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*UDC*  
*Firebird Athletics*

*Student – Athlete Handbook*  
*2009-2010*

**FIREBIRD STUDENT-ATHLETE HANDBOOK**



University of the District of Columbia  
Department of Intercollegiate Athletics, MB4701  
4200 Connecticut Avenue, N.W.  
Building 47, Room A-02  
Washington, D.C. 20008  
Phone (202) 274-5024  
Fax No. (202) 274-5065



Fall 2009

Dear Student-Athlete:

Welcome to the University of the District of Columbia, Americas' urban land-grant flagship and home of the Firebirds!

Student-Athletes at the UDC are leaders on campus and your role requires discipline, responsibility, dedication and a hard work ethic. As you study, compete and engage in community life remember that coaches, administrators, faculty and support staffs are available to assist you in achieving success in all endeavors.

Please use this planner as a resource throughout the academic year. It is with a great deal of pride that I look forward to providing leadership for the department of athletics. Remember that being a student-athlete is a privilege; Firebirds train for life.

On behalf of the entire department of athletics staff, I wish you an academic year of academic and athletic excellence.

Sincerely,

Patricia Thomas  
Director of Athletics



## FIREBIRD Staff Directory

Department of Intercollegiate Athletics  
University of the District of Columbia  
4200 Connecticut Avenue, NW  
Washington, DC 20008  
Main Telephone Number: (202) 274-5024  
FAX: (202) 274-5065

### Staff Directory

#### Administration

Name	Title	Phone	Email
<a href="#">Patricia Thomas</a>	Director of Intercollegiate Athletics	(202) 274-6314	<a href="mailto:pthomas@udc.edu">pthomas@udc.edu</a>
<a href="#">Mike Riley</a>	Associate Director for Internal Operations	(202) 274-5024	<a href="mailto:mriley@udc.edu">mriley@udc.edu</a>
<a href="#">Jennifer Ziarko</a>	Associate Director for Academic Support/Senior Woman Administrator	(202) 274-5396	<a href="mailto:jziarko@udc.edu">jziarko@udc.edu</a>

#### Sports Medicine

Name	Title	Phone	Email
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#### Support Staff

Name	Title	Phone	Email
<a href="#">Robert "Butch" Cherry</a>	Recreation/Facilities Manager	(202) 274-6024	<a href="mailto:rcherry@udc.edu">rcherry@udc.edu</a>
<a href="#">Oneita Gibbs</a>	Staff Assistant	(202) 274-5368	<a href="mailto:ogibbs@udc.edu">ogibbs@udc.edu</a>
<a href="#">Thunder Lane</a>	Pool Manager	(202) 274-5066	<a href="mailto:tlane@udc.edu">tlane@udc.edu</a>
<a href="#">Bernard S. Payton</a>	Sports Information Director	(202) 274-5064	<a href="mailto:bpayton@udc.edu">bpayton@udc.edu</a>
<a href="#">Sandra Smith</a>	Administrative Assistant	(202) 274-5095	<a href="mailto:sjsmith@udc.edu">sjsmith@udc.edu</a>



## Men's Basketball

Name	Title	Phone	Email
<a href="#">Jeff Ruland</a>	Head Coach Men's Basketball	202-274-5083	<a href="mailto:jruland@udc.edu">jruland@udc.edu</a>
<a href="#">Terrell Stokes</a>	Assistant Coach Men's Basketball	202-274-6352	<a href="mailto:tstokes@udc.edu">tstokes@udc.edu</a>

## Men's Soccer

Name	Title	Phone	Email
<a href="#">Khary Stockton</a>	Head Coach Men's Soccer	202-274-5074	<a href="mailto:kstockton@udc.edu">kstockton@udc.edu</a>
<a href="#">Boyan Yankulov</a>	Assistant Coach		

## Men's Tennis

Name	Title	Phone	Email
<a href="#">T. Richard "Dickie" Mahaffey, III</a>	Head Coach Men's & Women's Tennis	(202) 274-5966	<a href="mailto:tmahaffey@udc.edu">tmahaffey@udc.edu</a>

## Men's Cross Country

Name	Title	Phone	Email
<a href="#">Jasmine Rogers</a>	Head Coach Cross-Country/Track & Field	(202) 274-5381	<a href="mailto:jrogers@udc.edu">jrogers@udc.edu</a>

## Women's Basketball

Name	Title	Phone	Email
<a href="#">Lester L. Butler, Jr.</a>	Head Coach, Women's Basketball	(202) 274-5085	<a href="mailto:lbutler@udc.edu">lbutler@udc.edu</a>
<a href="#">Jaime Brown</a>	Assistant Coach		
<a href="#">Sean Hill</a>	Assistant Coach		
<a href="#">LaQuanda Brandon</a>	Assistant Coach		

## Women's Tennis

Name	Title	Phone	Email
<a href="#">T. Richard "Dickie" Mahaffey, III</a>	Head Coach Men's & Women's Tennis	(202) 274-5966	<a href="mailto:tmahaffey@udc.edu">tmahaffey@udc.edu</a>



## Women's Track & Field

Name	Title	Phone	Email
<a href="#">Jasmine Rogers</a>	Head Coach Cross-Country/Track & Field	(202) 274-5381	<a href="mailto:jlrogers@udc.edu">jlrogers@udc.edu</a>

## Women's Volleyball

Name	Title	Phone	Email
<a href="#">Sheila Weaver</a>	Head Coach Women's Volleyball	202-274-5024	<a href="mailto:sweaver@udc.edu">sweaver@udc.edu</a>

## Women's Cross Country

Name	Title	Phone	Email
<a href="#">Jasmine Rogers</a>	Head Coach Cross-Country/Track & Field	202-274-5381	<a href="mailto:jlrogers@udc.edu">jlrogers@udc.edu</a>



## ACADEMIC CALENDAR FOR THE FALL SEMESTER 2009

Continuing students advising for fall 2009	April 1–10
Continuing students' online registration for fall 2009	April 13–May 1
Fall 2009 admission deadline for international students	May 15
Fall 2009 admission deadline for domestic students	June 15
Last day for payment for continuing students' registration (Classes will be dropped if not paid by the close of business.)	Aug. 7
Online course adjustment period for continuing students	Aug. 10–14
Professional Development Day	Aug. 17
College/school meetings	Aug. 18
Orientation & advisement (new & transfer students)	Aug. 19
Advising and registration for new, readmitted, special and transfer students	Aug. 20–21
Late registration	Aug. 24–25
Classes begin	Aug. 26
Add/Drop	Aug. 26–Sept. 2
Withdrawal deadline for 100% refund (tuition only)	Sept. 1
Labor Day observed (University closed)	Sept. 7
Classes resume	Sept. 8
Last day to apply for fall 2009 degree	Sept. 11
Spring 2010 admission deadline for international students	Sept. 15
Constitution Day	Sept. 17
University Convocation	Sept. 22
Columbus Day observance (University closed)	Oct. 12
Classes resume	Oct. 13
Midterm Week (instructor will inform students of their progress)	Oct. 14–16 & 19–20
C.L.R. James Faculty Honors Convocation	Oct. 22
Continuing students' advisement period for spring 2010	Nov. 2–13
Last day to withdraw from classes without academic penalty	Nov. 9
Veterans Day observance (University closed)	Nov. 11
Classes resume	Nov. 12
Admission ap. deadline for spring 2010 undergrad/graduate (new, readmitting, transfer, special) students	Nov. 15
Continuing students' registration for spring 2010	Nov. 16–Dec. 22
Tuition installment plan enrollment for continuing students	Nov. 16–Dec. 22
Thanksgiving Day observance (University closed)	Nov. 26–27
Classes resume	Nov. 30
Deadline to clear incomplete grades for spring and summer 2009 (due in the Office of the Registrar)	Dec. 7
Last day of classes	Dec. 9
Common exams (English)	Dec. 10–11
Final examinations	Dec. 12–18
Last day to enter grades online	Dec. 21
Fall semester ends	Dec. 21
University closed	Dec. 24–Jan. 1, 2010



