2025-26

STUDENT ATHLETE HANDBOOK



ALFRED STATE COLLEGE

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1.0 Athletic Department Information

1.1 Director of Athletics' Greeting

Welcome to the Alfred State College Athletic Program!

It takes a great deal of commitment to be a student-athlete, both in and out of the classroom. We are committed to excellence in all areas of the College and will challenge you to excel in the classroom and in your athletic endeavors. This is an exciting time for the growth of the college, and specifically, intercollegiate athletics as new members of NCAA Division III, and we are excited that you are a part of it.

Your participation in our athletics program carries with it a unique privilege. You have been selected for our team based upon the talents you can lend to your sport and for how you will represent all our programs.

With the privilege of being a Pioneer student-athlete, you must carry out the necessary responsibilities of such involvement. We ask that you always bear in mind that you now represent your teammates, coaching staff, the Athletics Department and your College at all times. You should continually show the highest level of sportsmanship and act in a socially sound manner.

This handbook was designed to help you enjoy your experience even more by giving you important information about the intercollegiate athletics program. If you have questions, feel free to ask your coach or me for more information.

I challenge you to successfully earn your degree and prepare yourself to contribute significantly to our society. I wish you the utmost success in your athletic pursuits while at Alfred State College.

Go Pioneers!

Jason Doviak
Director of Athletics

1.2 Staff Directory

All phone numbers begin with (607)587-

Administration

Director of Athletics	Jason Doviak	-4360	doviakjm@alfredstate.edu
Faculty Athletics Representative	Dr. Matt Lawrence	-4652	lawrenmj@alfredstate.edu
Chief Diversity Officer and Title IX Coordinator	Antoinette Gress	-4371	gressam@alfredstate.edu
Assoc. AD/Compliance/SWA/PE Chair	Jen Enke	-4383	enkejz@alfredstate.edu
Director of Communications	Will Rollison	-4563	rollisw@alfredstate.edu
Event Manager/Asst Dir of Communications	Lauryn Engle	-4317	englel@alfredstate.edu
Department Secretary	Cathy Dimino	-4349	diminoca@alfredstate.edu
Head Athletic Trainer	Alexe MacCrea	-4568	paskask@alfredstate.edu
Assistant Athletic Trainer	Rebecca Hohman	-4388	StraubRM@alfredstate.edu
Assistant Athletic Trainer	Kylie Bierman	-4391	biermakk@alfredstate.edu
Fitness Center Manager	Gene Doorley	-4569	doorleEC@alfredstate.edu
Facilities Manager	Mike Armstrong	-4369	armstrmd@alfredstate.edu
Equipment Manager	Ethan Williams	-4361	williaeb@alfredstate.edu
Strength & Conditioning	Matt Krawczyk	-4361	Giagiotd@alfredstate.edu

Head Coaches

Baseball	Mike Armstrong	-4369	armstrmd@alfredstate.edu
Men's Basketball	Austin Buschang	-4365	buschaaw@alfredstate.edu
Women's Basketball	Taylor Button	-4363	Buttonta1@alfredstate.edu
Cross Country (M/W)	Tim Giagios	-4358	Giagiotd@alfredstate.edu
Football	Scott Linn	-4258	LinnSD@alfredstate.edu
Men's Lacrosse	Ethan Thomson	-4399	thomsoee@alfredstate.edu
Women's Lacrosse	Steve Peed	-4318	Peedse@alfredstate.edu
Men's Soccer	Vince Correa	-4301	correav@alfredstate.edu
Women's Soccer /T&F Assistant	Anne Holmok	-4364	holmokA@alfredstate.edu
Softball	Todd Randall	-4366	randaltl@alfredstate.edu
Swimming & Diving (M/W)	Nick Beach	-4361	beachn@alfredstate.edu
Track & Field (M/W)	Tim Giagios	-4358	Giagiotd@alfredstate.edu
Volleyball	Gene Doorley	-4569	doorleEC@alfredstate.edu
Men's Wrestling	Justin Signorelli	-4362	signorjm@alfredstate.edu
Women's Wrestling	Margaret Laine	-4366	kermoaml@alfredstate.edu

1.3 Athletic Programs

Fall	Winter	Spring
Men's Cross Country	Men's Basketball	Baseball
Women's Cross Country	Women's Basketball	Softball
Football	Men's Swimming & Diving	Men's Outdoor Track & Field
Men's Soccer	Women's Swimming & Diving	Women's Outdoor Track & Field
Women's Soccer	Men's Indoor Track & Field	Men's Lacrosse
Volleyball	Women's Indoor Track & Field	Women's Lacrosse
	Men's Wrestling	
	Women's Wrestling	

20 sports:

- ✓ 6 Fall, 8 Winter, 6 Spring
- ✓ 10 Team Sports, 10 Individual Sports
- ✓ 10 Women's Teams,10 Men's Teams

All sports are National Collegiate Athletic Association (NCAA) sponsored sports. Each has a conference affiliate within the NCAA.

1.4 College and Athletic Department Principles

Institutional mission statement
Alfred State delivers outstanding associate and baccalaureate degree programs through hands-on learning, preparing in-demand and involved students in a caring community.

Institutional vision statement
Alfred State will be THE premier regional college of technology, creating opportunity for our students to achieve successful careers and purposeful lives.

Department mission statement
The Department of Athletics seeks to advance the mission of the college by recruiting, developing and empowering student-athletes toward lives marked by high achievement, personal responsibility and public contribution in a diverse society through teaching standards of fair play, sportsmanship, amateur competition and ethical conduct. The Department's commitment to student health and well-being is demonstrated through the provision of athletic and fitness opportunities fairly and equitably provide to all students. The character of the athletics programs will reflect the priorities of health, fitness, teamwork and a desire to achieve excellence as critical factors in a well-rounded education.

Department Vision Statement
We will enhance our sense of pride through improving a positive student-athlete experience by continuing to develop regional and national recognized student-athletes, competing for conference championships, qualifying for NCAA postseason and graduating student-athletes.

College Core Values

Respect: Showing that something is important, serious, etc., and should be treated appropriately.

Integrity: The quality of being honest, fair, and adhering to a code of especially moral values.

Service: Donating time, skills, and energy as a way to contribute to the welfare of others.

Dedication: A very strong feeling of support, loyalty, and devotion to someone or something.

Department Core Values

Academic Integrity & Moral Leadership: Dedication to the principles of academic excellence, the encouragement of degree completion, the development of the whole person, and support in securing a productive place in society for all student-athletes.

Sportsmanship: Whether on the field of play, within the community or in the classroom, a commitment by our student-athletes, coaches, staff, and spectators to create and enhance an atmosphere of fair play and respect at all times toward the participants, coaches, support staff and game officials at all times.

Equity: Maintain an environment that promotes gender equity, embraces diversity, and provides fair and equitable treatment of all student-athletes and staff.

Athletic Achievement: Dedication to maximum athletic performance within an environment focused on equity and sportsmanship.

Fiscal Integrity: Development and implementation of comprehensive fiscal policies and practices to ensure control and accountability throughout the program.

Governance: Compliance with Federal, State, College, NCAA and Conference regulations

Personal Development: Encourage all personnel and student-athletes toward personal and professional growth.

Quality Support: Dedication to providing the finest staff, facilities, services and equipment to ensure that all student-athletes have the opportunity to train and compete in a safe and supportive atmosphere.

1.5 Principles of Community

As members of Alfred State, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and inclusion. **We strive toward lives of personal integrity and academic excellence** – We will encourage in ourselves, and in one another, those responsible actions which lead to

lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world. **We commit to treat one another with civility** – Recognizing that there will be differences of opinion, we will explore these differences in a courteous and forthright manner, always acknowledging individual rights to freedom of expression and association**. We support inclusion** – We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supporting educational environment. This set of principles set forth by the college is supported by policies including the Student Code of Conduct and the Policy on Academic Integrity.

1.6 Gender Equity

Title IX provides that: "no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance". Title IX compliance requires equity as that term has been defined under the law. Alfred State believes in the educational value of intercollegiate athletics and as such offers a broad-based intercollegiate athletic program that is sustained by the same level of support for each of it sports teams. Alfred State supports all sports on a comparable level relative to each specific sport and its inherent costs of preparation and competition.

Athletic related Title IX complaints, grievances or inquiries:

Title IX Coordinator	Antoinette Gress	-4371	gressam@alfredstate.edu
Senior Woman Administrator	Jen Enke	-4383	enkejz@alfredstate.edu
Director of Athletics	Jason Doviak	-4361	doviakjm@alfredstate.edu

2.0 Student –Athlete Guidelines and Principles of Conduct

2.1 Code of Conduct

"It matters how I present myself when I represent more than myself"

Alfred State recognizes that a college education includes the development of morals, values, and ethics. The Athletic Department understands the magnitude of its role within this educational agenda. This code of conduct and policies are designed to support this aspect of our student-athletes' education. Student-athletes are held to high behavioral standards by our athletic department, Alfred State, and society.

When you become an Alfred State student- athlete you become a member of a larger family that carries with it a great deal of responsibility. Your behavior will be watched and judged while you are on campus and while you are off campus.

An Alfred State Student Athlete Exhibits:

- Proper language
- Suitable dress
- Sportsmanship
- Respect to others

Athletic Department Expectations:

- **Be a positive representative of Yourself, Your Team, Athletic Department and Alfred State.**
- **Follow Alfred State *Student Code of Conduct* & *Academic Integrity Code* reporting any and all violations to your Head Coach or Director of Athletics.**
- **Abide by the policies in this Alfred State Student Athlete Handbook.**
- **Follow all team rules and expectations as established by your head coach/coaching staff.**

An Alfred State Student Athlete Will Not Be Involved With:

- Illegal drugs, substance abuse, underage alcohol use and/or NCAA banned substances.
- Organized gambling activities related to intercollegiate or professional athletics competition.
- Cheating, plagiarism, submitting another's work
- Disorderly conduct, fighting, vandalism
- Misrepresentation in word or deed
- Violation of the NYS Penal Code
- Harassment-verbal, racial, and/or sexual

Head coaches will establish team policies/expectations. Disciplinary procedures are reported to and determined by the Director of Athletics and Head Coach.

2.2 Commitment and Prioritization Policy for Varsity Student-Athletes

Purpose:
Being a collegiate varsity student-athlete requires significant commitment, time management, and clarity around priorities. To help support your success both in the classroom and in your athletic pursuits, the following policy outlines expectations regarding the balance of academics, athletics, and additional co-curricular or personal commitments.
This policy is intended to proactively communicate the expectations placed on varsity student-athletes and to prevent future misunderstandings or frustration by the presence of competing priorities. The policy is not designed to limit student interests, but rather to ensure that all athletes are fully aware of the time and dedication required to compete at the collegiate varsity level while also succeeding academically.
Prioritization of Responsibilities

As a varsity student-athlete, the prioritization of responsibilities are, in order:

- Academic success: including class attendance, assignments, studying, and overall scholastic performance
- Varsity athletic team commitment: including practices, competitions, team meetings, training, team-coordinated study hall, and any other team-related responsibilities
- Employment and Internships: employment or internship(s) that facilitate college attendance and affordability, is directly related to the student's curriculum of study, or benefits the institution
- Other co-curricular activity or engagement: other clubs or student organizations of ANY type
- While coaching staff are sensitive to family, faith, employment, and student social connectedness and will work to accommodate, additional co-curricular or extracurricular involvement may not always be compatible with varsity athletics. Given the extensive demands of being both a full-time student and a varsity athlete, further demands on your time such as (but not limited to) non-varsity clubs and student organizations (e.g. clubs sports, Greek Life), discretionary external employment, personal hobbies, or other personal endeavors may present unresolvable conflicts with the academic-athletic prioritization required of varsity athletes.

Coach Consultation Required Before Additional Commitments:
Before joining or committing to any outside organizations or responsibilities beyond the core prioritization of academics and athletics, student-athletes must first consult with their head coach. The head coach will evaluate the potential impact of the proposed involvement on the athlete's ability to meet academic and team expectations and determine whether the additional commitment is permissible and manageable.

The coach reserves the right to build and maintain a roster of committed athletes who represent the College and demonstrate the shared values (culture) of their team.

If the coach determines that the student athlete will not be able to balance both interests, the athlete may be presented a choice. The student athlete can determine whether they choose to maintain the prioritization order outlined in this policy.

If a coach seeks to remove a student athlete from their roster due to not adhering to the prioritization of responsibilities above, or because there is impasse with the student, the coach must first seek approval from the Director of Athletics (A.D.) before that notification is made.

Appeal Process

If a student athlete disagrees with the head coach's decision on the disallowance regarding interest in an additional commitment, they may appeal to the A.D. The Director will schedule a time to meet personally with the student athlete to review both the request and circumstances and may follow up with the Head Coach to verify circumstances. The A.D. will make a final decision regarding the appropriateness of the additional involvement.

Desired Outcome

By understanding and following this policy, student-athletes can make informed choices about how to best manage their time and competing commitments while attending college and representing their athletic team and institution with pride.

2.3 Social Media Policy

Alfred State student-athletes are representatives of the College and community. The Athletic Department requires student-athletes to exercise good judgment in their use of social media and to conduct these activities in a responsible and respectful manner.

Social Media Requirements:

- It is impermissible for student-athletes to post information, photos, or other representations of sexual content, inappropriate behavior (e.g., drug or underage alcohol use), or items that could be interpreted as demeaning or inflammatory.
- Student-athletes are required to abide by all team policies, athletic department policies, and NCAA rules when utilizing social media websites.
- It is not permissible to comment on injuries, officiating, coaching, or team matters that could reasonably be expected to be confidential to team members.
- SAs are required to follow all respective social media website rules.

Best Practices:

- Think twice before posting. If you wouldn't want your coach, parents, or future employer to see your post, don't post it.
- Be respectful and positive.

- Remember you are looked up to. Many different audiences view your posts including fans, alumni, kids, local authorities, parents, faculty, etc.
- The internet is permanent. Even if you delete something, it's still out there somewhere.
- Be in the right state of mind when you make a post. Do not post when you're judgment is impaired.
- Use the privacy/security settings made available on these sites.

Violation of the Student-Athlete Social Media Policy may result in disciplinary action- including temporary or permanent suspension from the team.

2.4 NCAA Sexual Violence Policy

All student athletes must disclose annually, via the SA Historical Form, whether their conduct has resulted in an investigation, discipline through a Title IX proceeding or a criminal conviction for sexual, interpersonal or other acts of violence. A failure by the athlete to accurately and fully disclose investigatory activity, a disciplinary action or criminal conviction may result in penalties, including a loss of athletics eligibility.

2.5 Sportsmanship Policy

Alfred State Athletics will promote the character development of participants, to enhance the integrity of higher education and to promote civility among student-athletes, coaches, and all others associated with these athletics programs. All events with athletes and athletic personnel will adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values will be manifested not only in athletics participation but also in the broad spectrum of activities affecting the athletic program.

Policy at athletic competitions: The National Collegiate Athletic Association and Alfred State promote and expect good sportsmanship by student-athletes, coaches, staff and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Cheer for your team, not against the opponents. Profanity, racial or sexist comments or other intimidating actions directed at officials, student-athletes, coaches or team representatives are not acceptable and are grounds for removal from the site of competition. The consumption or possession of alcoholic beverages is prohibited**.**

Allegany Mountain Athletic Conference sportsmanship policy:
Parents, Families, Friends and Fans…The Alfred State Department of Athletics & the AMCC welcome you to GameDay the D3 Way. We expect that you will join us in making our experience today FUN, SAFE and RESPECTFUL. On behalf of all the players, coaches, and officials, thank you for being part of GAMEDAY the D3 Way.

2.6 Hazing Policy

Hazing is against the law in New York. Hazing by any Alfred State athletic program will not be tolerated. Violators will be subject to the full force of college, state, and federal laws.

Definition of Hazing: Any act committed against someone joining or becoming a member or maintaining membership in any organization that is humiliating, intimidating, demeaning, or endangers the health and safety of the person. Hazing includes active or passive participation in such acts and occurs regardless of the willingness to participate in the activities. Hazing creates an environment/climate that promotes a power imbalance and breach reasonable standards of mutual respect.

If you answer "yes" to any of these questions, it could be hazing!

- Is forced/coerced consumption of alcohol involved?
- Will active/current members of the group refuse to participate with the new members?
- Does the activity risk emotional or physical abuse?
- Do you have any reservation describing the activity to your parents, a professor, or university official?
- Would you object to the activity being photographed for the school newspaper or filmed by a local TV news crew?

Report all incidences of hazing to your coach, athletic director or campus personnel.

2.7 Non-Discrimination Policy

Alfred State is first and foremost an institution of learning and teaching, committed to serving the needs of society. Our campus community reflects and is a part of a society comprising all races, creeds, and social circumstances. The successful conduct of the college's affairs requires that every member of the college community acknowledge and practice the following basic principle

- We affirm the inherent dignity in all of us, and we strive to maintain a climate of justice marked by respect for each other. We acknowledge that our society carries within it historical and deep-rooted misunderstandings and biases, and therefore we will endeavor to foster mutual understanding among the many parts of our whole.
- We affirm the right of freedom of expression within our community and also affirm our commitment to the highest standards of civility and decency toward all. We recognize the
- Right of every individual to think and speak as dictated by personal belief, to express any idea, and to disagree with or counter another's point of view, limited only by College regulations governing time, place, and manner. We promote open expression of our individuality and our diversity within the bounds of courtesy, sensitivity, and respect.
- We confront and reject all manifestations of discrimination, including those based on race, ethnicity, gender, age, disability, sexual

orientation, religious or political beliefs, status within or outside the College, or any of the other differences among people which have been excuses for misunderstanding, dissension, or hatred. We recognize and cherish the richness contributed to our lives by our diversity. We take pride in our various achievements, and we celebrate our differences.

- We recognize that each of us has an obligation to the community of which we have chosen to be a part. We will strive to build a true community of spirit and purpose based on mutual respect and caring.

