

**Arkansas
Tech
University
Student
Athlete
Handbook**



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Dear Arkansas Tech Student-Athletes,

As Director of Intercollegiate Athletics, my goals are for you to attain athletic and academic success, for you to earn a college degree, and for you to win championships. I have high expectations for each of you: to work your hardest both academically and athletically. Although you may not yet know what you want to study or what role you will play within your team, as a Tech student and a Division II athlete, you know that you must always work hard academically and athletically for your own personal success and for your team's success. The fruits of your hard work will only be realized if you have a plan to achieve excellence. You must set both academic and athletic goals for yourself.

The extent to which you will reach your goals will mainly depend on you. You must know what is required of you to remain in good academic standing with the University. You must know what is required of you to graduate from the University. You must know what is required of you to establish eligibility to compete, practice, and receive financial aid. You must know what your coach expects of you as a student and as an athlete.

The Student-Athlete Handbook includes important and useful phone numbers; NCAA, athletic department, and university policies and procedures, and some general information that you must know. It is one of the many tools that will assist you in your quest for academic and athletic success and it is your responsibility to know the information in this handbook.

You are responsible for knowing what is expected of you as a student and as an athlete. This handbook is not intended to be your only guide to navigating Arkansas Tech. It is a resource that should be reviewed often and used in conjunction with information and requirements published by your college and your academic department.

Best of luck for a terrific 2006-2007!

Steve Mullins

TECH ATHLETICS MISSION STATEMENT

The mission of Arkansas Tech University is to offer instruction, conduct research, and provide service to the citizens of Arkansas. The mission of the Division of Intercollegiate Athletics is to provide and operate an intercollegiate athletic program that is an integral part of the university. In accordance with the university's mission, the Division of Intercollegiate Athletics operates all of its programs in a manner consistent with the pursuit of intellectual inquiry, educational discovery, and academic success. To this end, the Division of Intercollegiate Athletics conducts, supervises, and evaluates a broad based, comprehensive program of intercollegiate athletic sports and operates an academic support program for student-athletes. The Division of Intercollegiate Athletics supports equitable opportunities for all students and staff including women and minorities in its programs. The intrinsic value to the participant is the primary criterion by which the worth of the program is judged. The Division of Intercollegiate Athletics provides the personnel and program, including community service, that are necessary to enable student-athletes to pursue excellence in developing personal, academic, and athletic skills and, in so doing, supports the university in achieving its mission.

SPORTSMANSHIP AND ETHICAL CONDUCT

Participation in athletics serves to develop not only physical skills, but also character, civility, and sportsmanship. As a student-athlete at Arkansas Tech University, you represent your team, the athletics department, and the university at all times, whether in the playing arena or outside the playing arena. As a representative of Arkansas Tech you are expected to represent yourself with the highest standards of honesty, integrity, and sportsmanship at all times. You must always exhibit the honor and dignity of fair play and uphold the standards of ethical conduct established by the NCAA, the Gulf South Conference, and Arkansas Tech.

Sportsmanship is accepting victory or defeat graciously. It is not only the absence of negative public actions, but also it is the existence of outward positive actions. Some behaviors deemed unsportsmanlike by Arkansas Tech and the Gulf South include: verbal or physical abuse of game officials, opponents, coaches, university or conference administrators, or spectators; public criticism of game officials, opponents, coaches or university or conference administrators; use of obscene or otherwise inappropriate language or gestures; throwing objects and any other action that violates the generally recognized ethical standards of athletics participation. Unsportsmanlike conduct may result in disciplinary action being taken against a student-athlete.

GUIDELINES FOR CONDUCT

Student-athletes are one of the most visible groups in the University community due to their public exposure via the competitive arena and the media. Consequently, what they do and the way in which they do it are often subject to scrutiny by other members of the campus community. Student-athletes are, therefore, placed in a position which requires exemplary behavior, particularly in the classroom.

Basic courtesy and responsibility as a representative of the athletics department require that all student-athletes:

- ◆ Treat instructors and classmates with courtesy and respect.
- ◆ Arrive to class on time and not leave early.
- ◆ Be prepared for class.
- ◆ Be attentive in taking notes and active in participating in class discussions.
- ◆ Notify instructors in advance when competition or travel requires missed classes.
- ◆ Discuss with the instructor in advance the procedure to be followed if competition necessitates missing an examination or assignment deadline.

When student-athletes do things in groups with other student-athletes, their behavior invites judgments of student-athletes as a group. Student-athletes behavior should reflect positively on the athletics department in general and specific sports in particular. Behavior has a definite impact on the reputation of the athletic department and the attitude the campus community has toward the entire athletics program.

Similarly, student-athlete conduct will be closely scrutinized during campus events, travel, and competition off-campus. Student-athletes are looked upon as role models, particularly by young children; it is important that personal conduct be above reproach at all times. It is expected that representatives of Arkansas Tech University, either at the University or on road trips, will:

- ◆ Abide by all team rules, training rules, and travel rules as outlined by the head coach.
- ◆ Dress appropriately.
- ◆ Be courteous to, patient with, and cooperative with fans, officials, community people, and media personnel.
- ◆ Refrain from use of inappropriate language, signs or symbols of unsportsmanlike conduct.
- ◆ Refrain from loud, attention-drawing, or discourteous behavior when traveling, staying in hotels, visiting other campuses.

Student-athletes who do not conform to the stated expected behavior of this code could be subject to discipline. The discipline may range from a warning to dismissal from the team, or reduction/withdrawal of athletically related financial aid.

