete with a GPA below 2.00 for the previous semester, questionable or poor grade report and/or test scores below 900 SAT or 19 ACT (incoming freshman only) be sent to study hall.

Grade Checks

Grade checks will consist of three per semester. Student-athletes will hand deliver check forms to professors and return them to the academic advisors. Academic advisors will supply grade checks to the liaison of each sport. The liaison will pass out the checks and send any additional checks that specific sport requires.

DECLARATION OF MAJOR (DEGREE PLAN)

All student-athletes shall designate a program of studies leading toward a specific bachelor degree prior to the third year of enrollment (fifth semester). NCAA bylaw 14.52.2 mandates the student-athlete meet satisfactory progress toward that specific degree. The student-athlete's responsibility is to originate the degree plan within the major division/department of his/her choice. This process is **established by February 1st of the student-athletes sophomore year** prior to his/her fifth semester of college enrollment.

CHANGE OF MAJOR

In order for a student-athlete to change his/her major, a new degree plan must be originated within the new major division/department of his /her choice. The student-athlete's satisfactory progress under NCAA bylaws occurs based on the degree plan being followed for any given semester(s). Degree plan changes prior to the beginning of the semester allow all courses taken on that degree plan to count toward satisfactory progress. No changes may be made without the permission of the Academic Advisors.

FINANCIAL AID (RENEWALS, NONRENEWALS, AP-PEALS)

Where the student's athletic ability is a major consideration, NCAA Bylaw 15.3 states institutional financial aid shall not exceed one academic year. Institutional financial aid is renewable on a yearly basis, but gradation or cancellation during the year may occur if the student renders him/herself ineligible for intercollegiate competition; or fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement; or engages in serious misconduct warranting substantial disciplinary penalty; or voluntarily withdraws from a sport for personal reasons. NCAA Bylaw 15.3.2.4 allows the student-athlete to request a hearing to review the reason for the gradation or cancellation of the award. The student-athlete must submit an appeal letter through the director of financial aid no later than 30 days from the notification date on the letter.

Notice of either renewal or nonrenewal of institutional financial aid must be made on or before July 1, prior to the academic year in which it is to be effective. The institution shall promptly notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining whether the grant has been renewed or not renewed for the ensuing academic year. Student-athletes are required to return a signed copy of the grant-in-aid letter to the athletic department no later than the required submission date listed on the form.

TEXTBOOKS

Books may be provided in the following manner:

- a) Full scholarship student-athletes may receive all of their books by going to a local contracted bookstore. The scholarship will list the service as "books".
- b) Partial scholarship student-athletes are not eligible to receive this service.

Procedures for receiving books from the bookstore:

- a) Coaches will provide a list of all full scholarship student-athletes who will receive books.
- b) Book issue/pickup and return sites are coordinated by the bookstore.
- c) Book exchanges will be handled until the twelfth class day without penalty. All student-athletes must have the coach's and academic advisor's approval before being allowed to go to the bookstore.
- d) At the end of each semester, student-athletes will return books to the local bookstore. Any books not returned or problems caused by student-athletes will result in student-athletes loss of privileges and rendering payment of lost or damaged books.

CORRESPONDENCE COURSES

Correspondence courses are not allowed to be used to meet the minimum 12 hour enrollment per semester requirement; however, these courses can be used to meet degree plan percentage requirements for eligibility.

SUMMER SCHOOL POLICY

All summer school courses must be pre-approved prior to enrollment at any institution by the academic advisor, admissions processor and the registrar. A form must be completed and submitted upon request. Courses not approved of will not count for NCAA eligibility.

UNIVERSITY CHARGES NOT PAID BY THE DEPARTMENT OF ATHLETICS

Listed below are university fees or charges for which Sam Houston State University Athletic Department cannot pay:

1. Parking fines issued by university or local law enforcement.
2. Any refundable deposits to the university.
3. University parking stickers.
4. Charges for damages inflicted to university property.
5. Property fees issued by the university.
6. Articles identified by the NCAA.

STUDENT-ATHLETE EMPLOYMENT

All student-athletes are allowed to be employed during the academic year and all earnings from a student-athlete's on- or off-campus employment are exempt and not counted in determining a student-athlete's cost of attendance or in the institution's financial aid limitations, provided:

1. The student-athlete's compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame, or personal following that he or she has obtained because of athletics ability.
2. The student-athlete is compensated only for work performed; and
3. The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

A student-athlete that wants to be employed at any time (including summer) must see the Compliance Officer in room 321 of Mafrige Stadium to fill out the proper paperwork.

NCAA STUDENT-ATHLETE ASSISTANCE PROGRAM

A student-athlete qualifies for the NCAA Special Assistance Fund by receiving a Pell Grant. The NCAA Special Assistance Fund allows for reimbursement for certain items including, but not limited to, the following:

Clothing

Medical expenses (except those covered by another insurance program)

Hearing aids

Vision therapy

Off-campus psychological counseling

Travel expenses for parents or student-athletes related to family emergencies

Purchase of expendable academic course supplies that are required for all students enrolled in the course (e.g. notebooks, pens, and rental fees for computers and cameras)

For more information regarding the NCAA Special Assistance Fund, contact the Associate Athletic Director for Finance in room 304 of Mafrige Stadium.

ALCOHOL ABUSE (THE TEXAS STATE UNIVERSITY SYSTEM NON-THERAPEUTIC DRUG POLICY)

Explained below are the current policies and procedures for drug education and drug screening for student-athletes in The Texas State University System. Sam Houston State University is a member of this system.

PURPOSE – SECTION I

The purpose of the Drug Education and Drug Screening Program for student-athletes in the component universities of The Texas State University System is to provide safe and equitable competition for student-athletes participating in the intercollegiate athletic programs, consistent with the high ethical standards and the goals and objectives of the component universities. Any component university, which chooses to implement a drug-screening program, shall abide by the terms of this policy. If a component university does not choose to implement a drug-screening program, such university shall, nonetheless, abide by the drug education directives of this policy.

The administrations and the athletic directors of the component universities believe that successful performance on the athletic fields and courts require the highest degree of mental alertness and physical conditioning. The component universities also desire to promote fair competition and assure that student-athletes represent the universities in intercollegiate athletics with a high degree of integrity in programs providing the maximum degree of safety to all student-athletes. The use of performance enhancing drugs and other illegal drugs is detrimental to these goals and to the integrity of the intercollegiate athletic programs, which are grounded on the principle that athletic achievement should be the result of individual and team ability, training, and motivation. Drug use also poses a risk of injury or long-term harm to self and others.

To achieve the above purpose and to detect/deter use of drugs by student-athletes, the athletic departments have, with the advice and approval of the university administrations and the Board of Regents, adopted drug education programs. The departments have also established policies and procedures for drug screening to assure fair athletic competition and protect the student-athletes from the risks and dangers of drug abuse. The drug-screening program includes policies for drug testing and athletic sanctions for violation of these policies.

PROCEDURE – SECTION II

Drug Testing Supervisor

The President of each component university, which implements a drug screening program for student-athletes, shall designate an individual to serve as the drug testing supervisor. Sam Houston State University's drug testing supervisor is the Athletic Trainer.

Education

All student-athletes engaged in intercollegiate athletic programs at the component universities shall participate in a regularly scheduled Drug Education Program. The programs at the component universities will consist of drug and alcohol counseling sessions conducted during the pre-season and during the first week of the fall semester classes for fall sport's competition and during the first week of the spring semester classes for all other sport's competition, or on other alternate dates as may be approved by the President at component university or his designee.

Prohibited Drugs

Use of anabolic steroids, cocaine, heroin, marijuana, amphetamines or any other controlled substance prohibited by federal or state law or by the National Collegiate Athletic Association (NCAA) or the university, by any member of any intercollegiate athletic team is expressly prohibited. The only exception is for licensed physician-prescribed medication for the individual student-athlete; provided that the student-athlete for whom the medication has been prescribed uses such medication in accordance with the physician's directions.

Unauthorized or illegal use of drugs constitutes an abuse of the privilege of participating and representing a component university in intercollegiate athletic and/or of the terms and conditions of an athletic scholarship awarded by or through the component university. Such unauthorized or illegal use shall result in the student-athlete's suspension from the intercollegiate athletic program for a period not less than the remainder of the semester in which the infraction occurred plus the following long semester and may result in the loss of the student-athlete's athletic scholarship. In the event the semester in which the infraction occurred has ended by the time a student-athlete has been found guilty of such unauthorized or illegal use, the student-athlete shall be suspended from the intercollegiate athletic program for a period of not less than two long semesters.

Training of University Personnel

The drug screening program at the component universities will provide procedures for training (and regular monitoring or retraining) university personnel on all aspects of their responsibilities related to the program, including: testing techniques, the need to adhere to the governing rules and procedures, legal rights and responsibilities implicated by the program, the overriding need for confidentiality of information about drug testing results, and who is to be consulted in the event of any questions or controversies that may arise. The President of the University shall designate the person responsible for the implementation of the procedures for a training program at each component University.