Alfred State Athletics is committed to safety, fairness and respect for all participants. Collegiate athletics provides an opportunity for students to compete with and against others who come from a variety of backgrounds, but all of whom share the common goal of achieving athletics excellence. Valuing this common ground enhances the social and competitive experience for all and is important to team success and to individual development. Teams that value each member's contribution to the unit, while respecting individual differences, provide a healthy foundation for the team and each member of the team to focus on achieving their athletics and educational goals.

We have an obligation to provide equal opportunity for our student-athletes and staff. All those involved in athletics shall be aware of these obligations and treat them as core values. Discrimination toward lesbian, gay, bisexual, transgender and questioning people (actual or perceived) negatively affects all who participate in athletics competition. If discrimination is accepted as part of the common practice of an athletics department, it undermines the core principle of equal opportunity

2.7.1 Gender Identity and Expression Inclusion Policy

As an institution committed to creating a culture of inclusion, the athletic department shall provide equal opportunity for transgender, non-gender binary and gender fluid students to participate and prohibit discrimination on the basis of gender identity or expression.

Our intercollegiate athletic teams are separated and compete as women's, men's or mixed teams according to NCAA and Sport Association policies. Students will not be disqualified based on gender identity and expression. To be eligible for NCAA sports participation, students may not be taking testosterone, and those whose assigned sex at birth was 'male' must provide documentation that they have been taking testosterone suppressing hormones for at least one calendar year. More information can be found in the NCAA Inclusion of Transgender Student-Athletes publication, August 2011:

2.8 Sexual Harassment Policy

Alfred State is committed to maintaining an environment that is conducive to learning and free of sexual harassment. Conduct is sexual harassment if it is an unwelcome sexual advance, request for sexual favors, or any other verbal,

physical or visual behavior of a sexual nature.

Report sexual harassment to university police, your coach, any athletic department personnel, health center or any campus official.

2.9 Participation by Disabled Student-Athlete Policy

The college provides athletic opportunities with intercollegiate, club and intramural sports and places primary importance upon inclusion, participation and the physical safety and continued wellbeing of the participants. To this end, any student wishing to participate in intercollegiate athletics must be cleared by our Team Physician and Athletic Training Staff. Accommodations for some disabilities can be made, but if serious contraindications, with respect to participation in athletics are present, the student may not be cleared for some or all intercollegiate sports.

2.10 Equipment Policy

Equipment and apparel are issued by the equipment manager and head coach. All issued equipment and apparel are the property of the institution and must be returned at the conclusion of each academic year or conclusion of the playing season.

Equipment Policies

- Student-athletes must be on the squad list to be issued equipment and/or apparel.
- Coaches and the equipment manager will issue, require the return of and maintain records of Alfred State purchased equipment.
- **If equipment and/or apparel are lost, stolen, damaged, or not returned at the end of the academic year/conclusion of playing season, the student-athlete shall be held financially responsible and will be charged (student account)**.

2.11 Team Travel Policy

Only competition eligible student athletes, coaching staff and student managers may travel with the team. All athletes are to travel with the team to and from the off-campus competitions. Athletes may not drive personal vehicles to competitions. Exceptions to this policy require 24-hour advance approval of the Head Coach, the Director of Athletics and written request/approval submitted. Any adjustment to this policy will be in the event of extenuating circumstances that are determined at the sole discretion of the Athletic Department.

Athletes will still stay with the team and participate in all activities designed for the team during travel. Teams will dine together, and coaches will pay for meals. Most meals have a pre-set limit, which is consistent among sports, specific to the location and situation.

All athletes will stay with the team on overnights and the Coaches will assign roommates. Incidentals are the financial responsibility of the SAs, such as snacks and movies and should not be charged to the room, nor should hotel property be removed.

Teams are responsible for making sure the bus or vans are cleaned of all trash immediately upon return. Failure to do so will jeopardize the team's future travel.

On a team trip, or at any team related function, team members are prohibited from consuming alcohol products, tobacco, or using any illegal drugs. This includes travel to and from competition, practice and any organized team sponsored event.

2.12 NCAA Banned Drugs & Alcohol and Other Drug (AOD) Policy

Every year, each student athletes must sign the Drug Testing Consent Form prior to competition in intercollegiate athletics per NCAA Constitution 3.2.4.6 and Bylaw 14.1.4 By your signing, you agree to allow the NCAA to test you on a year round basis for drugs in the banned drug classes listed in Bylaw 31.2.3

The list of NCAA banned drugs is in Section 5.4 of this document and drug testing information can be found at http://www.ncaa.org/drugtesting.

Banned Substance Policy
It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

Alfred State Athletic Department's Alcohol and Other Drug Policy (AOD)
Each student- athlete shall read and sign-off on this policy at the start of each academic year. The form can be found in Section 5/6 of this document. The goal of the athletic department's AOD policy is to ensure that it works in coordination with and as a part of the Alfred State Student Code of Conduct so student-athletes practice and compete to the best of their ability, free of the influence of drugs and alcohol. Five objectives accompany this goal:

- Contribute to the education of the student-athlete regarding the abuse of AOD by participating in and encouraging student-athlete participation in campus-wide substance abuse prevention programs.
- Aid student-athletes in finding medical assistance and counseling for AOD related violations.
- Facilitate compliance with NCAA regulations concerning substance abuse.
- Protect the health and safety of all student-athletes.
- Prevent an unfair competitive edge by those who abuse certain chemicals.
- Any use of a substance belonging to a class of drugs currently banned by the NCAA, at the levels the NCAA determine, may be cause for loss of eligibility. For further information regarding chemical substances visit

- NCAA.org or contact the athletic training department, your coach, or the athletic compliance office.

Consent
At the beginning of each academic year, each student-athlete will be informed of the Athletic Department's AOD policy and asked to sign the policy form. This form is located in section 5.5 of this document.
Each student-athlete shall sign the NCAA Drug Testing Consent Form signifying they are aware they may be drug tested at NCAA championships.

The AOD policy is in effect year-round. As such, in terms of possible sanctions or penalties, there is no difference between an in-season and an out-of-season violation. Violations of the policy may accrue during the entire academic and athletic career of the student-athlete at Alfred State. By signing this form each academic year, the student-athlete affirms that he/they has read the specifics of the College's alcohol and other drug policy for student-athletes and agrees to adhere to its requirements.

2.13 Tobacco Policy

Alfred State adheres to the NCAA policies prohibiting tobacco use. The use of tobacco products is prohibited by all student athletes, coaches, trainers, managers and game officials in all sports during practice and competition. Anyone who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

2.14 Gambling Policy

Sports wagering is prohibited (as defined in NCAA Bylaw 10.02 and 10.3) for student-athletes, athletic department personnel or college personnel that oversee athletics. Members of the college community are encouraged to report any violations to the Director of Athletics. Those that are found to be violating this policy will be reported to the NCAA and sanctioned by NCAA, campus and athletic department policies.

2.15 Exiting the Team

If there comes a time that you or the coach chooses that you will not continue with the team, you must return all equipment in a timely manner. In addition, if this exit takes place when school is not in session (preseason, winter break, etc.) and you are on campus for sport activities, you will have to move out of the residence halls and your athletic food expenses will no longer be available. If the exit takes place when on away team travel, the SA is responsible for their own travel, meals, overnight and incidental costs.

2.16 Parent/Guardian Communication Guidelines

The Alfred State Athletics Department values the support of parents/guardians and families of Pioneer student athletes. Student athlete representatives from the Student Athlete Advisory Committee (SAAC) have created parent/guardian communication guidelines to better educate and inform families of appropriate communication between parent/guardians and the coaching staff and/or athletic administration.

Fan behavior expectations are publicly addressed prior to each home athletic event and NCAA/Conference Sportsmanship Policies are strictly enforced among athletes, coaches and spectators. A fan guide is available online and covers such topics as parking and tailgating policies and has local hotel recommendations.

Empower Your Student Athletes

- Rather than reaching out to a coach or administrator themselves, parents/guardians should encourage their student athletes to communicate with their coach regarding playing time, role on the team, or any other issue that may arise.
- Allow your student athlete to learn from their own mistakes.
- Provide advice to your student athlete, rather than solving the problem or having a conversation for them.
- Empowering your student athlete will give them the opportunity to become independent.

Clear Communication of Boundaries

- Chain of command: Parents/Guardians are not to contact coaches or administrators regarding coaching decisions, playing time, or other sport related issues.
- Student athletes are the only people to contact coaches and administrators regarding the above-mentioned areas.

Sport is the Coaches' Domain

- Parent/guardians need to become aware of their role and be a parent/guardian to their student athlete and allow the coach to coach.
- Trust the coach to do the job they were hired to do.
- Be a parent/guardian and a fan, NOT a coach.

Understand the Transition

- Parents/guardians will have to become aware of the transition stage their student athletes will go through from high school/club to collegiate athletics.
- The NCAA Division III environment is a unique and demanding world, much different than high school or club.

- Transitioning from being the star of your high school team to a member of the college team can be an extremely difficult transition for most student athletes, so be supportive and understanding of that.
- Being a new college student (e.g. academics, living on their own for the first time) brings its owns set of challenges. Again, be as supportive as you can.

Parent/Guardian Involvement

- Over-involvement: Communicating with professors, coaches and other staff on behalf of your student athlete can be intrusive and non-beneficial. This can create unnecessary pressure on the student-athlete and be viewed as a lack of respect for the professional staff.
- Under-involvement: Just as being overly involved can have a negative impact on your student athlete, being totally unavailable for your student athlete's needs during this crucial time in their life will have negative impacts as well. Be wary of not being present physically or emotionally for your student athlete.
- Appropriate support: Empowering your student athlete to be independent and find their voice! Be responsive and supportive to your student athlete's needs.

Appropriate Communication:

- It is appropriate for a parent/guardian of a student athlete to contact a member of the coaching staff or athletic administrators when concerns regarding a student athlete's mental or physical health arise. Coaches and administrators will be available to communicate regarding those matters – within the limits of HIPPA, FERPA and other NCAA and College regulations.

Respect the Role of the Athletic Department

- Support the Athletic Department's Policies: Encourage your student-athlete to follow all department policies regarding attendance, behavior, and academic standards. This ensures a positive experience for all student-athletes and contributes to the success of the program.
- Trust the Staff and Athletic Administration: The athletic department is dedicated to creating an environment that supports the development of all student athletes. Trust their expertise in managing student-athletes' needs and challenges.

Encourage a Healthy Approach to Competition

- Promote Positive Competition: Encourage your student-athlete to approach competition with a healthy mindset, focused on personal and team improvement rather than solely on winning or outcomes.
- Respect the Sport: Remind your student-athletes of the importance of respecting the sport, their coaches, and their teammates. This helps to maintain a positive environment where everyone can succeed and grow.

2.17 Violations of These Policies, Principles and Code of Conduct

Students are expected to abide by the laws of the town, state, nation, NCAA and by all rules and regulations set forth in this manual. Any student-athlete who violates the athlete code of conduct, academic integrity code, NCAA regulations, training rules of a particular sport, College regulations, and /or local or federal laws assumes the risk of the College Judicial process and/or additional sanctions from the head coach and Director of Athletics.

It is the responsibility of the SA to report to the Head Coach or Director of Athletics any past, present or pending charges relating to criminal, student judicial, or academic integrity proceedings occurring or imminently occurring that they have knowledge of.

Within the Athletic Department, disciplinary action taken with any student-athlete will be based upon the significance of the violation of policy and the policy violated. It is the responsibility of the head coaches to discipline student-athletes for minor violations. Sanctions regarding multiple or major violations will be the responsibility of the Director of Athletics and the head coach. Depending on the severity of the violation, sanctions can vary from a verbal warning to dismissal from a team.

3.0 Section Three: Compliance and Eligibility

Compliance with NCAA, conference affiliations and institutional regulations is an integral part of the Alfred State Athletic Department. As a student-athlete, you have a vested interest in ensuring compliance and it is your responsibility to know and abide by the guidelines set forth by those groups. Failure to abide by these guidelines may result in your ineligibility to participate and/or your team's forfeiture of games, matches, or tournaments. Please check with the Athletic Director or the Compliance Coordinator if you have any questions about any regulations.

NCAA legislation can be found at www.ncaa.org and you may download a rule book here. Applicable legislation for student athletes is abridged in the "The Summary of NCAA Division III Regulations" found in Section 5.1 of this document.

3.1 NCAA Division III Eligibility

Alfred State College follows the NCAA regulations concerning eligibility for practice and competition.

Eligibility for Practice:

- Be registered as a full-time student during the academic fall and/or spring terms. (During breaks in semesters, students do not need to be registered for the next term until that term begins)
- Be medically cleared by Health Services
- Be medically cleared by the Athletic Training Staff & Team Physician
- Be educated by the Head Coach about Team expectations/rules
- Attend an NCAA eligibility meeting and complete all required paperwork

Eligibility for Competition:

Meet all the requirements for Eligibility for Practice (above) ***PLUS* academic eligibility requirements:**

Continuing Student-Athletes:

- Be in good academic standing as defined by Alfred State's Academic Regulations.
- Making progress toward a degree by passing 67% of the credits attempted.

Transfer Student-Athletes in their first semester at Alfred State:

- Must meet the transfer admittance standards of four-year degree–seeking students. This standard is enrollment in a bachelor's degree program at Alfred State OR if enrolled in an associate degree program, a 2.0 grade point average from previous collegiate institution.
- Required to complete an academic year of residence (without competition) before being eligible unless the student satisfies applicable transfer requirements or receives an exception or waiver (NCAA Bylaw 14.5.1 & 14.5.4).

First Semester New Student-Athletes:

Be registered in a Bachelor's Degree Program at Alfred State OR if registered in an Associate's Degree Program possess a high school cumulative grade point average of 75% or above upon enrollment.

3.2 Name Image Likeness (NIL Deals)

Student athletes may use their name, image or likeness as an Alfred State Student athlete to earn money, sponsorships or contracts with businesses. The deal must be consistent with NY state laws, SUNY and conference rules and cannot be tied to a "pay for play" provision.

Student athletes are asked to submit to the compliance coordinator the NIL reporting form found at Section 5.15 of this document. NCAA NIL information can be found here.

Recruiting Perspective Student Athletes

From time to time, you may be asked by your coach to serve as a host to a prospective student-athlete during their visit to campus. Your guidance will help the PSA learn what it is like to be an Alfred State Student. You are expected to provide a positive experience and must follow the NCAA regulations concerning unofficial or official visits of the prospective student athlete. Take this responsibility seriously and be sure to contact your coach about any concerns you may have about hosting a recruit for your team. If you encounter an emergency situation during the visit call University Police (607-587-3999). Section 5.8 of this document contains the contracts for both the recruit and host with the specific guidelines for overnight recruiting visits.

3.3 Complimentary Admission to Athletic Competitions for Family/Friends

Whenever there is an admittance fee for collegiate sporting events, Alfred State student-athletes on the roster of that event are entitled to a maximum of four complimentary admissions per home game. These tickets can be for the player's family or friends. The tickets will be provided only through a gated pass list for individuals designated by the coach, student-athlete or staff.

3.4 Athletic Facility Usage

The Athletic Administration develops policies regarding the use of facilities of the Department of Athletics. The Head Coach will advise athletes to the proper use of these facilities. As an overview of these policies, student athletes using all athletic facilities must adhere to:

- All student-athletes are responsible for leaving areas in the same condition in which they found them.
- Staff offices are public areas and athletes are expected to dress

appropriately in these areas. (Shirt and shoes required)

- Students are not allowed in the coach's office without permission.
- Office equipment is to be operated by Athletic Staff.
- **No cleats are to be worn inside the buildings.**

4.0 Section Four: Student-Athlete Welfare

4.1 Student-Athlete Input

The Alfred State Athletic Department values student-athlete input and has committees in place that allow for student-athlete involvement in the administration of the athletic department.

4.1.1 Coaching Evaluation & Satisfaction Survey

All student-athletes complete an online evaluation of their coaches and athletic satisfaction survey at the end of the season.

4.1.2 Senior Exit Interview

At the conclusion of a student athlete's eligibility and/or graduation they will be invited to complete a short survey and meeting with the athletic administration.

4.1.3 Student-Athlete Advisory Committee (SAAC)

The SAAC membership is comprised of representatives from each of the intercollegiate athletic teams. The mission of the Alfred State Student-Athlete Advisory Committee (SAAC) is to provide a means of communication between Alfred State student-athletes and the Athletic Department administration. The SAAC by-laws are in Section 5.9 of this document.

4.1.4 Intercollegiate Athletics Board

The Intercollegiate Athletics Board (IAB) is a designated body outside athletics with direct oversight for athletics. The IAB has two student-athletes as full voting members.

4.2 Senior Woman Administrator (SWA)

The Senior Woman Administrator ensures the representation of women's interests, experiences and perspective into the decision-making process in intercollegiate athletics. One SWA responsibility is student-athlete well-being. The SWA position description is in Section 5.10 of this document and their contact information in the Staff Directory.

4.3 Faculty Athletics Representative (FAR)

The Faculty Athletics Representative is a member of the institution's faculty that represents the Athletic Department, the College, and its faculty in the institution's relationship with the NCAA and Alfred State conference affiliations. One FAR responsibility is student-athlete well-being. The FAR position description is in Section 5.11 of this document and their contact information in the Staff Directory.

4.4 Special Events

Each year the department will sponsor several events which promote student athlete well-being. For some programs, student athlete participation will be required. Some examples of these events include this Student-Athlete Orientation, Educational Programming, and the Athletic Awards Ceremony.

4.5 Academic Support

Academic Services

Academic Eligibility is calculated after each semester and after winter and summer sessions. Coaches will inform student athletes their status and the student athletes are responsible for choosing to stay on the team or not (this might use a season of eligibility – talk with Compliance Coordinator for more info).

Academic Success Coach – The Student Success Center assigns a counselor to each student. Student athletes can utilize this person as a mentor, for study skills, time management skills and knowledge related to academic success.

Academic Progress Reports - Throughout the semester the Athletic Department receives feedback from faculty in regard to athlete's academic performance including current grade, attitude, and attendance.

