

I have received the ULM Student-Athlete Handbook. I realize the information contained in this handbook pertaining to rules, regulations, and my eligibility status is important and I understand that I am responsible for adhering to all the policies and procedures referenced in the Handbook.

Student Athlete Signature _____

Date _____

Print Name _____

Sport _____

REGISTRATION DATES AND CALENDAR

ARROW (<https://arrow.ulm.edu>)

Fall Semester 2008

August 18	Classes begin at 8:00 am
August 20	Last day to add a course
September 1	Labor Day Holiday
Sept. 22–Oct. 3	Mid-term Grading
October 9-12	Fall Holiday
October 22	Final date for dropping a course with a “W” grade
November 26	Thanksgiving Recess begins at noon
November 27-30	Thanksgiving Recess - all offices and food services closed
December 1	Classes resume at 8:00 am
December 1-2	Final Exams
December 3	Student Study Day - no exams scheduled
December 4-5	Final Exams
December 9	Grades entered by faculty on-line by 8:00 am
December 13	Commencement Exercises at 2:00 pm
Dec. 22-Jan. 2	University Offices closed

Wintersession 2008-2009

December 8	Classes begin
December 9	Last date to add a course
December 19	Final date for dropping a course with a “W” grade
December 24-31	Wintersession Break (no classes)
January 1	New Year’s Day (observed – no classes)
January 2	Classes resume
January 9	Final Exams
January 13	Grades entered by faculty on-line by 8:00 am

Spring Semester 2009

January 5	University Offices reopen
January 12	Classes begin
January 14	Last day to add a course
January 19	Martin Luther King Day holiday (University closed)
February 23-25	Mardi Grad holidays
February 26	Classes resume
February 23-27	Mid-term Grading
March 19	Final date for dropping a course with a 'W' grade
April 10-17	Spring Holiday (no classes)
April 20	Classes resume at 8:00 am
May 4-5	Final Exams
May 6	Student Study Day – no exams scheduled
May 7-9	Final Exams
May 12	Grades entered by faculty on-line by 8:00 am
May 16	Commencement Exercises at 2:00 pm

Summer Intersession 2009

May 11	Classes begin
May 12	Last day to add a course
May 21	Final date for dropping a course with a "W" grade
May 25	Memorial Day Holiday
June 1	Final Exams
June 3	Grades entered by faculty on-line by 8:00 a.m.

Summer I 2009

June 3	Classes begin
June 4	Last day to add a course
June 22	Final date for dropping a course with a "W" grade
July 2	Final Exams
July 3	Independence Day Holiday (observed)
July 6	Grades entered by faculty on-line by 8:00 a.m.

Summer II 2009

July 8	Classes begin
July 9	Last day to add a course
July 27	Final date for dropping a course with a "W" grade
August 6	Final Exams
August 10	Grades entered by faculty on-line by 8:00 am
August 15	Commencement Exercises at 2:00 pm

IMPORTANT PHONE NUMBERS

All extensions preceded by (318) 342-

Name	Title	Office Location	Phone
Bobby Staub	Director of Athletics	Malone Stadium	X5360
Doug Mosley	Associate Director of Athletics	Malone Stadium	X5442
Evelyn Matheny	Administrative Assistant to the Director of Athletics	Malone Stadium	X5360
Sharon Traxler	Ticket/Event Manager	Malone Stadium	X5417
Brandon Bruscato	Business Manager	Malone Stadium	X3579
TBD	Marketing Director	Malone Stadium	
Dr. Sean Chenoweth	Faculty Athletics Representative	Hanna Hall	X1887
Tasha Fisher	Assistant AD for Academics & Compliance/ Senior Woman Administrator	Clarke M. Wil- liams Student Success Center	X5384
Catherine Colwell	Director of Compliance	Clarke M. Wil- liams Student Success Center	X7971
Dr. Kathy Parker	Coordinator of Academic Counseling/ Football Counselor	Clarke M. Wil- liams Student Success Center	X1545
Victoria Archangel	Academic Counselor	Clarke M. Wil- liams Student Success Center	x5065
TBD	Academic Counselor	Clarke M. Wil-	X3662

		liams Student Success Center	
Toni Bacon	Executive Director, ULM Athletic Foundation	DeSiard Building	X5284
Melissa Lawson	Coordinator, ULM Athletic Foundation	DeSiard Building	X5428
Bernard Heflin	Assistant , ULM Athletic Foundation	Booster House	X3607
Adam Prendergast	Director of Media Relations	Fant-Ewing	X5463
Jeff Hendrix	Assistant Director of Media Relations	Fant-Ewing	X5462
Phillip Shaw	Assistant AD for Operations Head Athletic Trainer	Malone Stadium	X5381
Rhiannon Neff	Asst. Athletic Trainer	Malone Stadium	X3565
TBD	Asst. Athletic Trainer	Malone Stadium	X5381
TBD	Equipment Manager	Malone Stadium	X7992
Matt Braunscheidel	Video Coordinator	Malone Stadium	X5418
Kim Sword	Head Strength & Conditioning Coach	Malone Stadium	X3578
Nancy Derrick	Asst. Strength & Conditioning Coach	Malone Stadium	X5371
Jeff Schexnaider	Head Baseball Coach	Baseball Field	X3591
Mike Trahan	Asst. Baseball Coach	Baseball Field	X3589
Dax Leone	Asst. Baseball Coach	Baseball Field	X5396

TBD	Director of Baseball Operations	Baseball Field	X5395
Orlando Early	Head Basketball Coach (M)	Fant-Ewing	X5401
Gus Hauser	Asst. Men's Basketball	Fant-Ewing	X5403
Harold Juluke	Asst. Men's Basketball	Fant-Ewing	X5404
Tom Coverdale	Asst. Men's Basketball	Fant-Ewing	X5400
Mona Martin	Head Basketball Coach (W)	Fant-Ewing	X5407
E.J. Ok	Asst. Women's Basketball	Fant-Ewing	X5409
Robert Dallimore	Asst. Women's Basketball	Fant-Ewing	X5410
Gerline Guillaume	Asst. Women's Basketball	Fant-Ewing	X5406
Charlie Weatherbie	Head Football Coach	Malone Stadium	X3575
Bob Leahy	Associate Head Coach	Malone Stadium	X5375
Steve Farmer	Offensive Coordinator	Malone Stadium	X5374
Manny Michel	Co-Defensive Coordinator	Malone Stadium	X5377
Phil Elmassian	Co-Defensive Coordinator	Malone Stadium	X5373
Jonas Weatherbie	Asst. Football	Malone Stadium	X5375
Luke Wells	Asst. Football	Malone Stadium	X5362

Mark Tommerdahl	Asst. Football	Malone Stadium	X5376
Demetrius Adams	Asst. Football	Malone Stadium	X5378
Darrell Perkins	Asst. Football	Malone Stadium	X5372
Peter Martin	Director of Football Operations	Malone Stadium	X5369
J.D. Kappeler	GA Football Coach	Malone Stadium	X5371
Brett Miksch	GA Football Coach	Malone Stadium	X5371
Linda Tarver	Administrative Assistant	Malone Stadium	X3575
Chris Wilson	Head Golf Coach (M/W)	Golf House	X3569
Andy Mintz	Assistant Coach (M/W)	Golf House	X5531
Stacy Lamb	Head Soccer Coach	Fant-Ewing	X5090
Aaron Cline	Asst. Soccer Coach	Fant-Ewing	X3598
Rosemary Holloway-Hill	Head Softball Coach	Softball Field	X5408
Lacinda Norman	Asst. Softball Coach	Softball Field	X5412
Micah Rhodes	GA Softball Coach	Softball Field	X5412
Terrence DeJongh	Head Tennis Coach	Heard Stadium	X5393
J.D. Malone	Head Track/Field/CC Coach	Brown Stadium	X5390
Toby Reep	Asst. Track/Field/CC	Brown Stadium	X5392