## ACADEMIC CALENDAR FOR THE SPRING SEMESTER 2010

On-line Course Adjustment Period for Continuing Students	January 4-8, 2010
Professional Development Day	January 11, 2010
College/School Meetings	January 12, 2010
Orientation, Advisement and Registration for New & Transfer Students	January 13, 2010
Advisement & Registration for New, Readmitted, Special and Transfer Students	January 14-15, 2010
Martin Luther King, Jr. Holiday Observance (University Closed)	January 18, 2010
Late Registration	January 19-20, 2010
Classes Begin	January 21, 2010
Last Day to Apply for Spring Degree	January 25, 2010
Add/Drop	January 25-26 Withdrawal Deadline for 100% Refund (Tuition only)
	January 27, 2010
Presidents' Day Observed (University Closed)	February 15, 2010
Classes Resume	February 16, 2010
Founder's Day	February 17, 2010
Summer Application Deadline for International Students	March 15, 2010
Mid-term Week (Instructors will inform students of their progress)	March 15-20, 2010
Last Day to Withdraw from Classes Without Academic Penalty	March 26, 2010
Spring Break (Classes Suspended)	March 29-April 3, 2010
Continuing Students' Advisement Period for Fall	April 5-9, 2010
Deadline for Graduating Seniors to Clear Incomplete Grades for Fall Semester (Due in the Office of the Registrar)	April 2, 2010
Classes Resume	April 5, 2010
Continuing Students' On-line Registration for Fall	April 12-May 3, 2010
Tuition Installment Plan Enrollment Period: Continuing Students	April 12- August 6, 2010
Deadline for Graduating Seniors to Clear Any Financial Obligations	April 15, 2010
Admissions Application Deadline for Summer Semester	April 15, 2010
Emancipation Day (University Closed)	April 16, 2010
Final Examinations for Graduating Seniors	April 19-24, 2010
Last Day to Submit Graduation Clearance Forms for Graduate Students to the Office of the Registrar	April 26, 2010
Final Grades for Graduating Seniors Due On-line	April 27, 2010
Deadline for Removing Incomplete Grades For Fall (Due in the Office of the Registrar)	April 27, 2010
Last Day of Classes	April 27, 2010
Common Exams (English)	April 28, 2010
Common Exams (Mathematics)	April 28, 2010
Final Examinations	April 29-May 4, 2010
Commencement	May 8, 2010
Last Day to Submit Grades Online	May 11, 2010
Spring Semester Ends	May 14, 2010
Fall Admission Application Deadline for International Students	May 15, 2010



## HISTORY & MISSION

### University Mission Statement

The University of the District of Columbia is an urban land-grant institution of higher education with an open admissions policy. It is a comprehensive public institution offering quality, affordable post-secondary education to District of Columbia residents at the certificate, associates, baccalaureate, and graduate levels. These programs will prepare students for immediate entry into the workforce, for the next level of education, for specialized employment opportunities, and for lifelong learning.

### University Goals

The ultimate goal of any institution of higher learning is to produce quality graduates that can prosper in and contribute to their communities. The University of the District of Columbia is currently conducting a Strategic Review study in which every shareholder in the University - students, faculty, academic leadership (including the Board of Trustees), alumni, staff, and citizens of the District - are given an opportunity to explore and define new goals for the University, and produce a blueprint for the future. The study is helping the University to define a path to the goal of moving UDC to the next higher plane of academic excellence while continuing to satisfy the needs of the citizens of the District of Columbia.

Currently, the University works to meet the following student-centered goals:

- **Student Access.** To ensure the legislative entitlement of the residents of the District of Columbia to comprehensive public post-secondary education.
- **Student Choice.** To offer a broad variety of programs within its available resources to provide reasonable choices for post-secondary education to the residents of the District of Columbia that will lead to a meaningful employment opportunities.
- **Student Achievement.** To set high standards for student achievement and to provide quality instruction and support services to enable students to meet those standards.
- **Land-grant Functions.** To be innovative in carrying out the traditional land-grant functions of teaching, research, and public service to solve urban community problems and to improve the overall quality of urban living in the District of Columbia.
- **Institutional Quality.** To ensure institutional excellence in management and leadership, academic programs, support services, instruction, research, and public service.
- **Institutional Growth and Development.** To be responsive to new and emerging job market demands in the Washington, DC Metropolitan Area.
- **Advancement of Knowledge.** To advance knowledge at the local, national and international levels through various innovative strategies in teaching, research, and public service as America's only public, urban land-grant institution.

### Athletics Department Philosophy Statement

As an integral part of the flagship University, the Department of Intercollegiate Athletics provides experiences that enhance the comprehensive development of students. With a commitment to excellence, the department embraces the overall mission of the NCAA with emphasis on the Division II strategic positioning platform which "*provides growth opportunities through academic achievement learning in high-level athletic competition and development of positive societal attitudes in service to community*". In addition, the Department of Intercollegiate Athletics is committed to providing a game environment which respects fairness, courtesy, and ethical conduct towards others. The department will uphold the fair and equitable treatment of all persons and will conduct its programs consistent with University guidelines as well as NCAA rules and regulations



## HISTORY OF THE UNIVERSITY OF THE DISTRICT OF COLUMBIA

The University of the District of Columbia is, at once, very old and very new. The seeds of higher education for the District were planted in 1851 when Myrtilla Miner founded a "school for colored girls". In 1879, Miner Normal School became a part of the public school system. Similarly, Washington Normal School, established in 1873 as a school for white girls, was renamed Wilson Normal School in 1913. In 1929, by an act of Congress, both schools became four-year teachers colleges, Miner Teachers College and Wilson Teachers College, and the only institutions of public higher education in the city. Years later, after the long awaited Supreme Court desegregation decision, the two colleges united in 1955 to form the District of Columbia Teachers College. However, for many residents who did not wish to become teachers or who were both black and poor, the opportunity for advanced technical training or study for a liberal arts degree was an unattainable goal. Years of persistent lobbying for comprehensive public higher education by District residents and others caused President John F. Kennedy, in 1963, to appoint a commission to study the District's needs. It was no surprise that the Chase Commission found a definite and compelling need for public higher education in the District of Columbia. There was a demand for instruction that was affordable, and there was an overwhelming desire for learning that would enable residents to participate fully in the unique life of the city.

The Commission's report stimulated congressional action. Under the leadership of Senator Wayne Morse and Congressman Ancher Nelson, the Public Education Act (Public Law 89-791) was enacted in 1966. Two schools were established: Federal City College, whose Board of Higher Education was appointed by the Mayor of the District of Columbia, and Washington Technical Institute, whose Board of Vocational Education was appointed by the President of the United States. The mission of both institutions was to serve the needs of the community by directing the resources and knowledge gained through education toward the solution to urban problems. As a sign of hope for the future, both schools proudly opened their doors in 1968. There were so many applications for admission to Federal City College that students were selected by lottery. Federal City College and the Washington Technical Institute achieved land grant status in 1968, more than 100 years after the first Morrill Land-Grant College Act was passed by Congress. Rapidly, the two schools grew in academic stature. Washington Technical Institute received accreditation in 1971; Federal City College in 1974. Although the schools were in their infancy, thoughts turned to a comprehensive university structure. In 1969, the District of Columbia Teachers College, the city's oldest teacher training institution, was placed under the jurisdiction of the Board of Higher Education. In 1974, the Board established a joint administrative support system and placed the District of Columbia Teachers College and Federal City College under a single president. After Congress granted limited home rule to the District of Columbia, the mandate for consolidation of the three schools was authorized by D.C. Law 1-36 in 1975. A new Board of Trustees took office in May 1976, consisting of 11 members appointed by the Mayor, three appointed from the student communities, and three appointed by the alumni associations. From that moment, the monumental task of shaping a new University of the District of Columbia began. The Board of Trustees, acting to effect the consolidation, assigned Presidents Wendell P. Russell of Federal City College and Cleveland L. Dennard of Washington Technical Institute to work jointly in identifying, developing, and implementing tasks required to complete the effort.