GULF SOUTH CONFERENCE CODE OF CONDUCT AND ETHICAL BEHAVIOR

1. Exemplary conduct is expected from every Gulf South Conference member institution's representatives, whether employees, volunteers or competitors, while traveling to and from an event, during all pre-event and post-event functions and practices, and during the entire event. This standard applies whether or not the opponent is a GSC member.
2. Athletics administrators at GSC member institutions will ensure that a safe and comfortable environment exists at all hosted events.
3. The "Good Sportsmanship" statement found in the GSC Operating Manual, or a customized similar statement approved by the Commissioner, will be read over the public address at all events hosted by every GSC member.
4. All GSC head, assistant, volunteer, graduate assistant and undergraduate assistant coaches will conduct themselves in a professional manner prior to, during and after all GSC contests and events. No negative statements regarding GSC officials or employees will be made at post-game interviews, nor will there be public criticism of the conference by such coaches.
5. No GSC member institution's student athletes, coaches, or athletic personnel will make any negative statements, chatter, gestures or signs towards the opposing team and its members.
6. In cases in which other GSC member institutions are involved in the same event, GSC member schools' coaches, athletics administrators and employees, and student athletes may only support other GSC schools during their competition against non-GSC foes OR remain silent. There shall be no open rooting for the

7. Non-GSC teams nor shall there be any public negative rooting against fellow GSC teams.
8. It is expected that these rules will be enforced in competitions involving non-GSC members to the greatest extent possible.

The failure to comply with this Code of Conduct and Ethical Behavior violates GSC Bylaw Article XV and GSC Constitution Article 11 (PURPOSE and ETHICAL CONDUCT) and Article III (RESPONSIBILITIES OF MEMBERSHIP). Violations **must** be reported to the Commissioner within 24 hours. Violations are subject to penalties imposed by the Commissioner per GSC Bylaw Article 11, Section 6-A, C,

E, F, H and N. Penalties may include suspensions, fines, probation, banning from events or teams, vacating championships and awards, or any other penalties not specifically covered in the GSC Operating Manual.

GAMBLING

Per NCAA regulations, staff members of the athletic department (coaches, administrators, training room, staff, etc) and student-athletes cannot knowingly provide information to assist individuals involved in organized gambling activities concerning intercollegiate athletic competition, solicit a bet on any intercollegiate team, accept a bet on any team representing an institution, solicit or accept a bet on any intercollegiate competition for any kind of tangible value (cash, t-shirt, dinner) or participate in any gambling activity that involves professional athletics through a bookmaker, parlay card or any other method employed by organized gambling. If a student-athlete is caught gambling, his/her eligibility to participate in intercollegiate athletics will be jeopardized.

ARKANSAS TECH UNIVERSITY DEPARTMENT OF ATHLETICS DRUG ABUSE PREVENTION PROGRAM

It is our goal to provide an environment for all student athletes that allows them to develop their individual talents so they can reach their full potential as student athletes and citizens. The ATU athletic staff further believes that this environment should include sound consideration of possible obstacles that a student athlete could encounter in striving to reach his or her potential. It is our desire, therefore, to educate our student athletes about the effects of drugs (both long and short term) on their performance and, much more importantly, on their lives.

Beyond education, we are also committed to the concept of testing as a means to deter the use of drugs by student athletes. To this end, the University conducts a year round testing program involving the random selection of student athletes from all sports. Prior to the beginning of the school year, each student athlete will sign a consent form, authorizing the administration of a drug test, if selected, through a random procedure. A signed consent form is a requirement for participation in the University athletic program. Additionally, the NCAA conducts a drug testing program in conjunction with its championship competitions. All student athletes are required to sign a drug testing consent form as a condition for participation in practice and game activities. The NCAA also conducts a year round drug testing program in the sport of football. ATU fully supports the NCAA program. It is our hope that the combination of education and testing will lessen the likelihood of ATU student athletes utilizing substances that can adversely affect their lives.

NCAA DRUG RULE

A student-athlete who is found to have used a banned drug shall be declared ineligible for all regular season and post season competition through the period of time ending one calendar year after the positive drug test and until the student-athlete tests negative. After being restored to eligibility pursuant to a prior positive drug test, the student-athlete shall suffer a lifetime ban from regular season and post-season eligibility. A student-athlete testing positive for the use of a “street drug” after restoration of eligibility shall suffer the loss of one season of competition in all sports and shall remain ineligible for regular season and post season competition at least through the next calendar year. Additionally, possession of street drugs is a crime in Arkansas and if possessed on campus, is a violation of the Student Code of Conduct. Student offenders of these laws and regulations will be subject to disciplinary action, including possible suspension and dismissal from the University or criminal charges in the State court system. *If the student-athlete chooses to terminate participation in his/her sport without fulfilling counseling and/or a rehabilitation program, he/she will automatically progress to the next offense.*

Many nutrition/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional/dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact their institution's team physician or athletic trainer for further information.

The following is a list of banned-drug classes, with examples of substances under each class:

- (a) **Stimulants:** amiphenazole, amphetamine, bemigrade, benzphetamine, bromantan, caffeine¹ (guarana), chlorphentermine, cocaine, cropropamide, crothetamide, diethylpropion, dimethylamphetamine, doxapram, ephedrine (ephedra, ma huang), ethamivan, ethylamphetamine, fencamfamine, meclofenoxate, methamphetamine, methylenedioxymethamphetamine [MDMA (ecstasy)], methylphenidate, nikethamide, pemoline, pentetrazol, phendimetrazine, phentermine, phenylephrine, phenylpropanolamine (ppa), picrotoxine, pipradol, prolintane, strychnine, synephrine (sitrus aurantium, zhi shi, bitter orange), and related compounds
- (b) **Anabolic Agents:** anabolic steroids, androstenediol, androstenedione, boldenone, clostebol, dehydrochlormethyltestosterone, dehydroepiandrosterone (DHEA), dihydrotestosterone (DHT), dromostanolone, fluoxymesterone, gestrinone, mesterolone, methandienone, methenolone, methyltestosterone, nondrolone, norandrostenediol, norandrostenedione, norethandrolone, oxandrolone, oxymesterone, oxymetholone, stanozolol, testosterone², tetrahydrogestrinone (THG), trenbolone, and related compounds. Other anabolic agents: clenbuterol.
- (c) **Substances Banned for Specific Sports**
 - Rifle: alcohol, atenolol, metoprolol, nadolol, pindolol, propranolol, timolol, and related compounds
- (d) **Diuretics:** acetazolamide, bendroflumethiazide, benzthiazide, bumetanide, chlorothiazide, chlorthalidone, ethacrynic acid, flumethiazide, furosemide, hydrochlorothiazide, hydroflumethiazide, methyclothiazide, metolazone, pllythiazide, quinethazone, spironolactone, triamterene, trichlormethiazide, triamterene, trichlormethiazide, and related compounds
- (e) **Street Drugs:** heroin, marijuana³, THC (tetrahydrocannabinol)³
- (f) **Peptide Hormones and Analogues:** chorionic gonadotrophin (HCG – human chorionic gonadotrophin), corticotrophin (ACTH), growth hormone (HGH, somatotrophin). All of the respective releasing factors of the above-mentioned substances also are banned. eythropoietin (EPO), sermorelin
- (g) **Definitions of positive depends on the following:**
 - ¹for caffeine – if the concentration in the urine exceeds 15 micrograms/ml
 - ²for testosterone – if the administration of testosterone or use of any other manipulation has the result of increasing the ratio of the total concentration of testosterone to that of epitestosterone in the urine to greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.

³for marijuana and THC – if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.

ALCOHOL CONSUMPTION

Alcohol is a drug. As a drug, it has the potential for abuse by all those who use it. In our society, alcohol is highly visible and its use heavily promoted. As a result, the dangers of alcohol consumption are often minimized and/or not fully understood.

Aside from the medical consequences of excessive alcohol consumption, there is always the impairment of judgment from even modest amounts of alcohol consumption. As a student-athlete, your ability to reason and make sound judgments is crucial to your success. Consumption of alcohol will affect your judgment and can create significant problems for you.

If you are under 21, it is illegal to consume or possess alcohol in the State of Arkansas. Public intoxication, on or off campus, and the use or display of alcoholic beverages in any public areas of the residence halls and all other areas of campus are violations of the Student Code of Conduct. Student offenders will be subject to disciplinary action, including possible suspension and dismissal from the University or criminal charges in the state court system.

It is in your best interest to refrain from alcohol consumption while a student-athlete at ATU. If you choose to consume alcohol, consider carefully the legal, medical, and psychological consequences which can result from its use. For further information, you are invited to discuss this with the ATU athletic training staff, your coach, or your family physician.

TOBACCO USE

Tobacco is an addictive drug. Repeated studies have shown that nicotine, the major component in all forms of tobacco, can result in addiction just as with other drugs. Numerous other studies also have confirmed the link between tobacco use and a whole range of medical problems, including a variety of cancers.

During the past few years, there has been a rise in the use of smokeless tobacco, particularly among young people. The medical dangers associated with smokeless tobacco also are widespread. In an attempt to discourage the use of this product by student-athletes and others associated with collegiate athletics, the NCAA has prohibited its use by all personnel during practice and competition. Players, coaches, managers, trainers, etc. observed using smokeless tobacco products before or during competition will be immediately ejected from that contest, in accordance with GSC regulations.

If you value your health, you will refrain from the use of any and all tobacco products.

ATHLETIC DIRECTORY

Name *Head Coach	SPORT	OFFICE #	HOME #	CELL #	FAX #
Aspel, Tom*	Cross Country	968-0213	968-4272	857-4527	498-6036
Beavers, Ericka	Athletic Secretary	968-0337	229-1772	264-4437	964-0538
Boone, Paul	Maintenance	968-0212	n/a	857-2854	498-6036
Boyum, Les	Asst. Football	968-0346	n/a	479-799-3756	968-0647
Crafton, James	Maintenance	968-0212	968-6331	970-6058	498-6036
Davis, Abby *	Tennis & SAAC	498-6071	n/a	970-8539	498-6072
Davis, Kelly	Dir. of Corp/Foundation Rel. 66	964-0531	880-1872	747-3920	964-0839
DeBlack, Tom	Faculty Athletic Rep.	968-0342	501-329-7798	501-514-3787	964-0812
Downey, Mark*	Head Men's Basketball	968-0365	n/a	504-289-0862	498-6040
Erwin, Lisa*	Trainer (968-0273 TC)	968-0642	n/a	264-3937	498-6044
Falconer, Dave *	Men's Golf & Facilities	968-0212	967-5650	n/a	498-6036
Goss, Billy *	Baseball	968-0648	890-6782	264-8110	968-0648
Greenberg, Ben	Sports Information Director	968-0645	n/a	970-3919	964-0829
Gregory, Peggy	Athletic Secretary	968-0345	284-5581	n/a	498-6036
Jones, Benyard	Asst. Football & Compliance	964-3205	n/a	479-970-1797	968-0647
Kale, Kristy *	Volleyball & SWA	964-0513	n/a	223-0046	964-0537
Linker, Brent	Maintenance	968-0212	890-9129	970-2426	498-6036
McCrotty, Wes	Asst. Baseball	968-0211	n/a	858-1272	968-0648
Mullins, Steve *	AD & Football	968-0352	964-0166	264-0447	968-0647
Pambianchi, Gidget*	Head Softball	964-3231	n/a	870-723-0370	964-3231
Rachel, Becky	AD & Football Secretary	968-0245	968-6916	264-0445	968-0647
Rambo, Elizabeth	Asst. Softball	964-3232	967-0265	334-220-6839	964-3231
Ricono, Gregg	Asst. Football - Off. Coord.	968-0351	n/a	870-723-3967	968-0647
Schaefer, Todd *	Women's Basketball & Golf	968-0285	858-6318	264-7813	964-3246
Tanner, Jerry	Maintenance	968-0212	968-4489	264-4598	498-6036
Waldon, Brett "Duke"	Asst. Trainer (968-0273 TC)	968-0642	n/a	479-970-3917	498-6044
Wallace, Ryan	Asst. Football	964-3203	967-0082	870-270-7353	968-0647
Wheeler, Dave	Asst. Football - Def. Coord.	968-0282	858-7219	970-1798	968-0647
White, Amy*	Asst. WBB & Women's Golf	964-0538	n/a	501-941-9993	964-3246
Whitinger, Amy	Asst. Trainer (968-0273 TC)	968-0642	n/a	479-223-0396	498-6044
Williams, Greg	Asst. Football	968-0360	n/a	773-619-0472	968-0647
Young, Kurt	Asst. MBB, Asst. Compliance	964-3263	n/a	859-433-9185	498-6040