Mark Winiarski	Asst. Track/Field	Brown Stadium	X5391
Jacobus Smit	GA Track Coach	Brown Stadium	X5391
Amber Tiedman	GA Track Coach	Brown Stadium	X5391
John Schmidt	Head Volleyball Coach	Brown Gym	X5411
Brandy Bradley	Asst. Volleyball Coach	Brown Gym	X3599
Chris Taylor	GA Volleyball Coach	Brown Gym	X3599

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Mrs. Tasha Fisher
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OUR MISSION

The ULM Department of Athletics' purpose is to offer nationally competitive intercollegiate athletic programs that reflect the interests of our students and faculty, the Sun Belt Conference, the people of Louisiana, the region, and of the nation. These programs provide a worthwhile experience for our students by teaching them the basic principles of amateur competition, competitive integrity and fair play. Our sport teams enliven and enrich the life of our academic community, keep our graduates in touch with the University long after they leave campus and serve as a common bond for people of all ages and backgrounds.

The University of Louisiana at Monroe, Department of Athletics strives to match the mission and value system of the University with that of both our current and our prospective student-athletes. This relationship will enhance the beliefs and values of each and provide an example of the quality experience, both academically and athletically, to the prospective student-athlete at the University of Louisiana at Monroe.

Above all, we recognize that the University's obligation to the State of Louisiana, and to the parents who send us their sons and daughters, is to provide our students with a level of quality education which leads to recognized achievement, contributing to their social development and preparing them for meaningful lives and careers. We are committed to the proposition that academic achievement is not and should not be a gift. Rather, it is a challenge that must be met by individual students, as well as the University. Accordingly, all of our efforts are guided by certain values we believe essential to the fulfillment of this task.

THE STUDENT-ATHLETE AS A STUDENT

Receiving a degree should be the single most important objective of every student-athlete. The student-athlete is responsible for selecting a major, attending class, participating in classroom discussions, turning in assignments on-time and preparing for exams - all of this is critical to receiving a degree. However, the student-athlete is not on this journey alone.

OFFICE OF ACADEMICS & COMPLIANCE

Academic Counseling

Before a student-athlete registers for class, he/she should schedule an appointment with his/her assigned athletic academic counselor. Our academic counselors will help each student-athlete understand what it takes to be academically eligible.

Faculty Advisement

Once a student-athlete has met with an academic counselor in the Office of Academics & Compliance, he/she must meet with a faculty advisor within his/her chosen major. The assigned college advisor will discuss program requirements, explain any program changes, and suggest courses to take in the following term. Together, the student-athlete and his/her college advisor will plan a class schedule for the upcoming semester. Once agreed upon, this schedule cannot be changed without permission from the faculty advisor, Head Coach and athletic academic counselor.

Withdrawing From a Course

A student-athlete must NOT withdraw from a course without written approval from the Office of Academics & Compliance. Though student-athletes may think withdrawing from a course is their only option due to poor grades, remember that athletic eligibility could be jeopardized by acting impulsively. Likewise, a student-athlete should not stop attending a class in anticipation of dropping it. At the first sign of difficulty, a student-athlete should contact the Office of Academics & Compliance for guidance. Assistance may be available in the form of tutoring, study groups or mentoring, but programs such as these should be utilized early while there is still time for them to have a positive impact. Waiting until the end of the semester to seek help is usually much too late.

Progress Reports

Periodically, the Office of Academics & Compliance will submit progress reports to professors of student-athletes. The reports request information regarding class attendance, participation, and current grades. Student-athletes receiving a poor progress report will meet with the appropriate representative of the Office of Academics & Compliance to develop an academic recovery plan. The plan may include one-on-one tutoring, participation in study groups, working with a mentor, extra supervised study hours, or all of the above.

Supervised Study

Supervised Study is an integral part of our academic support system. With flexible hours and locations, it allows student-athletes to fit study time in around their busy class and practice schedules. Each student-athlete should check with the Office of Academics & Compliance for attendance policies.

Tutoring Services

Tutors are available to student-athletes in all major subjects, free of charge. The tutor will be a fellow student who has demonstrated proficiency in the subjects he or she tutors. Student-athletes should treat all tutor sessions the way same manner that a class should be treated - arrive on-time, be prepared and give the tutor the respect he/she deserves. Student-athletes who are habitually late, or who skip tutor sessions will no longer be allowed to utilize this service. A student-athlete may schedule an appointment with a tutor by completing a Tutor Request Form, available from a Supervised Study monitor in the Office of Academics & Compliance. **REMEMBER: IT IS AGAINST NCAA RULES FOR TUTORS TO WRITE OR TYPE PAPERS FOR STUDENT-ATHLETES.**

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WHAT DOES IT TAKE TO BE ELIGIBLE?

All ULM student-athletes are subject to NCAA, Sun Belt Conference and University of Louisiana at Monroe regulations, pertaining to his/her eligibility to participate in intercollegiate athletics. Since these regulations are subject to change, a student-athlete should always consult with his/her head coach or the Office of Academics & Compliance with any questions. A meeting will be conducted at the beginning of the academic year to review critical academic eligibility information. It is the responsibility of the student-athlete to know and meet all eligibility requirements.

NCAA Academic Requirements

- 1) Student-athletes must be enrolled as a full-time student (enrolled in 12 credit hours) each semester to be eligible to practice, compete, and travel with the team. A student-athlete will immediately become **ineligible** to engage in these activities if he/she drops below full-time status.
- 2) Student-athletes must pass a minimum of six (6) credit hours toward a declared major in each regular term (does not include summer school, intersession or intersession)
- 3) Student-athletes must pass a minimum of eighteen (18) credit hours toward a declared major during the regular academic year (i.e., fall, winter and spring semesters combined).
- 4) Freshmen must also pass a minimum of twenty-four (24) credit hours toward their declared major in their first year, eighteen (18) of which must be earned during the Fall and Spring semesters - a maximum of six (6) credit hours may be earned during the summer to meet the 24 hour requirement.
- 5) **No more than 6 credit hours of developmental credit can be counted toward eligibility.** Further, these hours can only be completed during the **first** year of enrollment at any collegiate institution for them to count.
- 6) A course can be counted toward eligibility only one time. If a student-athlete repeats a class for which he/she has already received a passing grade (i.e., A, B, C, and sometimes D) and credit toward your eligibility, he/she cannot receive credit for it again toward his/her eligibility.
- 7) Student-athletes must declare a major leading to a baccalaureate degree (**four-year degree**) by the beginning of the **third year** of full-time collegiate enrollment.
- 8) By the beginning of the **second year of enrollment**, student-athletes must have a minimum

1.8 cumulative GPA to compete.

- 9) By the beginning of the **third year of enrollment**, student-athletes must have declared a major (selected a degree plan), have earned **40%** of the hours required by the declared degree plan (usually 50 hours) AND a minimum **1.9** cumulative GPA to compete.
- 10) By the beginning of the **fourth year of enrollment**, student-athletes must have earned **60%** of the hours required by the declared degree plan (usually 75 hours) AND a minimum **2.0** cumulative GPA to compete.
- 11) By the beginning of the **fifth year of enrollment**, student-athletes must have earned **80%** of the hours required by the declared degree plan (usually 100 hours) AND a minimum **2.0** cumulative GPA to compete.

FINANCIAL AID

Athletics Aid

Athletics Aid is awarded for a period of one academic year. The amount and the conditions of the scholarship were disclosed on the GRANT-IN-AID agreement issued to the student-athlete.