Prohibition on the Dispensing and/or Use of Performance Affecting Drugs

The component universities forbid any university personnel from providing performance affecting drugs or encouraging or otherwise inducing student-athletes to use illegal or prohibited drugs, except specified drugs prescribed by qualified medical personnel for treatment of individual student-athletes.

SAM HOUSTON STATE UNIVERSITY DEPARTMENT OF INTERCOLLEGIATE ATHLETICS INSTITUTIONAL DRUG EDUCATION & TESTING PROGRAM

PHILOSOPHY

The Department of Intercollegiate Athletics at Sam Houston State University believes that the abuse of legal drugs and/or the use of illegal drugs: a) can and will adversely affect the health and safety as well as the academic capability of student-athletes; b) may reflect adversely on the university tarnishing its reputation for and values of fair play; and, c) subject the University to scrutiny and punishment from outside entities including the NCAA and legislative authorities, compromising and/or jeopardizing the University's investment in its athletic programs and the ability of other innocent student-athletes to compete in those programs. In an effort to minimize the possibility that a student-athlete may jeopardize his or her own physical and academic performance, the Department of Intercollegiate Athletics at Sam Houston State University has developed the following drug testing policy and procedure. This policy is separate from the NCAA Drug Testing Program in which each institution must participate.

POLICY

The Department of Intercollegiate Athletics at Sam Houston State University, in association with The Texas State University System, reserves the right to require a urine specimen from any participant in a sports program recognized, operated, or controlled by or under the authority of the Department of Intercollegiate Athletics. Eligible participants include all student-athletes appearing on the team's NCAA official squad list.

The Department of Intercollegiate Athletics will provide the squad list to an independent drug testing agency who will randomly select the student-athletes for testing. The testing period will be based on the academic calendar for the university, beginning on either the day an individual sport has its initial NCAA eligibility meeting or the first day of classes in the fall semester as listed on the official University calendar, whichever comes first. This includes any official University breaks or closures with the exception of the summer. Drug testing will occur during the summer months.

There is no prior notification required for the drug test. Screening may be done for any substance appearing on the NCAA banned substance list, including stimulants, anabolic agents, diuretics, masking agents, and street drugs. The NCAA banned substance list may be obtained from the Head Athletic Trainer, the Compliance Coordinator, or online at www.ncaa.org. A consent form authorizing the taking and testing of urine samples shall be signed annually by each student-athlete. If the student-athlete is a minor, a parent or guardian's signature will be required. Collection and analysis of all specimens are performed by an independent laboratory selected by the Department of Intercollegiate Athletics. Test results shall be shared with those identified in the consent form. Strict confidentiality of test results, except as authorized by the consent form, shall be maintained in accordance with the procedures which follow. If there is reasonable suspicion that a student-athlete is using banned drugs and substantial proof can be documented using the Probable Cause to Suspect Drug Use Notification form, the suspected student-athlete may be selected for drug testing at the discretion of the Director of Athletics, Head Athletic Trainer or Head Coach. Any student-athlete having a history of a positive drug test while at Sam Houston State University may be subject to testing at any time throughout their eligibility. At the discretion of the Director of Athletics, each athletic team may be tested in its entirety.

At the beginning of each academic year or at other times as determined by the Department of Intercollegiate Athletics at Sam Houston State University, a presentation will be made to all intercollegiate student-athletes to review and explain the Department of Intercollegiate Athletics' drug testing policy and procedure.

PURPOSES

The purposes of the Sam Houston State University drug testing policy are:

1. To inform and educate the student-athletes as to the harmful effects of substance abuse and misuse;
2. To deter the potential abuse of, misuse of, or experimentation with drugs and other physically or psychologically harmful substances;
3. To protect and preserve the integrity of the individual student-athlete, the Department of Intercollegiate Athletics, and Sam Houston State University.

PROCEDURES

Urine samples will be secured for testing in the following manner:

1. Student-athletes who have been selected for institutional drug testing by the Department of Intercollegiate Athletics will be notified by phone no more than 2 hours prior to the testing. At this time, the student-athlete will be notified of the time and location of testing.
2. A member of the Athletic Training staff, or designee, of the same gender as the student-athlete will require the student-athlete remove any jacket, outer garment, or bulky attire prior to providing a sample and will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen.
3. Fluids and food will be provided for student-athletes who have difficulty providing a specimen. These fluids and food will be sealed, caffeine-free, alcohol-free and free of all banned substances. Other fluids and food items will not be allowed in the collection site.
4. If a specimen is incomplete, the student-athlete must remain in the collection area until the sample is complete. During this period, the student-athlete is responsible for returning the collection beaker to the collection agent for control purposes and specimen integrity.
5. If the urine has a temperature below 92 degrees F, the specimen will be rejected and a second specimen will be required. The student-athlete will be provided with a new vial for subsequent specimen collections.
6. Once the student-athlete provides an acceptable specimen (at least 30mL), the Athletic Training staff member will instruct the student athlete not to flush the toilet or turn on the sink and return the beaker to the collection agent present for proper packaging .
7. The student-athlete must maintain control of his/her specimen throughout the entire collection process. When the collection vial is sealed, the student-athlete will be required to initial the seal acknowledging that the sample is his/hers and was in his/her control throughout the process. The sealed collection vial will then be placed in the collection container with the chain of custody paperwork and sent directly to the laboratory following the test.
8. Any student-athlete who refuses to provide a specimen, is unable to provide an acceptable specimen, or fails to appear at the time scheduled for testing, will be considered as having a positive test.
9. Tampering with or altering a urine specimen in an attempt to alter its natural characteristics and/or form or providing a specimen that is not your own will be considered a 2nd positive test.

PENALTIES

Student-athletes demonstrating positive test results will be subject to the following actions:

1. If any student-athlete tests "positive", that is, if the tests show the presence of a banned substance or its metabolite over the predetermined standard cut off level, the Head Athletic Trainer will inform the Director of Athletics, the Head Coach and the student-athlete within 72 hours (excluding weekends) after the positive test confirmation has been received from the laboratory.
 - 1st positive test- 20 hours of mandatory community service and/or educational opportunities assigned by the Associate Athletic Director of Student Services. As well as be provided with the opportunity to enroll in substance abuse counseling, in which the athletic department would absorb the cost for the first visits in conjunction with any personal primary insurance that is on file with the department.
 - 2nd positive test- mandatory suspension in the amount of 25% of in-season competitions. Mandatory counseling of 5 sessions at the athletes own expense.
 - 3rd positive test- 1 year suspension from competition. Loss of scholarship for 2 long semesters.
2. Student Athletes demonstrating positive drug test for any banned substance. In the event of a first positive test of any banned substance in the preceding policy section of this drug education and testing program including **street drugs**, (as determined by the NCAA) **stimulants** (prescription or illegal), **diuretics** (masking agents), and/or **synthetic marijuana** discovered to be present in the student-athlete's specimen.
 - 1st positive test- the student-athlete will be referred to counseling at a later named facility. The athlete is responsible for any and all monetary charges that may be applied. The athlete will also not be allowed to travel with their respective teams while serving game(s) suspension time for any reason. If the athlete is at the end of their competitive season the suspension will carry over to the next season if 25% of competitions cannot be completed within the current season.
 - 2nd positive test- the student-athlete will be declared ineligible immediately for the remainder of their competitive season, must enroll in substance abuse counseling bearing all expenses for the program, and will lose athletic aid/scholarship. If the athlete is at the end of their competitive season the suspension will carry over to the next season if the minimum number of competitions of suspensions have not yet been met.
 - 3rd positive test- the student-athlete will permanently lose their eligibility for the remainder of the student-athletes intercollegiate career at Sam Houston State University.

A student-athlete receiving a competition suspension shall be permitted to return to competitive status only with clearance from the Director of Athletics or his direct designee. Additionally, a competition suspension cannot be served concurrently with an illness or injury as determined by the Head Athletic Trainer and/or Team Physician.

3. In the event of a first positive test where anabolic steroids or masking agents are identified as present within the student-athletes system, the student-athlete will be declared ineligible for the remainder of the season and will lose all athletic financial aid beginning on the date when the positive test is confirmed.
4. A second positive test for which anabolic steroids or masking agents will result in permanent loss of eligibility for the remainder of the student-athletes intercollegiate career at Sam Houston State University as well as loss of any athletic related financial aid.
5. In the event of any positive drug test, a student-athlete will be given a list of expectations that will need to be met prior to reinstatement to the team. These expectations may include, but are not limited to: maintaining a sound academic standing, possible selections for monthly drug testing, attendance at counseling sessions and maintaining good citizenship as a student-athlete at Sam Houston State University. These expectations will be discussed during a meeting with the student-athlete. Those present at this meeting may include any or all of the following the Director of Athletics, Team Physician, Head Athletic Trainer, Associate Athletic Director/SWA, Compliance Coordinator and Head Coach. Any additional persons present will be at the discretion of the Director of Athletics and/or Head Athletic Trainer. Additionally, these expectations will be documented in the Disciplinary Action Contract (Appendix C). It will be reviewed by the student-athlete and signed by the Director of Athletics, Head Athletic Trainer, Head Coach, Associate Athletic Director-SWA, Compliance Coordinator and the student-athlete. A copy of this letter will be placed in the student-athlete's confidential file located in the Department of Intercollegiate Athletics.

