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August 2008

Dear Student-Athlete:

My two sons were student-athletes, one at the University of Missouri and one at Murray State University. I tell you this because I well know the honor, prestige, and pride associated with being student-athletes and being their parents. However, being a student-athlete also places a greater responsibility upon you, and this responsibility can be burdensome if not recognized and accepted. Student-athletes are held to a higher standard at Lander University. This higher standard is met at all times, both in competition and in your everyday life.

It includes representing yourself, the Department of Athletics, and Lander University with honor, dignity, and respect. These obligations are absolutely not debatable nor may you deviate from any of them. This is The Lander Tradition.

As a student-athlete, you also have remarkable advantages that are not available to all other Lander students. Yours is the opportunity to develop, in a special bond, outstanding friends with whom you will forge close relationships lasting for the rest of your life. Yours is the opportunity to influence the lives of literally thousands who will observe and admire you, who will learn from you, and who will model their lives after yours. You have the opportunity to be surrounded by professionals whose principal concern is to assist you to achieve your goal the reason you are at Lander—to obtain an excellent education and to graduate.

We expect much from you. You are a Lander University Student-Athlete.

Cordially,

Daniel W. Ball
President

August 2008

Dear Student-Athlete:

You are to be congratulated on your past accomplishments and we are very pleased that you are part of the Lander athletics family. During your Lander career, you will have many opportunities to display your athletic skills. We ask that you perform with poise, pride and proper conduct.

Your rights and responsibilities as a student-athlete are outlined in this handbook. I encourage you to get familiar with this information.

Lander University is committed to supporting you and your academic and athletic endeavors. Good luck and have a safe, enjoyable and successful year.

Sincerely,

Jeff May
Athletics Director

I. Lander University Department of Athletics

A. History of the University

Lander University was founded by Methodist clergyman Samuel Lander in 1872 as Williamston Female College in Williamston, South Carolina. In 1898, the College gained the support of the South Carolina Conference of the Methodist Episcopal Church, South. In 1904, the College was relocated to Greenwood, S.C. and was renamed Lander College in honor of its founder.

In 1951, the county of Greenwood obtained the College name and property from the Methodist Conference. The South Carolina General Assembly created the Greenwood County Education Commission, known as the Lander Foundation, to serve as the board of control for the College. Lander thus became the only four-year liberal arts college in the United States to be controlled and financed by a county government.

In 1973, Lander College came under the control of the Board of Trustees of the State Colleges of South Carolina, making Lander a state-supported college. Effective July 1, 1988, governance of Lander was vested in the Lander College Board of Trustees.

On July 1, 1992, by action of the Board of Trustees, the institution became Lander University.

B. Athletics Department Mission Statement

The dual purposes of the intercollegiate athletics program at Lander University are to promote the role of the athletics program as it supports the stated mission of the University and to promote the academic achievement and whole development of each student-athlete who represents the University.

C. Athletics Governing Associations

1. National Collegiate Athletics Association (NCAA)

Lander University is one of approximately 1000 member institutions in the NCAA.

The NCAA has three competitive divisions - Divisions I, II and III. Lander competes in Division II in all sports.

There are two primary purposes of the NCAA:

- a. To sponsor national championship competition and
- b. To promulgate and enforce rules and regulations governing the academic and athletic eligibility of student-athletes and the conduct of athletics programs.

2. Peach Belt Conference (PBC)

The Peach Belt Conference is an all-sport conference. In 1991, the conference held championships in men's and women's basketball and then expanded to the current level of 12 championships 2000-01.

The idea for formation of a NCAA Division II conference was discussed in November 1988, in Greenville, S.C. with 11 schools represented at the meeting. Five of the colleges at that first meeting, along with two other schools, formed the new conference when USC-Aiken hosted another meeting on December 3, 1989. The seven charter members were Armstrong State University, Columbus State University, Francis Marion University, Georgia College and State University, Lander University, USC-Aiken and USC-Spartanburg. The name Peach Belt Athletic Conference was adopted in January 1990.

Augusta State University applied and was accepted in November 1990. Now the Peach Belt Conference had four members each in Georgia and South Carolina. On July 1, 1992, Pembroke State University officially became a member. Kennesaw State University became the tenth member on July 1, 1994. Clayton State University was admitted on July 1, 1995, and University of North Florida was admitted to the Conference officially on July 1, 1996.

As of July 1, 2008 members in the PBC are Armstrong Atlantic State University, Augusta State University, Clayton State University, Columbus State University, Francis Marion University, Georgia College & State University, Georgia Southwestern & State University, Lander University, University of North Carolina Pembroke, North Georgia College & State University, and University of South Carolina Aiken.