Athletics Aid may not exceed the cost of tuition and required fees, room, board, and required course-related books. Per NCAA rules, a scholarship cannot pay for parking decals or tickets, lab fees, online course fees, traffic fines, library fines, or any dormitory damage charges.

During the period of the award, aid MAY be reduced or cancelled for the following reasons:

- 1) Student becomes ineligible for competition
- 2) Student fraudulently misrepresents information on admission application, Letter of Intent, or Grant-in-Aid.
- 3) Student engages in serious misconduct warranting substantial disciplinary penalty by coaching staff, Director of Athletics or the regular disciplinary authority at ULM.
- 4) Student voluntarily withdraws from his/her sport for personal reasons.

After the conclusion of the academic year, athletics aid may be reduced or not renewed for ANY reason.

Appeal Process for Reduced or Cancelled Athletic Scholarship

Formal written notification of renewal or nonrenewal of athletic aid will be mailed by July 1. In the event of a reduction or nonrenewal of athletics aid, the student has the right to an appeal as provided by NCAA legislation. The policies and procedures of the appeals process are as follows:

- 1) The student must address a typed letter to the Scholarship Appeals Committee. The letter must include supporting documentation for reinstatement of aid.
- 2) The letter must include the student's full name and CWID or Social Security number.
- 3) The student must submit the appeal letter within thirty days from the date of the reduction, cancellation or nonrenewal letter.
- 4) The student will submit the letter and supporting documentation to the Director of Compliance, who will in turn submit the information to the Scholarship Appeals Committee. Additional documentation, including academic transcripts, will be provided by the Office of Academics & Compliance.
- 5) The date and time for the Scholarship Appeals Committee meeting will be reported to the Director of Compliance.
- 6) The committee will review the appeal documentation. Any registered student who appeals with appropriate documentation can expect to receive a decision within two weeks.
- 7) Decisions of the committee will be reported by the committee's chair directly to the Director of Compliance. The coach and student will then be notified of the committee's decision. All appeal decisions are final.
- 8) Coaches and students will not attend the appeal hearing unless requested by the committee.

Book Scholarships

Student-athletes on book scholarship will be able to pick up their “pre-packaged” books, based on their class schedule, during the first week of classes by presenting a valid ULM ID at the bookstore, located on the first floor of Sandel Hall. The following guidelines apply:

- 1) Book scholarships cover only the textbooks **required by the class schedule**. Student-athletes may not use the book scholarship to purchase books for any other student.
- 2) No supplies (e.g. notebooks, folders, pens, pencils, computer disks, lab kits, clothing items, umbrellas, or any other such items) can be charged to the book scholarship.
- 3) The student-athlete is responsible for paying for purchases of any and all items not covered by a book scholarship, including texts not required by the enrolled courses.
- 4) Student-athletes must return ALL BOOKS received on book scholarship by the last day of finals in the current term. Any textbooks not returned are the financial responsibility of the student-athlete.
- 5) If a book is lost or stolen, a student-athlete cannot charge a replacement text to a book scholarship account. The student-athlete is responsible for purchasing a replacement text and reporting the loss, to include a police report, when necessary.
- 6) If an additional text is needed after the regularly scheduled issuance, the student-athlete must report to the Director of Compliance to receive written approval to receive the text. The student-athlete must take the approval slip and his/her ULM I.D. card to the University Bookstore to receive the text. [THE UNIVERSITY BOOKSTORE WILL NOT ISSUE TEXTS WITHOUT THIS APPROVAL SLIP AND ULM I.D.]
- 7) **NO textbooks are issued after the third week of classes.** It is the responsibility of the student-athlete to ensure he/she has received all required textbooks for enrolled courses.

Summer Session

A student-athlete interested in attending summer school should contact his/her coach to make an official request. The Office of Academics & Compliance will review all requests, and work with the head coach to determine the best use of available funds. Approval for summer aid is not guaranteed. For those student-athletes chosen to receive summer aid, the NCAA limits the award to the same percentage as the student-athlete's scholarship during the previous academic year. For example, a student-athlete who received a 20% scholarship in the previous academic year would be limited to 20% during the summer term. Aid will only be provided for courses enrolled in at ULM.

Transfer/Release Requests

The University of Louisiana at Monroe (ULM) shall notify a student-athlete in writing regarding a decision that will affect his or her transfer status (i.e., permission to speak, one-time transfer, intra-conference transfer). The compliance office seeks input from the head coach regarding the decision whether to approve or deny permission to contact or the use of the one-time transfer exception, if applicable. Final authority to approve or deny the request rests with the Director of Athletics.

Per NCAA Bylaw 13.1.1.3, an athletics staff member or other representative of the institution's athletics interests shall not make contact with the student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining the written permission of the institution, regardless of who makes the initial contact. If ULM does not grant permission to contact, the second institution shall not encourage the transfer and the institution shall not provide athletically related financial assistance to the student-athlete until the student-athlete has attended the second institution for one academic year. If ULM grants permission to contact the student-athlete, all applicable NCAA recruiting rules apply.

Per NCAA Bylaw 14.5.5.2.10 (One-Time Transfer Exception), ULM shall certify in writing that it has no objection to the student-athlete being granted an exception to the transfer-residence requirement. If the institution denies the student-athlete's request for the release, it shall inform the stu-

dent-athlete in writing that he or she, upon request, shall be provided a hearing conducted by an institutional entity or committee outside of the athletics department.

Per Sun Belt Conference Bylaw 13.2, "a student-athlete transferring from one Sun Belt Conference institution to another Sun Belt Conference institution is ineligible for participation and competition in the Sun Belt Conference sport for two years from the date of transfer."

In all cases, if a student-athlete is denied permission to contact per NCAA Bylaw 13.1.1.3 or the use of the one-time transfer exception per NCAA Bylaw 14.5.5.2.10, the Assistant Athletics Director for Academics and Compliance will notify the student-athlete in writing of the denial and inform him or her of an appeal opportunity.

A student-athlete who wishes to appeal a decision related to his or her transfer shall submit a written request within fourteen (14) days of the date he/she received the denial notification that includes:

- The name and sport of the student-athlete, along with the date of first full-time enrollment at any other institution and as well as at ULM.
- Reasons for believing that the decision should be overturned or modified, including specific dates, and names of all the individuals who are involved.
- Copies of any relevant documents. Examples of possible documentation are letters between the student-athlete and the head coach, and statements from witnesses who have personal knowledge of relevant information that will contribute to an understanding of the situation for which the hearing is taking place.

The student-athlete should submit these materials (coach/sport not privy to information submitted by student-athlete) to the Assistant Athletics Director for Academics and Compliance along with his/her written request for an appeal hearing. Upon receiving the request for the appeal, the Assistant Athletics Director for Academics and Compliance will notify the Faculty Athletic Representative (FAR) of the appeal request. The FAR will set a hearing date within twenty-one (21) days of the receipt of the appeal request from the student-athlete.

At this time, a request will be made to the head coach and any other necessary individual(s) to supply the committee with a written statement of explanation, along with all available supporting documentation. The student-athlete, head coach, and other designated Department of Athletics representatives will then be notified of the date, time and location of the appeal hearing. If the student-athlete cannot be present for the appeals committee hearing, he/she must notify the Committee Chair to receive approval to miss the hearing or to participate via telephone.

The Assistant Athletics Director for Academics and Compliance will collect all relevant information from both parties prior to the hearing date and will disseminate appeal hearing packets to all committee members and the Chair at least twenty-four (24) hours prior to the appeal hearing.