APPEALS PROCESS

Student-athletes demonstrating positive test results and wishing to appeal the results must follow the designated appeals process:

1. If the student-athlete challenges the test results, he/she must notify the Head Athletic Trainer or the Director of Athletics in writing within 24 hours after the meeting to discuss the test results.
2. Upon receiving notice of challenge, the Head Athletic Trainer and/or Team Physician will meet with the student-athlete for further discussion about the reliability of the test and to determine whether an additional test should be administered. If an additional test is administered, the "B" specimen will be tested by the same laboratory that tested the "A" specimen. Re-testing of the original sample will be at the student-athlete's own expense.
3. If the Head Athletic Trainer determines the test results reflect a true positive, the test results may be communicated to the Director of Athletics, the Associate Athletic Director/SWA, Compliance Coordinator and the Head Coach of the appropriate sport or sports. The student-athlete will be subject to the appropriate penalties as described previously.
4. If it is determined that the initial results were a "false positive", the result will be documented in the student-athlete's confidential file located in the Department of Intercollegiate Athletics. The student-athlete will not undergo any further disciplinary action.

2015-16 NCAA BANNED DRUGS

IT IS YOUR RESPONSIBILITY TO CHECK WITH THE APPROPRIATE OR DESIGNATED ATHLETICS STAFF BEFORE USING ANY SUBSTANCE

1. The NCAA bans the following classes of drugs:

- a. Stimulants
- b. Anabolic Agents
- c. Alcohol and Beta Blockers (banned for rifle only)
- d. Diuretics and Other Masking Agents
- e. Street Drugs
- f. Peptide Hormones and Analogues
- g. Anti-Estrogens
- h. Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned. The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

2. Drugs and Procedures Subject to Restrictions:

- a. Blood Doping
- b. Local Anesthetics (under some conditions)
- c. Manipulation of Urine Samples
- d. Beta-2 Agonists permitted only by prescription and inhalation
- e. Caffeine if concentrations in urine exceed 15 micrograms/ml

3. NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff!

- Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test result.
- Student-athletes have tested positive and lost their eligibility using dietary supplements.
- Many dietary supplements are contaminated with banned drugs not listed on the label.
- **Any product containing a dietary supplement ingredient is taken at your own risk!!**

Note to Student-Athletes: There is no complete list of banned substances. Do not rely on this list to rule out any supplement ingredient. Check with your athletics department staff prior to using a supplement.

SOME EXAMPLES OF NCAA BANNED SUBSTANCES IN EACH DRUG CLASS:

Stimulants:

amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, "bath salts" (mephedrone) etc.

exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione):

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine, stanozolol; stenbolone; testosterone; trenbolone; etc.

Alcohol and Beta Blockers (banned for rifle only):

alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:

bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs:

heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073)

Peptide Hormones and Analogues:

growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

Anti-Estrogens:

anastrozole; tamoxifen; formestane; ATD, clomiphene etc.

Beta-2 Agonists:

bambuterol; formoterol; salbutamol; salmeterol; etc.

Additional examples of banned drugs can be found at:

www.ncaa.org/drugtesting

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting:

- **Resource Exchange Center (REC), 877-202-0769** or
- www.drugfreesport.com/rec password ncaa1, ncaa2 or ncaa3

It is your responsibility to check with the appropriate or designated athletics staff before using any substance!!

SAM HOUSTON STATE UNIVERSITY

TRAINING ROOM POLICIES

All athletic related injuries must be reported to an Athletic Trainer as soon as signs of injury occur. All injuries not reported in a timely manner will be considered non-athletic in nature.

The Department of Athletics will be responsible for injuries that are directly related to athletic practice or competition. The department is not responsible for injuries not associated with athletics and will not be financially liable for any such injuries.

If an athlete becomes ill and is unable to attend workout or team assignments, the Athletic Trainer must be notified immediately. If an athlete misses a scheduled event or meeting, he must present the Athletic Trainer with proof of illness from the student health center.

All medical appointments for athletic related injuries must be made through the Athletic Trainer(s). The athlete must report to the athletic training room before his/her appointment to receive insurance information. All appointments made without the Athletic Trainer's referral or approval (if it is needed) will be the responsibility of the student-athlete or parents. This includes second opinions.

INSURANCE COVERAGE

Sam Houston State University carries secondary insurance coverage for injuries sustained in scheduled and supervised games or practices only. As a secondary insurance carrier, we are required to file insurance claims on the student-athlete's personal or parent's insurance first. Anything not paid for by personal or primary insurance, or if a student-athlete is not covered by personal or parent's insurance, our secondary insurance policy will pay in full. An insurance information sheet must be on file for each student-athlete prior to any practice or competition. Sam Houston State University will not be responsible for payment of second opinions or treatment by second opinions unless deemed necessary by the primary care physical and/or head trainer. A student-athlete is responsible to clear all medical appointments through the Athletic Trainer. This policy is in effect all year, including the summer. If a student-athlete must see a physician during the summer due to an athletically related injury, the Athletic Trainer must be notified prior to the appointment. If the Athletic Trainer is not informed then the student-athlete will be responsible for all medical cost. The University reserves the right to use the following avenues for payment of athletic injuries: a) student-athlete's personal or parent's (guardian) insurance, b) Department of Athletics insurance, c) NCAA Student-Athlete Assistance Fund, d) NCAA Special Opportunity Fund.

PHYSICAL EXAMINATIONS

A physical examination by a licensed physician is required of all student-athletes prior to participation in athletics at Sam Houston State University. A physical examination form is provided to the student-athlete. The Department of Athletics strongly recommends that the exam take place prior to the arrival on campus. Exams are available at the University Health Center for a nominal cost. The Department of Athletics policy is not to provide payment for physicals. For incoming athletes, the physical examination must be current. No high school or junior college physicals will be accepted.

Physical Examination Form:

<http://bearkats.shsu.edu/pdf/physicalexam.pdf>

TREATMENT OF ILLNESS OR INJURY

The main Athletic Training Room is located in Mafrige Fieldhouse, Room 205. A second training room is located in Johnson Coliseum. The third is located at the baseball/softball complex. Hours of operation are from 8:00 a.m. until needed Monday through Friday. Saturday and Sunday are scheduled as needed. The training department may adjust hours as needed on an individual basis. The main training room is under the supervision of licensed and certified Athletic Trainers and several student trainers. The phone number for the Mafrige Fieldhouse training room is (936) 294-1710, Johnson Coliseum the number is (936) 294-1746, and Baseball/Softball Complex is (936) 294-4130.

NCAA regulations do not permit the treatment of personal illness or injury. Personal illness/injury/dental insurance is the responsibility of the student-athlete. Bills sent to the athletic department for non-athletic injuries will not be accepted nor will the department be financially responsible.

EMERGENCY PROCEDURES AND TREATMENT

Student-athletes suffering an injury that occurs during a scheduled and supervised practice or game may be transported to the emergency room at Huntsville Memorial Hospital or to the appropriate medical specialist office, depending on the seriousness of the injury. Specific procedures are in place for Bowers Stadium and York Track & Field Center, Johnson Coliseum, Baseball Complex, Softball Complex, Soccer Complex and McAdams Tennis Facility and are posted at the facility.