Midterm grades are monitored and recorded with the coach and athletic department.

Tutorial Services - There are labs open Monday through Friday in the SSC during the daytime. Sunday & evening labs are available as well. You can obtain online tutors and individual tutors for specific subjects. Tutors are acquired through the Student Success Center.

4.5.1 The Student Success Center

The Student Success Center offers tutoring services and special programing to help with academic success! The Athletic Department encourages all student-athletes to make use of the services offered by the SSC located in the Hunter Student Development Center. The SSC is a valuable resource for all student athletes, even those not experiencing problems. Please contact the Learning Center at your first sign of having academic difficulty. DO NOT DELAY!

4.5.2 Missed Class Policy

Alfred State faculty are willing to provide reasonable accommodations, when possible, to any student who provides timely written notification of conflicts between their academic and athletic competition schedules. The official Academic Regulation 503.2 policy statement:

- *Participation in authorized College functions such as field trips;* ***athletic events;*** *choir, band, and drama tours; and other intercollegiate activities shall be an acceptable reason for class absence, provided that* ***prior*** *to the absence the student makes arrangements with their instructors to make up work to be missed.*

  Instructors need not extend make-up privileges when a student's total absence exceeds 10 percent of the scheduled class meetings.

  Missed Class Time Procedures

  - Pursuant to NCAA Division III bylaw 17.1.4.2 student-athletes are not permitted to miss class time for practice or travel to a non-traditional season game.
  - It is the Head Coach's responsibility to ensure that scheduling of athletic events are minimally disruptive to academic pursuits. The Director of Athletics will approve all team schedules.
  - It is the Head Coach's responsibility to ensure that student-athletes are aware of departure and return times for team travel and are provided class absence forms.
  - **It is the student-athlete's responsibility to contact her/his instructors and provide a class absence form at least 1 week prior to an absence.**
  - **It is the student-athlete's responsibility to ask the instructor how to make up the class, material, assignments or if there is another section that they/he can sit in on.**
  - **The student-athlete is responsible for all academic work that is missed for an athletic competition.**
  - If an instructor will not make arrangements for missing an assignment (e.g. presentation, test) the student-athlete should contact the FAR. They will in turn determine whether or not to intervene on behalf of the student-athlete.

4.6 Athletic Training

The Athletic Training staff will perform any and all duties that are directly and/or indirectly related to the functions of a comprehensive athletic injury program. The Athletic Training policies and procedures are contained in Section 5.13 of this document.

5.0 Section Five: Appendix – Forms

5.1 Summary of NCAA Division III Regulations

NCAA Division III Summary of Key Regulations

For: Student-athletes.

Purpose: To summarize NCAA key regulations regarding eligibility of student-athletes to compete.

DISCLAIMER: THE DIVISION III SUMMARY OF KEY REGULATIONS DOES NOT INCLUDE ALL NCAA DIVISION III BYLAWS. THE KEY REGULATIONS ARE INTENDED TO SERVE AS A CROSS-REFERENCE TOOL WITH THE NCAA DIVISION III MANUAL AND ARE NOT AN EXHAUSTIVE SUMMARY OR SUBSTITUTE FOR REVIEWING THE DIVISION III LEGISLATION. FOR A COMPLETE LIST, GO TO WWW.NCAA.ORG. YOU ARE RESPONSIBLE FOR KNOWING AND UNDERSTANDING THE APPLICATION OF ALL BYLAWS RELATED TO YOUR ELIGIBILITY TO COMPETE. CONTACT YOUR INSTITUTION'S COMPLIANCE OFFICE OR THE NCAA (317917-6222) IF YOU HAVE QUESTIONS.

TO: STUDENT-ATHLETE.

This summary of NCAA key regulations contains information about your eligibility to compete in intercollegiate athletics. This summary has two parts:

Part I is for **all** student-athletes.

Part II is for **new** student-athletes only (those signing the Student-Athlete Statement for the first time).

If you have questions, ask your director of athletics (or their official designee), or refer to the 2024-25 NCAA Division III Manual. These forms are available via the NCAA website (https://www.ncaa.org/division-iii-compliance-forms). The references in brackets after each summarized regulation show you where to find the regulation in the Division III Manual.

Part I: FOR ALL STUDENT-ATHLETES.

This part of the summary discusses ethical conduct, amateurism, financial aid, academic standards and other regulations concerning your eligibility for intercollegiate competition.

1. Ethical Conduct – All Sports.

a. You must always act with honesty and sportsmanship so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]

b. You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1-(a)]

c. You are **not eligible** to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition, solicit a bet on any intercollegiate team, accept a bet on any team representing the school or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]

d. You are **not eligible** to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by gambling. [Bylaw 10.3]

e. You are **not eligible** to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaw 14.01.3.3]

2. Amateurism – All Sports.

* For individuals in states with NIL laws or executive actions with the force of law in effect, NCAA rules remain in effect, including prohibitions on pay-for-play and improper recruiting inducements, but NIL activities protected by state law will not impact eligibility. For individuals where there is no state law or executive actions, NIL activity will not impact eligibility, but other rules, including prohibitions on pay-for-play and improper recruiting inducements, remain in effect. Please click here for resources associated with the NIL policy.

a. You are **not eligible** for participation in a sport if, after full-time collegiate enrollment, you have ever:

(1) Taken pay, or the promise of pay, for competing in that sport;

(2) Agreed (orally or in writing) to compete in professional athletics in that sport;

(3) Competed on any professional athletics team (as defined by the NCAA) in that sport [Bylaw 12.02.5]; or

(4) Used your athletics skill for pay in any form in that sport. (Prior to collegiate enrollment, you may accept prize money based only on your place finish or performance from the sponsor of an open athletics event, the United States Olympic Committee, or the appropriate national governing body. You may also accept actual and necessary expenses associated with your practice and competition on a professional team prior to full-time enrollment.) [Bylaws 12.1.4 and 12.1.6]

b. You are **not eligible** in a sport if you ever have accepted money, transportation or other benefits from an agent or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3.1]

c. You are **not eligible** in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service or allow your name or picture to be used for promoting a commercial product or service, unless:

(1) You became involved in such activities for reasons independent of athletics ability;

(2) No reference is made in these activities to your involvement in intercollegiate athletics; and

(3) Your remuneration under such circumstances is at a rate commensurate with your skill and experience as a model or performer and is not based in any way on your athletics ability or reputation. [Bylaw 12.5.1.3]

d. You are **not eligible** in any sport if, because of your athletics ability, you were paid for work you did not perform or were paid at a rate higher than the going rate. [Bylaw 12.4.1]

3. Delayed Collegiate Enrollment.

The following rules are applicable to all Division III student-athletes first entering a collegiate institution on or after August 1, 2004:

• If you did not enroll in college as a full-time student by October 1 or March 1 after a onecalendar year period following your high school graduation and you participated in any of the activities listed below, you have used a season of intercollegiate competition for each calendar year or sport season in which you participated in such activities. [Bylaw 14.2.4.4]

(1) Activities Constituting Use of a Season.

(a) Any team competition or training in which pay in any form is provided to any of the participants above actual and necessary expenses;

(b) Any individual competition or training in which you accept pay in any form based on your place finish or any competition or training in which you accept pay in any form above actual and necessary expenses;

(c) Any competition pursuant to the signing of a contract for athletics participation or entering a professional draft; or

(d) Any competition funded by a representative of an institution's athletics interest that is not open to all participants. [Bylaw 14.2.4.4.2]

(2) If you have used a season(s) of participation according to the regulations above, you must also fulfill an academic year in residence prior to being eligible to represent your school in intercollegiate competition. [Bylaw 14.2.4.4.1]

4. Competition Exceptions (for Delayed Collegiate Enrollment).

a. You would not use a season of competition if you participated in organized competition while enrolled in a postgraduate college preparatory school during the initial year of enrollment or if you participated in specified national and international competition, including junior level equivalents. Both of these organized competition exceptions may be applied one time and for a maximum of one year after the one-calendar year period. [Bylaw 14.2.4.4.2.1]

b. You would not use a season of competition if you participated in organized competition during time spent in the armed services, on official religious missions or with recognized international aid services of the U.S. government. This includes the period of time between completion of the service commitment and the first opportunity to enroll as a full-time student in a regular academic term. [Bylaw 14.2.4.4.2.2]

5. Seasons of Participation – All Sports.

a. You must count a season of participation when you practice or compete during or after the first contest following your initial participation at that school. [Bylaw 14.2.4.1]

b. A season of participation shall not be counted when you participate in a preseason scrimmage or preseason exhibition conducted prior to the first contest in the traditional segment following your initial participation at that school, or when you participate in the one date of competition during the nontraditional segment in baseball, field hockey, lacrosse, soccer, softball and volleyball. [Bylaw 14.2.4.1.1]

c. A season of participation shall not be counted when you practice in the nontraditional sports segment. [Bylaw 14.2.4.1.1]

6. Financial Aid – All Sports.

a. You are **not eligible** if you receive financial aid other than the nonathletics financial aid that your school distributes. However, it is permissible to receive:

(1) Financial aid from anyone on whom you are naturally or legally dependent;

(2) Financial aid that has been awarded to you on a basis other than athletics leadership, ability, participation, or performance; and

(3) Financial aid from an entity outside your school that meets the requirements specified in the Division III Manual. [Bylaw 15.02.2.2]

b. You must report to your school any financial aid that you receive from a source other than your school. However, you do not need to report financial aid received from anyone on whom you are naturally or legally dependent. [Bylaw 15.1.2.1]

7. Academic Standards – All Sports.

a. Eligibility for Practice.

(1) You are **eligible** to **practice** if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of your school. If at any point you drop below full time, you are unable to practice. [Bylaw 14.1.7.1]

(2) You are **eligible** to **practice** during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies, you are no longer enrolled at your previous school, and you are eligible under all school and NCAA requirements. [Bylaw 14.1.7.1.7.5]

(3) You also are **eligible** to **practice** while enrolled in less than a minimum full-time program of studies if you are enrolled in the final semester or quarter of a baccalaureate or graduate degree program, or a minor or undergraduate certificate program and your school certifies that you are carrying (for credit) the courses necessary to complete your degree, minor or certificate program requirements. [Bylaw 14.1.7.1.7.1]

b. Eligibility for Competition.

(1) To be **eligible** to **compete**, you must:

(a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your school;

(b) Be in good academic standing according to the standards of your school; and

(c) Be enrolled in at least a minimum full-time program of studies leading to baccalaureate or the equivalent (not less than 12-semester or quarter hours), maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the school for all graduate students) or be enrolled and seeking a second baccalaureate degree. [Bylaws 14.01.2, 14.1.6.1, 14.1.7.1 and 14.1.7.1.7.2]

(2) If you are enrolled in less than a full-time program, you are **eligible** to **compete** only if you are enrolled in the last term of your **baccalaureate or graduate** degree program or your **minor or undergraduate certificate** program and are carrying credits necessary to finish your degree, minor or certificate program requirements unless you meet the provisions of the experiential learning requirement exception specified in Bylaw 14.1.7.1.7.1.1. [Bylaw 14.1.7.1.7.1]

(3) You are **eligible** to **compete** during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies and at the time of your initial participation, you are no longer enrolled in your previous educational institution, and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.5]

(4) If you are a returning student, you are **eligible** to **compete** between terms, provided you were registered for the required minimum full-time load at the conclusion of the term immediately before the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.7.1.7.6]

8. Other Rules Concerning Eligibility – All Sports.

a. You are **not eligible** to participate in more than four seasons of intercollegiate participation. [Bylaw 14.2]

b. You are **not eligible** after 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the school, except for any extensions that have been approved in accordance with NCAA legislation. [Bylaw 14.2.2]

c. You are **eligible** if you are enrolled and seeking a second baccalaureate or equivalent degree or you are enrolled in a graduate or professional school, provided you graduated from an NCAA Division III institution, you have seasons of participation remaining and your participation occurs within the applicable 10 semesters or 15 quarters. You are also **eligible** for postseason events, provided the postseason event occurs within 60 days of the date you complete the requirements for your degree. [Bylaws 14.1.8 and 14.1.7.1.7.7]

d. You are **not eligible** in your sport for the rest of your season if, after enrollment in college and during any year in which you were a member of an intercollegiate team, you competed as a member of any outside team in any noncollegiate, amateur competition in the sport during your college team's playing season. Competing in specified national and international competition is permitted. [Bylaws 14.7.1, 14.7.1.1 and 14.7.3]

9. Transfer Students Only.

a. You are considered a transfer student if:

(1) You were officially registered and enrolled in a minimum, full-time program of studies in any quarter or semester of an academic year, as certified by the registrar or admissions office and attended class; or

(2) You reported for a regular squad practice, including practice or conditioning activities that occurred before certification, announced by the institution through any member of its athletics department staff, before the beginning of any quarter or semester, as certified by the athletics director. [Bylaw 14.5.2]

b. If you are a transfer student from a four-year school, you are **not eligible** during your first academic year in residence unless you meet the provisions of one of the exceptions specified in Bylaws 14.5.5.1.1, 14.5.5.1.2 or 14.5.5.1.3.

c. If you are a transfer student from a two-year institution, you are **not eligible** during your first academic year in residence at your new institution unless you meet the academic and residence requirements specified in Bylaw 14.5.4.1 or the exception specified in Bylaw 14.5.4.2.

d. If you wish to correspond with another NCAA institution about your opportunity to transfer, the institution must have permission to contact you before any correspondence may occur.

(1) To contact another NCAA Division III school, you may seek permission from your director of athletics, or you can grant other NCAA Division III institutions permission to contact you. To grant another NCAA Division III school permission to contact you about a potential transfer (or for you to be able to contact the school), complete the Permission to Contact: Self-Release form that is provided by the NCAA national office. The form and instructions are available on the Division III Compliance home page of the NCAA website at https://www.ncaa.org/divisioniii-compliance-forms. [Bylaws 13.1.1.2 and13.1.1.2.1]

(2) To contact Divisions I or II schools, you must seek permission from your director of athletics.

Part II: FOR NEW STUDENT-ATHLETES ONLY.

This part of the summary contains information about your recruitment, which is governed by Bylaw 13 of the Division III Manual.

- **Recruitment.**

a. Offers – All Sports.

(1) You are **not eligible** if, before you enrolled at your school, any staff member of your institution or any other representative of your school's athletics interests offered to you, your relatives, or your friends any financial aid or other benefits that NCAA rules do not permit. [Bylaw 13.2.1]

(2) During your recruitment, it was permissible for you to be employed in any department outside of intercollegiate athletics provided the employment is arranged through normal institutional employment policies and procedures. [Bylaw 13.2.4.1]

b. Source of Funds – All Sports.

(1) You are **eligible** for intercollegiate competition if prior to initial full-time collegiate enrollment, you received normal and reasonable living expenses from an individual with whom you had an established relationship (e.g., high school coach, nonscholastic athletics team coach, family of a teammate), even if the relationship developed as a result of athletics participation, provided:

(a) The individual is not an agent;

(b) The individual is not an athletics representative of a particular school involved in recruiting the prospective student-athlete; and

(c) Such living expenses are consistent with the types of expenses provided by the individual as a part of normal living arrangements (e.g., housing, meals, occasional spending money, use of the family car). [Bylaw 12.1.4.1-(e)]

(2) You are **eligible** for intercollegiate competition if prior to initial full-time collegiate enrollment, you received educational expenses (e.g., tuition, fees, room, board and books) from any individual or entity other than an agent, professional sports team/organization or a representative of an institution's athletics interests, provided such expenses are disbursed directly through your educational institution (e.g., high school, preparatory school). [Bylaw 12.1.4.1-(r)]

c. Sports Camps.

- You are **not eligible** if, before you enrolled at your school, the school, members of its athletics staff or a representative of its athletics interests gave you free or reduced admission to attend its sports camp or clinic after you had started classes for the ninth grade. [Bylaw 13.11.3.2]

d. Visits, Transportation and Entertainment – All Sports.

(1) You are **not eligible** under Bylaws 13.5 or 13.6 if, before you enrolled at your school, any of the following happened to you:

(a) Your school paid for you to visit its campus more than once;

(b) Your school paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expensepaid visit;

(c) Your school entertained you, your parents (or guardians) or your spouse outside a 30-mile radius of the campus during your expense-paid visit; or

(d) Your school entertained you, your parents (or guardians) or your spouse excessively during your expense-paid visit or entertained your friends or other relatives at any site.

(2) You are **not eligible** if your school paid for you to visit its campus before January 1 of your junior year in high school. [Bylaw 13.6.1.1.1]

(3) You are **not eligible** if, when you were being recruited, staff members of your school or any representatives of its athletics interests paid the transportation costs for your relatives or friends to visit the campus or elsewhere other than the one paid visit. [Bylaw 13.5.2.8]

(4) You are **not eligible** if any person, (other than your parents or legal guardians) at their own expense, paid for you to visit your school once and did not accompany you on the visit or paid for you to visit more than once. [Bylaw 13.6.1.1]

(5) You are **not eligible** if, at any time that you were visiting your school's campus at your own expense, your school paid for anything more than the following:

(a) Transportation, when accompanied by a staff member, to see off-campus practice and competition sites and other facilities [Bylaw 13.5.3];

(b) A meal at the dining hall of your school or a meal at an off-campus site if all institutional dining halls were closed and the school normally provides similar meals to all visiting prospective students [Bylaw 13.7.2.1.1]; or

(c) Housing at your school that is generally available to all visiting prospective students. [Bylaw 13.7.2.1.2]

(6) You are **not eligible** if, when you were being recruited, a staff member of your school's athletics department spent money, other than what was necessary for the staff member's (or representative's) personal expenses during an off campus visit with you. [Bylaw 13.13.2]

e. Precollege or Postgraduate Expenses - All Sports.

You are **not eligible** if your school, or any representative of its athletics interests, offered you money, directly or indirectly, to pay for any part of your educational expenses or other expenses during any period of time before you enrolled at your school. This applies to your postgraduate education as well. [Bylaw 13.14.1]

5.2 Student Athlete Statement

Form 19-3c

Student-Athlete Statement – NCAA Division III

For: Student-athletes.