Fifth-Year/Exhausted Eligibility Scholarship Policy

The University of Louisiana at Monroe is committed to helping every student-athlete graduate within five years of initial full-time enrollment. As part of this commitment, a student-athlete may be eligible to receive financial assistance from the Department of Athletics for use in completing degree requirements for graduation after exhausting playing eligibility.

Most fifth year awards are valued at tuition and required fees, including applicable out-of-state fees. If the award during the previous academic year was less than the value of tuition and required fees, the fifth year aid award may equal the equivalency received during the previous academic year. The head coach has the discretion to set the value of the award to include room, board, or book rental. Fifth year aid cannot be used to complete a double major, additional minor or graduate degree.

Awarding of Fifth-Year Aid

- 1) Awards are contingent upon availability of funds.
- 2) Awards depend upon the student-athlete maintaining full-time status and continuing to meet NCAA progress-toward-degree requirements. Failing or withdrawing from a course may be grounds for canceling the award.
- 3) Awards hinge on satisfactory completion of the work assignment (see Work Commitment, below)
- 4) All awards are granted upon final approval of the Director of Athletics.

Academic Criteria

In addition, fifth year aid is awarded on an individual, case-by-case basis using a combination of the following criteria:

- 1) Grade Point Average
- 2) Hours Remaining Toward Degree
- 3) Hours Passed During the Previous Academic Year
- 4) Supervised Study Attendance (if applicable)
- 5) Recommendation of Head Coach
- 6) Only student athletes receiving athletic aid during the previous academic year will be considered.
- 7) Only student-athletes who completed their final year of eligibility at ULM will be considered.

Application

A student-athlete may request the fifth-year aid application paperwork from the Director of Compliance. Obtaining and completing the required information in the application is the responsibility of the student-athlete.

Work Commitment

Fifth year aid is a privilege. All student-athletes must earn fifth-year aid by committing to working within the Department of Athletics for each term awarded aid. A written agreement between the student-athlete and the Department of Athletics will determine work assignment. **A minimum of ten hours per week will be required each term aid is received.** If the award exceeds tuition and required fees, it may be a requirement to work up to twenty hours per week. This work assignment will take priority over any other job the student-athlete may obtain.

General Guidelines for Student-Athlete Employment

Student-athlete employment is subject to the following general guidelines:

- The rate of pay must be the normal rate of pay for the duties performed.
- Compensation may be paid only for actual work performed.
- Payment in advance of hours worked is not permitted.
- Transportation to work may be provided only if transportation is available to all employees.

Employment during the Academic Year

At the beginning of the fall semester, the Director of Compliance will ask you to provide information about your plans for employment during the academic year. You **CANNOT** begin employment without the approval of the Director of Compliance.

Failure to follow the approval procedure mentioned above could result in your ineligibility to participate. Since the eligibility of the student-athlete is at stake, it is absolutely necessary for him/her to follow the NCAA guidelines presented by the Director of Compliance. Additionally, when employment status changes or if there are any questions about employment, a student-athlete must con-

tact the Director of Compliance.

THE STUDENT-ATHLETE IS REQUIRED TO REPORT ALL FORMS OF FINANCIAL AID AND EMPLOYMENT TO THE DIRECTOR OF COMPLIANCE (X7971).

THE STUDENT-ATHLETE AS AN ATHLETE

CODE OF CONDUCT

Congratulations – you're a Warhawk! Student-athletes are one of the most visible groups in the University community, which translates into tremendous opportunity, but it also brings great responsibility. The conduct of a student-athlete will be scrutinized – by fellow students, professors, the University, other NCAA institutions and the community at-large. **It is important that personal conduct be above reproach at all times.**

Sportsmanship and Ethical Conduct

Good sportsmanship and ethical conduct mean so much more than the mere absence of negative actions. Everyone associated with ULM Athletics, including student-athletes, coaches, athletics administrators and support groups must adhere to such fundamental values as respect, fairness, civility, honesty and accountability. The head coach will teach techniques for dealing with opponents, officials and fans in a positive way, but when it comes right down to it the student-athlete alone is responsible for his/her behavior. The following will not be tolerated:

- Physical abuse of officials, coaches, opponents, or spectators
- Throwing of objects
- Unauthorized seizure of equipment from officials or the news media
- Inciting players or spectators to negative actions or to any behavior which insults or defiles an opponent's traditions
- Use of obscene or otherwise inappropriate language or gestures
- Making public statements which are negative, controversial or outside the Department of Athletics' Media Policy
- Participating in any action that violates the generally recognized ethical standards of intercollegiate athletics or of the University.

Hazing

The University of Louisiana System has adopted a hazing policy that is applicable to all students, including student-athletes. This policy defines hazing as any action taken, or situation created, whether on or off University property, that physically harms, humiliates or degrades another person. Examples of activities that could constitute hazing include physical activities that result in excessive fatigue, wearing apparel that causes embarrassment, giving food or drink which is distasteful or designed to induce nausea or inebriation, verbal harassment, any situation that subjugates an individual to the point they lose self-respect, activities which interfere with academic responsibilities, and the use of obscene or vulgar dress, language or actions. It is the responsibility of the student-athlete to report any violation of the hazing policy to his/her coach or an administrator to ensure that all student-athletes can practice and compete in a safe, respectful environment. A complete copy of the Hazing Policy can be found the University website.

Gambling and Bribery

The NCAA prohibits student-athletes and Department of Athletics staff members from knowingly:

- Providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition
- Soliciting a bet on any intercollegiate team
- Placing a bet on any gambling activity involving intercollegiate athletics and professional athletics through a bookmaker, parlay card or any other method employed by organized gambling.

Participating in gambling or bribery activities can result in disciplinary actions by the University and the NCAA, as well as local, state and/or federal agencies. Violations of Department or University policy may result in:

- Probation
- Dismissal from the squad
- Cancellation or reduction of the grant-in-aid
- Dismissal from the University

Agent Representation

Under NCAA bylaws, a student-athlete will be ineligible for participation in intercollegiate athletics if he/she enters into any agreement (oral or written) to be represented by an agent for the purpose of marketing athletic ability or reputation in a sport, even if the agreement is for future representation. A student-athlete will be ineligible if he/she accepts any benefits (money, gifts, transportation, or other benefits, regardless of value) from any agent, runner, or financial advisor or any person who wishes to represent the student-athlete in the marketing of the individual's athletic ability.

Summer Leagues

Student-athletes must have written approval from the head coach and Director of Athletics to participate in any official state games, or to participate in any official tryouts and/or any competitions involving national teams, the Pan American Games, or the Olympic Games. Men's and women's basketball student-athletes may participate in only one NCAA approved summer basketball league. Failure to receive written approval could impact eligibility. Please check with the Director of Compliance for further information.

PLAYING AND PRACTICE SEASONS

The playing and practice season for a particular sport is the period of time between the date of an institution's first officially recognized practice session and the date of the institution's last practice session or date of competition, whichever occurs later (Bylaw 17.1).

In-Season: A student-athlete's participation in countable athletically related activities shall be limited to a maximum of four hours per day and 20 hours per week (Bylaw 17.1.5.1). Countable athletically related activities include any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by, one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations.. Administrative activities (academic meetings, compliance meetings) shall not be considered as countable activities (Bylaw 17.02.1)

Outside of Playing Season: Only a student-athlete's participation in required weight-training, conditioning and individual skill instruction requested by the student-athlete shall be permitted. A student-athlete's participation in such activities shall be limited to a maximum of eight hours per week, of which not more than two hours per week may be spent on individual skill workouts (Bylaw 17.1.5.2).

Equipment/Apparel

The University provides the best athletic equipment available for its athletes. If equipment is lost, misplaced, or stolen, the student-athlete may have to pay for it. All equipment is the property of ULM and may not be retained by the team members unless specifically permitted by NCAA and ULM policy. Student-athletes are permitted to check out equipment for use during the summer months. Student-athletes also may purchase used equipment provided that they are charged the fair market value.