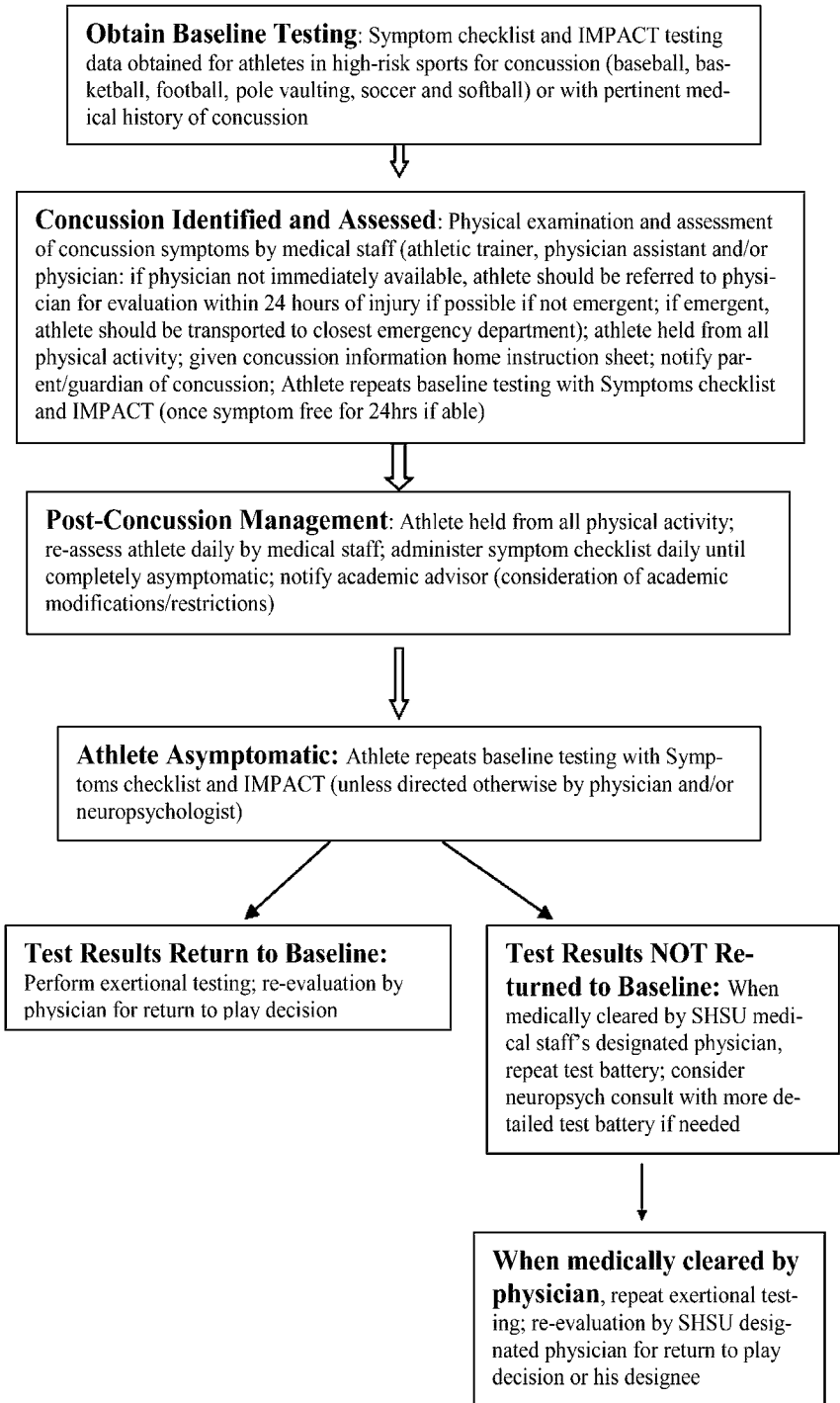
CONCUSSION POLICY (SUBJECT TO CHANGE WITH NCAA LEGISLATION)

Sam Houston State University will evaluate all student athletes who exhibit signs, symptoms or behaviors consistent with a traumatic brain injury (concussion). The student athlete will be immediately removed from practice or competition, and then evaluated by a member of the sports medicine staff located on site or healthcare provider represented. The staff member on site will be experienced in the evaluation and management of traumatic brain injuries when possible. If a Sam Houston State University Athletic Trainer or in some cases a student athletic trainer assesses that the injured athlete in question has a concussion, the athlete will be held out of activity for the remainder of the day, including but not limited to practice, games, meets, matches, weight lifting and conditioning. This action is mandated by the NCAA, effective August 1, 2010.

1. SHSU will require student-athletes to sign a statement in which student-athletes accept the responsibility for reporting their injuries and illnesses to the sports medicine staff, including signs and symptoms of concussions. During the review and signing process student-athletes will watch a NCAA video on concussions if available, and be provided with educational materials on concussions.
2. SHSU sports medicine staff members shall be empowered to determine management and return-to-play of any ill or injured student-athlete, as he or she deems appropriate. Conflicts or concerns will be forwarded to Hope Parker (head athletic trainer) for remediation.
3. SHSU shall have on file a written team physician-directed concussion management plan that specifically outlines the roles of athletics healthcare staff (e.g., physician, certified athletic trainer, nurse practitioner, physician assistant, neuropsychologist). In addition, the following components have been specifically identified for the collegiate environment:
 - a. SHSU coaches will receive a copy of the concussion management plan, a fact sheet on concussions in sport, and view a video on concussions annually, if available. The SHSU compliance office will maintain a list of staff that have completed the requirement on file.
 - b. SHSU sports medicine staff members and other athletics healthcare providers will practice within the standards as established for their professional practice (e.g., team physician, certified athletic trainer, physical therapist, nurse practitioner, physician assistant, neurologist, and neuropsychologist).
 - c. SHSU shall record a baseline assessment for each student-athlete in the sports of baseball, basketball, football, pole vaulting, soccer, and softball, at a minimum. In addition, a baseline assessment will be recorded for student-athletes with a known history of concussion. The same baseline assessment tools should be used post-injury at appropriate time intervals. The baseline assessment should consist of the use of: 1) symptoms checklist and 2) neuropsychological testing (computerized IMPACT test). Neuropsychological testing has been shown to be effective in the evaluation and management of concussion. The neuropsychological testing program should be performed in consultation with a neuropsychologist, trained physician, or physician's assistant. Post injury neuropsychological test data will be interpreted by a neuropsychologist or trained medical provider prior to return to play. Neuropsychological testing has proven to be an effective tool in assessing neurocognitive changes following a concussion and can serve as an important component of an institution's concussion management plan. However, neuropsychological tests should not be used as a standalone measure to diagnose the presence or absence of a concussion as SHSU uses a comprehensive assessment by its sports medicine staff.
 - d. When a student-athlete shows any signs, symptoms or behaviors consistent with a concussion, the athlete will be removed from practice or competition, by either a member of the coaching staff or sports medicine staff. If removed by a coaching staff member, the coach will refer the student-athlete for evaluation by a member of the sports medicine staff. During competitions, on the field of play injuries will be under the review of the official and playing rules of the sport. SHSU staff will follow such rules and attend to medical situations as they arise. Visiting sport team members evaluated by SHSU sports medicine staff will be managed in the same manner as SHSU student-athletes.
 - e. A student-athlete diagnosed with a concussion will be withheld from the competition or practice and not return to activity for the remainder of that day. Student-athletes that sustain a concussion outside of their sport will be managed in the same manner as those sustained during sport activity.
 - f. The student-athlete will receive serial monitoring for deterioration. Athletes will be provided with written home instructions upon discharge; preferably with a roommate, guardian, or someone that can follow the instructions.

- g. The student-athlete will be monitored for recurrence of symptoms both from physical exertion and also mental exertion, such as reading, phone texting, computer games, watching film, athletic meetings, working on a computer, classroom work, or taking a test. Academic advisors and professors will be notified of student-athlete's concussion, with permission for release of information from the student-athlete.
 - h. The student-athlete will be evaluated by a team physician as outlined within the concussion management plan. Once asymptomatic and post-exertion assessments are within normal baseline limits, return to play shall follow a medically supervised stepwise process.
 - i. Final authority for Return-to-Play shall reside with the team physician or the team physician's designee as noted in the concussion management flowchart. There will be only one physician that the student athletes will be sent to in order prevent "doctor shopping" that could lead to a miscommunications within the sports medicine team, staff.
 - j. SHSU will document the incident, evaluation, continued management, and clearance of the student-athlete with a concussion. Aggregate concussion numbers per sport will be reported to the Director of Athletics annually when asked produce them.
4. Athletics staff, student-athletes and officials will continue to emphasize that purposeful or flagrant head or neck contact in any sport should not be permitted.

SHSU CONCUSSION MANAGEMENT PLAN



EXERSION TESTING PROTOCOL FOLLOWING CONCUSSION

Symptom checklist and IMPACT testing WNL

Exertional Testing Protocol: The athlete will continue to move through daily progression as long as no symptoms are reported before, during or after activity. If symptoms are induced by activity the athlete will remain at the current stage until they are symptom free.

Day 1 – 24 hours without concussion symptoms complaints or exhibited

Day 2 – approximately 30mins of safe, supervised cardiovascular activity, i.e. bike riding, track, court, field walking at an average to intense speed to increase heart and metabolic rate. Balance/Coordination activities as well

Day 3 – approximately 30mins of safe supervised cardiovascular activity and 30 minutes of body weight/dumbbell strength training intense enough to elevate heart and metabolic rate. Balance/Coordination activities as well

Non-contact practice following completion of exertional protocol. If athlete begins developing post-concussion syndrome symptoms at any time they will remain at the step currently on. The athlete will only move forward once there are no symptoms.

Day 4 – Cardio, conditioning activity with team; Limited skill drills, walk through, i.e. sport specific drills approximately 45 mins

Day 5 - Cardio, conditioning activity with team; Limited skill drills, walk through, i.e. sport specific drills approximately 65 mins

Day 6 – Athlete is to go through three quarters of a full practice session or no less than 90 minutes of practice session

Return to Full Practice/Play:

Day 7 – Athlete is able to return to full practice/play for their sport

****If no change or increase in symptoms, final return to play decision is made by SHSU medical staff. Return to baseline if symptoms return.**

DENTAL CARE

Dental care is offered only in those instances where the athlete's injury occurs during scheduled and supervised practices or games. All dental injuries are to be reported to the trainer assigned to your sport at the time of the injury. Routine dental care such as examinations, dental cavities, wisdom tooth extraction, etc., is the responsibility of each individual athlete.