Action: Sign and return to your director of athletics.

Due date: Before your first competition each year.

Required by: NCAA Constitution 3.2.4.5 and NCAA Division III Bylaw 14.1.3.

Purpose: To assist in certifying eligibility.

Effective Date: This NCAA Division III Student-Athlete Statement shall be effective from the date this document is signed and shall remain effective until a subsequent Division III Student Athlete Statement is executed.

Student-Athlete: _____

(Please print name)

Sport(s): _____

This form has three parts:

1. A statement concerning eligibility;
2. A Buckley Amendment consent; and
3. Results of drug tests.

You must sign all three parts in order to participate in intercollegiate competition.

Before you sign this form, you should read the Summary of NCAA Regulations, or another outline or summary of NCAA regulations, provided by your director of athletics or read the regulations of the NCAA Division III Manual that pertain to your eligibility. You are responsible for knowing and understanding the application of all NCAA Division III regulations related to your eligibility. If you have any questions, you

should discuss them with your director of athletics.

The conditions that you must meet to be eligible and the requirement that you sign this form are indicated in the following articles and regulations of the Division III Manual:

- NCAA Bylaws 10, 12, 13, 14, 15, 16, 18.4 and 31.2.3.

If you have questions you may contact the NCAA at 317-917-6222.

Part I. Statement Concerning Eligibility.

1. By signing this part of the form you affirm that, to the best of your knowledge, you are eligible to compete in intercollegiate competition.

2. You affirm that your institution has provided a copy of the Summary of NCAA Regulations, or another outline or summary of NCAA regulations, or the relevant sections of the Division III Manual and that your director of athletics (or his or her designee) gave you the opportunity to ask questions about the regulations.

3. You affirm that you have knowledge of and understand the application of Division III regulations related to your eligibility.

4. You affirm that you meet the NCAA regulations for student-athletes regarding eligibility, recruitment, financial aid, amateur status and involvement in organized gambling.

5. You affirm that you are aware of the NCAA drug-testing program and that you have signed the 2019-20 Drug-Testing Consent Form (Form 18-3f).

6. You affirm that you have reported to the director of athletics of your institution any violations of NCAA regulations involving you and your institution.

7. You affirm that you understand that if you sign this statement falsely or erroneously you violate NCAA regulations regarding ethical conduct, and you will further jeopardize your eligibility.

Name (please print) | Date of birth | Age

Signature of student-athlete | Home address (street or P.O. Box)

Date | Home city, state, and zip code

Part II. Buckley Amendment Consent.

By signing this part of the form, you certify that you agree to disclose your education records.

You understand that this entire form and the results of any NCAA-administered drug test you take are part of your education records. These records are protected by the Family Educational Rights and Privacy Act of 1974 and they may not be disclosed without your consent.

You give your consent to disclose only to authorized representatives of this institution, its athletics conference (if any) and the NCAA, the following documents:

1. This form;
2. Results of NCAA drug tests and related information and correspondence;
3. Results of positive drug tests administered by a non-NCAA national and international sports governing body;
4. Any transcript from your high school, this institution, or any junior college or any other four-year institutions you have attended;
5. Pre-college test scores, appropriately related information and correspondence (e.g., testing sites and dates and letters of test-score certification or appeal) and where applicable, information relating to eligibility for or conduct of nonstandard testing;
6. Graduation status;
7. Your social security number and/or student identification number;
8. Race and gender identification;
9. Diagnosis of any education-impacting disabilities;
10. Accommodations provided or approved and other information related to any education-impacting disabilities in all secondary and postsecondary schools;
11. Records concerning your financial aid; and
12. Any other papers or information pertaining to your NCAA eligibility.

You agree to disclose these records only to determine your eligibility for intercollegiate athletics, for evaluation of school and team success, for awards and recognition programs highlighting student-athlete academic success, for purposes of inclusion in summary institutional information reported to the NCAA (and which may be publicly released by it), for NCAA longitudinal research studies and for activities

related to NCAA compliance reviews. You will not be identified by name by the NCAA in any such published or distributed information.

Further, you authorize the NCAA to disclose personally identifiable information from your educational records (including information regarding any NCAA violations in which you may become involved while you are a student-athlete) to a third party (including, but not limited to, the media) as necessary to correct inaccurate statements reported by the media or related to a student-athlete reinstatement case, infractions case or waiver request or to recognize your selection for an academic award (e.g., Elite 90). You also agree that necessary case information (i.e., information from your student-athlete reinstatement case, infractions case or waiver request) may be published or distributed to third parties as required by NCAA regulations, policies or procedures. You will not be identified by name by the NCAA in any such published or distributed information.

_____

Name (please print)

_____ _____

Signature of student-athlete Date

_____ _____

Signature of parent or legal guardian (if student-athlete is a minor) Date

---

Part III. Results of Drug Tests.

1. Future positive test – all student-athletes sign.

Should I test positive by the NCAA and/or by a non-NCAA athletics organization that has adopted the World Anti-Doping Agency (WADA) code or violate their drug-testing protocol or fail to show for a drug test at any time after I sign this statement, I acknowledge I must report the results to my director of athletics.

_____

Name of student-athlete (please print)

_____ _____

Signature of Student athlete Date

_____ _____

Signature of Parent or Legal Guardian if SA is a minor Date

2. Positive test by NCAA or other sports governing body – sign either (a) or (b).

a. No positive drug test.

I affirm that I have never tested positive by the NCAA and/or by a non-NCAA athletics organization that has adopted the WADA code, nor violated the drug-testing protocol or failed to show for a drug test conducted by the NCAA or non-NCAA athletics organization.

_____

Name (please print)

_____ _____

Signature of Parent or Legal Guardian if SA is a minor Date

b. Positive drug test.

I have tested positive by the NCAA and/or by a non-NCAA athletics organization that has adopted the WADA code, or have violated the drug-testing protocol or failed to show for a drug test conducted by the NCAA or a non-NCAA athletics organization. If I transfer to another institution, I am obligated to report this information to that institution.

_____

Name (please print)

_____ _____

Signature of student-athlete Date

_____ _____

_____ _____ _____

Date of test Organization conducting test Substance

Are you currently under such a drug-testing suspension? Yes _____ No _____

Part IV: NCAA Transfer Portal Signature.

Student-Athlete Signature (Required) I give my consent to disclose to authorized representatives of this institution any documents or information pertaining to my NCAA eligibility. Additionally, this consent allows the authorized representative(s) of this institution to indicate my authorization to disclose my transfer status and provide any requested information pertaining to my NCAA transfer eligibility to its conference, the NCAA and authorized representatives of other member institutions via the NCAA Transfer Portal.

Student-Athlete's Name: _____

Signature of student-athlete: _____ Date: _____

What to do with this form: Sign and return it to your director of athletics or the director's designee before your first competition. This form is to be kept in the director of athletics' office for **six years.**

Any questions regarding this form should be referred to your director of athletics or your institution's NCAA compliance staff or you may contact the NCAA at 317-917-6222.



5.3 HIPPA Buckley Consent

Student-Athlete Authorization/Consent for Disclosure of Protected Health Information for NCAA-Related Research Purposes

I, _____ hereby authorize _____

Name of Student-Athlete Name of my Institution

and its physicians, athletic trainers and health care personnel to disclose my protected health information including, without limitation, any information regarding any injury, illness, treatment or participation related to or affecting my training for and participation in intercollegiate athletics to the National Collegiate Athletic Association (NCAA), and its designated employees, agents and/or contractors. I further authorize the NCAA to disclose, and/or use, such information as provided herein.

I understand that my participation and protected health information may be disclosed to, and/or used by, the NCAA and authorized third parties to receive such information for the purpose of using injury, relevant illness and participation information collected from multiple student-athletes and institutions in a manner that does not identify myself or my institution. The information is provided to NCAA committees, athletics conferences and individual schools, and NCAA-approved researchers to evaluate the effectiveness of health and safety rules and policy, and to study other sports medicine questions. Selected de-identified summary (aggregate) data also are made accessible to the general public as a service to further the general understanding of athletics injury patterns and help develop education on student-athlete health topics.

I am making this authorization/consent voluntarily to release my health information otherwise protected by federal regulations under either the Health Information Portability and Accountability Act (HIPAA) or the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment). The NCAA and institution are not requiring this authorization/consent to be signed.

I understand that while HIPAA regulations may not apply to NCAA use or disclosure of my injury/illness information, the NCAA is committed to protecting my privacy. I understand that my data will be stored securely within industry standards.

This authorization/consent for transfer of protected health information expires 545 days from the date of my signature below, but I have the right to revoke it in writing at any time by sending written notification to the director of athletics at my institution. I understand that a revocation takes effect on its request date and does not affect any action taken prior to that date.

_____ _____

Printed Name of Student-Athlete Signature Date

If a student-athlete is under 18 years of age, parent/legal guardian is also required to sign this form.

_____ _____

Printed Name of Parent/Legal Guardian Signature Date

5.4 NCAA Banned Drugs

2025-26 NCAA Banned Substances

NCAA legislation requires that schools provide drug education to all student-athletes. The athletics director or athletics director's designee shall disseminate the list of banned-drug classes to all student-athletes and educate them about products that might contain banned drugs. All student-athletes should be notified that the list may change during the academic year and that updates may be found on the NCAA website (ncaa.org/drugtesting). They should also be informed of the appropriate athletics department procedures for disseminating updates to the list. Student-athletes should report use of all medications (e.g., prescribed, over the counter) to their primary athletics health care provider. It is the student-athlete's responsibility to check with the appropriate or designated athletics staff before using any substance, including supplements and medications.

The NCAA bans the following drug classes:

1. Stimulants.
2. Anabolic agents.
3. Beta blockers (banned for golf and rifle).
4. Diuretics and masking agents.
5. Narcotics.
6. Peptide hormones, growth factors, related substances and mimetics.
7. Hormone and metabolic modulators.
8. Beta-2 agonists.

Note: This is neither a complete nor exhaustive list. Any substance chemically/pharmacologically related to these classes is also banned. The school and the student-athlete shall be held accountable for all substances within the banned-drug class regardless of whether they have been specifically identified. Furthermore, schools should discuss and review student-athlete use of prescribed and over the counter medications. Examples of substances under each class can be found at ncaa.org/drugtesting. There is no complete list of banned substances.

Substances and Methods Subject to Restrictions:

1. Blood and gene doping.
2. Local anesthetics (permitted under some conditions).
3. Manipulation of urine samples.
4. Tampering of urine samples.
5. Beta-2 agonists (permitted only by inhalation with prescription).

Nutritional/Dietary Supplement and Medication Warning:

Before a student-athlete consumes any nutritional/dietary supplement or uses any medication, they should review the product and/or medication label with the appropriate athletics department staff**.**

1. There are no NCAA-approved nutritional or dietary supplements.
2. Nutritional/dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test.
3. Student-athletes have tested positive and lost their eligibility using nutritional/dietary supplements.
4. Many nutritional/dietary supplements are contaminated with banned drugs not listed on the label.
5. While third-party tested and low-level risk products may be options, complete elimination of risk is impossible.
6. All nutritional/dietary supplements are taken at the student-athlete’s own risk.

Athletics department staff should provide guidance to student-athletes about supplement use, including a directive to have any product checked by appropriate athletics department staff before consuming. The NCAA subscribes only to Drug Free Sport AXIS™ for authoritative review of label ingredients in medications and nutritional/dietary supplements. Contact AXIS at 816-474-7321 or axis.drugfreesport.com (access code: ncaa1, ncaa2 or ncaa3).

THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES. DO NOT RELY ON THIS LIST TO RULE OUT ANY LABEL INGREDIENT.

Many nutritional/dietary supplements are contaminated with banned substances not listed on the label. It is the student-athlete's responsibility to check with the appropriate athletics staff before using any substance.

Stimulants	Amphetamine (Adderall)	Mephedrone (bath salts)
	Caffeine and sources of caffeine*	Methamphetamine
	Cocaine	Methylhexanamine (DMAA; Forthane)
	Dimethylbutylamine (DMBA; AMP)	Methylphenidate (Ritalin)
	Dimethylhexylamine (DMHA; Octodrine)	Modafinil
	Ephedrine	Octopamine
	Heptaminol	Phenethylamine (PEA) and its derivatives
	Hordenine	Phentermine
	Lisdexamfetamine (Vyvanse)	Synephrine (bitter orange)

*Sources of caffeine (e.g., Green tea extract, Guarana, Yerba Mate, etc.)

Exceptions: *Phenylephrine and Pseudoephedrine are not banned*.

Anabolic Agents	Androstenedione	Methandienone
	Boldenone	Methasterone
	Clenbuterol	Nandrolone (19-nortestosterone)
	Clostebol	Oxandrolone
	DHCMT (Oral Turinabol)	SARMS [Ligandrol (LGD-4033); Ostarine;
	DHEA	RAD140; S-23]
	Drostanolone	Stanozolol
	Epitrenbolone	Stenbolone
	Etiocholanolone	Testosterone
		Trenbolone
Beta Blockers	Atenolol	Pindolol
(banned for golf and rifle)	Metoprolol	Propranolol
	Nadolol	Timolol
Diuretics and Masking Agents	Bumetanide	Hydrochlorothiazide
	Canrenone (Spironolactone)	Probenecid
	Chlorothiazide	Triamterene
	Furosemide	Trichlormethiazide

Exceptions: Finasteride is not banned.

Narcotics	Buprenorphine	Methadone
	Dextromoramide	Morphine
	Diamorphine (heroin)	Nicomorphine
	Fentanyl and its derivatives	Oxycodone
	Hydrocodone	Oxymorphone
	Hydromorphone	Pentazocine
	Meperidine	Tramadol
Peptide hormones, growth factors, related substances and mimetics	BPC-157	Human Chorionic Gonadotropin (hCG)
	Erythropoietin (EPO)	Ibutamoren (MK-677)
	Growth hormone (hGH)	IGF-1 (colostrum; deer antler velvet)
		TB-500

Exceptions: Insulin, Synthroid and Forteo are not banned.

Hormone and Metabolic Modulators	Anti-Estrogen (Elacestrant, Fulvestrant)
	Aromatase Inhibitors [Anastrozole (Arimidex); ATD (androstatrienedione); Formestane; Letrozole]
	PPAR-d [GW1516 (Cardarine); GW0742]
	SERMS [Clomiphene (Clomid); Raloxifene (Evista); Tamoxifen (Nolvadex)]

Beta-2 Agonists	Albuterol	Salbutamol
	Formoterol	Salmeterol
	Higenamine	Vilanterol

5.5 Alcohol & Other Drug (AOD) Form

Student-Athlete Alcohol and Other Drug Policy (AOD)

The goal of the athletic department's AOD policy is to ensure that it works in coordination with and as a part of the Alfred State Student Code of Conduct so student-athletes practice and compete to the best of their ability, free of the influence of drugs and alcohol. Five objectives accompany this goal:

- Contribute to the education of the student-athlete regarding the abuse of AOD by participating in and encouraging student-athlete participation in campus-wide substance abuse prevention programs.
- Aid student-athletes in finding medical assistance and counseling for AOD related violations.

- Facilitate compliance with NCAA regulations concerning substance abuse.
- Protect the health and safety of all student-athletes.
- Prevent an unfair competitive edge by those who abuse certain chemicals.
- Any use of a substance belonging to a class of drugs currently banned by the NCAA, at the levels the NCAA determine, may be cause for loss of eligibility. For further information regarding chemical substances visit NCAA.org or contact the athletic training department, your coach, or the athletic compliance office.

Consent

At the beginning of each academic year, each student-athlete will be informed of the Athletic Department's AOD policy and asked to sign the policy form.

Each student-athlete shall sign the NCAA Drug Testing Consent Form signifying they are aware they may be drug tested at NCAA championships.

ASC individualized testing based upon reasonable suspicion.

The Alfred State athletic department reserves the right to conduct drug testing on any student-athlete if a member of the athletic department can show reasonable suspicion that a particular student-athlete is using, or in the case of anabolic steroids, has used any substances in violation of this policy. A positive test result will be considered a violation of this policy and may subject the violator to the consequences discussed below.

"Reasonable suspicion" is defined as tangible evidence and/or indication of performance enhancing drugs, at the time of making the decision to test and that the information relied on pertaining to the use of drugs and/or alcohol, is accurate. Said information would include, but is not limited to police reports, and/or campus judicial information which would allow for a determination of responsibility.

Violations

If a student athlete is discovered to be consuming illegal substances or NCAA banned substance(s), the student-athlete's status on the team may be jeopardized. Illegal consumption includes any action that breaks federal, state, or city law, or College policy. In effect, if the student-athlete receives a citation for a drug, alcohol or illegal substance citation and is found guilty/responsible, pleads no contest, or is convicted, the following department procedures will be set in motion. (e.g. underage drinking, open containers of alcohol, providing alcohol to minors, illegal possession of drugs, drug sale, driving or operating a motor vehicle under the influence of drugs and/or alcohol.)

Protocol for Violations

The following protocol for responding to the student-athlete with a possible substance abuse problem is proposed to ensure consistency and fairness in dealing with student-athletes. The primary principle, which underlies this approach, is that any student-athlete with a substance abuse problem needs to receive appropriate treatment and counseling.

Secondarily, the sanctions imposed on the student-athlete with regard to participation in athletic competition should be consistent with the goals of the individualized counseling program. This protocol attempts to address and balance treatment and sanctions, recognizing that the medical fitness of a student-athlete to play and the safety of other members of the team will be a paramount concern.

1. **First Violation**

1. Conference with the athletic director and head coach to discuss the situation. Potential loss of practices and/or competition, as determined by the athletic director.

2. Attend mandatory counseling or education sessions on campus. College health care professionals will determine the length of counseling. Attendance is mandatory, such that, inadequate attendance will be construed as a breach of this policy by the student-athlete. Such a breach may result in immediate dismissal from the team or suspension as determined by the athletic director.