Team Travel

Individual head coaches are responsible for setting standards (dress, conduct, curfews, free time activities, etc.) for team conduct during trips. Generally, all team members must travel to and from the away event with their teammates and must stay with the team at assigned lodgings. Please take into account that the Department of Athletics pays only for transportation, room, and board

during team travel. In compliance with NCAA rules and regulations, room service, laundry, phone calls, pay television and movies, etc., are incidental charges that **must be paid for by the student-athlete**.

RECRUITING POLICY

The University of Louisiana at Monroe is committed to the operation of the Athletics program at the highest level of standards of behavior and practices in all areas, including recruiting. To that end, all recruiting activities participated in by the Department of Athletics of the University of Louisiana at Monroe will be conducted in accordance with absolute commitment to and in compliance with all applicable NCAA regulations.

Hosting a Recruit

When a prospective student-athlete visits ULM on an official visit, a current ULM student-athlete may be asked to serve as the host for that prospect. The NCAA has established strict guidelines governing a prospect's official visit to which all coaches and student-athletes must adhere. ULM may provide the host of a prospective student-athlete with the following to help cover costs associated with the prospect's visit.

1. A maximum of \$30 per day to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardians, or spouse), exclusive of the cost of meals and admission to on-campus athletic events. The host may not use these funds to purchase souvenirs, t-shirts, baseball caps, or other University mementos for the prospect or his/her parents, nor may the host give the money directly to the prospect.
2. Complementary admission to campus athletic events provided that the ticket is utilized, to accompany the prospect to the event during the visit with entrance through the prescribed pass gate.
3. The student-athlete's host must sign the Student-Host statement prior to the visit. This statement certifies that the student-athlete received money and details the restrictions governing the use of that money. Questions concerning the duties and responsibilities as a student host should be directed to your Head Coach or to the Director of Compliance.

The following is an abbreviated list of activities and actions which are **not** to be participated in by the student-athlete who is being recruited, the coach or the host during a visit by that individual on the ULM campus. This list is not intended to be all inclusive:

- Attendance at adult entertainment venues
- Excessively expensive meals and transportation
- Availability of and partaking in tobacco products or alcohol to under-aged recruits
- Provision of elaborate transportation, such as limousines
- Use of escort services, exotic dancers, or other similar services
- Participation in unethical or illegal activity, such as provision/use of drugs, or participation in gambling activities
- Activities at any location that may cause a perception of impropriety

Coaches are to approve all social itineraries in which the recruit will participate with the host prior to the activities. Debriefing by the coach with the host(s) is requested following the free time or scheduled social events as well. Coaches are responsible to inform the host that providing alcohol to anyone under the age of 21 is prohibited by Louisiana state laws and will not be tolerated.

DRUG USE AND SUBSTANCE ABUSE POLICY

Every student-athlete must sign a form in which he/she consents to be tested for the use of drugs prohibited by NCAA legislation. Failure to complete and sign the consent form prior to practice or competition shall result in ineligibility for practice and competition. In addition, the ULM Department of Athletics conducts its own drug-testing program. This handbook contains a section describing the ULM Department of Athletics drug-testing program, including information that pertains to what

constitutes a positive drug test and subsequent consequences.

NCAA Banned Drug List (Bylaw 31.2.3.1)

(A) Stimulants:

Amphenazole, amphetamine, bemigrade, bensphetamine, bromantan caffeine, chlorphentermine, cocaine, cropropamide, crothetamide, diethylpropion, dimethylamphetamine, doxapram, ephedrine, ethamivan, ethylamphetamine, fencamfamine, meclofenoxate, methamphetamine, MDMA, methylphenidate, nikethamide, pemoline, Phenylpropanolamine, pentetrazol, phendimetrazine, phentermine, picrotoxine, pipradol, prolintane, strychnin and related compounds

(B) Anabolic Agents:

Anabolic Steroids:

Androstenediol, androstenedione, boldenone, costebol, dehydrochlormethyl-testosterone, DHEA, DHT, dromostanonlone, fluoxymesteron mesterolone, methandienone, methenolone, methyltestosterone, nandrolone norandrostenediol, norandrostenedione, norethandrolone, oxandrolone oxymesterone, oxymetholone, stanozolol, testosterone and related compounds

Other Anabolic Agents:

Clenbuterol

(C) Diuretics:

Acetazolamide, bendroflumethiazide, benzthiazide, bumetanide, chlorothiazide, chlorthalidone, ethacrynic acid flumethiazide, flosemide hydrochlorothiazide, hydroflumethiazide, methyclothiazide, metolazone, polythiazide, quinethazone, spironolactone, triamterene, trichlormethiazide and related compounds.

(D) Street Drugs:

Heroin, marijuana, THC (tetrahydrocannabinol)

(E) Peptide Hormones:

HCG, ACTH, HGH, EPO, sermorelin

Definition of positive depends of the following:

- For caffeine - if the concentration in the urine exceeds 15 micrograms/ml
- 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.
- For marijuana and THC - if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.

DRUG TESTING, EDUCATION PROGRAMS AND POLICIES

Introduction

- 1) The University of Louisiana at Monroe believes that the use of alcohol, controlled substances, and "performance-enhancing" drugs constitutes a threat to the integrity of intercollegiate athletics, represents a danger to the health and careers of student-athletes, and unduly exposes student-athletes to exploitation.
- 2) Student-athletes attempting to combine athletic activities with alcohol and drug abuse may create additional risks to themselves and to their teammates. The reduction in mental alertness and the behavior modifications whether manifested as excessive aggression or increased indifference, expose student-athletes to physical injury and encourage team dissension. These risks are both immediate (practice injuries) and long-term (physiological and psychological).
- 3) Given the substantial time and energy required for participation in intercollegiate athletics, students who permit alcohol and drug use to affect and alter their athletic performances are likely to see corresponding declines in their ability and motivation to fulfill their primary obliga-

tions in academic endeavors in the classroom, the library, and the laboratory.

- 4) The NCAA requires drug testing at all NCAA-certified Bowls and National Championship events. Discovering a student-athlete's drug problem at a championship event is too late. Both the student-athlete and the University are placed in embarrassing situations if a positive test occurs. We will make every effort to prevent such from taking place.

Purpose

The University of Louisiana at Monroe's Department of Athletics has adopted a policy and program for drug education and the prevention of drug abuse, including testing for illegal substances in student-athletes engaged in the intercollegiate athletic program.

The purposes of the program are to prevent illicit drug use and to alert student-athletes to the serious physical, mental, and emotional harm caused by drug abuse. The program is not intended to be disciplinary or punitive in nature and will be administered in a manner consistent with the personal rights and privacy of the student-athletes. However, drug abuse (whether disclosed through drug testing or other means) is inconsistent with participation in intercollegiate athletics. Procedures for dealing with such a problem are described in the following drug testing program guidelines.

Mission

The ULM Drug Testing Program is primarily aimed at detecting in-body residues of "street drugs" such as cannabinoids, opiates, cocaine, amphetamines, Ecstasy, and other controlled substances. From time to time, the program may include procedures to detect anabolic steroids and other so-called "performance enhancing" drugs.

Participation in the Drug Testing Program

The drug-testing program applies to all student-athletes participating in any of the men's or women's NCAA-affiliated intercollegiate sports at ULM. Student-athletes may be selected for testing regardless of whether they are receiving any athletically related financial aid (scholarship).

Student-athletes will be tested, at random, throughout the year. Student-athletes may also be selected for testing due to reasonable suspicion.