OPTICAL CARE

Optical care is covered only when the athlete's injury occurs in a scheduled and supervised practice or game. All athletic eyeglasses must be safety glasses with shatterproof lenses and frames. Contact lens purchases are for only those players who, in the opinion of the head coach and trainer, are in definite need of them. Replacement of lost or damaged lenses or glasses is furnished by the Department of Athletics only if damage occurs during practice or a game. If you lose or break your lenses, inform the trainer immediately.

EQUIPMENT ROOM REGULATIONS

Equipment issue for all sports is arranged through the head coaches of each sport, and they will notify team members of their policy regarding the issue and return of SHSU equipment.

University practice outfits, game uniforms or equipment issued to you are for practice or games only. They are not to be displayed or worn in class or around campus. For equipment policies of specific sports, see the respective coach. All university equipment purchased must be return to Sam Houston State University.

ATHLETIC AWARD POLICY

Athletic Letter Award Minimum Standards

- a) Must be NCAA eligible
- b) Must have competed in at least 50% of contests vs. outside competition
- c) Must meet any additional standards set by coaches in their particular sport
- d) Seniors who do not meet the minimum standards may be recommended by the head coach for a letter if they have been in a program for at least two years

Athletic Letter Awards

1st Year	Jacket
2nd Year	Certificate
3rd Year	Certificate
4th Year	Certificate

LETTERWINNER LIFE TIME PASS

A Letterwinner Life Time pass is issued upon completion of eligibility and an application has been completed. The pass entitles free admission into any home SHSU regular season athletic event. This pass is not able to be used for post season/playoff contests.

SOUTHLAND (SLC) CONFERENCE AWARDS

Outstanding Scholar Athletes are recognized by the Southland Conference. One male and one female student-athlete are selected from each member institution. The conference lists additional academic awards with its honor roll and academic all-conference. Outstanding student-athletes, all conference, freshman of the year, player of the year and players of the week are awarded through the conference office.

CHAMPIONSHIP RING POLICY

The Department of Athletics will purchase championship rings for all approved team members participating in the winning of a Southland Conference regular season championship. The purchase price that the Department of Athletics will provide is based upon the Southland Conference allotment for the championship rings. Upgrades for all approved team members to a more expensive ring may be done through the following avenues: a) additional funding, if available, from the department, b) individual sport budgets, and c) enrichment and fundraising efforts. Student-athletes may not contribute to either the purchase or upgrade of any award, including rings.

Tournament championship rings may be purchased through the following avenues: a) additional funding, if available, from the department, b) individual sport budgets, and c) enrichment and fundraising efforts.

The head coach of each sport will provide a list of individuals to the Director of Athletics/Administrative Team to be considered for a ring award. Individuals must be placed in one of the following categories to be considered a member of the team:

Coaches: according to the maximum NCAA limits
Letterwinners and squad members
Trainers
Managers
Strength Coach
Secretary

The Department of Athletics will offer to purchase championship rings for the following individuals:

- President
- Faculty Athletic Representative
- President's Cabinet
- Director of Athletics
- Associate Athletic Director for Student Services
- Associate Athletic Director for Finance
- Associate Athletic Director for Operations
- Associate Athletic Director for External Operations
- Associate Athletic Director for Media Services
- Assistant Athletic Director for Media Services
- Assistant Athletic Director for Marketing
- Assistant Athletic Director for Ticketing
- NCAA Compliance Officer
- Academic Advisor
- Administrative support staff
- Spouses of coaches & staff

All of the above mentioned may purchase a ring even if funds are not available for the department to purchase.

NCAA CHAMPIONSHIP AWARDS

An individual NCAA Champion and each member of a winning NCAA Championship team may receive awards that specifically apply to that sport. All awards must comply with NCAA rules and regulations and be approved by the director of athletics.

POST GRADUATE SCHOLARSHIP AWARDS

The Southland Conference awards post-graduate scholarships to one male and one female student-athlete wishing to continue his/her education after graduation. Also, the NCAA has post-graduate scholarships available to student-athletes who qualify. Student-athletes interested in applying for post-graduate scholarships should obtain information from the athletic academic advisors.

A CAREER IN PROFESSIONAL SPORTS

With the increase of exploitation of prospective professional student-athletes at the high school level by incompetent or unscrupulous agents, the need has become painfully evident that student-athletes need accurate information. This information assists them in making intelligent and thoughtful decisions during the difficult transition to professional sports.

STUDENT-ATHLETE/ AGENT POLICY

The policies and procedures described below are designed to meet the laws of the state of Texas and the rules of the NCAA and to provide specific guidelines to follow to ensure that The University protects the eligibility of its student-athletes and serves the needs of both agents and student-athletes. This policy is applicable to all student-athletes at Sam Houston State University and to all agents who want to interview SHSU student-athletes, in accordance with state law.

Use of Agents

- A. General Rule: An individual shall be ineligible for participation in an intercollegiate sport if he or she has ever agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletic ability or reputation in that sport. Further, an agency contract, not specifically limited in writing to a sport or particular sports, shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport.
 1. Representation for Future Negotiations: An individual shall be ineligible if he or she enters into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his or her eligibility in that sport.
 2. Benefits from Prospective Agents: An individual shall be ineligible if he or she (or his or her relatives or friends) accepts transportation or other benefits from any person who represents an individual in the marketing of his or her athletic ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the student body in general.

- B. Legal Counsel: Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent unless the lawyer also represents the student-athlete in negotiations for such a contract. **Presence of a Lawyer at Negotiations: A lawyer may not be present during discussions of a contract offer with a professional organization or have any direct contact (i.e., in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer's presence during such discussions is considered representation by an agent.
- C. Athletics Scholarship Agent: Any individual, agency or organization that represents a prospective student-athlete for compensation in placing the prospect in a collegiate institution as a recipient of institutional financial aid shall be considered an agent or organization marketing the individual's athletic ability or reputation.

Student-Athlete/ Agent Interviews

The purpose of the Texas Athlete Agent Act is to regulate the relationship between an athlete and the party(s) who would act as an agent for the athlete and provides that notice be given to the institution if such a relationship is formed between an athlete agent and an athlete. An athlete agent is required to register with the Secretary of State's office. A registered athlete agent may interview an athlete during an interview program to discuss: (1) financial services and advice offered by the athlete agent; and (2) the athlete agent's representation of the athlete relating to marketing the athlete's athletic ability and reputation. All contacts and meetings with a student-athlete must be initiated through the compliance coordinator. In addition, copies of written materials provided by an agent to a student-athlete must be sent to the compliance coordinator. The following standards comply with the Texas Athlete Agent Act and Sec. 2051.251 of the Occupations Code for a Texas Institution of Higher Education:

- 1) Interviews periods will be determined by the Compliance Coordinator for each academic year. Periods will be held between the dates of September 1 through May 15 and will not continue for more than 30 consecutive business days as determined by SHSU. All sponsored NCAA sports at Sam Houston State University are included. These sports consist of baseball, men's and women's basketball, women's bowling, football, men's and women's golf, women's soccer, softball, women's tennis, men's and women's cross country/track & field, and volleyball.
- 2) Each interview period will not exceed 30 consecutive business days and must be conducted during the off-season period before the completion of the athlete's final year of eligibility.
- 3) All interviews will be conducted at Bowers Stadium/ Mafrige Fieldhouse or another mutually agreed campus site.
- 4) Agents will request interviews with student-athletes through the compliance coordinator. Student-athletes are provided the names of those agents who have expressed a desire to interview with them. This information is forwarded to the student-athlete who may select the agent with whom he or she wishes to interview. The compliance coordinator will then schedule the interviews and provide both the student-athlete and agent with the date, time, and location of the interview. Telephone contacts are not allowed during the affected student-athlete's sport season.

Questions should be directed to:

Curtis Collier, Compliance Coordinator
Sam Houston State University
Box 2268
Huntsville, TX 77341
Phone: 936-294-4440
Fax: 936-294-3538
Email: curtiscollier@shsu.edu

STUDENT-ATHLETE AFFAIRS

The NCAA Student-Athlete Affairs program, formerly known as CHAMPS/Life Skills, provides a mandatory class for all incoming student-athletes, which further enhances their opportunities while attending SHSU. The program is designed to develop commitment to academic and athletic excellence, personal and career development and community service.

ACADEMICS

ATHLETIC LEARNING ENHANCEMENT SERVICES

The Athletic Academic Advisor's Office, located in the Learning Enhancement Center in Bowers Stadium, Room 321, provides a range of academic services. Academic Advisors within this office offer:

- a) Guidance concerning course scheduling
- b) Assistance with registration and adding or dropping a course
- c) Information regarding NCAA academic requirements
- d) Advisement, pre-registration and registration
- e) Eligibility, degree plans and grade checks
- f) Tutorial assistance monitored by all academic advisors
- g) Mandatory Study Skills Groups

Advisement is mandatory for all student-athletes prior to registration each semester.