3. After the first violation, a student-athlete will be subject to athletic department drug testing, as the standard of reasonable suspicion will have been established. These tests may be conducted at random and will be within the guidelines established by the 1974 Privacy Act. As such, it will not violate any personal or civil liberties held by the student-athlete. A positive drug test of any of the NCAA banned drugs found in Bylaw 31 of the NCAA Manual will result in another violation of the AOD policy and will bring about the appropriate sanctions.

4. Depending on the severity of the violation, the athletic director, at his or her sole discretion, may gradate, cancel or reduce any sanction, and/or suspend a student-athlete from the team, practice and/or competition should he or she feel such a penalty is warranted.

5. Team rules may be more stringent than the AOD policy. Accordingly, the Head Coach may enforce sanctions at his or her discretion with the approval of the Athletic Director.

2. **Second Violation**

1. Minimum suspension of 10% of the season. This includes competition and may include practice as determined by the athletic director. Also, if the violation occurs out-of-season, the suspension will become effective at the start of the student-athletes next season of competition. For student welfare concerns, the coach may opt to begin the suspension after conditioning activities have been completed.

2. Attend mandatory counseling or education session on campus. Appropriate college health care professionals will determine the length of counseling. Additionally, the student-athlete must undergo a third-party evaluation to determine the nature and severity of the dependency. The third-party may be an official drug and alcohol treatment center or clinic with no direct ties to Alfred State, as determined by ASC Health Services. All expenses in securing the third-party evaluation will be the sole responsibility of the student-athlete. The student-athlete is required to follow the treatment recommendations outlined by the third-party treatment center or clinic.

3. The student-athlete will continue to be subject to the department's drug testing protocol.

4. There will be a second conference between the student-athlete, the athletic director, and the head coach. Subsequent to the meeting and based upon the severity of the violation, the athletic director, in his or her sole discretion, may increase the time of the suspension or reduce, gradate or cancel any and all disciplinary actions.

5. Team rules may be more stringent than the AOD policy. Accordingly, the Coach, at his or her discretion may enforce additional sanctions in-season, with the approval of the Athletic Director.

3. **Third Violation**

1. Immediate removal for one season of competition and may include dismissal from the team. The student-athlete may seek reinstatement by submitting a written request detailing the reasons why he or she seeks reinstatement to the Director of Athletics. This request should include the reasons and circumstances surrounding the violations, ways in which the student-athlete is seeking to address the pattern of abuse, reasons why he/she should be considered for reinstatement to his/her athletics team and any other relevant information. The director of athletics shall determine whether reinstatement shall be fully granted, granted with conditions or denied.

The AOD policy is in effect year round. As such, in terms of possible sanctions or penalties, there is no difference between an in-season and an out-of-season violation. Violations of the policy may accrue during the entire academic and athletic career of the student-athlete at Alfred State.

By signing this form you affirm that you read the specifics of the College's alcohol and other drug policy for student-athletes and agrees to adhere to its requirements.

PRINTED NAME_____ SPORT_____

SIGNATURE_____ DATE_____

5.6 Permission to Contact – Self Release

Permission to Contact: Self-Release – NCAA Division III

For:	Student-athletes.
Action:	Complete, sign and send this form to the director of athletics at institution where you wish to discuss a possible transfer.
Authorized by:	NCAA Division III Bylaw 13.1.1.2.1.
Purpose:	To grant NCAA Division III student-athletes permission to contact other NCAA Division III institution's athletics department staff about a possible transfer.
Period of Release:	This permission to contact will be in effect for 30 days from the date this document is signed.

NAME OF STUDENT-ATHLETE: _____

Name of institution you wish to contact: _____

Use this form so that you may contact another NCAA Division III college or university's athletics staff members (including coaches) about a possible transfer. This form does not allow you to contact athletics department staff members at NCAA Division I or NCAA Division II institutions.

Bylaw 13.1.1.2 states that:

An athletics staff member or other representative of the institution's athletics interests shall not make contact in any manner (e.g., in-person contact, telephone calls, electronic communication, written correspondence) with the student-athlete of another NCAA four-year collegiate institution, directly or indirectly, without first obtaining written permission to do so, regardless of who makes the initial contact. If permission is not granted, the second institution shall not encourage the transfer. If permission is granted, all applicable NCAA recruiting rules apply. If an institution receives a written request from a student-athlete to permit another institution to contact the student-athlete about transferring, the institution shall grant or deny the request within seven business days (see Bylaw 13.02.1) of receipt of the request. If the institution fails to respond to the student-athlete's written request within seven business days, permission shall be granted by default and the institution shall provide written permission to the student-athlete. Written permission may be granted by:

(a) The first institution's athletics director (or an athletics administrator designated by the athletics director); or

(b) The student-athlete if the student-athlete attends a Division III institution.

---

1. Completing this form gives you permission to have contact with the athletics staff at another NCAA Division III college or university to discuss a potential transfer. It also gives another college or university permission to contact you. This form does not include any information about your academic or athletics eligibility; however, in order to be immediately eligible to compete at the new institution, you must not have an unfulfilled residence requirement and must have been both academically and athletically eligible for athletics had you stayed at your current institution.

2. This form is effective for 30 days from the date of signature. While the form is effective, the new Permission to Contact: Self Release – NCAA Division III

institution may contact you or you may contact the new institution. If this is the first time you have sent this form to a particular institution, then that institution must preserve the privacy of this contact and any further communication. If you desire, this privacy can be waived by checking the box on Page No. 2 of this form. At the end of the 30-day period, if you decide to transfer, your new institution must notify your current institution within a seven-day period of the form's expiration date.

3. If you decide not to pursue the transfer, the new college or university is not allowed to notify your current institution of the contact at any time. If you are undecided at the end of the 30-day period, you must send a new copy of this form to have additional contact with the college or university. Further, because this second release is beyond the first 30-day period, the new college or university must notify your current institution within seven days of the issuance of the second release.

4. By signing this form, you agree that you permit the named college or university to contact you for a 30-day period from the date this document is signed. You also agree that if you decide to transfer, or if you send a second self-release, the new college or university will notify your current institution of these facts. **Institutions in receipt of this form are not allowed to notify your current institution of this release, unless:**

   a. You have granted permission for that notification to occur by checking the box on the bottom of Page No. 2 of this form;

   b. You notify the institution in receipt of the form that you have decided to transfer to that institution; or

   c. You have issued a second self-release.

_____ _____

Signature of Student-Athlete Date

_____ _____

Name (please print) Name of current institution.

Sport(s) of interest

_____

Contact information (telephone number, email address or physical address)

☐ Check this box if this is the first release issued to this institution.

☐ Check this box if you give the named college or university permission to notify your current institution of this permission to contact during the 30 days this form is effective.

What to do with this form: Sign and send this form to the director of athletics at the college or university you would like to contact about a possible transfer. You may send this form via facsimile, email, or standard mail, but the form must include a signature. If this form is emailed, it still must be fully signed prior to delivering by email in order to be effective.

This form is to be kept in the director of athletics' office for six years.

5.7 Historical Form

Alfred State Athletics
Student Athlete
Historical Questionnaire

School Year		**Sport(s)**		**Today's Date**	
First Name		**Last Name**		**Phone #**	
Student ID #		**Birthdate**		**Current Age**	

Local/Campus Street Address		**City**		**State**		**Zip**	
Permanent/Home Street Address		**City**		**State**		**Zip**	

High School Name		**Graduation Month & Year**	

Have you attended another college or university? (YES/NO)		**Name of school(s) you attended.**	

Including Alfred State, fill out this table with ALL college/universities you have attended				
Semester (example: fall 2014)	**Institution**	**Sport(s) played**	**Did you compete?** (YES/NO)	**Did you use eligibility?** (YES/NO)

QUESTIONS about this form? Ask the Compliance Office (Jen Enke) or your coach.

Has your conduct resulted in an investigation, discipline through a Title IX proceeding or a criminal conviction for sexual, interpersonal or other acts of violence? If YES, please explain.	(YES/NO)
Have you ever taken part in any athletics competition for which you were provided compensation (e.g., cash, comparable prize, merchandise or money for expenses on the basis of place/finish in the competition)? If YES, list date, amount, sport, etc.	(YES/NO)
Have you ever lent your name to any form of commercial advertising (e.g., newspaper, magazine, charities, radio or television appearance, billboards or personal appearances)? If YES, state name of business, date and sport:	(YES/NO)
Have your ever signed a professional contract, a contract with a professional agent or been represented by a professional sports agent in your sport? If YES, state name of agent, date, sport, etc.	(YES/NO)
During the semesters you have been in college, have you competed for any athletics team (e.g., club teams, city-league teams, not intramurals), other than the college athletic team, during any academic year? If YES state sport, name of team, date, etc.	(YES/NO)
I give permission to Alfred State, its conferences and representatives to use my name, picture or appearance to support promotional, charitable or educational activities or to support activities considered incidental to the student-athlete's participation in intercollegiate athletics.	(YES/NO)
I acknowledge that I will follow the Alfred State Student Athlete Handbook.	(YES/NO)

I certify, on penalty of ineligibility for intercollegiate athletics, that the above statements are complete and accurate, to the best of my knowledge. I also understand my responsibility to comply with all NCAA and institutional requirements.

_____

Student-Athlete's Signature **Date**

Return this form to the Compliance Office (Jen Enke) or to your coach.

5.8 Recruiting Visit Forms

ALFRED STATEATHLETICS
PROSPECTIVE STUDENT-ATHLETE
STUDENT HOST RECRUITING GUIDELINES

To help ensure a productive and safe visit for you and the perspective student athlete (PSA), you must abide by the following NCAA and institutional guidelines:

- Conduct yourself in a responsible manner at all times.
- Be a positive representative of Alfred State, the Athletic Program and your team.
- Abide by the Alfred State College's Student Code of Conduct located online at: http://www.alfredstate.edu/files/downloads/student-services/Student_Code_of_Conduct.PDF
- Abide by NCAA policies.
- The PSA must remain with, and be escorted by the student host at all times.
- PSAs may not leave campus for the duration of their overnight visit.
- Do not take your PSA any place where there are drugs or alcohol. Do not allow yourself or the PSA to consume illegal drugs and alcohol.
- Be concerned about the safety and welfare of the PSA. This includes comfort, food and sleeping accommodations.
- Discuss and plan with the head coach all activities that you and the PSA will take part in.
- Take PSA to academic classes; talk with the professors and fellow Alfred State students.
- Be creative in planning a fun, comfortable atmosphere (open gym, game room, student activities, etc…)
- If a problem arises with a prospect, call the head coach immediately.
  (For example: The prospect insists on going off campus or somewhere without you; or an emergency/illness/injury arises with the prospect or with the host.)

BEING RESPONSIBLE IS AN OBLIGATION OF EACH TEAM MEMBER.

ALFRED STATE, AND YOU AS A REPRESENTATIVE HOST, ARE RESPONSIBLE FOR THE WELFARE OF ANY PSA BROUGHT ONTO CAMPUS.

YOU ARE A ROLE MODEL REPRESENTING YOUR TEAM, THE ATHLETIC DEPARTMENT AND ALFRED STATE.

ULTIMATELY, OUR REPUTATION IS AT STAKE.

_____ _____

SPORT **STUDENT HOST SIGNATURE**

_____ _____

NAME/PROSPECT **DATE OF VISIT**

ALFRED STATE ATHLETICS
PROSPECTIVE STUDENT-ATHLETE
OVERNIGHT VISIT GUIDELINES

The Athletic Department and Campus Community looks forward to welcoming you on your visit to Alfred State SUNY College of Technology! Our institution has a rich tradition of success, both academically and athletically. To help ensure a productive and safe visit we ask that you read and abide by the following NCAA and institutional guidelines:

- My visit to Alfred State is in accordance with NCAA recruiting bylaws: www.ncaa.org
- I am responsible for my own actions during my visit to Alfred State.
- I will conduct myself in a responsible manner when I arrive on campus until my departure.
- I will not participate in activities that could jeopardize the safety of myself or others.
- I will not participate in any activity or functions that involve drugs or alcohol.
- I will not leave campus for the duration of the overnight visit.
- I must remain with, and be escorted by the student host at all times.
- I will abide by the Alfred State College's Student Code of Conduct located online at: http://www.alfredstate.edu/student-code-of-conduct

By signing below, I understand and agree to abide by all NCAA Division III recruiting bylaws and all policies set forth by the Department of Athletics at Alfred State while on my overnight visit.

_____ _____ _____

SPORT **DATE OF VISIT** **PHONE**

_____ _____ _____

NAME OF PROSPECTIVE STUDENT-ATHLETE **SIGNATURE OF PROSPECTIVE STUDENT-ATHLETE** **AGE**

Are there any medical conditions that the coach or student host should be aware of?

_____

PARENT/GUARDIAN

I hereby give my child/ward permission to participate in an overnight visit to Alfred State College. I am aware that any improper behavior by my child/ward will result in the College contacting me and that I will be required to pick-up my child/ward at that time. I agree not to hold the College responsible for any injuries and/or illnesses that may occur to my child/ward during this visit. I agree that in the event of any injury, Alfred State staff may act on my behalf in obtaining medical treatment for my child/ward.

_____ _____

NAME OF PARENT OR GUARDIAN **SIGNATURE OF PARENT OR GUARDIAN**

_____ _____

DATE **EMERGENCY CONTACT NUMBER**

5.9 SAAC By-Laws

ALFRED STATE
Student Athlete Advisory Committee

Mission Statement
The mission of the Alfred State Student-Athlete Advisory Committee (SAAC) is to provide a means of communication between Alfred State student-athletes and the athletics administration. This collaboration will enhance the total student-athlete experience and protect the health and well-being of all student-athletes.

Functions
The SAAC will serve as the liaison between the student-athletes of Alfred State member institutions and the administrators. The committee will serve as a voice to represent the concerns of all student-athletes and to discuss issues affecting student-athlete well-being. SAAC will provide the department with a proper forum to educate players, coaches, faculty and staff to the daily demands that are faced by all parties on campus.

I. Purpose

A. To promote communication among athletics personnel, faculty, administration and student- athletes.
B. To promote an understanding of student-athletes' needs in the Alfred State community, conference, and NCAA.
C. To solicit student-athletes' input regarding proposed NCAA, conference and institutional legislation.
D. To actively promote Alfred State Athletics to the Alfred State community.
E. To create a vehicle for student-athlete representation on campus-wide committees that Discusses academic and athletic issues pertinent to student-athlete well-being.
F. The Alfred State SAAC is to serve as a vehicle for addressing and discussing concerns and issues facing student-athletes. The committee shall represent all student-athletes who participate in intercollegiate athletics. In addition, the committee will promote and celebrate student-athletes 'achievements.

Membership

A. Membership shall be comprised of a minimum of one representative from each of the intercollegiate athletic teams.
B. Each member serves as a liaison between the committee and their individual athletic team.
C. Members will serve a one-year, renewable term.
D. Terms will run from September to September the next year.

Selection

a. Each team shall select one or more representatives which shall be approved by the coach.
b. All representatives must be academically eligible as set forth by NCAA guidelines as well as the guidelines in this constitution.
c. All current team representatives are automatically renewed unless voted otherwise by their team members or by members of the Student-Athlete Advisory Committee (SAAC).
d. All team representatives' names, email addresses and phone numbers must be submitted to the officers, advisor and Director of Athletics no later than 10 calendar days after the start of office membership.

e. If a single vacancy occurs outside of the term guidelines, the team will nominate a new representative to be approved by the coach.

Responsibilities and Expectations

A. Members must attend all SAAC meetings and activities.
B. Members represent their team's views at SAAC meetings.
C. Once a month Members must report to their team and coach on all SAAC activities.
D. Members must maintain copies of all committee minutes in a document file to be brought to every meeting.
E. Members must organize their team members to help with special projects.
F. Members must maintain a current team roster with phone numbers and email addresses and provide to the executive board, advisor and director of athletics.
G. Members must understand that the SAAC represents all Alfred State sponsored intercollegiate athletic teams.
H. Members must actively attend home competitions.
I. Members must keep in mind that they are representing the Alfred State community, conference, and the NCAA and are expected to conduct themselves in a professional manner at all times.
J. It is the responsibility of all SAAC members to become informed and educated about the various issues affecting NCAA Division III.
K. While attending meetings, members must be open-minded and respectful of other people's opinion.

Attendance

A. The attendance policy shall be as follows:
- Elected SAAC members are required to be present at each meeting such that each sport has representatives in attendance.
- After one unexcused absence of an elected member, the SAAC president will send an email to the member reminding them of the attendance policy. The Head Coach, SAAC advisor and Director of Athletics will be copied on this email.
- After two unexcused absences of an elected member, the SAAC president and SAAC advisor will convene a meeting of the executive board to review the conduct of the member in question.
- SAAC members may send a designated team representative in their place if they cannot attend. Absent SAAC members must inform the advisor of their absence prior to the meeting and identify the individual that is attending in place of him/her.
- SAAC member must provide temporary designate with agenda, minute binders and inform them of all duties and responsibilities as outlined in this constitution.

B. Absences are excused only in the following cases: family emergencies, athletics competition, academic conflicts or by prior approval of SAAC advisor.

Officers/Executive Board

A. The executive board shall consist of the President, Vice President, and Secretary and each will serve a one year renewable tem.

B. Executive board shall meet with SAAC advisor once a month.

C. President

a. Presides over meetings.
b. Prepares agenda for all meetings with advisor and sends agenda via email to all SAAC members.
c. Coordinates SAAC members' schedule and organize meetings.
d. Serves as the student-athlete liaison to the advisor and Director of Athletics.

D. Vice President

a. Presides over meetings, acts and exercises all functions of the presidency in the event of the

president's absence.

b. Oversees and communicates with subcommittees that may be formed in response to the needs of the SAAC, and the conference or NCAA SAAC.

c. Responsible for submitting budget requests.

d. Responsible for keeping written records of money spent and raised by the SAAC.

e. Shall send a copy of said records to secretary.

f. Shall send email and/or text to remind members of SAAC meetings.