Notification

Before any aspect of the drug testing program begins, each student-athlete will receive a written copy of the University's Drug Testing and Education Program and Policies. They will also receive a consent form on which the student-athlete, by their signature, acknowledges receipt of the guidelines, indicates understanding of the program, and provides voluntary consent to the urinalysis involved and to the release of the test results to a limited and pre-determined number of individuals. Signing of the consent form is a pre-condition for participation in intercollegiate athletics at The University of Louisiana at Monroe.

Testing Procedures

1. Only those persons authorized by the drug testing crew chief will be allowed in the collection station.
2. Upon entering the collection station, the student-athlete will be identified by an institutional representative and the student-athlete will sign into the station.
3. The student-athlete will select a sealed beaker from a supply of such and will record his/her initials on the beaker's lid or attach a unique bar code to the beaker.
4. A drug testing crew member will require the student-athlete to wash and dry his/her hands and will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen.
5. The student-athlete is responsible for keeping the beaker closed and controlled.
6. Fluids and foods given to the student-athlete who have difficulty voiding must be from a sealed container (certified by the drug testing crew chief) that are opened and consumed in the sta-

- tion. These items must be caffeine-free, alcohol-free, and free of any other banned substance.
7. If the specimen is incomplete, the student-athlete must remain in the collection station until the sample is completed. During this time, the student-athlete is responsible for keeping the collection beaker closed and controlled.
 8. Once a specimen (at least 85mL) is provided, the crew member who monitored the furnishing of the specimen by observation will sign that the specimen was directly validated and a crew member will check the specific gravity and pH of the urine in the presence of the student-athlete.
 9. If the urine has a specific gravity below 1.005 (1.010 if measured with a reagent strip), the specimen will not be sent to the lab. The student-athlete must remain in the collection station until another specimen is provided.
 10. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip) the specimen will not be sent to the lab. The student-athlete must remain in the collection station until another specimen is provided.
 11. If the urine has a specific gravity at or above 1.005 (1.010 with reagent strip) and the pH is between 4.5 and 7.5, the urine will be processed and sent the laboratory.
 12. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the student-athlete will select a specimen collection kit and a uniquely numbered set of bar codes from a supply of such.
 13. A crew member will record the specific gravity and pH values.
 14. The crew member will pour approximately 60 mL of the specimen into the "A vial" and the remaining amount (approximately 25 mL) into the "B vial" in the presence of the student-athlete.
 15. The crew member will place the cap on each vial in the presence of the student-athlete; the crew member will then seal each vial in the required manner under the observation of the student-athlete and witness (if present).
 16. Vials and forms (if any) sent to the laboratory shall not contain the name of the student-athlete.
 17. All sealed specimens will be secured in a shipping case. The crew member will prepare the case for forwarding.
 18. The student-athlete, crew member, and witness (if present) will sign certifying that the procedures were followed as described in the protocol. Any deviation from the protocol must be described and recorded at that time. If deviations are alleged, the student-athlete will be required to provide another specimen.
 19. After the collection has been completed, the specimens will be forwarded to the laboratory and all copies of all forms, if any, will be forwarded to the designated persons.
 20. A student-athlete who refuses to follow any of the protocol parameters will be treated as if there was a positive for a banned substance. The crew chief will inform the student-athlete of these implications (in the presence of a witness) and record such.

Policy for Positive Results

NOTE: All **Syva** screening test results will be sent directly to the Head Athletic Trainer to be opened and reviewed. A guideline for notification of individuals is outlined below.

First Violation

- 1) A repeated **Syva** screening test will be performed on a positive sample to verify the results.
- 2) The student-athlete, Director of Athletics, head coach and the student-athlete's parents will be notified of the positive test.
- 3) The student-athlete will be subject to testing on a weekly basis.
- 4) The student-athlete is required to attend weekly counseling sessions at the University of Louisiana at Monroe Counseling Center for a time period to be determined by their counselor.

Failure to participate in the counseling program will render the student-athlete ineligible for all athletic participation, as described in the section titled University Counseling Center below.

Second Violation

- 1) A repeated Syva screening test will be performed on a positive sample to verify the results.
- 2) The student-athlete, Director of Athletics, head coach and the student-athlete's parents will be notified of the positive test.
- 3) The student-athlete will be subject to testing on a weekly basis.
- 4) The student-athlete is required to attend weekly counseling sessions at the ULM Counseling Center for a time period to be determined by their counselor. Failure to participate in the counseling program will render the student-athlete ineligible for all athletic participation, as described in the section titled University Counseling Center below.
- 5) The student-athlete will be immediately suspended from all athletic competition, travel, and pre-event meals for 25% of the season. Game suspension will be rounded up to next full game. Any suspension not completed due to end of season will carry over to following season.

Example: Football (11 games) = 2.75; 3 game suspension

Baseball (56 games) = 14 game suspension

- 6) The student-athlete may continue to practice and attend meetings during the suspension at the discretion of the head coach.
- 7) The student-athlete must repeat a drug screening prior to scholarship renewal. If still positive, there will not be a scholarship renewal.

Third Violation

- 1) A repeated Syva screening test will be performed on a positive sample to verify the results.
- 2) The student-athlete, Director of Athletics, head coach, and the student-athlete's parents will be notified of the positive test.
- 3) The student-athlete will be suspended from all athletic activities. Financial aid (grant-in-aid) will be terminated. The student-athlete can apply for reinstatement after six (6) months. A review board consisting of the Director of Athletics, Head Coach, Faculty Athletics Representative and Head Athletic Trainer will review all applications for reinstatement.

ALCOHOL USE AND ABUSE POLICY

The consumption of alcohol by a student-athlete is prohibited during any official intercollegiate team function. An official team function, for purposes of definition with regard to this policy, is defined as any activity held at the direction or under the supervision of the coaching staff or any athletic department administrator.

A student-athlete who consumes alcohol will be accountable for any alcohol-related incident in which he or she is involved on or off campus. In such cases, the student-athlete is subject to team, Department of Athletics, University and/or criminal/civil action.

If a student-athlete is involved in an alcohol related incident in which there are no legal implications, the head coach of that team and supervising athletic administrator will determine if the circumstances warrant suspension of the student-athlete from practice and/or competition. A recommendation may also be made for the student-athlete to attend counseling. Counseling will be provided to the student-athlete by the University Counseling Center.

Student-athletes are subject to University sanctions for conduct associated with the illegal and/or irresponsible possession and use of alcohol. In the event the Office of Student Services and Judicial Affairs imposes disciplinary sanctions against the student-athlete, the head coach and the administrator supervising that sport will review the findings and recommend whether additional sanctions will be imposed by the Department of Athletics.

LOUISIANA LAW AND ALCOHOL

Unlawful Sale, Purchase, and Possession of Alcoholic Beverages

The following are excerpts from Act No. 639, House Bill No. 716, approved by the Governor.

93.10. Definitions

For purposes of R.S. 14.93.10 through 93.14, the following definitions shall apply:

1. "Purchase" means (pursuant to R.S. 14: 93.1) acquisition by the payment of money or other consideration.
2. "Public possession" means (pursuant to R.S. 14: 93.10) the possession of any alcoholic beverage for any reason, including consumption, on any street or in any public place or any place open to the public including a club which is de facto open to the public. Public possession does not include the possession or consumption of any alcoholic beverage:
 - (a) For an established religious purpose.
 - (b) When a person under twenty-one years of age is accompanied by a parent or legal guardian twenty-one years of age or older.
 - (c) For medical purposes when purchased as an over the counter medication, or when prescribed or administered by a licensed physician, pharmacist, dentist, nurse, hospital, or medical institution.
 - (d) In private residences.
3. "Alcoholic beverage" (pursuant to R.S. 26: 241.1) means any fluid or any solid capable of being converted into liquid suitable for human consumption, and containing more than one-half of one percent of alcohol by volume including malt, vinous, spirituous, alcoholic or intoxicating liquors, beer, porter, ale, stout fruit juices, cider, or wine.