Beginning in February 1977, 22 task forces were formed to develop recommendations for Board action. On August 1, 1977, the Board of Trustees publicly announced the consolidation of the District of Columbia Teachers College, the Federal City College, and the Washington Technical Institute into the University of the District of Columbia under a single management system. On the same day, the Board appointed Lisle Carleton Carter, Jr., the first president of the University. In 1977, under the direction of President Carter, academic components began planning for consolidation of academic programs. These efforts culminated in the establishment of five programmatic colleges – Business and Public Management; Education and Human Ecology; Liberal and Fine Arts; Life Sciences; Physical Science, Engineering and Technology – University College, Continuing Education, and several academic units which comprised the University of the District of Columbia.

In 1994 and 1999 new academic consolidations took effect. The University currently offers over 75 undergraduate and graduate academic degree programs through the following college and schools: the **College of Arts and Sciences**, with its Division of Arts and Education, Division of Science and mathematics, and Division of Urban Affairs, Social, and Behavioral Sciences; the **School of Business and Public Administration**; the **School of Engineering and Applied Sciences**; and the **UDC David A. Clarke School of Law**. Additionally, the University's public service arm, the **Division of Community Outreach and Extension Services (COES)**, offers a variety of practical, nonacademic educational programs and training to the citizens of the District.



ALMA MATER

“OUR GLORIOUS UDC”  
A PATH THAT’S PAVED IN RED AND GOLD,  
LEADING TO THE DREAM THAT LIFE HOLDS,  
INSPIRING EV’RY GROWING MIND TO  
CONQUER MOUNTAINS HARD TO CLIMB.  
YOU’LL ALWAYS REIGN WITH EQUALITY,  
STRENGTH AND LOVE AND UNITY,  
BRINGING LIFE’S PROSPERITY TO  
THOSE WHO PLEDGE THEIR LOYALTY.  
UDC YOU’RE PRAISED AND LOVED,  
BLESS’D WITH STRENGTH FROM GOD ABOVE,  
LEADING US ON THROUGH EV’RY ROAD TO  
UDC OUR STRENGTH TO HOLD.

REFRAIN

WE PRAISE OUR UDC;  
YOUR PRECEPTS WE BELIEVE;  
ALWAYS OUR HEARTS WILL SING TO THEE,  
OUR GLORIOUS UDC.

WORDS BY LARRY MILLS

MUSIC BY ROBERT FELDER



UDC students currently compete in ten NCAA Division II varsity sports:

- MEN'S BASKETBALL
- WOMEN'S BASKETBALL
- MEN'S CROSS-COUNTRY
- WOMEN'S CROSS-COUNTRY
- WOMEN'S INDOOR TRACK & FIELD
- WOMEN'S OUTDOOR TRACK & FIELD
- MEN'S SOCCER
- MEN'S TENNIS
- WOMEN'S TENNIS
- WOMEN'S VOLLEYBALL



## SEXUAL HARASSMENT AND VIOLENCE POLICY

Student-athletes have rights and responsibilities to express concerns about sexual harassment and violence. Complaints of discrimination can be filed with the UDC Office of Human Resources and/or the Affirmative Action Office to address affirmative action, equal employment opportunities, disability-handicap-limitation accommodations, racial harassment, and sexual harassment. The Firebird Athletic Department has zero tolerance for sexual harassment be it among teammates, coaches, faculty or administrators. Please report your concern as soon as possible to the appropriate persons. Athletics' staff and student-athletes are subject to all University policies regarding sexual harassment. Actions as defined by the student handbook may result in immediate disciplinary measures, up to and including dismissal from the athletics program and removal of financial aid, to deter and prevent further violations.

The faculty, staff and students of the University of the District of Columbia make up a community committed against violence. The University considers acts or threats of violence as serious violations of University policy. This includes harassment of personal characteristics such as sexual preference, color, creed, disability, ethnic or national origin, gender, or race.

Furthermore, sexual or romantic conduct of any sort between student-athletes and their coaches is improper and strictly forbidden. Please report misconduct to the proper authorities immediately.

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## GAMBLING POLICY

The NCAA and the Athletics Department opposes all forms of legal and illegal sports wagering, which has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. <http://www.dontbetonit.org/>

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## GOOD SPORTSMANSHIP

The **NCAA Sportsmanship and Ethical Conduct Committee** has developed the following definitions for sportsmanship and ethical conduct:

- **Sportsmanship** is a set of behaviors to be exhibited by student-athletes, coaches, game officials, administrators and fans in athletics competition. These behaviors are based on values, especially respect and integrity.
- **Ethical conduct** is a set of guiding principles with which each person follows the letter and spirit of the rules. Such conduct reflects a higher standard than law because it includes, among other principles, fundamental values that define sportsmanship.

**NCAA Bylaw 2.4 The Principles of Sportsmanship and Ethical Conduct.** For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics program. It is the responsibility of each institution to: *(Revised: 1/9/96)*

- (a) Establish policies for sportsmanship and ethical conduct in intercollegiate athletics consistent with the educational mission and goals of the institution; and *(Adopted: 1/9/96)*
- (b) Educate, on a continuing basis, all constituencies about the policies in Constitution 2.4-(a). *(Adopted: 1/9/96)*



## HAZING

Actions and activities which are prohibited include, **but are not limited to**, the following:

- Any type of initiation or other activity where there is any expectation of individuals joining a particular team to participate in behavior designed to humiliate, degrade, or abuse them **regardless of the person's willingness to participate.**
- Forcing, requiring, or pressuring an individual to consume alcohol or any other substance.
- Forcing, requiring, or pressuring an individual to shave any part of their body, including the hair on their head.
- Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, publicly indecent, contrary to his/her genuine morals and/or beliefs, e.g., public profanity, indecent or lewd conduct, or sexual gestures in public.
- Required eating of anything an individual would refuse to eat otherwise.
- Any activity or action that creates risk to the health, safety, or property of the College or any member of its community.
- Forcing or requiring calisthenics, such as push-ups, sit-ups, and runs.
- Assigning or endorsing "pranks" such as stealing or harassment of another organization.
- Awakening or disturbing individuals during normal sleeping hours.
- Expecting or pressuring individuals to participate in an activity in which the full membership is not willing to participate.
- Physical abuse of any kind.
- Forcing, encouraging, or pressuring someone to wear in public apparel which is conspicuous and not within the norm of what is considered to be in good taste.
- Engaging in public stunts and buffoonery.
- Nudity at any time, or forced reading of pornographic material.
- Paddling, beating or otherwise permitting a member to hit other members.
- Having substances such as eggs, mud, paint, honey, etc., thrown at, poured on, or otherwise applied to the body of a member.
- Morally degrading/humiliating games or other activity that makes a member the object of amusement, ridicule or intimidation.
- Subjecting a member to cruel and unusual psychological conditions

## ACADEMIC INTEGRITY

Academic misconduct includes but is not limited to the activities and behavior defined below.

Notwithstanding the definitions contained in this Article, the University reserves the right to determine that academic misconduct has occurred in any particular situation.