E. Secretary

a. Responsible for maintaining attendance records at meetings and activities.

b. Responsible for recording meeting minutes and reports.

c. Responsible for distributing minutes from previous meeting to all SAAC members, advisor, and Director of Athletics.

d. Responsible for maintaining the SAAC binder in the athletic department and an individual binder maintained by secretary.

e. Submit a copy of minutes to advisor via email within three days of meeting.

f. Tabulate any written votes taken at meetings.

g. Conduct paper and electronic voting procedures for issues requiring vote by all student-athletes.

Advisor

The advisor serves as a non-voting member of the SAAC.
The advisor will be appointed by the Director of Athletics.

Voting

A. Each team representative or member shall get one vote at SAAC meetings.

B. Any SAAC member may move to vote on an issue by saying "I move to vote." Motion must be seconded by another member.

C. Any SAAC member other than the one who moved to vote may second a motion by saying "I second that motion".

D. A quorum (50% of SAAC members) must be present for a motion to be voted on at a meeting. If 50% are not present, the motion must be tabled until the next meeting.

E. Advisor or President respectively will call the vote by saying "All in favor" and "All opposed." F. Results of the vote will be reflected in the meetings minutes.

G. In votes requiring all student-athlete to vote, the team representative will contact each team member and tally the vote. Every student-athlete gets one vote.

H. The SAAC's action will be determined by the majority vote.

Meetings

A. Meetings shall be held monthly or as called by the SAAC executive board.

B. The president shall call the meeting to order.

C. The SAAC advisor or Director of Athletics will brief the committee on topics such as proposed policy changes and NCAA legislation.

D. Special projects may be introduced at organized committee meetings.

E. Meetings will be opened to all student-athletes unless otherwise specified.

5.10 SWA Position Description

Senior Woman Administrator

Position Description

The NCAA defines the Senior Woman Administrator (SWA) as the highest-ranking female involved in the management of an institution's intercollegiate athletics program. The Senior Woman Administrator ensures the representation of women's interests, experiences and perspective into the decision-making process in intercollegiate athletics.

Duties

- Acts as a key decision-maker instrumentally involved with the athletics department as a member of the Athletic Senior Management Team.
- Strategizes ways to support and manage gender equity and Title IX plans and issues including but not limited to:
    - Equitable hiring and compensation efforts
    - Competitive equity
    - Fair recruiting practices
    - Equitable budget allocations
    - Playing and practice season opportunities
- Is active in institutional control of intercollegiate athletics
- Advocates issues important to female and male student-athletes, coaches and staff including student-athlete well-being, sportsmanship, and ethical conduct
- Serves as a role model and resource for students-athletes, coaches, administrators and others
- Leads student-athletes in successfully balancing academics and athletics
- Reviews Equity in Athletics Disclosure Act Report and the Gender Equity Plan
- Regularly attends NCAA meetings, forums, and training
- Participate in athletic conference meetings as needed

5.11 FAR Position Description

Faculty Athletics Representative

Position Description

The NCAA defines the Faculty Athletics Representative (FAR) as a member of the institution's faculty to represent the Athletic Department, the College, and its faculty in the institution's relationship with the NCAA and Alfred State conference affiliations. The Faculty Athletic Representative is appointed by the President.

Duties

- Be active in institutional control of intercollegiate athletics.
- Serve as one of five recognized individuals authorized to make contact with NCAA legislative services and staff.
- Function as a consultant to the athletic director on compliance and student-athlete welfare.
- Be directly involved in any investigations of alleged rules violations.
- Act as a liaison between Faculty Senate/faculty and the Athletic Department.
- Meeting periodically with Athletics administrative staff and the Student Athlete Advisory Council (SAAC).
- Regularly attend NCAA and FAR Association national meetings.
- Participating in athletic conference meetings as needed.
- Attending athletic department staff meetings on a regular basis.
- Attending the student-athlete NCAA Eligibility sessions.
- Serve as Chair of the Intercollegiate Athletics Board (IAB).
- Periodically review athletic department and NCAA reports.

5.12 Student Success Center

The Student Success Center team members help students grow personally and academically. Services include focused instruction by peer and professional tutors, help for students with disabilities and the Educational Opportunity Program (EOP), a state funded extended program for educationally and economically disadvantaged students.

Alfred Campus
John O. Hunter Student Development Center
Main Floor
Phone: (607) 587-4122

Wellsville Campus
Student Services Building
Lobby Floor
Phone: (607) 587-3112

Tutoring Services

Online Tutoring
Tutors and tutees may engage in tutoring sessions regardless of their respective locations by collaborating via the Internet.

Peer Tutoring
Alfred State College offers free peer tutoring services for most courses. Peer tutors are students who have earned an A or B in a course and have received special training. Sessions are usually face-to-face, but online tutoring may be arranged upon request. Casey Cowburn, the peer tutoring coordinator, may be contacted at cowburc@alfredstate.edu.

Professional Tutoring
Professional tutoring is available in writing, grammar, math, and literature courses.

Math and Tutoring Labs
Many members of the faculty volunteer their time in the tutoring labs. Both scheduled appointments and walk-in assistance may be obtained in the labs. The Math Lab is in room 102 and the Writing/Tutoring Lab is in room 237 of the Student Development Center.

Study Groups
Students are encouraged to form independent study groups. Students desiring a trained tutor to facilitate study groups should contact the peer tutoring coordinator, Casey Cowburn, at cowburc@alfredstate.edu [2].

Supplemental Instruction

Supplemental Instruction (SI) is a series of weekly review sessions for students taking historically difficult courses. SI is provided for students who want to improve their understanding of course material and improve their grades. SI is funded through the Perkins Grant.

Attendance at sessions is voluntary. For you the student, it's a chance to get together with people in your class to compare notes, to discuss important concepts, to develop strategies for studying the subject, and to test yourselves before your professor does, so that when he/they does, you'll be ready. At each session

your SI leader, a competent student who has previously taken the course or a member of the The Learning Center staff, will guide you through this material.

Student Disability Services

Alfred State College is firmly committed to providing an equal opportunity for a college education to all qualified students. The philosophy of the Office of Student Disability Services reflects the interpretation of Section 504 of the Rehabilitation Act of 1973 in terms of providing reasonable and individualized accommodations. We welcome students with disabilities into our campus community and our programs. In this spirit, we are committed to providing reasonable opportunities to qualified students to participate in campus programs and activities. We recognize that the needs for each person with a disability are unique; therefore, services and/or accommodations are provided on an individualized basis. Students with disabilities are encouraged to participate in all aspects of campus life. Self-identification is essential and self-advocacy is encouraged.

How to Access Services
Students who will be requesting support services must identify themselves to the Office of Student Disabilities Services. To verify eligibility, documentation must be provided that clearly indicates the presence of a disability that limits a major life activity, the functional impact of the disability on the pursuit of post-secondary education, and justification of the need for accommodations. A counselor will determine eligibility for services based on the quality of the submitted documentation.

Students eligible for services/accommodations must meet with a disability counselor each semester. Student needs will be determined, put in letter form by a counselor, and delivered, by the student, to respective faculty.

If students fail to self-identify and/or provide adequate documentation of a disability, they will be unable to access services/accommodations. Early identification is encouraged.

Alfred State College
State University of New York College of Technology
Sports Medicine Handbook

Revised 7/2024

Appendix

3…Philosophy
3…Medical Autonomy
3…General Procedure
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4…Medical Clearance
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5…Athletic Training Coverage/Assignments
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8…Scheduling and Communication with Coaches
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13…Concussion Management Policy
14…Cervical Spine Injury Management
15…Pregnant or Parenting
17…Drug and Alcohol
17…Mental Health
19…OSHA Policy
20…Communicable Disease Policy

SPORTS MEDICINE

The following information is intended to resolve any misunderstandings and to give direction regarding Sports Medicine/Athletic Training at Alfred State College.

Philosophy

We feel as though our student athletes (SA's) here at Alfred State College (ASC) constitute the single most important segment of the entire athletic department; for without them, the rest of us would have no purpose for being here. With this in mind, the guidelines herein were established by the athletic training staff, using recommendations and policy from the NCAA, our overseeing Team Physician, and the National Athletic Trainers' Association (NATA), to ensure that our SA's remain safe and well cared for throughout their participation in ASC Athletics.

Medical Autonomy

In accordance with the NCAA Independent Medical Care legislation, the athletics health care team (team physician and athletic trainers) shall have unchallengeable autonomous authority to determine medical management and return-to-play decisions related to student-athletes. The athletics health care administrator will serve in an administrative capacity to support the delivery of independent medical care for ASC athletes.

General Procedure

The center of our operation where all treatments, injury evaluations and rehabs will occur is in the Athletic Training Room (ATR) in Orvis Activities Center, which also houses the offices of our staff athletic trainers.

Position	Name	Office #	Cell Phone	Office Phone
Head Athletic Trainer	Alexe McCrea, MS, ATC	Orvis 237	716-982-3184	607-587-4568
Asst. Athletic Trainer	Rebecca Hohman, MAT, LAT, ATC	Orvis 242	716-307-7995	607-587-4388
Asst. Athletic Trainer	Kylie Bierman, ATC	Orvis 243	585-610-8888	607-587-4391
Asst. Athletic Trainer	TBD			

A secondary ATR is located at Pioneer Stadium. This athletic training room is used seasonally for football, men's & women's soccer, men's & women's lacrosse and outdoor track & field. Usage of this ATR will be dependent on the AT covering those sports and will be communicated with the teams appropriately.

Access to ice will be 24/7 with the use of an ice chest station outside the Orvis ATR. This can be used by all SA's as needed (after individual/off season workouts and lifts that fall outside normal ATR hours). The station will include ice, ice bags, flexi-wrap (to wrap the ice bag), and a shark to cut off tape.

Insurance

ASC purchases catastrophic insurance only; ASC does NOT provide a secondary insurance policy for our SA's. In order to participate in ASC Athletics, SA's must provide proof of medical insurance with a deductible of less than 25,000. This means that any cost associated with athletic injury falls under the student athlete's insurance policy only, with the exception of a catastrophic injury. NCAA regulations

require that student-athletes have their own health insurance coverage in order to cover any non-catastrophic costs of athletic injury. Thus, all student-athletes MUST have active insurance in order to participate in ACS Athletics. In addition, a copy of the insurance card must be provided (uploaded) before the team's respective check-in day.

Medical Clearance

In compliance with NCAA regulations, all SA's entering ASC Athletics must have a pre-participation physical examination performed by a physician within 6 months of the date of participation. SA's are encouraged to provide us with this physical exam from their primary care physician. If the SA is unable to do this, the Athletic Training Staff, in conjunction with our Team Physician, will do their best to provide physicals for those in need.

For safety and protection, all returning SA's will be required to annually complete and review all athletic training forms on SportsWare (swol123.net). Completion of these forms is mandatory prior to the team's respective check-in date and is required by both NCAA and ASC Athletics. Instructions will be emailed to the SA's each summer/preseason to be completed.

In compliance with NCAA regulations, all SA's entering ASC Athletics must complete baseline concussion testing that includes both cognitive (ImPACT) and balance (BESS) components. ImPACT test directions will be sent to SA's with the directions for SportsWare. The BESS test will be completed at medical check-in; both are required prior to participation in ASC Athletics.

Each fall the athletic training staff will have designated "check-in" days for each sport in order to finalize all components necessary to participate in ASC Athletics. The stations will include:

-Check for completion of SportsWare/ImPACT
-Complete physical examination by Team Physician; New SA's only
-Concussion baseline testing (BESS); New SA's only
-Height/Weight/BP/Vison; Returning SA's only

Check-in days will be broken down by sport:

1St check-in: Football
2nd check-in: M/WSOC, VB, & XC
3rd check-in: SB, BB, SD, M/WBB, M/WWR, M/WLAX & I/OT&F.
4th check-in: In January for any incoming transfers/additions

Teams will be given details for the check-in process discussed above once they have been determined based on your team's official start date.

Resumption of Practice or Play

Following an injury or illness, athletes will only be allowed to participate if cleared by an athletic trainer or team physician. No exceptions will be granted.

Equipment

All equipment and non-expendable supplies (crutches, slings, wraps, braces and sleeves) will be assigned to the SA's as needed. SA's are responsible for returning the supplies when they are no longer needed. If a student athlete fails to return, they will be responsible for replacing lost or damaged equipment.

Athletic Training Services

Athletic Training at ASC provides a comprehensive program of injury prevention, treatment and rehabilitation that has been developed to ensure quality medical care for student-athletes. The athletic training staff's primary focus is preventing injury as well as treating and rehabilitation of injuries. They will develop, with the cooperation of the student-athlete, a rehabilitation program to fit the student-athletes need for a safe and quick recovery.

Athletic Training Coverage and Assignments

FALL	WINTER	SPRING
FB: Alexe	MBB: Alexe	Spring FB: Alexe
MSOC: Kylie	WBB: Alexe	SB: Alexe
WSOC: Kylie	M/WWR: Kylie	BB: Kylie
VB: Becca	S&D: Becca	OT&F: Becca
XC: Becca	IT&F: Becca	WLAX: Becca

MLAX will be shared between Alexe, Kylie & Becca until a 4th AT is hired

In-Season Practice Coverage by AT:

-On Field: FB

-On Site: M/WSOC, VB, XC, M/WBB, WR, S&D, I/OT&F, SB, & BB

*IT&F & S&D (when applicable) emergency coverage by AU due to practice location at their facilities. Alfred State ATC will be available onsite at Alfred State campus.

Non-Traditional Season Practice Coverage by AT:

-Non-traditional season practices will not have direct coverage, however, in most cases, there will likely be an AT on site with in-season coverage. If a non-traditional season practice falls outside the normal Athletic Training room hours for that current season, AT's will be available by phone and/or the coach is the primary first responder as coaches must be CPR certified.

-Exceptions to the rule: full contact FB.

Home Game/Competition Coverage by AT:

-All sports require an AT at all home games/competitions

Away Game/Competition Coverage by AT:

-Required Travel: FB

-All other sports do not require an AT to travel. For these sports, traveling will be at the discretion of the AT covering the sport. These decisions will be made based on a number different factors including but not limited to:

-Availability of staff

-Daily practice/game schedules

-Higher priority (i.e. playoffs vs regular season, contact vs non-contact)

-Tournament/multiple games/multiple teams vs. single game/one team

-Distance

-Treatments/Tapings on the Road: NCAA requires the host school to have an AT present for all competitions. At this level it is a general courtesy to email the host schools AT ahead of time as to what they can expect for needs for the visiting team. We do our best to give host AT's ample notification when they are assisting in caring for our athletes, conversely, we will not

tolerate SA's requesting unexpected services from away AT's. If an athlete gets hurt at the competition and the AT provides care that is permissible, however an SA asking for treatments on the road that are not regularly administered by us at home will not be tolerated. (ie: ankle tape)

Athletic Training Room Hours

Hours of operation will be based on the current season, practice/competition schedules and availability of staff. Although these hours are subject to change and still based on the criteria above, general hours of operation and services include the following:

Hours of operation will be based on the current season, practice & competition schedules, and availability of staff.

Medical & Team Coverage Care:

- Athletes are required to maintain appropriate communications with their team(s) respective AT. If an athlete requires athletic training services, athletes are responsible for scheduling a time to get the appropriate care from their AT based on the team and AT's schedules. Examples for coordinated care include:

1: Injury evaluations
2: Instruction and completion of therapeutic rehabilitation
3: One-on-one treatments

Services available at any time the ATR is open:

1: Emergency care
2: Heat or Ice (Hot pack/whirlpool or ice bag/cup/whirlpool)
3: Self-administered maintenance or practice preparations; stretching, foam/stick rolling etc.
4: Taping (as prescribed and deemed medically necessary by your AT)

Pre-Game:

-Athletic Trainers will be available a minimum of 2 hours prior to the start of competition and 30 minutes following the conclusion of the competition.

Athletic Training Room Rules

-Shoes, bags, coats and any equipment should be left outside the Athletic Training room in order to keep the room clean and free of unnecessary clutter.

-Use your manners! Being polite and saying please and thank you are life lessons that should be used everywhere including the ATR.

-Use of cellular phones should not impede what is being done in the ATR. Phones will be used by the SA's to sign in and log treatments on SportsWare but should not be taking their focus away from the task at hand.

-SA's must shower/rinse off before entering the ATR for post practice treatments that include the use of treatment tables or whirlpools. Cutting off tape or getting an ice bag does not require a shower.

-SA's are to bring their own towels to dry off if they wish use the whirlpools.

-SA's are NOT allowed to set up, use or adjust any equipment to perform self-treatments.

-SA's are NOT allowed to remove anything, including towels and water bottles, from the ATR unless given permission by one of the AT's

- SA's must come to the ATR dressed appropriately for treatments; typically shorts and a t-shirt. Athletes must allow for appropriate access to the injured area.

- Treatments are decided by the athletic trainer (AT) based on an injury evaluation by the AT. SA's will not choose or ask for specific treatments, nor will treatment be given for injuries that were not evaluated by an AT.

-Athletic Training services are available to student athletes ONLY. If you are not on the team roster or have completed the online paperwork, then treatment and services cannot be rendered.

Practice and Game Supplies

Practice Supplies:

Water will be provided for all sanctioned/scheduled practices on our campus. Typically, a 10gal cooler with 2 racks of water bottles. (#of coolers/water bottles will vary based on team size)

-FB: Med kit and AED on field. Crutches and splint kit on site

-All other sports: AED at nearest Athletic Training Room (Stadium/Orvis)

***Water bottles and cups are a privilege for practice: if water bottles begin to disappear or cups don't get disposed of properly then athletes will be responsible for bringing their own water bottles to practices. Only water will be provided. ***

Home Game Supplies:

Water will be provided with 10 gal coolers and racks of water bottles (or cups) for both the home and visiting teams.

-Med kit, ice chest, AED, crutches and hand washing station will be on field.

-Physician on field for FB only

-The host AT will have recognized and unchallengeable authority of return to play decisions for a visiting team traveling without an athletic trainer.