LEARNING ENHANCEMENT CENTER

The Learning Enhancement Center for the student-athletes is located in Mafrige Stadium, Room 321. It is open from 8:00 a.m.-10:00 p.m. The facility has 24 computers, printers, study modules, study group accommodations, tutorial assistance, career planning and a positive learning environment.

Tutorial Services

Academic tutors are provided to all student-athletes listed on the NCAA Squad List. Tutorial services are provided during scheduled times only. The university provides department tutorial services, which also may be obtained through the Learning Assistance Center. All requests for tutorial services must be made through each sport's respective coach and presented to an academic advisor 24 hours prior to the tutorial services requested time.

Enterprise Career Corner

The Enterprise Career Corner located in the Learning Enhancement Center was created with Enterprise Car Rental Corporation to provide career counseling opportunities for the student-athletes. Semester presentations occur covering topics from resume writing, cover letters, interviewing skills and advice for the career path.

ADDITIONAL ACADEMIC SERVICES ON CAMPUS

Student Advising and Mentoring Center (SAM Center)

Located in Academic Building IV (south of the Lee Drain Building, corner of Avenue I and Bowers Blvd.), the Student Advising and Mentoring Center (SAM Center) at Sam Houston State University offers academic counseling and enrichment services to all undergraduate and graduate students. The Student Advising and Mentoring Center is a resource dedicated to helping students adjust to academic life at Sam Houston State University. Services available include career-testing, aid with time management and/or study skills. Additionally, the Center's staff can provide students with suggestions on writing resumes, preparing Power Point presentations, and taking the TSI, Accuplacer, ExCet, ACT, SAT, TOEFL, GMAT, or GRE.

The SAM Center offers workshops on an array of technological resources. The SAM Center houses fully networked Windows-based and Macintosh computers, printers, LCD scanners, TV/VCR combos, a SMART Board, a digital camera, and a digital video camera. The SAM Center will be permanently housed on the second floor of Academic Building IV. The Center can be contacted by email at SAMCenter@shsu.edu or by telephone at 294-4444.

Counseling Center and Career Placement Center

Professional counseling services are available to students in the LBD Annex. A team of professional counselors provides educational, vocational and personal-social counseling to individuals and small groups. Students who need to choose a major may benefit from interest tests, which they offer. Computerized programs assist students in determining deficiencies in study skills and providing remedial assistance in the needed areas. The Student's Legal Advisor location is in the Counseling Center, and professional legal advice is available to students upon request. All transactions in the Counseling Center are strictly confidential.

Placement Services, located in the CPC building, assists students, graduates, and alumni from all divisions of the university in establishing employment contacts. A personal information folder pertinent to the employment of each registrant receives attention for distribution to prospective employers interested in reviewing student credentials. Other services include current job vacancy listings, dissemination of occupational information, and career planning, and career counseling for individuals and groups.

All students receive permission to use the computer facilities of the university located in the Academic Building 1and 4; the Lee Drain Classroom Building, Lab 112, 143, 213, and 215; LDB 407; TEC 227B; and CJA-104. Brochures and Lab Assistants are available to help you with your assignments.

ELIGIBILITY, ADVISEMENT, AND REGISTRATION PROCEDURES

The following important procedures, along with information contained in appendix B, serve as a guide for admissions, registrar, and athletics to apply to eligibility, advisement, and the registration process:

Fall (for next certification year)

Advisement: Academic advisors meet with student-athletes on courses, schedules and times for pre-registration. Student-athletes must go to the SAM Center at their team time in September for advisement then the athletic advisors by appointments. Student-athletes beginning their third year of enrollment and degree plan designation must report to the department in which they have declared an official degree plan to see an advisor (October).

Pre-registration: Student-athletes are required to pre-register during the time period set by the University for pre-registration. Student-athletes that need assistance during the registration process should check with an academic advisor for an appointment (November).

Continuing eligibility report: Athletics will provide the registrar certification officer a list of returning student-athletes for Spring (December). The registrar certification officer provides athletics with a continuing eligibility report by January 10.

Registration: Student-athletes will report to the academic advisor during the financial aid process at registration. Student-athletes will review the continuing eligibility report form and sign.

Spring (for next certification year)

Advisement: Academic advisors meet with student-athletes on courses, schedules, and times for pre-registration. Student-athletes must go to the SAM Center at their team time for advisement and then to the athletic advisors by appointments. Student-athletes beginning their third year of enrollment and degree plan designation must report to the department in which they have declared an official degree plan to see an advisor (February 1st).

Pre-registration: Student-athletes are required to pre-register during the time period set by the university. Student-athletes that need assistance during the registration process should check with an academic advisor for an appointment (February).

Continuing eligibility report: Athletics will provide the registrar certification officer a list of returning student-athletes for Fall (February). The registrar certification officer provides athletics with a continuing eligibility report by August 1.

Registration: Student-athletes will report to the academic advisors during the financial aid process at registration. Student-athletes will review the continuing eligibility report form and sign.

Spring (for current certification year)

Grade report: Registrar certification officer will provide a continuing eligibility report to athletics on May 20.

Summer school notification: Athletics will notify all student-athletes who need summer school for eligibility purposes. Notification will be through each sport's head coach. Student-athletes must complete and return the summer school approval form to the admissions certification officer. The admissions certification officer will then forward it to the registrar certification officer. The registrar certification officer will notify athletics of approval or rejection of the class or classes.

Final continuing eligibility report: The registrar certification officer will provide athletics with a final report on pending eligibility questions when student-athletes have completed the necessary summer course work.

UNIVERSITY DROP POLICY

Students will be allowed no more than five Q-drops during their academic career at Sam Houston State University. Classes that are dropped prior to the Q-drop date (12th class date during long semester and 4th class date during summer semester) will not count toward the limit. Students who have used their limit of five Q-drops will need to petition their respective dean to drop a class. If the dean refuses to grant permission to drop a class, a student will be required to remain in the class.

CLASS CHANGE (ADD/DROP) REQUEST

Student-athletes are not allowed to enroll in "banked" hours. (Hours that you pad your schedule with in case you want to drop something later).

The drop procedure will only be allowed if the student-athlete made every attempt to pass the class with academic assistance at the earliest point in time.

Academic Assistance Obtained Consists of:

1. Athletic Academic Advisor was notified of the problem immediately.
2. A tutor was secured, study sessions occurred, the instructor was contacted, and any additional services needed were implemented.
3. Athletic Academic Advisor will review the situation, visit with the Head Coach and a decision will be rendered.

Class schedule changes from the chair of the division/department will enable students to drop or add a course. Written approval from the chair of the division/department and an academic advisor must accompany all add or drop requests. Student-athletes must acquire a drop form from an academic advisor. The form must be filled out and signed by your coach and academic advisor. The form will then be taken to the registrar's office for processing. Schedule changes made after the deadline specified in the academic calendar will not occur. A course dropped after the stated deadline becomes a grade of F on the student's permanent record. All student-athletes, as mandated by the NCAA, must maintain at least 12 credit hours during the competitive season. If a student-athlete drops below this 12-hour minimum, he or she immediately forfeits his or her eligibility.

We are here to insure student-athletes take the correct degree plan hours to be eligible to participate and graduate with a degree from Sam Houston State University. This is our main priority.

PROBATION/SUSPENSION

An undergraduate student, who has an overall grade point average below 2.00 at the close of any semester or summer school, receives academic probation. If an enrolled student fails to achieve a minimum 2.00 overall grade point average at the close of the next semester or summer school, he/she is suspended. Academic actions occur at the close of the fall semester, the spring semester, and summer school. The appropriate academic dean may place on probation, retain on probation, or suspend any student with deficient grade points without regard to the regulation previously stated.

If you have been placed on probation, you must be re-advised at the SAM Center prior to next semester, or you will lose your schedule.

PRE-TSI ASSESSMENT

This program is designed to identify those students entering college with weak math, reading, and writing skills. TSI was mandated for all students by the Texas State Legislature and is in effect at all Texas public colleges and universities.

After the first year, TSI classes do not count toward eligibility. You must be enrolled in 12 hours plus TSI class.

ATHLETIC ACHIEVEMENT PROGRAMS

Highest GPA by student-athlete

Highest team GPA

Athlete's profiles

Southland Conference All-Academic Teams

All-American Teams

I-AA All-American Football Teams SHSU Academic Awards

SHSU and Southland Conference Outstanding Student-Athlete Awards

CLASS ATTENDANCE

Regular and punctual class attendance is required at Sam Houston State University. Each faculty member keeps a record of student attendance and announces to his/her classes the policies for accepting late work or providing make-up examinations. Students must show appropriate cause for missing or delaying major assignments or examinations. A student shall not be penalized for three or fewer hours of absence when examinations or other assigned class work have not been missed. However, at the discretion of the instructor, a student may be penalized for more than three hours of absences. Each instructor is obligated to clarify in writing to each student enrolled in class at the beginning of the semester or summer session his/her classroom policy regarding absences. Class absences will be recorded and counted only from the actual day of enrollment for the individual student in that specific class.

Student-athletes will need absence letters from their coaches. Student-athletes should identify themselves to the instructor and provide them with the letter and schedule of contests. This schedule includes clearly marked dates you will not be in class. It is the student-athlete's responsibility to make-up any missed assignments.