1. AIDING OR ABETTING: Knowingly helping, procuring or encouraging another person to engage in academic misconduct.
2. CHEATING: Includes but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic materials belonging to a member of the University faculty or staff.
3. FABRICATON: Any dishonesty or deception in fulfilling an academic requirements including, but not limited to transcripts, identification, birth certificates or visas.
4. PLAGIARISM: Includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

(Code of Student Conduct, UDC, p. 5)



## STUDENT-ATHLETE CONDUCT

The University of the District of Columbia and the Athletics Department will hold all student-athletes to the same Code of Conduct as all students. If a student-athlete violates this code on or off campus during academic, athletic in University Housing he/she will be subject to penalties imposed by University Judiciary proceeding as well as Athletic Department penalties. Student-athletes may lose their scholarships, team membership etc. as the Athletic Director deems appropriate in address to Conduct violations.

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## STUDENT-ATHLETE CODE OF CONDUCT AND EXPECTATIONS

1. **Personal Conduct by Student-Athletes:** Student-athletes are, at all times, representatives of the Department of Athletics. Therefore, it is the responsibility of the student-athletes to conduct themselves in a manner deemed appropriate to faculty, coaches, and the athletic administration. Disruptive or unacceptable behavior that, in the opinion of coaches and/or administrators, is determined to be detrimental to a student-athlete, the sport program in which they participate, the Department of Athletics and/or the University will be addressed, and appropriate disciplinary action will be taken. Such action may include the gradation or cancellation of current or future athletically related financial aid and/or team probation, suspension, or expulsion. Furthermore, all student-athletes will follow all UDC and NCAA rules and regulations.
2. **Travel:** Alcoholic beverages are not to be possessed or consumed by student athletes, student managers, or student trainers, despite age, during UDC athletics-related travel, competition, practice, or activity. Specifically, while on a team trip, all team members must travel with the team unless special permission is obtained from the head coach.
3. **Athletic Grants-in-Aid:** Athletic grants-in-aid are awarded on a one-year basis, as required by NCAA regulations. During the period of the award, an athletic grant may be reduced or eliminated only if the student-athlete voluntarily withdraws from his or her team; or is removed from the team for disciplinary or academic ineligibility reasons. It is upon the recommendation of the head coach that an athletic grant is renewed for the ensuing year; however, UDC's philosophy is to renew athletic grants at equal or greater levels as long as the student-athlete has athletic eligibility remaining, is academically eligible to participate, has been exemplary team member, and is a contributing member of the program.
4. **Academic Expectations:** Student-athletes are expected to **regularly attend all academic classes, to notify instructors** in a timely manner when they will be away from class for scheduled athletic contests, and to **complete all course requirements**. Failure to do so may jeopardize continued participation in the UDC Athletic Program.
5. **Hazing:** Team members may not participate in any form of hazing or initiation. The term "hazing" is defined as any action taken or situation created by a member(s) of a student-athlete or student organization toward one or more organization members or toward prospective members (as a part of the new member selection process), that occurs on a University –owned or leased property or at a University sponsored function or at the local residence of any University student, faculty member, or employee that is designed to ridicule. Such activities are include, but are not limited to, excessive physical/psychological shock, fatigue, stress, injury, or harm. Any activity of this nature is strictly prohibited and allegations will be thoroughly investigated. If it is found that the policy was breached, involved student-athlete(s) may be suspended form the team for a specified time. The University has a policy regarding hazing and the Associate Vice President for Student Affairs will be notified if the Department has determined the hazing has occurred.
6. **Destruction of Property:** Damaging, destroying, defacing, littering, or tampering with the property of the University or the property of another person or organization while on University property or while attending a University sponsored event is prohibited.
7. **Drugs and Alcohol:** The unlawful possession, use, or distribution of illicit drugs and alcohol by students on University property or as part of any University activity is prohibited. Federal and District of Columbia laws prohibit the unlawful use, manufacture, possession, control, sale and dispensation of any illegal narcotic, dangerous drug, or alcohol. The health risks associated with the use of illicit drugs and the abuse of alcohol include physical and mental impairment, emotional and psychological deterioration, fine and gross motor degeneration, and death. Students who unlawfully possess, use, or distribute illicit drugs or alcohol shall be sanctioned. Sanctions may include referral for criminal prosecution, expulsion, suspension, reprimand, or requiring the student to complete an appropriate rehabilitation program. The University of the District of Columbia



- provides confidential counseling and referral services to students with problems related to drug use and alcohol abuse. The University also provides information about substance abuse and treatment programs available to UDC students. Students who desire information regarding substance abuse or treatment programs should contact the University Health Services at (202) 274-5030.
8. **Tobacco:** The use of tobacco products by any individuals on the field of play — as well as during other championship activities such as banquets, autograph sessions, media conferences and postgame interviews — at NCAA championships is prohibited. Violations of this policy shall be dealt with by the appropriate sports committee in accordance with the misconduct provisions of Bylaw 31.1.10. The Athletics Department opposes all uses of tobacco by student-athletes. Student-athletes may not consume tobacco during any athletically related activities. The Athletic Department may take serious actions to penalize the use tobacco during these times.

### **Online Social Networking Policy (Facebook, MySpace, etc.)**

Publicly accessible media includes technology many of us use every day to communicate, inform, opinions and share entertainment which serve or are available to the general public. These include: print- such as newspapers, magazines, books, posters, fliers, etc. broadcasts-as in video and radio, digital-as in the internet, email, cyber profile websites (e.g. facebook, myspace), podcasting, chatrooms, skype, AIM, twitter and blogs, and emerging communication technologies.

When using any form of publicly accessible media, student-athletes are expected to adhere to the conduct befitting a Firebird representative with thought given to their respective team, the Athletic Department, the University and their community.

**Social networks** Can be great fun and serve a definite purpose. However, it is important that all student-athletes be responsible for what they and others post and realize the importance of private accounts; if you do not make a concerted effort to keep your information and pictures private they will be PUBLIC. Student-athletes who make Student Code of Conduct, Student-Athlete Code of Conduct and NCAA violations (e.g. alcohol and drug policy, harassing language, and other violations) public will be investigated and may be penalized by the Athletic Department. Student-athletes are not prohibited from membership to social networks. The Athletic Department reminds you of your duty to conduct yourself as a POSITIVE representative of the UDC community and this Department.

### **Guidelines**

1. It is not advised to share your full birth date, social security number, address, residence hall, phone number, class schedule, whereabouts, or daily schedule. These can lead to identity theft or stalking.
2. Remember that your profile is everlasting on the internet. You will eventually graduate and seek employment. Always think, "Would I want my future employer to see this", before you add information or pictures.
3. Always be suspicious of emails and those contacting you who ask for personal information. Do not share personal information with strangers, web-based, or other.
4. Just as the printed and spoken word is subject to Federal law concerning harassment etc. so too is your on-line profile.



## ACADEMICS

### **Mission Statement**

The mission of Athletic Academic Advising Office (Bldg. 47 A-05) at the University of the District of Columbia is to support student-athletes' academic success, learning, growth and graduation. The Office will also consult with students about the delicate balance between athletics and academics. The Athletic Department is committed to recognizing academics as the first priority of every student-athlete. This office will provide a means to support individuals in learning, succeeding in the classroom while maintaining academic eligibility. Your time at UDC is an opportunity to understand the true importance of academia. With scholarship comes personal development of the whole individual.

It is our objective to support the graduation of student-athletes who take the knowledge and skills learned at the University of the District of Columbia and become positive forces in their community as active and vital citizens.