93.11 Unlawful sales to persons under twenty-one

- a. Unlawful sales to persons under twenty-one is the selling or otherwise delivering for value of any alcoholic beverage to any person under twenty-one years of age. Lack of knowledge of the person's age shall not be a defense.
- b. Whoever violates the provisions of this Section shall be fined not more than one hundred dollars or imprisoned for not more than six months, or both.

93.12 Purchase and public possession of alcoholic beverages exceptions; penalties

- a. It is unlawful for any person under twenty-one years of age to purchase or have public possession of any alcoholic beverage unless exempted by law.
- b. (1) Whoever violates the provisions of this Section shall be fined not more than one hundred dollars or imprisoned for not more than six months, or both.
(2) Any person apprehended while violating the provisions of this Section shall be issued a citation by the apprehending law enforcement officer, which shall be paid in the same manner as provided for the offenders of local traffic violations.

93.13 Unlawful purchase of alcoholic beverages by persons on behalf of persons under twenty-one.

- a. It is unlawful for any person, other than a parent or legal custodian as specified in R.S. 14: 93. 10(2) (a) (ii), to purchase on behalf of a person under twenty-one years of age any alcoholic beverage.
- b. Whoever violates the provisions of this Section shall be fined not more than five hundred dollars or imprisoned for not more than thirty days, or both.

UNIVERSITY COUNSELING CENTER

The Department of Athletics is committed to the physical and emotional well-being of student-athletes. As part of that commitment, student-athletes found to be in violation of either the Drug Use and Substance Abuse Policy, or the Alcohol Use and Abuse Policy, as detailed above, will be referred to the University Counseling Center for appropriate counseling. Any student-athlete referred to the Counseling Center is required to:

1. Meet with a counselor as soon as is practical after receiving a referral.
2. Attend each scheduled counseling session on-time.
3. Participate fully in each scheduled counseling session.
4. Attend counseling sessions until formally released by the University Counseling Center. Your counselor alone will determine how many sessions are needed.
5. Call beforehand if he/she is unable to attend a previously scheduled counseling session.

A student-athlete who repeatedly misses scheduled counseling sessions without calling to cancel will be suspended from all athletics activities (including, but not limited to practice, competition, athletic training services, strength and conditioning facilities and all academic services, such as tutoring) until he/she has contacted his/her counselor and been given written permission to resume athletic activities.

Refusal

Failure to comply with any part of the ULM Drug Use and Substance Abuse Policy or Alcohol Use and Abuse Policy constitutes insubordination and will render the student-athlete ineligible to participate in the athletic program at the University of Louisiana at Monroe.

Confidentiality

Except as discussed in the Drug Testing and Education Program and Policies above, and as authorized by the student-athlete in the consent agreement signed before testing begins, the disclosure of test results to any persons within or outside the University is prohibited.

SPORTS MEDICINE

Services

All athletic injuries and illnesses are to be immediately reported to the Head Athletic Trainer or a member of the athletic training staff for evaluation, care and referral. The Head Athletic Trainer and/or Sports Medicine Staff assess the immediate needs and give authorization to receive medical care from one of the following.

- 1) Team Physicians
- 2) Outside Physician through referral
- 3) Any other health care provider

No one else is allowed to authorize any type of care or referral except the Head Athletic Trainer. It is the student-athlete's responsibility to report back to the athletic trainers with information from the appointment and for follow-up care.

Training Room Facilities

A comprehensive Sports Medicine Program of prevention, treatment, and rehabilitation has been developed to ensure quality medical care for student-athletes. Two athletic training and treatment centers are available to all athletes at specific times. The Malone Stadium Athletic Training Room is open in the mornings for all student-athletes. Schedules may change during breaks, between semester and during the summer. The Malone Stadium Athletic Training Room operates on a walk-in, first-come-first-served basis; however, appointments may be scheduled with each staff member as needed.

Malone Stadium (main facility) hours: 8 a.m. – 6 p.m. Monday through Friday*

Fant-Ewing Coliseum: 1 p.m. – 6 p.m. Monday through Friday*

*All hours subject to change due to practice/game schedules.

Athletic Training Room Regulations and Policies

The Training Room facilities are reserved for the exclusive use of the student-athletes participating in NCAA intercollegiate sports programs. Specialized areas within the facilities are designed for rehabilitation, hydrotherapy, and general physical therapy activities with additional space reserved for pre-game and practice preparation areas and staff offices.

The Athletic Trainers provide all prescribed rehabilitation and therapy treatments and coordinate the medical services that are available to student-athletes. Policies concerning Athletic Training Room facilities are as follows:

- Student-athletes are not allowed in the Athletic Training Room without appropriate supervision and authorization
- All therapeutic modalities must be operated or administered by Athletic Training Room staff only
- Injured student-athletes who are unable to attend practice (or are otherwise limited from full participation) are required to report for prescribed rehabilitative treatments during hours as scheduled
- Student-athletes are to strictly follow all rules and staff recommendations while under the direction of the Athletic Training Room Staff
- All prescribed medication distributed through the Athletic Training Room is dispensed only by and under the authority of the designated team physician.

Student-Athlete Medical Policy

The ULM Athletic Training Staff is under the supervision of the Head Athletic Trainer, Phillip Shaw. He is responsible for the prevention, evaluation, treatment and rehabilitation of all injuries and illnesses to the student-athletes involved in the intercollegiate athletic program. The Athletic Training Staff reports directly to ULM Team Physician: Dr. David Trettin, Orthopedics; Dr. Sol Graves, Orthopedics; and Dr. Keith Calhoun, Primary Care.

Communication between the University physician, team physician, athletic training staff, coach and injured student-athlete is essential to providing competent care. The athletic training staff is responsible for initial assessment of all injuries and illnesses. The Head Athletic Trainer is delegated the responsibility for authorizing referral to any healthcare provider. A student-athlete is **NOT** to be referred to a physician, hospital, physical therapist, dentist or any other healthcare provider without consultation and approval of the Head Athletic Trainer. If the student-athlete consults with an outside healthcare provider without prior approval he/she accepts responsibility for all related charges and releases ULM from financial liability. The student-athlete must also present a detailed written release from the attending physician before he/she may resume participation in their sport.

Student-athletes will receive yearly health and physical exams by the team physicians and athletic training staff before the beginning of practice. Student-athletes with a history of a previous injury or illness must report such information to the physician or athletic trainers at the time of examination. The student-athlete's failure to report such conditions relieves the University of all financial and civil liabilities in the event of re-injury.

Insurance and Financial Responsibility

ULM carries "excess or secondary" medical insurance on its student-athletes. ULM will pay medical benefits only after taking into consideration those amounts payable under a parent's employment group benefit program or family insurance program. The University does not have the option of waiving this provision. If the student-athlete does not have medical insurance coverage, the University's policy becomes the primary coverage for athletic related injuries. The healthcare provider will file any insurance claims for the student-athlete. The University will pay any deductible or portions of the bill that the student-athlete's insurance does not cover related to athletic related injuries.

A Medical Authorization Form and Insurance Information Form will be provided for the student-athlete's parents to complete. This form should be returned to the Head Athletic Trainer for filing. **NO STUDENT-ATHLETE WILL BE ALLOWED TO PRACTICE OR PARTICIPATE UNTIL THIS FORM IS RETURNED AND ON FILE.** ULM will be financially responsible for injury and/ illness that occurs as a direct result of the student-athlete's participation in his/her sport. This is an NCAA regulation and cannot be waived. Prescriptions for medicines ordered by the team physicians are to be filled only after checking with the Head Athletic Trainer or Assistant Athletic Trainers. All

prescriptions should be brought to the Malone Stadium Training Room for authorization.