GRADING AND GRADE POINT AVERAGE

The student's class work and his or her examination grades, combined in a prescribed manner, determine a student's final course grade.

Authorized Grades	Description	Grade Points per Semester Hour
A	Excellent Scholarship	4.0
B	Well Above Average	3.0
C	Average Scholarship	2.0
D	Barely Passing	1.0
F	Failure	0.0
X	Incomplete	Not used for GPA
CR	Passing Credit	Not used for GPA
Q	Dropped Class	Not used for GPA
NC	Failure to complete	Not used for GPA

GRADE POINT AVERAGE CALCULATION

Your overall grade point average for all work taken at SHSU is computed by dividing the total number of hours taken into the total number of grade points earned. Upon graduating with 128 semester credit hours, you will need to have accumulated at least 256 grade points for a minimum 2.00 cumulative average. For example: Eng 165 is a 3 credit hour course. If you receive a C, you would receive 3 credits * 2 grade points or a total of 6 grade points. To calculate your semester average, list your courses and grades as follows:

3 Hr. Cr. Eng 1301	C	3*2=6.0 grade points
3 Hr. Cr. His 1301	B	3*3=9.0 "
3 Hr. Cr. Mth 1314	A	3*4=12.0 "
3 Hr. Cr. Psy 1301	D	3*1=3.0 "
1 Hr. Cr. Kine 2115	B	1*3=3.0 "
1 Hr. Cr. Kine 1110	A	1*4=4.0 "

Total: 14 credit hours Total: 37 grade points earned

A=4, B=3, C=2, D=1, F=0

Divide the credit hours into the grade point earned:

37.0 divided by 14 = 2.64 semester grade point average

REQUIREMENTS FOR CONTINUATION

In order to achieve and to remain in academic good standing at SHSU, an undergraduate student must maintain an overall grade point average of at least 2.0 (C). A 2.0 overall grade point average is the absolute minimum required for graduation from SHSU.

ENVIRONMENT

HOUSING

All freshman students must reside in university housing which normally will include two consecutive academic semesters. Exceptions need approval by the director of residence life or his appointee. Reasons considered for exemptions are: residence in university housing will impose a significant hardship; the student marries and lives with his or her spouse; the student commutes on class days from the home of parents, grandparents, or a married brother or sister; or the student is a veteran of military service. An appeal of denial goes to the housing appeals committee. All student-athletes wishing to live off-campus must receive permission from his/her head coach and complete the proper NCAA paperwork.

Each residence hall has trained staff which includes a full time housing director and/or student residence assistants. They will provide any support you may need. In the event pre-season training requires your team to return to campus early, your coach will notify you and will make all necessary arrangements for housing and food. You may take advantage of pre-season housing up to 48 hours prior to the scheduled opening of residence halls. You must then move to your regular assigned housing. For more details concerning rules and regulations for university housing, check Student Life Guidelines. Remember you are subject to the same rules and regulations as the rest of the student body. You are to conduct yourself in a responsible manner in the residence halls. You are accountable for any property damages that result from your negligence or abuse.

RULES FOR RESIDENCE HALL LIVING

Student Life Guidelines Handbook details all rules governing residence hall living. These policies are in force. Serious offenses may result in immediate dismissal from the residence hall. Listed below is a summary of a few of the rules:

1. If you wish to repaint your room, you may pick up a request form from the housing office. Paint is furnished by housing.
2. Prior permission must accompany any construction of lofts. Requirements and instructions come directly from the housing department.
3. Refrigerators are permitted in your room if they meet university specifications. The housing department will rent refrigerators to residents.
4. Bicycle lockers provide safety for bikes throughout campus. You may rent a locker during the school year. The cost is nominal and obtained from the housing department. No bikes are permitted in residence hall rooms.
5. Overnight guests must be of the same sex as the resident and registered with your hall director. You are responsible for your guest's behavior.
6. Other than fish, no other pets or animals are allowed.
7. The minimum drinking age in Texas is 21. If you are 21 or older, you may drink alcoholic beverages in your room but not in hallways, lobbies, elevators, or other public areas.
8. If the general fire alarm sounds, students must leave the building regardless of the time of day. Failure to evacuate may result in disciplinary action or injury due to fire.

DINING

Dining facilities are open almost continuously from 7:00 a.m. to 6:30 p.m. You have a choice of meal plans and can use your meal card in more than one location. The board plan is on an "all you can eat" basis; however, you cannot take food from the cafeteria.

Food Service Categories:

1. On-campus: If you are utilizing university housing and your grant includes board, you must sign a meal contract. Contracts available are: 1 or 3 meals a day and five to seven days per week.
2. Off-Campus: If your grant includes board and you generally eat off campus, you receive a stipend in relation to the university's cost of meal plan.

UNIVERSITY HEALTH CENTER

The University Health Center, located at the corner of Avenue J and 16th Street, is an outpatient clinic offering medical services to all students. It consists of full-time physicians, nurses, pharmacist, a laboratory technician, and administrative support.

The center is open from 8:00 a.m. to 5:00 p.m., Monday through Friday. The center closes on holidays, but provides year-round medical care, which includes semester breaks. The Health Center does not charge students for office calls or doctor visits. Coverage of costs is through payment of Student Service Fees. The student only pays for x-rays, laboratory test, medical supplies, and prescriptions. All charges for these services are minimal and, in most cases, two to three times less than would be paid elsewhere.

NEWTON GRESHAM LIBRARY

The Newton Gresham Library serves faculty, students, visiting scholars, and off-campus borrowers. The library contains more than 1.3 million volumes, including 85,000 books, bound journals, and documents; 600,000 microfilms; 8,000 photo records; and 4,500 periodical titles. Most books and periodicals are on open shelves, accessible for use. The card catalog closed in 1985 giving access to recent books and periodicals provided by modern on-line catalog. Through the on-line computer system, a library user may look up library holding information. This provides access from any of sixteen conveniently located public access terminals or any other terminal connected to the university computer system.

The Information Services Department provides assistance in the use of the library collections. Students may search both manual and computerized periodical indexes for citations. The library publishes numerous brochures and guides that are available at the reference desk to assist students in effectively utilizing the collections. All students must have a Student ID in order to check out any materials from the library.

LOWMAN STUDENT CENTER

The Lowman Student Center is the community center for all members of the university family. It is more than a building; it is an organization and a program, which together represent a well-considered plan for the community life of the university constituencies. The Lowman Student Center provides numerous services, conveniences, and amenities to members of the university community required in their daily life on the campus. The LSC includes many facilities such as: dining, meeting, music, reading, and T.V. rooms. Included is a theater, an art gallery, a recreation area, which includes table tennis and billiards, electronic games, a commuter lounge, study carrels, a Macintosh lab, and many other facilities. The Student Center provides a convenient setting for informal association outside the classroom setting.

AUTOMOBILE REGISTRATION AND PARKING FINES

The University Police Department requires that all vehicles parked on university property present a parking sticker. There are several colors of parking stickers based on whether you live on or off-campus and in what hall you reside. Only lots which allow your color of parking sticker are open for you to park. A parking sticker obtained at registration or at the University Police Station allows you to park on campus. Should you have questions, go by or call the station at Sam South Annex located on South Sam Houston Avenue or extension 1794. Any cars illegally parked will be subject to fines issued through the University Police Department. The athletic department will not pay for stickers and/or fines.

Vehicles parked in improper lots, without registration, parked in fire lanes and parked in illegal spaces in lots receive parking fines. Any fines issued are to be immediately paid, or you will be subject to a late fee. All fines are paid at the University Police Department located in the Sam South Annex located on South Sam Houston Avenue.

BANKING

Huntsville has numerous banks that offer a wide variety of services. Checking and savings accounts, money orders, Pulse and MPACT machines and travel checks are some of the services offered at Huntsville banks. Information may be found through the Huntsville Chamber of Commerce or Student Life. An ATM machine is available in AB1.

STUDENT ORGANIZATIONS

A variety of student organizations provide University students an opportunity to become involved in campus life. The Office of Student Life provides information regarding University recognized organizations. The Office of Student Life resides in the Lowman Student Center.

MAIL SERVICE

Student-athletes receive mail in two different ways.

1. You can have it delivered to your dorm room if living on-campus or to your apartment or house if living off-campus. Contact the manager of your hall or apartments for details.
2. You can have it delivered at the University Post Office. Contact the University Post Office for details.

TELEPHONE SERVICE

For student-athletes living on-campus, each hall room will include a phone. Students need to dial nine (#9) to reach an off-campus resident or long distance call. Credit card or collect calls are the only way for a student to make long distance phone calls. No collect calls by students living in university halls are acceptable.

For student-athletes living off-campus, phone service through local phone companies such as AT&T Company or Southwestern Bell Telephone is available.

CONCLUSION

Sam Houston State University and its athletic department have provided this manual as a service to you to assist you during your years on this campus. This document does not in any way imply a contractual agreement.