The Athletic Academic Office is also a place for smoothing a student-athlete's transition from high school to college. This office is a resource and a gateway to on-campus University-wide resources. Please make an appointment if you feel overwhelmed or burdened by your academic responsibilities. It is likely that in coordination with your coaches, the Athletic Academic Office will contact you for meetings where you will likely discuss class performance, academic strengths and weaknesses, registration, athletic-academic balance and study skills.

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### **Responsibility of the Student-Athlete**

#### ***Athletic Academic Advising***

- The Athletic Academic Advisor can only make suggestions to you. The student-athlete is ultimately responsible for registration, course selection and abiding by the NCAA academic rules and regulations.
- In accordance with privacy laws the Athletic Academic Advisor will keep your records confidential.

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### **CLASS ATTENDANCE**

A new procedure will be put in place this Fall. All in-season student-athletes who will miss class due to competition and travel receive letters with travel dates to discuss with their professors. On the very first day of class student-athletes must discuss travel dates, missed classes, and the professors' willingness to accommodate absences. A signed copy of this letter must be returned to the Associate AD for Academics Ms. Ziarko in Bldg. 47 A-05. All of your conversations about athletic absence accommodations with professors must happen before the drop/add deadline.

Practice is NEVER an excuse to miss class. You must schedule all of your classes around practice. If this is not possible you must work out a schedule with your coach which guarantees 100% class attendance. Do not miss class for any reason other than excused academic competition and travel, extreme illness, or grave extenuating circumstances. If you must miss due to illness do inform Sports Medicine and the Associate AD for Academics the very same day.



When you are in class remember that you are a visible representative of the Athletic Department and your team. Sit in the first three rows of the classroom and show up ON TIME. Do not disrupt others or disrespect your professor or peers.

## GRADUATION

All coaches, staff, and administrators endorse a commitment to each student-athlete's education and completion of degree. Please consult with the Academic Advising Office and the Compliance Office concerning degree completion after the exhaustion of eligibility.

## REGISTRATION

All student-athletes are responsible for fulfilling registration requirements. Priority registration is held at the end of each semester on dates published in the academic calendar. This is the best time to ensure you can get the classes you need.

Before registration, consult with your academic advisor on course selection. If you are on the road, make arrangements to call on your designated day to register. If you have any questions, contact the compliance coordinator or your academic advisor to ensure your continued eligibility. Regular registration is held at the beginning of each semester.

All student-athletes are required to turn in a copy of their signed class advising slip at the start of each semester indicating you have seen your advisor and they acknowledge you are taking the correct classes for your major and to insure your eligibility for competition and athletic aid.

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## BEFORE YOU MEET WITH YOUR ADVISOR

Become familiar with the class schedule and UDC catalog. Collect your registration materials, test scores, and transcripts from other universities you have attended. Bring these with you when you meet your advisor. Give some thought to your interests, academic/career goals, and courses you might want to take. Prepare a list of questions for your advisor.

If you are undecided about your major, determine whether you would prefer a B.S. or B.A. degree. Ask the Academic Advisor for further information if you are unsure. After your first visit, you will be given a copy of your chosen degree requirements. You (along with the advisor) should keep an accurate record of the classes you have taken and determine, before you visit with the Athletic Advisor, which classes are offered and the classes you are planning to take.

During your last year of school, sign-up for a degree audit toward your degree with the Graduate Office to assure you are taking all your classes to fulfill the requirements of your degree. This should be done at least one semester before your last semester of school.

## STEP-BY-STEP PROCEDURE FOR ON-LINE COURSE REGISTRATION

1. Click on Internet Browser: Internet Explorer
2. Type in the WEB address (**http://web4students.udc.edu**)
3. Click on Enter Student Services
4. Type, in the ID Box, your Campus Wide ID or Social Security Number. In the PIN box, type your PIN# (**PIN numbers are issued by your Academic Advisor only**)
5. Click LOGIN



6. Click Term (Top left corner of the screen); select appropriate semester.
  7. Select and click the Registration Menu
  8. Click on Add/Drop Class
  9. Browse down the page and click on the first box of Add Class
  10. Type your 5 digit **Course Call #** in each box for as many courses for which you are registering. *You must use the course Call # to register for a class, not the course number.*  
Click Submit (bottom of the screen)
  11. To Drop a course, select DROP as the Action (column 4) and click submit
  12. Prior to printing your Class Schedule and Bill, you should complete the **Health Insurance Waiver Screen**. You must select one of the two options on the screen for Health Insurance. Complete the information on the screen and then click Submit
  13. Click Student Records, select Account Summary, and then click Submit
  14. Click on Printer Icon, print your Tuition and Fees Bill
  15. Click on Registration Menu, drop down and select Detailed Schedule, click Printer Icon to print your Class Schedule
  16. Close the Browser (click X, top right corner of the screen)
- Need help during registration? Dial 274-5941, Monday through Friday, 8:30am to 5pm or come to Building 41, Room 314 between the hours of 11a.m. - 5pm.
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## Credit and Grading

### The Semester Credit Hour

The semester credit hour is officially designated as the University's unit of academic credit. A semester credit hour requires the completion of one 50-minute period of lecture or two laboratory hours a week for one semester (15 weeks).

### Undergraduate Grading System

The following grades will be used to designate levels of achievement and will appear on official transcripts:

A	Excellent 4 quality points per semester hour of credit
B	Above Average 3 quality points per semester hour of credit
C	Satisfactory 2 quality points per semester hour of credit
*D	Below Average 1 quality point per semester hour of credit
F	Failure 0 quality points per semester hour of credit

*\*The University considers the grade of "D" as the lowest passing grade.*

### Graduate Grading System

Graduate students are graded under the following system:

A	Excellent 4 quality points per semester hour of credit
B	Above Average 3 quality points per semester hours of credit
C	Satisfactory 2 quality points per semester hour of credit
F	Failure 0 quality points per semester hour of credit

### Grade Point Average



The grade point average (GPA) is the measure of general scholastic achievement upon which honors, awards, probationary regulations, and graduation are based. For the purposes of graduation and academic honors, only college-level courses are counted in the GPA and credits earned. A grade point average of at least 2.0 is required for graduation for undergraduate students and a 3.0 for graduate students. To compute the GPA, the credit value of each course is multiplied by the quality points of the grade earned in the course. The sum of the products thus obtained is divided by the number of credits for which the student was enrolled during the semester. In like manner, the cumulative GPA is determined by dividing the sum of all quality points earned by the sum of all quality hours attempted. When a course is repeated, only the higher grade earned is considered in computing the cumulative GPA. Other grades received will remain on the transcript in parentheses.

Other grades which may appear on the transcript but which are not considered in computing the GPA are:

**CR Credit**

**NC No Credit**

The symbols CR and NC are available for use in those courses designated by the academic department. The CR symbol will count toward the hours completed.

**AU Audit**

The AU symbol will be used when a student audits a course. A student may register to audit a course during the period of registration and late registration only. The symbol AU will be preprinted on the class roster for the appropriate students.

**W Withdrawal**

The symbol "W" will designate official withdrawals. A student may officially withdraw from a course or the University up to five weeks prior to the beginning of the scheduled final examination period. A student who fails to withdraw in the required manner will receive the grade of F (failure). A student may withdraw from the University at any point up to the beginning of the final examination period for which he/she is enrolled. A student who withdraws from the University will not be considered as an enrolled student for the purpose of readmission during the semester of withdrawal. A student who wishes to enroll in the next consecutive semester must reapply for admission.

**I Incomplete**

The symbol "I" will be used only if the student is passing the course at the end of the term, has not completed required course assignments and signs a contract to complete the assignments. Incomplete grades must be removed by the student in the next regular semester after the term in which the "I" is earned. If not completed in the next consecutive term, the grade will become an F.