STUDENT ATHLETE ADVISORY COMMITTEE

A student-athlete advisory committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. The SAAC also offers input on the rules, regulations and policies that affect student-athletes' lives on NCAA member institution campuses.

Though the focus of campus SAACs is intended to be more parochial in nature, communication among campus, conference, and national SAACs offers student-athletes the opportunity to shape the landscape of intercollegiate athletics.

Functions of campus SAACs:

- Promote communication between athletics administration and student-athletes.
- Disseminate information.
- Provide feedback and insight into athletics department issues.
- Generate a student-athlete voice within the campus athletics department formulation of policies.
- Build a sense of community within the athletics program involving all athletics teams.
- Solicit student-athlete responses to proposed conference and NCAA legislation.
- Organize community service efforts.
- Create a vehicle for student-athlete representation on campus-wide committees (e.g., student government).
- Promote a positive student-athlete image on campus.

Members of a campus SAAC have the opportunity to address issues affecting student-athletes at their institution or in their conference; furthermore, members have the opportunity to offer input on issues that may be national in scope.

The campus committee is meant to serve as a local student-athlete voice in addressing issues of student-athlete welfare at its respective institutions. Campus committees can facilitate better communication among student-athletes from various athletics teams to address issues common to all.

The campus SAAC may also serve as a conduit of communication among student-athletes, coaches and athletics administrators on issues to improve the student-athlete experience and promote growth and education through sports participation. Concern can be voiced and solutions offered regarding any issue that may be relevant to NCAA student-athletes.

Through the grass-roots efforts of campus SAACs, and their communication to the conference SAACs and the conference SAAC communication to the national office, student-athletes have the opportunity to change the face of intercollegiate athletics.

Information taken from "Student-Athlete Advisory Committee" brochure found at www.NCAA.org.

If you have any concerns you would like the TECH SAAC to address please contact your SAAC representatives. You may also contact coach Abby Davis (479) 498-6071.

TIME COMMITMENT

As a student athlete, you are required to balance the demands of being both a student and an athlete. The time commitments to be successful in both the classroom and on the field or court are great; however, it can be done. Advance planning and perseverance can help you achieve success in both areas. Don't hesitate to speak to your coach or instructors if and when you need help. Additionally, student athletes may not participate in athletic related activities beyond a certain number of hours per week in accordance with NCAA regulations. During your competitive season, you may not engage in athletics activities amounting to more than 20 hours per week. During your non-competitive time, all "off season" conditioning related activities may not total more than eight hours per week. This eight hour per week total includes no more than two hours per week for individual skill instruction. If you have questions about the time commitments required of you, speak to your coach, SAAC representative, faculty athletic representative or an athletic administrator.

Facebook and Other Social Networking Sites

Arkansas Tech University supports and encourages the individuals' expression of first amendment rights of free speech. This includes participating in online social networking sites (e.g. Facebook, Myspace.com, etc.).

While ATU and the Athletic Department do not place any restrictions on the use of any of these (and other) networking sites, we do want to remind you that as a member of the Arkansas Tech University Athletic Department, you are a representative of the university and always in the public eye.

Please be aware that even though your information on a website such as Facebook can "technically" only be viewed by others with "atu.edu" addresses; there is always ways for computer savvy users to access your information. Plus those with "atu.edu" addresses can include administrators, parents, strangers, potential employers and others. It is recommended that you should consider some of the following points as you are posting on one of these websites:

- Before participating in any online community, understand that anything posted online is available to anyone on the planet. Any text or photo placed online is completely out of your control the moment it is placed online-- **even if you limit access to your site.**
- Do not post information, photos, or other items online that could embarrass you, your team, or the University. This includes but not limited to information, photos, quotes, and items that may be posted (tagged) by others on your page.
- Be aware of who you add as a friend to your site-- many people are looking to take advantage of student-athletes, while others want to get close to student-athletes to give them a sense of membership in the team.
- Exercise caution as to what information you post on your website about your whereabouts, class schedules, practice schedules, or plans. You could be opening yourself up to predators such as stalkers, rapists, and thieves.
- Pictures of illegal or irresponsible acts could open you up to criminal or judicial investigations.
- Threatening language directed at an individual is a crime.
- "Partying", "boozing", and "smoking" probably are not appropriate hobbies that you want the world to see that you have.
- Employer representatives who you may meet at a Career Fair might be an alum and will likely look you up on one of these "social networks".
- Fans from opposing teams have downloaded images or information and used it to taunt student-athletes, their teammates, and program.
- Please use **common sense** when publishing anything on the Internet or visiting web sites.