Dental Care

The Department of Athletics assumes the financial responsibility for dental care, which is a direct result of an athletic injury sustained from formal practice or competition at ULM. Student-athletes must have been wearing approved protective mouth gear (if recommended for that sport) at the time of the injury in order to be eligible for dental coverage. Student-athletes are to immediately report all dental injuries to a member of the athletic training staff.

Eye Care

Corrective eyewear for varsity athletes is furnished to those varsity athletes who qualify for PELL Grants. Eyewear required for general use, but not necessary for athletic participation, is the responsibility of the student-athlete.

Nutritional and Psychological Counseling

The University provides confidential counseling for all student-athletes encountering problems of any kind. Dealing with eating disorders, worries about academic and/or athletic performance, feeling overwhelmed by coaches and training are a few examples of areas in which counseling can help. In addition, these two centers provide workshops, seminars and lectures on various issues relevant to the student-athlete. Assistance through counseling is available by contacting the Head Athletic Trainer or the ULM Counseling Center.

Medical Records

In order to provide continuity of care, the Sports Medicine Program physicians, in cooperation with the Sports Medicine staff, promptly record all the medical care given to student-athletes. Information contained in the medical record includes examinations, treatment of illnesses and injuries sustained during the year, evaluations and treatments, medical referrals, follow-up care, and authorizations for resuming athletic activities. In addition, an **Annual Health Status Questionnaire** is to be completed by the student-athlete and medical staff and included in the student-athlete's medical record. Required health status information includes previous medical history; all athletic and non-athletic injuries sustained, and past and present rehabilitation programs. The athletic trainers maintain records regarding athletic participation. The Head Athletic Trainer and the staff review medical records maintained in the Athletic Training Room to ensure that they are current and complete.

Second-Medical-Opinion Policy

The ULM Sports Medicine Department recognizes the value of second opinions for injured or ill student-athletes. The ULM Sports Medicine Department will pay for this second opinion, only if the following conditions are met:

- Prior approval should be obtained from the Head Athletic Trainer and from the Assistant Athletic Trainers
- Specific diagnostic testing over and above routine laboratory tests or office X-rays should be approved by the Sports Medicine Staff before such testing takes place
- The student-athlete must forward all results of a second opinion evaluation including physician exam, lab tests and radiological procedures to the Sports Medicine Staff
- The second opinion must be approved by student-athlete's primary medical insurance carrier
- Results of a second opinion exam will be reviewed by the Sports Medicine Staff
- Requests for payment of surgeries performed by outside physician will be reviewed on an individual basis
- In cases where there is a discrepancy of opinion between ULM Sports Medicine Staff and a consulting physician, a third opinion may be required.

Rehabilitation Care

The Sports Medicine Staff, under the supervision of the Head Athletic Trainer and Assistant Ath-

letic Trainers, are responsible for the Athletic Training program. Services include injury and illness care, nutrition, counseling, rehabilitation, strength and conditioning training, reconditioning, and referral. The staff's primary focus is preventing injury as well as assisting with the treatment and rehabilitation of injuries. The Sports Medicine Staff will design with the cooperation of the student-athlete a rehabilitation program to fit the student-athlete's specific needs for a quick recovery.

Emergency Care

In the event of an emergency, call the Malone Stadium Training Room (x5381) and notify the staff of the situation. If it is after normal training room hours, use the following numbers to contact the Assistant Athletic Trainers or the Head Athletic Trainer for instructions and assistance.

Phillip Shaw, ATC

Head Athletic Trainer

Work: 342-5381 Cell: 381-0140 Home: 345-5126

Rhiannon Neff, ATC

Assistant Athletic Trainer

Work: 342-3565 Cell: 512-7951

End of Medical Coverage

Student-athletes, who complete their eligibility and continue to "work out" with their team, must assume the liability for financial costs from any injuries incurred after the last day of NCAA competition at the conclusion of their traditional sport season.

Strength and Conditioning

Varsity student-athletes are provided a state-of-the-art strength training facility. This facility features a variety of free-weights, power racks, dumbbells, hammer strength plate loaded machines, and supplemental machines. The facility contains a variety of conditioning equipment that can be used as part of each student-athlete's workout.

Weight Room Policies

The Strength and Conditioning staff develops and administers strength and conditioning programs for all varsity sports. Each varsity team will have a specific strength and conditioning staff member who will implement a training program on a day-to-day basis. Strength and conditioning staff members will always be present supervising and administering the program for their respective teams.

NO STUDENT-ATHLETE WILL TRAIN UNSUPERVISED.

MEDIA RELATIONS

As a student-athlete for ULM, you will be exposed to a variety of media throughout your collegiate career. The ULM athletics program benefits from local, regional and national media exposure. Therefore, it is important to understand the media, the value of positive media relations and how best to deal with the media.

The ULM Athletic Media Relations Office serves as the link between ULM student-athletes, its coaches and administrators and the media and general public. The staff attempt to provide timely and accurate coverage of ULM athletics by coordinating interviews, servicing the information needs of reporters and compiling and maintaining statistics, photos and historical records.

Media attention encompasses conduct on and off the playing field. The behavior of a student-athlete will be under intense scrutiny. A student-athlete must always remember that off-the-field actions are viewed by the media as relevant news, while a non-athlete's activities may not be viewed in the same manner.

ULM Interview Policy

The media relations staff will work with student-athletes, coaches, and administration to coordinate interviews and other media requests around the schedule of the student-athlete.

Key things to remember:

1. Only do interviews that have been arranged by a member of the ULM media relations staff to ensure that the request for your time is legitimate. . This includes student media.
2. Don't give out home or cell phone numbers to a member of the media! If the media contacts a student-athlete directly, the media should be asked to arrange an interview through the media relations office.
3. If a student-athlete has an interview scheduled, he/she should show up, be on time and appropriately attired. If a problem arises with a pre-scheduled appointment, the student-athlete should call the Media Relations staff as soon as possible.
4. Student-athletes must notify the Media Relations staff immediately if he/she is being called at home by the media.

CHAMPS/LIFE SKILLS

On the playing field, student-athletes face increased visibility and pressures to excel. Off the field, the student-athlete must endure hectic travel schedules and the stress of having all of their actions scrutinized by booster members, professors and classmates. The CHAMPS/Life Skills Program was established by the NCAA to promote development in five key areas aimed at helping student-athletes deal with some of these pressures. These are Academics, Athletics, Career Planning, Community Service, and Personal Development.

The CHAMPS/Life Skills Program enables the student-athlete to take full advantage of available resources, both while in school and in the future, for positive life choices. The program takes into account the unique demands on individual student-athletes seeking to enhance the opportunity for personal, academic, athletic, and professional success. Throughout the year, this program provides opportunities for student-athletes to participate within the five areas. Student-athletes are encouraged to participate in programs that match their individual needs and interests.

Most participation in these programs is voluntary; however, the Department of Athletics or individual coach sometimes requires student-athletes to attend programs if they are considered valuable to their growth. Student-athletes will be informed of mandatory programs in advance.

STUDENT-ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) is comprised of representatives from each of the sixteen varsity sports offered at ULM. The committee meets once a month to coordinate community service projects, social activities, and rules education presentations.

The SAAC also meets to discuss issues forwarded to them by student-athletes and new legislation proposals that directly impact student-athletes. The SAAC members serve as a voice for their team, distribute information to their teammates, and provide the Department of Athletics with important input on operational procedures that affect them and their teams.