**X In Progress**

The symbol "X" is used for thesis preparation or directed study. This grade is applicable only for graduate study.

**ACADEMIC PROBATION, APPEAL AND DISMISSAL**

**Probation and Suspension**

When a student's cumulative grade point average falls below 2.00, the student is placed on academic probation. Notification will be sent from the Office of the Registrar informing the student that the grade point average is below the acceptable level. During the next term of enrollment, if the student fails to achieve a term grade point average of 2.10, the student is subject to suspension. Academic probation and academic suspension will be entered on the official permanent record of the student. A student who has completed 30 credit hours with a cumulative GPA of less than 2.00 will be restricted to a nine-semester hour course load (10 credit hours with the Dean's approval). If a student is subject to suspension and has registered for course work, their registration will be cancelled. A student enrolled in the University with fewer than 30 credit hours will be subject to the conditions and regulations placed by the University upon freshman students, as described above. If a student is subject to suspension and has registered for course work, their registration will be cancelled.

**Dismissal**

If a student's cumulative GPA is below 2.00 and the student fails to successfully complete at least 50% of the hours attempted and fails to achieve a term GPA of 2.10 or better each term of enrollment following a



second academic suspension, the student will be dismissed from the University. All courses for which the student was enrolled after add/drop are considered in determining 50% of the hours attempted. Reinstatement for such students will not be considered in less than two calendar years from the date of dismissal. If a student is subject to dismissal and has registered for course work, their registration will be cancelled. Reinstatement for such students will not be considered in less than two calendar years from the date of dismissal.

## **A NOTE ABOUT BOOKS**

**If a book scholarship is included in your Grant in Aid agreement please recognize the applicable NCAA bylaws under financial aid. Wherein student athletes may only purchase professor REQUIRED texts and supplies with athletic book scholarship monies. Recommended or otherwise unlisted books and supplies are not and cannot be provided through the scholarship.**



## ELIGIBILITY AND COMPLIANCE

**STUDENT-ATHLETE ELIGIBILITY** All of the following criteria must be met every year of enrollment in order to maintain athletic eligibility and satisfactory progress toward graduation:

1. The student-athlete has passed 24 semester credits (in Division II)\* this past academic year or averages 12 credits for every term they have been enrolled full-time at UDC. Summer term does not count as a term of enrollment, but summer credits count toward satisfactory progress.

### Seasons of Competition: Five-Year/10-Semester Rule

The student-athlete shall not engage in more than 4 seasons of intercollegiate competition in any one sport. An institution shall not permit a student-athlete to represent it in intercollegiate competition unless the individual completes all of his or her seasons of participation in all sports within the time periods specified below: **14.2.2. Ten-Semester Rule--Division II.** The student-athlete shall complete his or her seasons of participation during the first 10 semesters or 15 quarters in which the student-athlete is enrolled in a collegiate institution in at least a minimum full-time program of studies, as determined by the regulations of that institution. **14.2.2.1 Use of Semester or Quarter.** A student-athlete is considered to have utilized a semester or quarter under this rule when the student-athlete is officially registered in a collegiate institution (domestic or foreign) in a regular term of an academic year for a minimum full-time program of studies, as determined by the institution, and attends the first day of classes for that term. **14.2.2.3 Waivers.** The Management Council, or a committee designated by the Management Council to act for it, by a two thirds majority of its members present and voting, may approve waivers to the 10-semester rule as it deems appropriate. **(NCAA 14.4.3.1 State that** a student-athlete must earn six-semester or six-quarter hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full-time at any collegiate institution; further, to specify for transfer student-athletes, that the six-semester or six-quarter hours are transferable degree credit.

**NCAA 14.4.3.2 States that the** Grade Point Average Requirement has been satisfied (1.8 at the completion of 24 semester credits, 1.9 at the completion of 48 semester credits, 2.0 at the completion of 72 semester credits).

You must be enrolled in a minimum of 12 credit hours each semester to be eligible for practice and competition. If you ever drop below 12 credits, you are immediately ineligible for practice and competition. **In addition, effective immediately, you must seek permission from our Athletic Academic Office whenever you want to drop a class whether or not dropping that class causes you to fall below 12 credits.**

NCAA Divisions II institutions and student-athletes should note that the NCAA Initial-Eligibility Clearing House does not detect or review irregularities in the standardized-test scores of prospective student-athletes as part of its normal certification process. As a condition and obligation of membership, a Division II institution is responsible for reviewing the validity of a test score pursuant to the institution's normal test-score review procedures when the institution possesses information that calls into question the validity of the score, regardless of whether the clearing-house has certified the student-athlete. These review procedures may include providing the information to the appropriate testing agency or agencies for their review

**Time Limits for Athletically Related Activities.** In all sports, the following time limitations shall apply:

**17.1.6.1 Daily and Weekly Hour Limitations-Playing Season.** A student-athlete's participation in countable athletically related activities shall be limited to a maximum of 4 hours per day and 20 hours per week.

**17.1.6.2 Weekly Hour Limitations-Outside of Playing Season.** Outside of the playing season during the academic year, only a student-athlete's participation in weight-training, conditioning, individual skill instruction and, in the sport of football, review of game film shall be permitted. A student-athlete's participation in such activities shall be limited to a maximum of 8 hours per week, of which not more than 2 hours per week may be spent on individual skill workouts set forth in Bylaw 17.1.5.2.1 and, in the sport of



football, review of game film. A student-athlete may not participate in any countable athletically related activities outside the playing season during any institutional vacation period (e.g., summer, academic year).

**17.1.6.2.1 Skill Instruction.** In sports other than football, participation by student-athletes in individual voluntary skill-related instruction is permitted outside the institution's declared playing season, provided no more than 4 student-athletes from the same team are involved in skill-related instruction with their coach(es) at any one time in any facility.

**17.1.6.2.2 Conditioning Activities.** Conditioning drills per Bylaw 17.1.5.2 that may simulate game activities are permissible, provided no offensive or defensive alignments are set up and no equipment related to the sport is used. In the sport of ice hockey, a student-athlete may be involved in on-ice conditioning activities, provided no equipment other than skates is used.

#### **Draft and Inquiry**

**12.2.4.1 Inquiry.** An individual may inquire of a professional sports organization about eligibility for a professional-league player draft or request information about the individual's market value without affecting

**12.2.4.2. Draft List.** Subsequent to initial full-time collegiate enrollment, an individual loses amateur status in a particular sport when the individual asks to be placed on the draft list or supplemental draft list of a professional league in that sport, even though: (a) The individual asks that his or her name be withdrawn from the draft list prior to the actual draft; (b) The individual's name remains on the list but he or she is not drafted; or (c) The individual is drafted but does not sign an agreement with any professional athletics team his or her amateur status.

**12.2.4.2.1 Exception –Professional Basketball Draft.** An enrolled student-athlete (as opposed to a prospective student-athlete) in the sport of basketball may enter a professional league's draft one time during his or her collegiate career without jeopardizing eligibility in that sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his or her intention to resume intercollegiate participation within 30 days after the draft. The student-athlete's declaration of intent shall be in writing to the institution's director of athletics.

**12.2.4.3. Negotiations.** An individual may request information about professional market value without affecting his or her amateur status. Further, the individual, his or her legal guardians or the institution's professional sports counseling panel may enter into negotiations with a professional sports organization without the loss of the individual's amateur status. **An individual who retains an agent shall lose amateur status.**



**12.2.5 Contracts and Compensation.** An individual shall be ineligible for participation in an intercollegiate sport if he or she has entered into any kind of agreement to compete in professional athletics, either orally or in writing, regardless of the legal enforceability of that agreement.