The University, including coaches and administrators, has the right to monitor these web sites.

These student-athletes could face discipline and even dismissal for violation of the standards or philosophies of the University, the Athletic Department and/or the NCAA.

HAZING

Hazing or harassment of student-athletes is specifically prohibited. Hazing is defined as:

(1) Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others which is directed against any other student and done for the purpose of intimidating the student attacked by threatening him with social or other ostracism or of submitting such student to ignominy, shame, or disgrace among his fellow students, and acts calculated to produce such results; or

(2) The playing of abusive or truculent tricks on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others, upon another student to frighten or scare him; or

(3) Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others which is directed against any other student done for the purpose of humbling the pride, stifling the ambition, or impairing the courage of the student attacked or to discourage him from remaining in that school, college, university, or other educational institution, or reasonably to cause him to leave the institution rather than submit to such acts; or

(4) Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others in striking, beating, bruising, or maiming; or seriously offering, threatening, or attempting to strike, beat, bruise, or maim; or to do or seriously offer, threat, or attempt to do physical violence to any student of any such educational institution or any assault upon any such student made for the purpose of committing any of the acts, or producing any of the results, to such student as defined in this section.

Because hazing often undermines group moral, spirit, and unity as well as often leads to personal hurt and degradation, the department and institution will not permit it in any form and will take disciplinary action against individuals and/or groups that haze. Student-athletes cannot be required or expected to participate in any hazing activity for any reason.

Pregnancy Policy

Arkansas Tech University abides by the athletic policies set by the N.C.A.A. and Arkansas Tech University Athletic Department. In regards to the matter of pregnancy the following policy has been developed and implemented.

1. Arkansas Tech University's Athletic Department does not provide medical coverage for gynecology and obstetrics conditions/problems. It is, therefore, the responsibility of the student-athlete to seek and be financially responsible for the medical coverage related to the suspected or realized pregnancy.
2. The pregnant student-athlete must be under the care of an obstetrician and provide written proof of such care.
3. Termination of participation in practice and competitive events because of pregnancy will be at the discretion of the student-athlete and based on the advice of the attending obstetrician. Ongoing membership of any team is contingent upon athletic promise and performance expectancies, the welfare of the team, and the student-athlete's academic welfare which are evaluated by the coaches involved.

The Athletic Department will abide by the attending obstetrician recommendations regarding participation prior to, during, and following pregnancy but assumes no responsibility for complications due to continued participation that may result in permanent damage to the fetus or termination of pregnancy before term.

In the terms of eligibility and financial aid regulations, the N.C.A.A. regards pregnancy within the same perspectives as an injury and/or illness.

ACADEMIC SUPPORT SERVICES

Arkansas Tech University and the Athletics Department provide academic support for our student athletes. However, we recognize that you, the student athlete, ultimately determine the course of your own academic and athletic career. Therefore, it is expected that you act responsibly to the Athletics Department, Arkansas Tech University, and most importantly to yourself. Below we list a number of areas in which we feel all TECH student athletes should take and show responsibility during their stay with the **WONDERBOYS AND GOLDEN SUNS FAMILY**.

SELECTING AND REGISTERING FOR COURSES

The Athletics Department is not in position to dictate your academic schedule. The Compliance Coordinator or a member of your coaching staff may offer advice to you about courses you should take in light of eligibility requirements and your competitive schedule. But, as a student athlete, you and your faculty advisor determine your class schedule. Be sure to register only in general education courses or courses listed on your official degree plan on file with your faculty advisor, because these are the only courses that will count toward your full-time enrollment status for athletic eligibility. You are responsible for registering for your classes for each semester at the earliest possible time available for our level of academic study to insure that you do not get closed out of the best class times that will fit your busy academic and athletic schedule. **REMINDER:** Any changes to your class schedule must be approved by the Compliance Coordinator. After appropriate signatures have been secured from your academic advisor and the Compliance Coordinator you may proceed to the registrars office to revise your class schedule.

DECLARATION OF A MAJOR

You must declare a major by the beginning of your third year (fifth semester) and make satisfactory progress toward that specific degree. This applies to students who enter ATU as freshmen and also to transfer students. NCAA regulations require that student-athletes declare a major by the beginning of their third year (fifth semester). This procedure is achieved through completion of a check sheet request form in the athletic academic advisor's office. Student-athletes also are required to make satisfactory progress toward that specific degree (see Eligibility). This applies to students who enter ATU as a freshman or as a transfer and remains in place until potential athletics participation eligibility is exhausted.

CHANGING YOUR MAJOR

Prior to initiating a change in major, report to both your academic and athletic advisors.

CHANGING YOUR SCHEDULE

Before changing your schedule you should meet with your assigned academic advisor. Schedule changes should also be discussed with the athletic academic advisor. Because it is often difficult to add a desired course, it is recommended that you follow the recommendations of your academic advisor, the athletic academic advisor, pre-register, and do well in your classes. Drop/Add deadlines are published each semester in the registration schedule.

PROBATION AND SUSPENSION

You will be placed on academic probation at the end of any term in which your semester grade point falls below 2.00 unless the cumulative grade point is 2.00 or higher. These criteria also apply to entering transfer students. Removal of probation will be accomplished by raising the cumulative grade point to 2.00 or higher.

Freshmen students who in a probationary semester fail to remove themselves will continue on probation for the following semester. Sophomore, junior, and senior students who in a probationary semester fail to remove themselves but achieve a 1.75 semester grade point will continue on probation for the following semester unless the academic suspension policy applies.