-The host AT will do basic pre and post-game treatments (ice, heat, foam roll, stretching, and taping) for visiting teams traveling without an athletic trainer. Treatments that are more in depth (e-stim, ultrasound) or there is an unusual number of treatments, communication should be made to the host AT in advance to make sure such treatments are feasible and that they are accompanied with written and specific parameters.

Away Game Supplies:

Stocked medical kit will be provided to each team upon the start of their travel for the season. Coaches are responsible for returning the medical kit to the AT's to be restocked.

Roster Additions/Deletions:

With the implementation of check-in days, it is our hope that constant additions to rosters throughout the year become an occasional occurrence. If there is a legitimate addition that needs to be added to your team, coaches are responsible for sending roster

addition/deletion form to AT's/Compliance Coordinator. Roster additions following respective check-in days will have no guarantee of timeframe for clearance. SA's will be responsible for coordinating their own physical and will NOT be permitted to participate with the team until everything is completed.

Scheduling and Communication with Coaches

It is imperative that coaches and athletic trainers have effective and accurate communication at all times. Depending on the season/coach/AT, it is up to the discretion of the AT's & coaches to determine the most effective way for communication to take place.

Injury Reports:

Depending on the sport and the coach, injury reporting can vary by email, text message or verbal communication. Coaches and AT's should communicate at the start of the season to determine the best mode for communicating injury reports throughout the season.

Game Schedules:

Games are taken from the ASC Athletics website when compiling coverage schedules. If there are any changes to your competition schedule after it has been "finalized" and posted to the website, it is necessary to notify your respective AT so all calendars can be updated accordingly.

Practice Schedules:

For all sports, apart from BB/SB, practice schedules must be given to your respective AT a month at a time. BB/SB must have schedules 1 week at a time due to weather issues. This includes in season and off season practices. It is understandable that unexpected things will come up, and last minute changes are necessary, however we ask that you let us know immediately to plan ahead and communicate schedules in a timely fashion in order to meet the demands of our 450 student athletes.

-Preseason schedules should be turned in approx. 2 weeks before your first practice

-September schedules should be turned in approx. Aug 16th, October's by approx. Sept. 15th and so on

-Winter sports should have winter break schedules turned in no later than Dec 1st

-Not communicating your schedules with the athletic training staff is not an option.

-If changes to schedules are not communicated at least 24 hours in advance then AT coverage cannot be expected.

-If your scheduled practice continues 25min past its scheduled end time then the AT has the right to leave and as a coach your CPR/AED Certification will take over as a first responder for the remainder of your practice.

Severe Weather Policy

Lightning:

According to the NCAA, lightning is the most consistent weather hazard that may affect outdoor intercollegiate athletics. ASC Athletics has developed the following guidelines and policy with regards to lightning safety as part of the emergency action plan. This lightning policy is in accordance with the National Athletic Training Association (NATA) and NCAA recommendations.

-ASC Athletic Trainers will be in charge of monitoring lightning conditions through the use of WeatherBug's Total Lightning Network.

-30 miles: When lightning is within 30 miles of the area the AT's will notify coaches, officials, and game administrator to BE PREPARED to suspend play and seek shelter. This notification is considered a warning that dangerous weather is in the area.

-8 miles: When lightning is within 8 miles of the area ALL ACTIVITIES WILL BE STOPPED AND YOU MUST SEEK SHELTER.
-6 miles: Safety procedures should be complete

-All clear: When lighting has not been detected within 15 miles of the area for 30 minutes. The AT will communicate with coaches, officials and game administrator if and when this time occurs. All parties listed will work together in determining what time play will resume once the "All Clear" is given by the AT. Conversely, the parties will also make the decision together if the storm will not pass in order to finish competition that day.

-In the event that the WeatherBug's Total Lightning Network is unavailable or not working, athletic trainers will use the NATA policy of the flash-to-bang method.
-The AT begins counting when a lightning flash is sighted.
-Counting is stopped when the associated bang (thunder) is heard.
-Divide this count by 5 to determine the distance to the lightning flash (in miles).

Tornado:
While tornados are not a frequent occurrence in this geographic area, they do present a significant risk for severe injury and structural damage. We have developed the following policy for athletes, coaches, and administrative staff in case of a severe weather emergency.

Athletics staff should be aware of the weather forecasts and should also be cognizant of the following National Weather Service terms.
Tornado Watch: Conditions are right for a tornado to develop.
Tornado Warning: Radar or weather spotters have identified a tornado in the area.
-If our area is issued a "tornado watch": coaches, officials, and the game administrator will be notified there is potential for severe weather in the area. BE PREPARED to suspend play and seek shelter.
-If our area is issued a "tornado warning": ALL ACTIVIES WILL BE STOPPED AND YOU MUST IMMEDIATELY SEEK APPROPRIATE SHELTER.

Temperature:
Heat: Prevention, recognition and treatment of exertional heat illness (EHIs) are important components of sports medicine services at all levels of sport. The risk of EHI is most prominent during exercise in the heat but it can also occur in "normal" environmental conditions. Knowing this we have taken the recommendations from the NATA in order to reduce the risk and/or treat a student athlete with EHI.

- ASC Athletic Trainers will be in charge of monitoring temperature conditions through the use of WeatherBug's "Feels Like" temperature and/or a handheld digital sling psychrometer as necessary.

Feels Like/WBG Temperature	Activity Guidelines	Rest/Break Guidelines
Under 82.0°F	Normal activities	≥3 separate rest breaks/hr of minimum duration of 3min each during workout
82.0-86.9°F	Use discretion for intense or prolonged exercise	≥3 separate rest breaks/hr of minimum duration 4 min each -Watch at-risk players
87.0 – 89.9°F	Maximum practice time= 2hrs	≥4 separate rest breaks/hr of minimum duration 4 min each -Football: players restricted to helmet, shoulder pads, and shorts during practice. -All protective equipment must be removed for conditioning activities.
90.0 – 92.0°F	Maximum practice time= 1 hr	20 min of rest breaks provided during the hour of practice -No protective equipment may be worn during practice -No conditioning activities
Over 92.1°F	No outdoor workouts, cancel exercise	Delay activity until a cooler WBGT reading occurs

**M/WSOC ONLY: When WBGT is equal to or greater than 86°F, hydration breaks of no less than 2min around the 25-30min marks during the first half, and 70-75min marks during the second half are required.

Cold: Athletes that participate in environments with cold, wet, or windy conditions are at risk of cold injuries. The occurrence of these injuries depends on the combination of 2 factors: low air or water temperatures (or both) and the influence of wind on the body's ability to maintain a core temperature, due to exposure of the extremities to cold air or surfaces. Cold injuries and illnesses occur in a wide range of physically active individuals including team sports that extend into early winter and begin in late winter. Clinicians practicing in settings or geographic regions that predispose individuals to cold injury must be aware of these risks and implement strategies to prevent cold injuries and to minimize them when they occur. The following guidelines set by the NATA and supported by the NCAA will be used in planning activity. Conditions will be constantly reevaluated for change in risk, including the presence of precipitation by the athletic trainer on site through the use of WeatherBug's "feels like" (wind chill) temperature.

Wind-Chill Temperature	NATA Guidelines
30°F and below	Be aware of the potential for cold injury
25°Fand below	Provide additional protective clothing, cover as much exposed skin as practical, and provided opportunities for rewarming
15°F and below	Consider modifying activity to limit exposure or to allow more frequent chances to rewarm. (Maximum exposure time w/o rewarming period=1 hour, +30min w/ 15min rewarming)

0°F and below	Consider terminating or rescheduling activity

Wind-Chill Temperature	**AMCC Policy**
30°F and above	Practice and competition is allowed outside with appropriate clothing for all sports
29°F and below	Be aware of potential danger for injury which may result in these conditions. Additional protective clothing is advised.
29°F-25°F	**For cross country, soccer and lacrosse:** It is recommended that teams move inside after 45-60 minutes of play for 10 minutes for warmth. **For baseball and softball:** It is recommended that teams move inside for 20 minutes between games of a doubleheader or 45-60 minutes of practice.
24°F-16°F	Practice and competition is allowed for **cross country, soccer and lacrosse only**. It is recommended that teams move inside after 45-60 minutes of play for 10 minutes for warmth.
16°F and below	Neither practice nor competition is allowed outside for any conference sport.

*For conference competition, conference bylaws on temperature will be the guidelines followed

Snow/Ice: In the event that snow or ice becomes a safety issue prior to the temperature, the athletic trainer has the ability to discontinue play until environmental conditions are safe to resume. This can include but not limited to:

-Amount of snow or ice on the playing surface: Cleats are no longer effective and the ability to effectively run, cut or change directions on the playing surface is unreasonable and unsafe.

-Visibility through active precipitation: catching/throwing a ball that cannot be seen, etc.

The athletic trainer on site will be the sole person responsible for determining when these safety procedures will be activated and when activities can be resumed.

Concussion Management Policy

There are more than 42 consensus-based definitions of concussion. A recently published, evidence-based definition of concussion: Concussion is a change in brain function, following a force to the head, which may be accompanied by temporary loss of consciousness, but is identified in awake individuals, with measures of neurologic and cognitive dysfunction (NCAA).

It is the SA's responsibility to honestly report all injuries and illness, including signs and symptoms of concussion to an athletic trainer. SA's are provided with educational materials on concussion when completing their online pre-participation paperwork on SportsWare. The following is how we will conduct concussion management.

Baseline Testing: ImPACT and BESS Testing

-All incoming/transfer SA's (FB, M/WSOC, VB, M/WBB, WR, LAX, BB, SB, Divers, & Pole Vaulters) will be required to take an ImPACT and BESS test in order to obtain baseline information in the event the SA sustains a concussion.

Concussion Identified/Assessed:

-Physical examination and assessment of concussion symptoms by medical staff (physician or athletic trainer). If emergent, EAP will be activated.
-Athlete held from all physical activity
-Patient education on their condition will occur
-Roommate/Teammate education will also occur
-Professors notified of concussion
-Athlete will be tested using SCAT5 within 24 hours of injury (if possible)

Concussion Management:

-Athlete held from all physical activity
-Re-assess athlete daily by an athletic trainer
-Symptom checklist done daily until asymptomatic
-Athlete will be seen by team physician at the earliest convenience in relation to the time of injury.

Athlete Asymptomatic:

-Athlete repeats baseline testing (ImPACT/BESS) and results are assessed
-Athlete is re-evaluated to determine return to play decision
-Return to play decisions made based on results of baseline testing, clinical examination and the collaboration between athletic trainers and team physician

Gradual Return to Play:

-Once clearance has been given by the medical staff, SA's will have a gradual return to play.
Step 1: Light aerobic activity
20min stationary bike (40%max intensity)
Step 2: Light-moderate aerobic conditioning and strength training
15min jogging
Push-ups, sit-ups, lunges and squats, 15x each
Step 3: Sport specific exertional training, non-contact
Advanced cardio training; sprint activities
Advanced strength training; weight lifting
Sport specific agility drills w/ no risk of contact
Step 4: Full non-contact practice
Step 5: Full contact practice
Step 6: Release and completion of protocol if no return of symptoms

*Protocol may be modified at the discretion of the team physician based on certain circumstances/situations.

Cervical Spine Injury

The incidence of spinal cord injury in the United States is estimated to include 11,000 new cases each year. Serious spinal injuries have devastating sequelae, including neurologic impairment and premature mortality. Sport participation constitutes the fourth most common cause of these injuries overall but is the second most common cause for those younger than 30 years of age. Since 2000, the majority of all cervical spine injuries have occurred in individuals between the ages of 16 and 30 years old (NATA). With this information our Athletic Training staff, team physician and local EMS have collaborated on an appropriate procedure to care for suspected spinal cord injuries. When a suspected cervical spine injury occurs, the follow steps will be taken:

-Immobilization by Athletic Trainer/Physician

*log roll to supine if prone

-Activate EAP

*Call 911

*Wave over EMS crew for FB or LAX game

-Sensory and Neurologic check

-Removal of equipment (if necessary) to allow for access to airway and chest in case of deteriorating circumstances

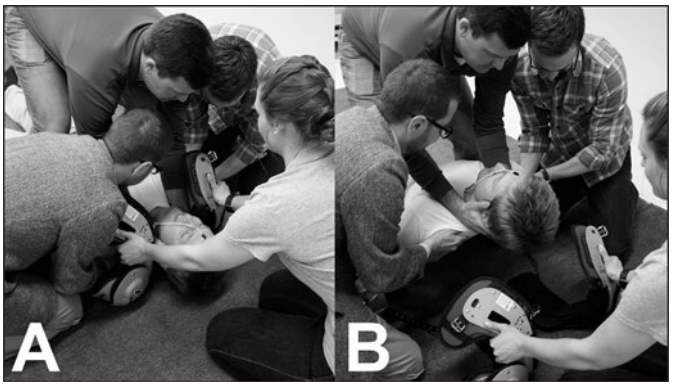
*1/4 lift to remove helmet/shoulder pads

-Begin by cutting jersey and shoulder pad strings.

-Remove facemask and mouth guard from helmet

-Perform a quarter (1/4) lift, with two individuals on each side of the body, while still maintaining stabilization of the cervical spine. A fourth person will straddle injured athlete, and take over stabilization. The person originally maintaining stabilization will remove equipment in one motion, then regain stabilization of the cervical spine.

-After equipment has been removed, athlete can be lowered.



-Application of C-Collar

-8 man lift to ambulance stretcher (Local EMS will not transport on spine board)

-Transport to emergency department

Pregnancy and Parenting Policy

ASC Athletics will strive to provide an environment that respects all pregnancy and parenting decisions and urges all participants to work cooperatively toward degree completion. This Policy sets forth the protections that should be provided for pregnant and parenting students, including those with pregnancy related conditions. We want to protect every student-athlete's physical and psychological health, and their ability to complete their education.

Federal Laws: Title IX of the Education Amendments of 1972 bars discrimination on the basis of sex, which includes the guarantee of equal educational opportunity to pregnant and parenting students. This means that our student athletes cannot be discriminated against because of their parental or marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom. In addition, a student's medical information may be protected by other federal laws. Some actions that may be permissible under NCAA rules are impermissible under federal law, and our institution adheres to federal law. In order to comply with federal law:

-The athletic department will only require a pregnant or parenting student-athlete's physician to certify physical and emotional fitness as a condition for participating in

athletics when such certification is required of student-athletes who experience other temporary disabilities.

-The athletics department will allow a pregnant or parenting student-athlete to fully participate on the team, including all team-related activities, unless the student-athlete's physician or other medical caregiver certifies that participation is not medically safe.

-Medically necessary absences from team activities due to pregnancy shall be considered excused absences.

-No coach or other athletic department personnel shall suggest to any student-athlete that his or her continued participation on a team will be affected in any way by pregnancy or parental or marital status.

-The athletic department will not allow a hostile or intimidating environment on the basis of pregnancy or parental status to exist. Acts or statements that are hostile toward pregnancy or parenting, or that shun or shame the student-athlete because she is pregnant or parenting will not be tolerated. Such conduct prevents an individual from effectively participating in, or denies a person the benefits of, the educational opportunities provided by this institution.

-Students may take a medical pregnancy leave, and at the end of that leave they will be reinstated to the same status they had before the leave.

-The athletic department will not permit the use of any written or verbal contract that requires a student athlete to not get pregnant or become a parent as a condition of being a member of a team.

-Our pregnant and formerly pregnant students who wish to continue to participate in athletics are entitled to assistance and rehabilitation on the same basis as such assistance is provided to student athletes with other temporary disabilities

<u>Reporting</u>:

-The athletic department will not require any student-athlete to reveal pregnancy or parenting status. Our department will work to create an environment which encourages the student athlete to voluntarily reveal her pregnancy and his or her parenting status, in order for our institution to provide optimal support for physical and mental health with professional health care. The sports medicine staff will respect the student-athlete's requests for confidentiality *until such time when there is medical reason to withhold the student-athlete from competition.*

-No athletic department personnel will publicly release personally identifiable health information about pregnancy without written, timely authorization from the student-athlete.

-When a student-athlete reveals her pregnancy or parenting status to athletic department personnel, they should direct the student-athlete to this Policy. They should reiterate the department's protection of the student-athlete's team membership status and financial aid. Athletic department personnel should refer the student-athlete to the team physician, to the student-athlete's personal physician, or to the Health and Wellness Center who are trained in providing information about pregnancy and parenting support options.

-Athletic department personnel who suspect that a student-athlete is pregnant may report their concerns to the Athletic Training staff, to the Team Physician, or to the Health and Wellness Center who are trained in pregnancy and parenting support options.

-Teammates of pregnant student-athletes may report their concerns to the Athletic Training staff, to the Team Physician, or to Student Health Services who are trained in pregnancy and parenting support options.

Enforcement and Non-Retaliation:

-Any member of the athletic department found to have violated this policy by threatening to withhold or withholding athletic participation by harassing a student athlete on the basis of pregnancy or parenting status, or by breaching medical confidentiality, will be subject to disciplinary action.

-Any member of the athletics department who becomes aware of conduct that violates this policy should report the conduct to an appropriate official, such as the Director of Athletics, the Compliance Officer, the Faculty Athletics Representative, or the Equal Opportunity Officer. The athletic department and university will make every effort to prevent public disclosure of the names of all parties involved, except to the extent necessary to carry out an investigation.

-Retaliation is specifically prohibited against anyone who complains about pregnancy or parental status discrimination, even if the person was in error about the lawfulness of the conduct complained about. The athletic department will take steps to prevent any retaliation against the individual who made the complaint.

Drug & Alcohol

Athletic trainers will abide by ASC Athletics department AOD (alcohol and other drug) Policy. This policy is brought to the attention of the SA through compliance paperwork. Any other drug and alcohol related testing/information will be at the hands of the NCAA. Further information can be found here: http://www.ncaa.org/sport-science-institute/ncaa-drug-testing-program

Mental Health

Mental health (MH) is an important and often overlooked dimension of overall student-athlete health and optimal functioning. Mental health exists on a continuum, with resilience and thriving on one end of the spectrum and mental health disorders that disrupt a student-athlete's functioning and performance at the other. Approximately one in five adults experiences mental illness in a given year, and this rate tends to be highest among young adults, many of whom are college students (NCAA). Alfred State Athletics has created the following protocol, based on best practices set forth by the NCAA, to help support our SA's with possible mental health concerns.