The PBC conducts championships in 12 sports, six for men and six for women. Men's championships will be declared in baseball, basketball, cross country, golf, soccer and tennis. Women's champions will include those in basketball, cross country, softball, tennis volleyball and soccer.

Commissioner's Office
503 Blackburn Drive
Augusta, GA 30907

Commissioner
David Brunk
(706) 860-8499
(706) 650-8113 FAX

D. Advisory Councils

1. Lander University Athletics Committee - purpose is to provide a liaison between the students, faculty, and administration concerning the athletic program of the University. The committee consists of four faculty members, including the Faculty Athletic Representative, Chair; two students; two alumni; the Director of Athletics; the Senior Woman Administrator; and the head coaches of all Lander University intercollegiate teams.
2. Lander University NCAA Compliance Committee - purpose is to ensure the Institution's compliance with all rules, regulations, and guidelines of the National Collegiate Athletic Association. The committee consists of the Lander University Director of Compliance, Chair; the Director of Admissions; the Director of Financial Aid; the Registrar and Director of Institutional Research; the Faculty Athletics Representative; the Senior Woman Administrator and the Director of Athletics.
3. Lander University Student-Athlete Advisory Committee - purpose is to improve the

intercollegiate experience of our student-athletes and to assist with the success of the total sports program. The committee consists of one member from each intercollegiate team, cheerleaders, and athletic training staff.

E. The Bearcat Club

The purpose of the Bearcat Club is to promote intercollegiate athletics, sponsor the annual athletics banquet, establish an Athletics Hall of Fame, establish the Letterman's Association, support scholarship fund-raising and sponsor activities for each sport. Membership is \$35 per person. The \$50 corporate membership fee supports club activities.

F. Lander University Policies and Procedures

Student-athletes are subject to the same academic and financial and non-academic rules and regulations as members of the regular student body. Student-athletes are encouraged to refer to the Lander University Student Handbook for specific rights, policies, and procedures and also on line at <http://www.lander.edu/activities/2005-06studenthandbook.pdf>.

1. Confidentiality of Student Records

Lander University complies with the Family Educational Rights and Privacy Act of 1974, which is designed to protect students' rights with regard to education records maintained by the University. Basically, this means that:

Non-directory information will be shared only with the faculty and staff who have a legitimate need to know. Parent(s) or guardians of students under 18 have access to the University's official records.

Directory Information can be released without a student-athlete's prior written consent (see Lander Student handbook for exception):

- Name of student
- Address
- Telephone number
- Parents' names
- Date of birth
- Major
- Class schedule
- Height and weight of athletic teams
- Previous degrees awarded
- Previous educational agency or institution

At the time a student registers for courses, he/she may notify the Vice President for Student Affairs in writing that his/her directory information may not be released. Such notification is effective only for that one semester for which the student is enrolling, therefore the student-athlete needs to notify the Vice President for Student Affairs each semester.

2. Change of Address

Student-athletes are expected to notify the following of any change of home (permanent) and local mailing addresses and phone numbers within 24 hours.

- a. Office of Athletics
- b. Team Coach
- c. Lander University registrar

Consequences resulting from misdirected or unreceived official university communications is the responsibility of the student-athlete.

Identification Cards

Students are expected to have their Lander ID card with them at all times. Students are to produce to faculty, staff, or administration their ID.

The Lander ID card is nontransferable. Any student transferring or tampering with his/her ID card is subject to disciplinary actions, which could include suspension from Lander University. Tampering with an ID card includes changing any information on the card as well as tampering with the validation sticker.

Upon entering Lander University, each student is issued free of charge an identification card which is to be used throughout his/her University career at Lander. A \$5.00 fee is charged for each replacement ID.

The Lander ID card serves to identify the student for library privileges, athletic events, social events, student health services, and other University functions or services. In addition, the ID card serves as the student's ticket for meal services.

All students are required to have ID's validated each semester and each summer session.

II. Athletics Department Policies and Procedures

A. Bearcat Student-Athlete Code of Conduct

As a valued member of the Lander University Athletics Department, I will use all my ability obtain a quality education and earn a degree. Although time commitments are demanding during my athletic season and in the off-season, I will remain academically eligible, attend class, inform professors of unexpected absences due to official athletic events, maintain academic honesty, and make utmost use of education tools such as tutoring labs and resourced centers.