Suspension will be automatic for sophomore, junior, and senior students who in a probationary semester fail to achieve a 1.75 semester grade point; or who fail to remove themselves from probation within three successive full semesters. Students may combine summer term grades at Arkansas Tech with those of the spring semester immediately preceding in order to establish eligibility for retention in college.

Suspension means that the student will not be allowed to attend Arkansas Tech the succeeding regular semester; after one regular semester the student may be eligible for readmission on academic probation. Students receiving a second academic suspension will be eligible to seek readmission one year from the date of suspension. Students who believe there are extenuating circumstances which would justify earlier readmission must appeal to the Vice President of Academic Affairs for a hearing with the Admissions Council. Students who meet the semester/year stipulation must file a request for readmission with the Registrar's Office.

ELIGIBILITY

In order to practice and compete in a sport at ATU, you must earn at least 24 academic semester hours per year and must be making normal progress toward an academic degree. Eligibility is based upon satisfactory progress which states that:

1. You must be enrolled for a minimum of 12 semester hours in order to practice and compete. If at any time you fall below 12 hours, you become immediately ineligible for practice and competition. Never drop a class without consulting your academic advisor and athletics academic advisor.
2. You must successfully pass a minimum of 24 semester hours each academic year in residence, or an average of 12 per semester.
3. No more than 6 semester hours necessary for satisfactory progress toward a degree may be earned during the summer sessions.
4. **You must earn a minimum GPA each academic year.** These are as follows:
 - At the completion of 24-semester hours: 1.80 GPA
 - At the completion of 48-semester hours: 1.90 GPA
 - At the completion of 72-semester hours: 2.00 GPA
 - At the completion of 96-semester hours: 2.00 GPA

REMAINING ELIGIBLE & ATTAINING YOUR DEGREE

To remain eligible and to graduate you must assume the attitudes and characteristics of a conscientious student. Specifically, you will be responsible for selecting your courses and registering, meeting all academic obligations, and being aware of your academic situation as it relates to your eligibility and graduation.

You are responsible for being aware of your current academic status. Your academic advisor or a member of the Athletic Department staff can inform you of the progress you have made toward meeting your eligibility and graduation requirements, so please ask for their advice at anytime in dealing with situations that you may not understand.

The grade report you receive each semester will give you an account of the past semester and a summary of your academic standing. Therefore, given the amount of information available to you in this semester grade report, you should have no excuse for being unaware of your academic status.

CLASS ATTENDANCE & ACADEMIC HABITS

In any given class a student's performance can be influenced by many different factors, such as the types of tests given, the student's high school preparation, and the extra-curricular demands of the semester, as well as various personal considerations. However, over time the single most important factor in determining a student's academic success is his/her personal study habits.

The Athletic Department expects you as a student athlete to develop a routine of class attendance and study habits that are conducive to academic success and to take advantage of the academic support which is made available to you through the excellent educational resources that are available on the campus of TECH.

EXCUSED ABSENCES DUE TO ATHLETICS PARTICIPATION

Five days prior to a scheduled athletic event the student athlete must submit a “Request to Make Up Academic Work” form to all of his/her instructors of classes that will be missed, and request to make up the academic work that will be missed. You can get these forms from your coach. It should be pointed out that the only thing “excused” by the policy is your presence in class. You are still responsible for the material covered in class. Therefore, you should meet with your instructor prior to the event for information given in class such as notes, assignments, or to schedule a make up test. So, it is very important to attend your class every time it meets because any other excessive class time missed may be reflected in the grade you are assigned.

FINANCIAL AID

An athletic grant-in-aid or scholarship may consist of up to tuition, fees, room, board, and books. There are several guidelines concerning financial aid with which the student-athlete should be familiar:

1. **Grant-in-aid:** Each grant-in-aid can be for up to one academic year (fall and/or spring semester). Summer school is not covered by your grant-in-aid. Student athletes should be aware that full and partial scholarships do not automatically cover four years. In most situations, the renewal of scholarship is up to each head coach.

Student-athletes are notified of financial aid renewals or nonrenewals on or before July 1 before the academic year in which it is to be effective. Notification comes from the financial aid office and not the athletic department. If the decision is made not to renew or reduce financial aid for the ensuing academic year, the student-athlete has the right to appeal the decision to the University Scholarship Committee.

A). Appeal Policy

Within five working days after the student-athlete receives notification that his or her athletic financial aid will not be renewed, the student-athlete must submit an appeal in writing to the University Scholarship Committee. This letter of appeal should have attached any documents that are to be considered. The committee will meet within ten working days of the appeal. General Counsel will serve as an advisor to the committee and have no vote.

The student-athlete may make a presentation to the University Scholarship Committee. This presentation shall not exceed ten minutes. The student-athlete and the head coach may each have one person present who serves in an advisory capacity only. The advisor will not be permitted to participate in the hearing process.

After hearing from both parties, the Committee will adjourn into executive session, where it will make a decision by a majority vote. The Committee will reach its findings and recommendations within ten working days of the close of the hearing. Copies of the findings and recommendations will be made available to all parties in the proceeding. No further administrative review shall be available to the student-athlete.