**12.2.5.1 Nonbinding Agreement.** An individual who signs a contract or commitment that does not become binding until the professional organization's representative or agent also signs the document is ineligible, even if the contract remains unsigned by the other parties until after the student-athlete's eligibility is exhausted.

#### **Use of Agents**

**12.3.1. General Rule.** An individual shall be ineligible for participation in an intercollegiate sport if he or she ever has 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 sport shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport. <sup>1</sup>

**2.3.1.1 Representation for Future Negotiations.** An individual shall be ineligible per Bylaw 12.3.1 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.

**12.3.1.2 Benefits From Prospective Agents.** An individual shall be ineligible per Bylaw 12.3.1 if he or she (or his or her relatives or friends) accepts transportation or other benefits from: (a) Any person who wishes to represent any individual in the marketing of his or her athletic ability. The receipt of such expenses constitutes compensation based on athletic skill and is an extra benefit not available to the student body in general; or (b) An agent, even if the agent has indicated that he or she has no interest in representing the student-athlete in the marketing of his or her athletics ability or reputation and does not represent individuals in the student-athlete's sport.

**12.3.2 Legal Counsel.** Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent under this rule, unless the lawyer also represents the individual in negotiations for such a contract.

#### **AMATEUR STATUS**

**Loss of amateur status (NCAA 12.1.2)** An individual loses amateur status and thus shall not be eligible for intercollegiate competition in a particular sport if the individual:

- (a) Uses his or her athletics skill (directly or indirectly) for pay in any form in that sport;
- (b) Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
- (c) Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received;
- (d) Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based on athletics skill or participation, except as permitted by NCAA rules and regulations;
- (e) Competes on any professional athletics team per Bylaw 12.02.4, even if no pay or remuneration for expenses was received;
- (f) Subsequent to initial full-time collegiate enrollment, enters into a professional draft (see also Bylaws 12.2.4.2.1 and 12.2.4.2.3); or
- (g) Enters into an agreement with an agent.



**Advertisements and Promotions (NCAA 12.5.2.1):** Subsequent to becoming a student-athlete, an individual shall not be eligible for participation in intercollegiate athletics if the individual:

- (a) Accepts and remuneration for or permits the use of his or her name or picture to advertise, recommend or promote directly the sale or use of a commercial product or service or any kind, or
- (b) Receives remuneration or endorsing a commercial product or service through the individual's use of such product or service.

**Prior to engaging in any promotional activity, please ensure the activity is permissible by securing prior approval from the Athletics Compliance Office.**

#### PROGRESS-TOWARD-DEGREE REQUIREMENTS

To be eligible to represent an UDC in intercollegiate athletics competition, a student-athlete shall maintain progress toward a baccalaureate or equivalent degree at that institution as determined by the regulations of that institution (NCAA 14.4.1).

#### FINANCIAL AID

A student-athlete shall not be eligible to participate in intercollegiate athletics if he or she receives financial aid that exceeds the value of the cost of attendance (NCAA 15.1). ***Please notify the compliance office of any outside scholarships, grants, or loans that you may receive directly as those awards could affect your eligibility.***

**Period of Institutional Financial Aid Award (NCAA 15.3.3.1)** If a student's athletics ability is considered in any degree in awarding financial aid, such aid shall neither be awarded for a period in excess of one academic year nor for a period less than one academic year.

**Reduction or Cancellation Permitted (NCAA 15.3.4.1)** Institutional financial aid based in any degree on athletics ability 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 or intent or financial aid agreement;
- (c) Engages in serious misconduct warranting substantial disciplinary penalty
- (d) Voluntarily withdraws from a sport at any time for personal reasons; however, the recipient's financial aid may not be awarded to another student-athlete in the academic term in which the aid was reduced or cancelled. A student-athlete's request for written permission to contact another four-year collegiate institution regarding a possible transfer does not constitute a voluntary withdrawal.

**Reduction or Cancellation Not Permitted (NCAA 15.3.4.3)** Institutional financial aid based in any degree on athletics ability may not be increased, decreased or canceled during the period of its award:

- (a) On the basis of a student-athlete's athletics ability, performance or contribution to a team's success;
- (b) Because of an injury, illness, or physical or mental medical condition; or
- (c) For any other athletics reason.

**Renewals and Non-renewals Institutional Obligation (NCAA 15.3.5.1)** The renewal of institutional financial aid based in any degree on athletics ability shall 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 in the sport in which financial aid was awarded in the previous academic year (under Bylaw 14.2) whether the grant has been renewed or not renewed for the ensuing academic year. Notification of financial aid renewals and non-renewals must come from the institution's regular financial aid authority and not from the institution's athletics department.

#### POLICY FOR AHLETIC GRANT-IN-AID APPEALS

If a student-athlete's athletic grant-in-aid is reduced or cancelled during the period of the award or is reduced or not renewed for the following academic year, the student-athlete has the opportunity for a hearing to appeal the decision. Student-athletes will have 20 business days from the date of the letter notifying them of the reduction or non-renewal decision to request an appeal of that decision. Requests for appeal must be made in writing to the Student Financial Services.

#### STUDENT-ATHLETE EMPLOYMENT

**Criteria Governing Compensation to Student-Athletes (NCAA 12.4.1)** Compensation may be paid to a student-athlete:

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

**Athletics Reputation (NCAA 12.4.2)** Such compensation may 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.

**Fee-for-Lesson Instruction (NCAA 12.4.2.1)** A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided;

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

**Employment at a Camp or Clinic: Student-Athletes (NCAA 13.12.2.1)** A student-athlete who is employed in any sports camp or clinic must meet the following requirements:

- (a) The student-athlete must perform duties that are of a general supervisory character in addition to any coaching or officiating assignments.
- (b) Compensation provided to the student-athlete shall be commensurate with the going rate for camp or clinic counselors of like teaching ability and camp or clinic experience and may not be paid on the basis



of the value that the student-athlete may have for the employer because of the athletics reputation or fame the student-athlete has achieved. It is not permissible to establish varying levels of compensation for a student-athlete employed in a sports camp or clinic based on the level of the athletics skills of the student-athlete.

(c) A student-athlete who only lectures or demonstrates at a camp/clinic may not receive compensation for his or her appearance at the camp/clinic.

**Prior to beginning any job, on or off campus, a student-athlete must secure permission from the Athletics Compliance Office.**

## OUTSIDE COMPETITION

**Sports Other Than Basketball (NCAA 14.7.1)** A student-athlete in any sport other than basketball who participates during the academic year as a member of any outside team in any non-collegiate, amateur competition becomes ineligible for intercollegiate competition unless eligibility is restored by the Committee on Student-Athlete Reinstatement. A student-athlete is permitted to practice on such a team.

**Exception (NCAA 14.7.1.1)** A student-athlete may compete outside of the institution's declared playing and practice season as a member of an outside team in any non-collegiate, amateur competition during any official vacation period published in the institution's catalog. The number of student-athletes from any one institution shall not exceed the applicable limits set forth in Bylaw 17.32.2.

**Exception – Soccer, Women's Volleyball, Field Hockey and Men's Water Polo (NCAA 14.7.1.2)** In soccer, women's volleyball, field hockey and men's water polo, a student-athlete may compete outside of the institution's declared playing and practice season as a member of an outside team in any non-collegiate, amateur competition, provided the following conditions are met:

- (a) Such participation occurs no earlier than May 1;
- (b) In soccer, women's volleyball and field hockey, the number of student-athletes from any one institution does not exceed the applicable limits
- (c) The competition is approved by the institution's director of athletics;
- (d) No class time is missed for practice activities or for competition; and
- (e) In women's volleyball, all practice and competition is confined to doubles tournaments in outdoor volleyball, either on sand or grass.