Mental Health Care Practitioner:

Athletic Trainers are often the first point of contact for SA's when managing mental health concerns, however as Athletic Trainers', providing direct psychological care is outside our scope of practice. This is why we collaborate with our Health and Wellness Center in order to provide appropriate care. This office houses our licensed mental health professionals that are qualified to handle all mental health situations.

Pre-Participation Screening:

We begin the process of potentially recognizing these SA's with the mental health screening questions on our pre-participation physical exam. This is why it is imperative that our SA's complete their physical on our form.

Identification and Referral:

This process can be broken down into two main parts; management of emergency mental health situations and routine mental health referral.

Emergency Mental Health Situation vs Routine Referral	
EMERGENCY	Routine
Suicidal Risk/Homicidal	Anger/Conflict/Stress Management
Panic Attack	Self Esteem/Body Image
Grief/Loss	Sexual Health/Identity
Sexual Assault	Bullying/Harassment
Acute Depressive Episode	Health Relationships/Risky Behavior
Contact Emergency Services On Campus: 607-587-4331 University Police Off Campus: 911	***Contact Health and Wellness Services*** Alfred Campus: 607-587-4200 Wellsville Campus: 607-587-3141

Routine Referral: In our case at Alfred State, we as ASC Athletics staff are in positions that allow us to observe and interact with SA's on a daily basis. Most often, SA's turn to their Athletic Trainers or coaches for advice or assistance during times of crisis. This is the point where we are able to provide our SA's with the appropriate resources and personnel for care when we notice these above traits/behaviors.

-Once an SA has agreed to undergo evaluation it is important to help facilitate the referral process. The following are the resources and referrals available for non-emergency situations.

Location/Service	Contact/Hours Information
TA Parish Hall-Alfred Campus Alfred, NY 14802	607-587-4200 8:30am-4:30pm
Health & Wellness Center-Wellsville Campus Wellsville, NY 14895	607-587-3141 8:30am-4:30pm
Peer Support Line	607-587-CARE/607-587-2273 7days/week 7:30pm-11:30pm
Resource Links	
Counseling Intake Form for Parish/Health & Wellness	
Allegany County Department of Health	
211 HelpLine	

Emergency Referral: In the event that we were unable to recognize a SA struggling with MH prior to emergency traits/behaviors being observed, it is our obligation to get them the necessary help as soon as possible. The following is a general idea of how to handle emergency situations.

-Once the situation is deemed an emergency you immediately contact emergency services.

On Campus-University Police	607-587-4331
Off Campus	911

-While waiting for EMS it is appropriate to do your best to monitor the situation
-Be aware of the potential of injury and do what can be done to prevent it (ie; other bystanders in the area, ask them to leave)
-Be supportive and empathic to the individual
-Communicate that you are there to help them

Health-Promoting Environments:

Because of the frequency of their interactions with student-athletes, coaches, faculty athletics representatives, SAAC representatives and fellow student-athletes play a central role in helping to identify student-athletes who may benefit from accessing resources related to mental health, normalizing care seeking and fostering a health-promoting environment that supports mental well-being and resilience (NCAA). With this it is important that we provide a supportive and healthy environment for our SA's to be a part of during their time with us.

OSHA Policy

The Bloodborne Pathogens Standard applies to athletic training students, faculty and or staff members who have occupational and or educational exposure with blood or other potentially infectious materials. Exposure means reasonable anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of one's duties.

Bloodborne pathogen means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV).

Other potentially infectious materials mean the following human body fluids: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures, all body fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids.

Specific Guidelines:

-Wear latex gloves whenever touching open skin, blood, body fluids, or mucous membranes. Change gloves after contact with each athlete.

-Wash your hands with soap and water immediately after exposure to blood or body fluids even if you used gloves. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap. Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails. Scrub your hands for at least 20 seconds. Rinse your hands well under clean, running water. Dry your hands using a clean towel or air dry them

-Any surface (counter, table, wrestling mat, etc.) Must be thoroughly washed after blood has come in contact with it. Use a household bleach solution of 1 part bleach to 10 parts water or a solution of Opti-Cide, Wizzer or Betadine as a cleaner.

-Place all sharps (scalpel blades, hypodermic needles, etc.) Into a red sharps container, specifically designed for the disposal of such implements.

-Place all medical waste (contaminated gauze, latex gloves, used band-aids, etc.) In a labeled bio-hazardous waste container. These are located in the training room

-When you are working an outdoor sport and have medical waste to dispose of, place it in a plastic bag (carry some extra ice bags for this in your kit) and then discard it into the proper bio-hazardous waste container upon your return to the training room.

-Do not allow athletes to share towels contaminated with blood or with bodily fluids.

-Discard towels and clothing contaminated with blood or bloody body fluids into a receptacle for that purpose. Do not put them in with the regular soiled towels.

Be sure all athlete's wounds are well-covered before practice or competitions.

-If you have an open wound, especially on the hands, avoid providing first aid care of injuries involving bleeding and body fluids until your wound has healed. If you must do so, wear gloves.
-Remember that the risk of infection for an athletic trainer who uses these precautions is close to zero.
-If an AT student is exposed to blood or other body fluids through a needle stick, cut, splash to the eyes or mouth or has a cutaneous exposure involving large amounts of blood or prolonged contact with blood the following actions are to be taken per AU Athletic Training Program's policy:

-The student immediately informs the clinical preceptor/clinical instructor

-The faculty member informs the pertinent agency staff, program chair or director and the Associate Dean.

-The student is medically evaluated within 48 hours by a physician in the facility or within a designated agency if the evaluation cannot be done within the original clinical facility, by a physician of the student's choice, or through University Health Services.

-An incident report is filed with the facility, if required.

-An Alfred University incident report is completed and sent to the Associate Dean by the appropriate department.

-Centers for the Disease Control Guidelines for Prevention of Transmission of Human Immunodeficiency Virus and Hepatitis B Virus should be followed.

Communicable Disease Policy

Due to the nature of the allied health professions, there is increased risk for the spread of infectious disease, requiring the necessity to establish an active communicable disease policy to ensure the health and safety of ASC's staff and student athletes. This policy was developed using the recommendations established by the CDC for health care workers (www.cdc.gov).

A communicable disease is a disease that can be transmitted from one person to another. There are four main types of transmission including direct physical contact, air (through a cough, sneeze, or other particle inhaled), a vehicle (ingested or injected), and a vector (via animals or insects).

Communicable Diseases Cited by the CDC:

Bloodborne Pathogens	Conjunctivitis	Cytomegalovirus infections
Diarrheal diseases	Diphtheria	Enteroviral infections
Hepatitis viruses	Herpes Simplex	Human Immunodeficiency virus (HIV

Measles	Meningococcal infections	Mumps
Pediculosis	Pertussis	Rubella
Scabies	Streptococcal infection	Tuberculosis
Varicella Zoster	Viral Respiratory infections	

Guidelines for Preventions of Exposure & Infection:

- Complete annual Bloodborne pathogens training

-Required to practice good hygiene, use proper hand washing techniques, and practice Universal Precautions, at all times.

-Patient care should not be performed when a faculty/staff member has active signs or symptoms of a communicable disease.

Disease/Problem Recommendations:

HIV/AIDS:

Personal: Discontinue direct contact if presence of exudative lesions or weeping dermatitis or evidence of any of the following infections that require restrictions until acute condition resolves. The student's/staff's own personal physician/team physician should be involved regarding work/athletic participation decisions.

Partial restriction: Wear gloves for direct contact with mucous membrane or non-intact skin of all patients. Evaluation of each case must be made by a combination of an Athletic Trainer, the Team Physician, and the student's/staff's own physician. The student/staff must be counseled concerning proper precautions.

Conjunctivitis:

Allergic: No restrictions.

Bacterial: In outbreak settings where conjunctivitis is being spread, symptomatic personnel must be restricted from contact with others until discharge ceases. Needs to complete antibiotic treatment as directed.

Viral: In outbreak settings where conjunctivitis is being spread, symptomatic personnel must be restricted from contact with others. Emphasize good hand washing. Individual should not work with immunocompromised patients, or in ophthalmology settings.

Cytomegalovirus(CMV):

No restrictions unless clinically indicated

Dermatitis:

Individuals with weeping dermatitis on body areas that may come in contact with others should be removed from direct patient care/athletic participation

Diarrhea:

Acute stage: Exclude from direct patient care/athletic participation and food preparation until symptoms resolve unless the diarrhea is determined non-infectious. (See specific agent if diagnosed).

Campylobacter: Reinforce good hygiene practices; should not be in contact with infants or immunocompromised individuals until 2 negative stools have been obtained.

Salmonella: Reinforce good hygiene practices; should not come in contact with infants, immunocompromised individuals, or be involved with food handling until 2 negative stools have been obtained taken not less than one week after onset and not less than 24 hours apart.

Salmonella: Relieve from direct contact with others until stool is free of the (typhoid) infecting organism on 2 consecutive cultures obtained not less than 24 hours apart, 48 hours after antibiotics.

Shigella: Relieve from direct contact with others until 2 negative stools have been obtained taken not less than 1 week after onset and not less than 24 hours apart.

Yersinia: Reinforce good hygiene practices; should not come in contact with infants or immunocompromised individuals until 2 negative stools have been obtained.

Enteroviral: Reinforce good hygiene practices; should come in contact with infants or immunocompromised individuals until symptoms resolve.

Fifth Disease (Parovirus B19):

Respiratory secretions can harbor the virus for 4-15 days before the appearance of rash. Remove from work/athletic participation symptomatic individuals with suspected Parvovirus B19 exposure until the appearance of rash or until symptoms resolve.

Group A Streptococcal (including Strep Throat):

Relieve from direct contact with others until 24 hours after adequate treatment is started. Since Group A streptococcal surgical wound infections occur infrequently, the occurrence of a single case will prompt a search for a carrier. If personnel are linked epidemiologically to the occurrence of disease, they should be cultured, and if positive, removed from direct contact with others until carriage is eradicated.

Group B Streptococcal:

Carriage by personnel does not appear to be important in nosocomial transmission. Careful hand washing will minimize the risk of nosocomial spread.

Hepatitis, Viral:

Hepatitis A: Relieve from direct contact with others until 7 days after onset of jaundice.

Food handlers: Must notify NYSDOH for appropriate guidance and follow-up.

Hepatitis B, Acute: Reinforce recommended precautions and injury prevention techniques during procedures that involve trauma to tissues or contact with mucous membranes or non-intact skin. Individual should remain off work/athletic participation while clinically ill. Individuals with weeping dermatitis: restrict from direct contact with others and contact and equipment until the condition resolves.

Hepatitis C, Acute: Reinforce recommended precautions and injury prevention techniques during procedures that involve trauma to tissues or contact with mucous membranes or non-intact skin. Individual should remain off work/athletic participation while clinically ill.

Hepatitis B and C, Chronic: Chronic carriers should be evaluated for infection risk by a combination of the Athletic Trainer, the Team Physician and the student/staff's own physician. Multifactorial criteria should be used to determine whether the individual poses a significant risk to others taking into consideration any evidence that the individual is unable or unwilling to follow infection control recommendations, is epidemiologically linked to cases of transmission in patients, or is too ill to work/participate. All Students/Staff who are HBsAg and HC positive will be counseled regarding their infectivity and instructed to routinely take steps which will prevent injury that could result in blood contamination.

Herpes Simplex:

Hands/fingers (Herpetic whitlow): Relieve from direct contact with others until lesions heal. It is not known whether gloves prevent transmission.

Orofacial: Personnel should not come in contact with infants or immunocompromised patients until lesions heal. Lesions should be covered with an appropriate barrier, i.e., dressing, mask.

Genital: No work/athletic restrictions; reinforce good hygiene practices.

Lice:

Relieve from direct contact with others until treated.

Occupational exposure: Staff/students who come in contact with lice do not require treatment unless evidence of infestation is present.

Measles:

Confirmed or suspected: Remove from workplace/participation until 5 days after the rash appears or until active disease is ruled out by IGM titers

Post-exposure (non-immune personnel): Remove from workplace/participation from the 7th through 21st day after exposure and/or 5 days after rash appears.

Meningococcal:

Occupational exposure: Consult with Infection Control Chairman.

Disease: Individuals with close exposure (ex. fundoscopy, assisting patient vomiting, mouth to mouth resuscitation) will be treated with Rifampin.

Mumps (Parotitis):

Confirmed or suspected: Relieve from workplace/athletic participation until 9 days after onset of parotitis or until active disease is ruled out.

Post-exposure (non-immune personnel with very close contact): Relieve from workplace/participation from the 12th through the 26th day after exposure or until 9 days after onset of parotitis.

Parvovirus B19:

See Fifth Disease.

Pertussis:

Confirmed or suspected: Remove from workplace/athletic participation until the third week after onset of cough or until 5 days after start of effective therapy or active disease is ruled out.

Post-exposure (susceptible personnel with very close contact): No work restrictions, but 2 weeks of erythromycin prophylaxis should be given to close contacts.

Rubella:

Confirmed or suspected: Remove from workplace/athletic participation until 5 days after the rash appears or until active disease is ruled out.

Post-exposure (non-immune personnel): Remove from workplace/athletic participation from the 7th through 21st day after exposure and/or 5 days after rash appears.

Scabies:

Relieve from direct contact with others until treated.

Occupational exposure: Both symptomatic and exposed asymptomatic students/staff (direct skin to skin contact) should be treated with Elimite.

Staphylococcus Aureus Skin Lesions:

Relieve from direct contact with others until lesions have resolved.

Tuberculosis:

Active pulmonary or laryngeal tuberculosis: Remove from work/athletic participation until effective therapy has been instituted and sputum cultures are negative.

Occupational exposure: Referral to Team Physician for appropriate follow-up.

Positive PPD: No work restrictions. Rule out active disease and consider INH prophylaxis.

Upper Respiratory Infections:

It is preferred that persons with acute respiratory infections do not come in direct contact with others. Prevent contact with individuals who are at increased risk for complications from a respiratory infection (i.e., immunocompromised, underlying respiratory disease). Meticulous hand washing after contact with oral/nasal secretions is necessary.

Varicella (chickenpox):

Active: Remove from workplace/athletic participation until all lesions are dry and crusted.

Varicella Zoster (Shingles):

Active - localized: Use of appropriate barrier desirable: personnel should not come in contact with infants or immunocompromised individuals until lesions are dry and crusted.

Active - disseminated: Remove from workplace/athletic participation until lesions are dry and crusted.

5.14 Team Travel/Event Drive Release Form

RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF THE RISK AND INDEMNITY AGREEMENT

Form must be submitted for review a minimum of 48 hours in advance of travel for approval. Individual transportation is intended for unusual circumstances only. Personal requests involving family, medical, or employment will be considered. Student-athletes are expected to travel to and from all competitions with the team unless approved otherwise.

By my signature below, I acknowledge that I am aware of, appreciate the character of, and voluntarily assume the risks by traveling on my own for the following:

Event name: _____

Event date: _____

By my signature below, on behalf of myself, my heirs, next of kin, successors in interest, assigns, personal representatives, and agents, I hereby:

1. Waive any claim or cause of action against and release from liability the State of New York, its officers, employees, and agents for any liability for injuries to my person or property resulting from my participation in the activity listed above;

2. Agree to indemnify and hold harmless the State of New York, its officers, employees, and agents for any claims, causes of action, or liability to any other person arising from my participation in the activity listed above; and

I HAVE READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF THE RISK AND INDEMNITY AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE, OR GUARANTEE BEING MADE TO ME AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW.

Name_____ Date of Birth _____

Permanent Address _____

Signature_____ Date_____

5.15 Name, Image & Likeness (NIL)

STUDENT-ATHLETE NAME, IMAGE, LIKENESS (NIL) ACTIVITY REPORTING FORM

For Student-athletes who will be or have been compensated for the use of their names, images and likenesses for promotional purposes.

Completion of this form is voluntary, but encouraged in order to provide support for student-athletes and prevent inadvertent compromise of NCAA Division III eligibility from NIL activities.

Describe the name, image and likeness activity.
What are/were the terms of the agreement or transaction?
When will/did the activity begin and end?

_____
_____
_____
_____
_____
_____

How will you be or how were you compensated for participating in the name, image or likeness activity?

_____
_____
_____
_____

List all parties to the agreement or transaction, other individuals and entities, and professional service providers.

Name of Person/Entity	Role	Contact Information

I affirm, to the best of my knowledge:

- I have confirmed that this activity is consistent with state law/executive action and institutional policy. I understand that I am responsible for determining whether this activity is consistent with state law/executive action, if applicable, and that the NCAA will not interpret state law/executive action and/or institutional policy.
- To the extent required by state law/executive action and/or institutional policy, I have provided complete and accurate information regarding any and all activities involving use of my name, image and likeness,

including compensation arrangements and information about individuals and entities involved in the activity.

- Compensation was/is related to actual use of my name, image and likeness and was/is not contingent on enrollment at a particular institution or a substitute for pay for athletics performance.

I acknowledge that my institution, or a designee of my institution, may review the accuracy of this information, and I consent to any investigation, review, or audit. I acknowledge that inaccurate or incomplete disclosure, or failure to cooperate could support a reasonable conclusion that compensation I received constituted an inducement to attend or remain enrolled at a specific school, a substitute for pay for athletics performance or participation, or an otherwise illegitimate source of compensation for use of my name, image and likeness.

_____ _____

Date **Signature of student-athlete**

_____ _____

Date **Signature of parent or legal guardian (if student-athlete is a minor)**

_____ _____ _____

Name (please print) **Date of birth** **Age**

_____

Home address (street, city, state and zip code)

_____ **Sport(s)**

Submit your completed form to:

Jen Enke
Compliance Coordinator
Athletic Department
Alfred State College
10 Upper College Drive
Alfred, NY 14802
enkejz@alfredstate.edu
Fax: 607-587-4331