2. **Reduction and Cancellation of grant-in-aid:** Athletic grant-in-aids may be reduced or canceled during the period of the award, if the recipient:
 - a) *Renders himself or herself ineligible for intercollegiate competition;*
 - b) *Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement;*
 - c) *Engages in misconduct warranting substantial disciplinary penalty or*
 - d) *Voluntarily withdraws (quits) from a sport at any time for personal reasons.*
3. **Employment:** Student athletes may receive payment for work actually performed and at a rate commensurate with the normal rate for the locality for similar

- services. Student athlete may work on or off campus and are subject to normal guidelines for other employees and student workers. Student athletes who work on campus are employed through the normal work study process.
4. **Acceptance of gifts:** All student-athletes should remember that acceptance of financial assistance or gifts from a booster agent, or person outside your family is an NCAA violation and can result in your suspension and loss of athletics eligibility.
 5. **Federal aid eligibility:** Like all students at ATU, a student-athlete must maintain minimum academic standards in order to receive federal financial aid (Pell Grant, SEOG, SSI, Stafford Loans, Parent Loans, and Federal Work Study). A policy statement is available upon request from the Financial Aid Office.

ROOM AND BOARD

Some grants-in-aid specify a dollar amount for room, board, or both. All room and board scholarships are applied to the individual student account. If a student is eligible and elects to move off campus, the room and board portion of the grant-in-aid will be permanently forfeited.

A student-athlete who wishes to live on campus should make arrangements with Residence Life. An application, contract, and nonrefundable \$25 application fee are required. Arrangements for meal plans are made through Student Accounts.

Student-athletes who live and eat on campus have a number of room and board options. Actual charges for on-campus room and board vary depending on which options the student elects. Credit from the athletic scholarship is limited to the dollar amount specified in the grant-in-aid.

MEDIA RELATIONS – SPORTS INFORMATION

The Arkansas Tech Sports Information Office responds to requests made by radio, television, and print representatives for information and commentary on all aspects of the athletic programs at Arkansas Tech University. In order to accomplish this important public communication, the Sports Information Office relies on the coaches, student-athletes, and administrators of the athletic department for their support and for the vital flow of information.

It is the philosophy and responsibility of the Sports Information Office to provide the following services for the athletic programs at Arkansas Tech University to:

- ◆ Expedite and encourage media interest.
- ◆ Provide a comfortable, professional venue for media coverage.
- ◆ Promote Arkansas Tech University athletics by providing the media with basic, complete information.
- ◆ Create interest and support for the programs' positive aspects.

The specific responsibilities of the Sports Information Office are to:

- ◆ Write, edit and publish any material for use by media representatives, including news releases pertaining to the activities and statistics of the various sports, contests, programs and media guides for each sport.
- ◆ Maintain current and historical files for all sports, including information on teams, individual athletes and coaches.
- ◆ Arrange interviews with media representatives for coaches and student-athletes.
- ◆ Direct media activities at athletic events including:
 - a) serving as hosts to representatives from radio, television and print media
 - b) issuing working press credentials for press box and sideline coverage
 - c) supervising required statisticians at home contests
 - d) responding to requests for information from opponents' sports information offices for both home and away contests
 - e) reporting contest results to media as well as the Gulf South Conference and NCAA

STUDENT-ATHLETE'S GUIDE TO WORKING WITH THE MEDIA

Expectations of the Student-Athlete

All student-athlete interviews go through the sports information office. The sports information office will arrange a time and place for the interview that is convenient for both the student-athlete and the interviewer.

The student-athlete is expected to be present and on time for the interview. If he or she cannot, he or she is expected to contact the sports information office by calling (479)968-0645. Otherwise, it will be assumed that the student-athlete will come to the

interview because he or she has an obligation to his or her institution, themselves and the news media as stated by the NCAA communications Committee.

Coaches interviews are not always handled directly through the sports information office because we are fully aware of their schedules.

Media Guidelines from the NCAA Communication Committee

Cooperate. The NCAA lists this as an important aspect of a student-athlete's athletic experience. Cooperating with the media will provide tremendous promotional benefits for the athlete and the institution. The NCAA Communications Committee explicitly states that athletes have a responsibility to the institution, their teammates and themselves to cooperate with the media. They also have an obligation to the fans of the institution's programs and fans from their hometown.

Learn. Through communicating with the media, student-athletes have the opportunity to develop communication skills that can last a lifetime. Strengthening communication skills will help you not only during your intercollegiate career, but in future professional and business careers as well.

Be punctual. It is important to be punctual for all interviews whether they are in-person or by telephone. The student-athlete should notify the sports information office if there are any problems that will delay or make his or her appearance at a scheduled interview impossible.

Use Caution. You do not have to answer a question if you do not wish to do so. A proper response might be "I'd rather not discuss that subject."

Also, never agree to an interview unless arrangements for that interview have been made through the sports information office.

Always Ask. Seek counsel from a member of the sports information office if you are uncomfortable with the questions, answers or general tone of the interview.

Present a Positive Impression. Impressions are made through the interview, feature stories and their demeanor. A student-athlete must remember at all times that he or she is representing his or her institution, his or her teammates and his or her coaches during all interviews.

-Information taken from "Media Guidelines," which was developed and published by the NCAA Communications Committee.

Student-Athlete's Guide to Working with the Media

Things you SHOULD do during an interview:

- ◆ Be confident
- ◆ Think ahead
- ◆ Relax and think positively
- ◆ Keep direct eye contact and stay focused.
- ◆ Educate reporters about your sport.
- ◆ Praise your teammates, credit your coaches.
- ◆ Keep your cool.

- ◆ Speak in short, complete sentences.
- ◆ Think before you speak – silence is sometimes the best answer.
- ◆ Offer background information that the interviewer does not know.
- ◆ Look nice – your appearance counts.
- ◆ You are not obligated to answer any question you are not comfortable with this includes any questions regarding an injury.
- ◆ If you don't know the answer to a question, it is okay to just say "I don't know."
- ◆ Be on time for scheduled interviews and return phone calls.
- ◆ Have a game plan – identify two or three main points you want to get across.
- ◆ Be a gracious loser – it is a sure sign of a true champion.
- ◆ Enjoy the opportunity to show your best side and the institution's best side to the community.
- ◆ Always end the interview with a simple "thank you."