**Outside Competition, Basketball (NCAA 14.7.2)** A student-athlete who participates in any organized basketball competition except while representing the institution in intercollegiate competition in accordance with the permissible playing season specified in Bylaw 17.5 becomes ineligible for any further intercollegiate competition in basketball.

## UNETHICAL CONDUCT (NCAA 10.1)

Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member (e.g., coach, professor, tutor, teaching assistant, student manager, student trainer) may include, but is not limited to, the following:

- (a) Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual's institution;
- (b) Knowing involvement in arranging for a fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;



- (c) Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
- (d) Knowingly furnishing the NCAA or the individual's institution false or misleading information concerning the individual's involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;
- (e) Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative or an agent or advisor (e.g., "runner");
- (f) Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law;
- (g) Failure to provide complete and accurate information to the NCAA or institution's admissions office regarding an individual's academic record (e.g., schools attended, completion of coursework, grades and test scores);
- (h) Fraudulence or misconduct in connection with entrance or placement examinations;
- (i) Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or
- (j) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution's athletics department regarding an individual's amateur status.

#### GAMBLING ACTIVITIES (NCAA 10.3)

Staff members of a member conference, staff members of the athletics department of a member institution and student-athletes shall not engage in sports wagering or provide information to individuals involved in any type of sports wagering activities. Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins ("point shaving") or who participates in any sports wagering activity involving the student-athlete's institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.

A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a parlay card shall be ineligible for all regular-season and postseason competition for a minimum of a period of one year from the date of the institution's determination that a violation occurred and shall be charged with the loss of a minimum of one season of eligibility. If the student-athlete is determined to have been involved in a later violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all remaining regular-season and postseason eligibility in all sports.

#### KNOWLEDGE OF BANNED DRUGS (NCAA 10.2)

A student-athlete who is found to have utilized a substance on the list of banned drugs shall be declared ineligible for further participation in postseason and regular-season competition in accordance with the following provisions: A student athlete who tests positive shall be charged with the loss of a minimum of one season of competition in all sports if the season of competition has not yet begun for that student athlete or a minimum of the equivalent of one full season of competition in all sports if the student athlete tests positive during his or her season of competition (i.e., the remainder of contests in the current season and contests in the subsequent season up to the period of time in which the student athlete was declared ineligible during



the previous year). The student athlete shall remain ineligible for all regular season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the student athlete's positive drug test, and until the student athlete retests negative and the student-athlete's eligibility is restored by the NCAA. If the student-athlete tests positive a second time for the use of any drug, other than a "street drug", he or she shall lose all remaining regular-season and postseason eligibility in all sports. If the student-athlete tests positive for the use of a "street drug" after being restored to eligibility, he or she shall lose a minimum of one season of competition in all sports and also shall remain ineligible for regular-season and postseason competition at least through the next calendar year. **(NCAA 18.4.1.5)**

The following is the list of banned-drug classes: **(NCAA 31.2.3)**

a. Stimulants:

amiphenazole fencamfamine

amphetamine meclofenoxate

bemigrade methamphetamine

benzphetamine methylphenidate

bromantan nikethamide

caffeine<sup>1</sup> pemoline

chlorphentermine pentetrazol

cocaine phendimetrazine

cropropamide phenmetrazine

crothetamide phentermine

diethylpropion picrotoxine

dimethylamphetamine pipradol

doxapram prolintane

ephedrine strychnine

ethamivan and related compounds

ethyl amphetamine

b. Anabolic steroids:

boldenone clenbuterol

clostebol methyl testosterone

dehydrochlormethyl-testosterone (DHEA) nandrolone



dihydrotestosterod norethandrolone

dromostanolone oxandrolone

fluoxymesterone oxymesterone

mesterolone oxymetholone

methandienone stanozolol

methenolone testosterone<sup>2</sup>

and related compounds

c. Substances banned for specific sports:

Rifle:

alcohol pindolol

atenolol propranolol

metoprolol timolol

nadolol and related compounds

d. Diuretics:

acetazolamide hydrochlorothiazide

bendroflumethiazid hydroflumethiazide

benzthiazide methyclothiazide

bumetanide metolazone

chlorothiazide polythiazide

chlorthalidone quinethazone

ethacrynic acid spironolactone

flumethiazide triamterene

furosemide trichlormethiazide

and related compounds

e. Street drugs:

heroin THC (tetrahydrocannabinol)<sup>3</sup>



marijuana<sup>3</sup>

f. Peptide hormones and analogues:

chorionic gonadotrophin corticotrophin (ACTH)

(HCG-human chorionic growth hormone

gonadotrophin) (HGH, somatotrophin)

erythropoietin (EPO)

g. Definition of positive depends on the following:

<sup>1</sup> for caffeine-if the concentration in the urine exceeds 15 micrograms/ml.

<sup>2</sup> for testosterone-if the administration of testosterone or the 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.

<sup>3</sup> for marijuana and THC-if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.

All the respective releasing factors of the above-mentioned substances also are banned.

## SPORTS MEDICINE

### University of the District of Columbia Sports Medicine Department Policy and Procedure

Welcome to the UDC Intercollegiate Athletics Sports Medicine Office. We, the members of the Sports Medicine Team, wish to welcome you to the 2009-2010 school year. The Sports Medicine Team is a group of allied health providers and physicians who assist the student-athletes with their medical needs. The Sports Medicine Team is currently comprised of a certified athletic trainer, general physicians, an orthopedic surgeon, and cardiologist.

1. At UDC all student-athletes must complete a yearly physical performed by a licensed physician before they can participate in Intercollegiate Athletics.
2. Athletes may use the physician of their choice for the physical exam. You will need to complete the Medical History form and have the Physical Examination form completed and signed by a licensed physician. These forms must be completed and returned before you can begin participation. The forms may download from the athletic website.
2. New student-athletes are required to have a cardiovascular screening and an electrocardiogram (EKG) and be medically cleared to participate by a licensed cardiologist.
3. New athletes may use the cardiologist of their choice but will need to provide documentation of the medical clearance by the licensed cardiologist and a copy of the EKG.



4. All student-athletes must have personal accident coverage through a primary medical insurance policy during the entire school year. Athletes must show proof of coverage prior to participating in any intercollegiate activities.
5. The University of the District of Columbia Intercollegiate Athletics Department **provides secondary medical insurance coverage** to supplement the personal accident insurance that the student-athlete must carry. If an athlete does not have a primary policy they can be assisted in securing a policy through Health Services or the Athletics Department.

#### Rules

1. Medical bills that produced due to athletic participation can only be submitted for payment. Medical bills for non-athletic injuries or conditions (i.e. illness, tooth or eye care) will be the responsibility of the athlete.
2. The Athletic Training room is a place for rehabilitation and treatment of injuries, please do not loiter or congregate in the training room unless you are seeking medical attention or performing rehabilitation.
3. Please sign in on the treatment log each time you come to the training room. Any equipment that you take such as braces, sleeves, crutches, splints, etc will need to be signed out and returned after use.

### SPORTS INFORMATION

The Sports Information Office serves as the primary contact for the media to obtain information about the athletic program at the University of the District of Columbia. The Office provides news releases, final game statistics, schedules, media guides and other printed resource materials in support of the Athletic program. The Sports Information Office also maintains the University's Official Athletic Web Site,

Student-athletes are NOT to speak to any members of the media, UDC student media included, under any circumstance without prior approval by the Sports Information Director. If a member of the media contacts you, refer them to: The Sports Information Office by telephone at (202) 274-5064, by FAX at (202) 274-5065, and by E-mail ([bpayton@udc.edu](mailto:bpayton@udc.edu)).

### 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 at UDC. (NCAA.org)

If you are interested in playing an active role in the athletic program and want to become part of this committee, please contact your coach or the Senior Women Advisor