SHSU ATHLETIC MAILING ADDRESS:

BOX 2268

Huntsville, Texas 77341-2268

SHSU ATHLETIC SHIPPING ADDRESS:

620 BOWERS BLVD.

Huntsville, Texas 77341-2268

SHSU ATHLETIC MAIN OFFICE PHONE #

(936) 294-4291



APPENDIX A

STUDENT CONTACTS

<u>Information Needed</u>	<u>Office or Contact</u>	<u>Location</u>	<u>Area Code:</u> <u>(936)</u>
Academic Advisors	Chris Thompson	Mafrige 321A	294-3542
	Jessica Payne	Mafrige 321B	294-4459
Admission/ Initial Eligibility	Trevor Thorn	Estill102	294-1828
Alumni Affairs	Charles Vienne	Alumni Center	294-1841
Athletic Director	Bobby Williams	Mafrige308	294-4205
Associate A D/SWA	Chris Thompson	Mafrige321C	294-3542
Associate A D/Business	Bobbie Hilliard	Mafrige307	294-1727
Associate A D/Operations	Greg Hinze	Mafrige321D	294-1725
Associate AD/Ext. Operations	David Paitson	Mafrige 309	294-3443
Business Admin. (Dean)	Dr. Mitchell Muesham	SH100	294-1254
Bursar/Payments		Estill	294-1083
Campus Phone Numbers	Switchboard		0
Career Planning and Placement		AB#4 210	294-1713
Computer Help Desk			294-1950
Correspondence Courses	Gail Wright		294-1003
Criminal Justice (Dean)	Dr. Phillip Lyons	CJCA 110	294-1632
Education and Appl. Sci. (Dean)	Dr. Stacey Edmonson	TEC214	294-1100
Financial Aid	Estill106		294-1724
Fine Arts & Communication (Dean)	Dr. Ronald Shields		294-2771
Health Sciences (Dean)	Dr. Michael Lacourse		294-1110
Houstonian	Journalism	CB 210	294-1501
Human Resources	David Hammonds	Estill 334	294-1065
Humanities/Social Sciences (Dean)	Dr. Abbey Zink		294-2204
International Programs		Farrington 116	294-4737
Johnson Coliseum	Ed Chatal	Coliseum235	294-1740
Lost and Found	University Police	Sam South	294-1794
Mail	Staff	Campus Post Office	294-1936
Money Management Center		Estill 228	294-2600
NCAA Compliance	Curtis Collier	Mafrige 321A	294-4440
Newton Gresham Library	Ann Holder	Library 207	294-1614
Pre-Professional Advisor	Dr. Turner	Lee Drain 300	294-1540
Police		Sam South	294-1000
Psychological Services		919 Bearkat Blvd	294-1210
Registrar's Office	Teresa Ringo	Estill	294-1052
Change of Address, Phone	Staff	Estill	294-1048
NCAA Continuing Eligibility	Angela Buckner	Estill	294-1061
Registration/Transcripts	Staff	Estill	294-1040
Residence Life	Staff	Residence Life	294-1717
Bearkat One Card	Staff	Estill	294-2273
Meal Plans	Staff	Residence Life	294-1812
SAM Center		CHSS Rm. 170	294-4444
Science (Dean)	Dr. John Pascarella		294-3620
Scholarships	Staff	Estill	294-4861
Athletics	John Holder	Mafrige 304	294-2799
Departmental	See Academic Dept.		
General	Financial Aid	Estill106	294-1724
ROTC	Military Science Dept.	3 rd Floor	294-1306
Student Services		LSC 303	294-1784
Career Planning and Placement	Staff	AB4	294-1713
Counseling Services	Staff	Lee Drain Anx	294-1720
Health Center	Staff	16 th St & Ave J	294-1805
Insurance, Student Group	Staff	16 th St & Ave J	294-1843
Legal Services		Lee Drain 102	294-1717
Veteran's Services	Staff		294-2642

APPENDIX B

NCAA ELIGIBILITY

FIRST YEAR

- Must be enrolled for a minimum of 12 hours per semester
- Must pass 24 hours during Academic year.
 - 6 hours must be completed during each long semester (Fall & Spring)
 - A total of 18 hours must be completed during the two long semesters
 - Only 6 hours of developmental/remedial courses may be utilized during this 1st year
- Must have earned a minimum of a 1.8 overall GPA by the close of First Academic Year

SECOND YEAR

- Must be enrolled for a minimum of 12 hours per long semester
- Must pass 24 hours during Academic year
 - 6 hours must be completed during each long semester (Fall & Spring)
 - A total of 18 hours must be completed during the two long semesters
- Must designate a degree plan
- Must have completed 40% of the degree and maintain a 1.9 overall GPA by the close of Second Academic Year

THIRD YEAR

- Must be enrolled for a minimum of 12 hours per semester
- Must pass 24 hours during Academic year
 - 6 hours must be completed during each long semester (Fall & Spring)
 - A total of 18 hours must be completed during the two long semesters
- Must have completed 40% of course requirements in Student's Specific Degree Plan by the start of the Third Academic Year
- Based on a 120 hour degree plan the minimum hours would be 48
- Must have earned a minimum of a 1.9 overall GPA by the start of Third Academic Year
- Must have completed 60% of degree and maintain a 2.0 overall GPA going into 4th year

FOURTH YEAR

- Must be enrolled for a minimum of 12 hours per semester
- Must pass 24 hours during Academic year
 - 6 hours must be completed during each long semester (Fall & Spring)
 - A total of 18 hours must be completed during the two long semesters
- Must have completed 60% of course requirements in Student's Specific Degree Plan by the start of the Fourth Academic Year
- Based on a 120 hour degree plan the minimum hours would be 72
- Must have earned a minimum of a 2.0 overall GPA by the start of Fourth Academic Year
- Must have completed 80% of the degree and maintain a 2.0 overall GPA going into 5th year

FIFTH YEAR

- Must be enrolled for a minimum of 12 hours per semester
- Must pass 24 hours during Academic year
 - 6 hours must be completed during each long semester (Fall & Spring)
 - A total of 18 hours must be completed during the two long semesters
- Must have completed 80% of course requirements in Student's Specific Degree Plan by the start of the Fourth Academic Year
- Based on a 120 hour degree plan the minimum hours would be 96
- Must have earned a minimum of a 2.0 overall GPA by the start of Fifth Academic Year

***TO BE ELIGIBLE TO PARTICIPATE (BASED ON A 120 HOUR DEGREE PLAN):**

- 2nd Year: 24 hours passed during preceding year with 18 from long semesters including 6 each semester 1.8 overall GPA At the end of the 2nd year going into the 3rd year: 40% of degree requirements met (48 hours)
- 3rd Year: 24 hours passed during preceding year with 18 from long semesters including 6 each semester 1.9 overall GPA At the end of the 3rd year going into the 4th year: 60% of degree requirements met (72 hours)
- 4th Year: 24 hours passed during preceding year with 18 from long semesters including 6 each semester 2.0 overall GPA At the end of the 4th year going into the 5th year: 80% of degree requirements met (96 hours)
- 5th Year: 24 hours passed during preceding year with 18 from long semesters including 6 each semester 2.0 overall GPA



IMPORTANT ACADEMIC DATES 2015-2016

FALL 2015

August	24, 25	Monday, Tuesday	Scholarship/Registration Process
	26	Wednesday	Classes Begin
September	11	Friday	12th Class Date
			December 2015 Graduation Deadline
			Spring 2015 Class Schedule/Online
	14	Monday	Grade Sheet #1 Issued
	22	Tuesday	Grade Sheet #1 Due
	28-9/10		SAM Center Team Academic Advising/Assigned Team Times
October	12	Monday	Grade Sheet #2 Issued
	1-30		Athletic Academic Advising Individual Appointments
	20	Tuesday	Grade Sheet #2 Due
November	8	Sunday	*Athletic Registration*
	16	Monday	Grade Sheet #3 Issued
	24	Tuesday	Grade Sheet #3 Due
December	4	Friday	Last Class Day
	7,8,9,10, 11,12	Friday, Saturday	Finals
			Graduation

SPRING 2016

January	11,12	Monday, Tuesday	Scholarship/Registration Process
	13	Wednesday	Classes Begin
	19	Tuesday	Fall/Summer Class Schedule/Online
			Notification/file for Official Degree
			Plan with your Major Department
	29	Friday	Official Degree Plans Due
			12th Class Date
			May 2016 Graduation Deadline
February	15	Monday	Grade Sheet #1 Issued
	15-26		SAM Center Team Academic Advising/Assigned Team Times
	23	Tuesday	Grade Sheet # 1 Due
	22- 3-18		Athletic Academic Advising Begins Individual Appointments
			Summer School Class Approval
March	20	Sunday	Athlete Registration
	21	Monday	Grade Sheet #2 Issued
	29	Tuesday	Grade Sheet #2 Due
April	18	Monday	Grade Sheet #3 Issued
	26	Tuesday	Grade Sheet #3 Due
	29	Friday	Last Class Day
May			
	2,3,4,5		Finals
	6,7	Friday, Saturday	Graduation