Things you SHOULD NOT do during an interview:

- ◆ Don't think of the media as the enemy – they are simply doing their jobs.
- ◆ Don't look down.
- ◆ Don't talk too fast.
- ◆ Don't say things that could come back to haunt you.
- ◆ Don't use technical language or sports jargon that the reporter and the general public will not understand.
- ◆ Don't speak for others (teammates, coaches).
- ◆ Don't swear.
- ◆ Don't blame officials or judges.
- ◆ Don't start every answer with "Well...."
- ◆ Don't use "Uhh..." or "You know..." Just answer the question.
- ◆ Don't speak 'off the record.' If you don't want it in the newspaper, don't say it.

STUDENTS RIGHT TO PRIVACY

Each student-athlete is given an opportunity to sign a Student Athlete Authorization/Consent for Disclosure of Protected Health Information to the Gulf South Conference, NCAA, and media. If a student chooses not to sign this form then no information regarding an injury will be released to the media.

ARKANSAS TECH ATHLETIC TRAINING AN ATHLETES GUIDE

What should I do if I become ill?

1. Go to the school nurse in the infirmary. She can evaluate your illness and can often provide you with some medication to help you.
2. Make certain that you notify the athlete trainer and your coach ASAP regarding your status. **DO NOT FAIL TO SHOW UP FOR PRACTICE WITHOUT CLEARING IT WITH THE ATHLETIC TRAINER OR COACH.**
3. The Millard-Henry Clinic has walk-in hours for being seen for illnesses.
The address is: 101 Skyline Drive
Hours of operation: M-F 5:00pm-6:30pm
Sat. 9:00am-4:00pm
4. Note: Illnesses are not covered by the University Insurance.

What should I do if I am injured?

1. Athletes must report injuries to the athletic trainer. The athletic trainer will determine if you need to see a physician. If you do not need to be seen by a physician it is very important that you follow all of the athletic trainers instructions.
2. If you need to be seen by a physician, the athletic trainer will complete all the necessary paper work and arrange for your appointment. If you fail to follow these procedures, the university will not be responsible for any medical bills incurred.
3. **REPEAT!!** If you go to the physician on your own without notifying the athletic trainer, you may be responsible for ALL medical bills.
4. It is the responsibility of the student-athlete to schedule treatment appointments around his/her class schedule and to reschedule daily until released from treatment by your sport Athletic Trainer. Failure to report for treatment or failure to complete the prescribed treatment at an appointed time will be reported to the coaches.

How do I handle insurance claims?

1. The athletic trainer will complete a claim form that you will take or he will fax to the physician that you have been scheduled with. The athletic trainer will also provide that doctor with your primary insurance information and instruct them to bill your primary first.
2. If the athlete has primary medical insurance, all bills must be processed through that insurance company first.
3. Whatever bills not paid by primary will then be billed to the school's secondary coverage.

4. It is VERY important that you bring any bills or explanation of benefits from your primary insurance company to the athletic trainer as soon as you receive them. If you fail to bring these items to the athletic trainer it might result in you having to pay for bills out of your own pocket.

NOTE: The schools insurance is EXCESS over ALL OTHER INSURANCE HEALTH PLANS that may be in effect for the athletes at the time of the accident. Remember your personal insurance MUST always be billed first. If you do not have insurance the schools insurance will then become the primary.

COMPLETION OF ELIGIBILITY

All referrals paid by athletics will cease approximately one week past the last competition date. Any follow-up expenses directed and approved by appropriate referral must be done within 6 months of the last date of attendance at ATU. Upon completion of athletic eligibility, Athletic Training Services is not responsible for further care unless the student-athlete pursues medical attention through Athletic Training Services before leaving ATU. Student-athletes will be asked to sign an exit medical assessment acknowledgment form which states that he/she is able to complete activities of normal daily living without concern, or that he/she is unable to function in activities of normal daily living. If unable to function normally, follow-up evaluations, treatments/rehab and testing will be scheduled.

CONCLUSION

The athletic training staff is here to help student-athletes participate to their fullest potential in intercollegiate athletics. By following these procedures student-athletes will enhance their personal care upon incurring injury or illness. Maintaining good health is important.

RETURN TO PLAY POLICY

The Arkansas Tech University Team Physician or his/her designee, athletic trainer, has the final authority in deciding if and when an injured student-athlete may return to practice and/or competition. A student-athlete's private physician does not have any jurisdiction as to the participation status of the student-athlete.

Any student-athlete seen by a physician other than the ATU Team Physician, must return to the athletic training room for follow-up and acquire final clearance prior to active participation status. If a student-athlete is under the care of a private physician for an injury or illness and the physician's treatment precludes or alters activity in intercollegiate athletics, the student-athlete must secure, **in writing**, a release to reinstate the student-athlete to full participation. No student-athlete will be allowed to return to participation until ATU has received a release from the private physician and the student-athlete is examined by an ATU team physician and cleared for participation.

**STUDENT ATHLETE HANDBOOK
ACKNOWLEDGEMENT FORM**

By my signature, I acknowledge that I have received a copy of the 2006-2007 Arkansas Tech University Student Athlete Handbook. I understand that it is my responsibility to read and comply with the policies and information contained in this handbook and any revisions made to it.

I further understand the information set forth in this handbook does not constitute a contract, and that revisions to the handbook may occur at any time. If any revisions are made, they may supersede, modify, or eliminate existing policies. Any such changes will be communicated through official notices as well as the head coaches. Only the President or the Athletic Director may revise the policies in this handbook.

Printed Name

Signature

Date