As a member of Lander's Athletic Family, I will represent values and traditions of Lander University with the utmost integrity. I will support and respect all fellow students and student-athletes alike. The Bearcat represents pride, sportsmanship and hard work, so I will display these values while following NCAA and Peach Belt conference guidelines, obeying team rules and policies, and always giving 100 percent effort to represent Lander University in a positive manner during practices and competitions, as well as in the classroom and in my daily life

RESPONSIBILITIES OF THE STUDENT-ATHLETE

As a representative of Lander Athletics Department, each student-athlete will be expected to assume the following responsibilities:

- 1) To pursue the completion of a degree by developing and maintaining appropriate study habits,
- 2) To know and understand the provisions of the university Student Handbook and Student-Athlete Handbook and abide by these regulations,
- 3) To be enrolled in a minimum of 12 hours,
- 4) To attend all class meetings, labs and required discussion sessions (the only acceptable reasons for missing course obligations are serious illness, family emergencies or official travel to university-sponsored activities),**
- 5) To seek academic advice from the appropriate advisor at regular prescribed times and to pre-register each semester during the official early registration period, and
- 6) To understand the policies and procedures of Lander's academic support program.

If a student-athlete has any concern about the services or benefits provided to student-athletes, he or she should feel free to talk with one of the following people: his or her advisor, the faculty athletic representative, the senior woman administrator, the compliance coordinator, or the athletics director.

SPORTSMANSHIP

Unsportsmanlike conduct by anyone associated with Lander University will not be tolerated and will subject the individual to disciplinary action.

Acts violating player decorum rules shall include, but are not limited to the following and may subject violators to reprimand or suspension from additional contests as the athletics director deems appropriate.

- 1) Any person who strikes or physically abuses an official, opposing coach, player, or spectator;
- 2) Any person who uses profanity, vulgarity, or who taunts, ridicules, or makes obscene gestures,
- 3) Any person who publicly criticizes any game official or institutional personnel;
- 4) Any person who engages in negative recruiting by making derogatory statements of another institution or its personnel to a prospective student-athlete, parent, high school coach or other persons interested in the prospective student-athlete;
- 5) Any person who enters the competing arena for an unsportsmanlike purpose; or
- 6) Any other act of unsportsmanlike conduct not specifically described.

Student-athletes are subjected to the student regulations and penalties as stated in the university Student Handbook. Additionally, due to the high visibility and increasing public scrutiny of all athletics programs, student-athletes are expected to meet higher standards of personal conduct and appearance than those stated in the university regulations; therefore, in addition to the sanctions that may be imposed for misconduct as stated in the Student Handbook, student-athletes may also face disciplinary measures imposed by the appropriate athletics department official.

- **Sanctions imposed may range from referral to appropriate counseling service, to suspension**

from the athletics program, depending upon the severity of the misconduct and the surrounding circumstances.

- **The cancellation or non-renewal of an athlete's grant-in-aid for any act of misconduct will be done in accordance with NCAA and university rules.**
- **In addition to any discipline that may be imposed under this policy, the unauthorized possession of any steroids, possession of any illegal drugs and the illegal possession of alcohol, beer or wine including public intoxication or driving under the influence of alcohol by a student-athlete will be treated as though the student-athlete had a positive test result under the university athletics department drug education program.**

The following are considered misconduct actions by a student-athlete:

- Violations of NCAA rules
- Arrest for any crime other than a minor traffic offense
- Possession of any illegal drug
- Illegal possession or consumption of alcohol, beer or wine
- Fighting with, threatening the safety of, or harassing any individual
- Stealing money or property from the lawful owner
- Destruction of university property
- Unauthorized entry into any university building
- Acts of moral misconduct
- Any interference with the normal operations of the university or any disruption or conduct that interferes with the rights and opportunities of those who attend the university.
- Any conduct that reflects unfavorably upon Lander University or the Lander University athletics department.

Rules for student-athletes may also be established by each individual sport's head coach and his or her staff within the perimeters established by the athletics director, the NCAA, and the University. The head coach informs the team member of such team and training rules at the beginning of the academic year.

B. Peach Belt Conference Code of Conduct

Each Peach Belt institution is responsible for creating an atmosphere that promotes good sportsmanship and a hospitable environment for visiting teams and spectators. Facility design, student body makeup, and many other factors influence the ambience on any given campus. Consequently, each institution should design the specifics of its own Code of Conduct incorporating the principles and guidelines of the Peach Belt Code of Conduct.

All hosts and guests of Peach Belt athletic events are expected to adhere to the following general principles:

- Respect the rights and dignity of all persons.
- Strive to insure the personal safety and well being of all persons.
- Refrain from conduct that adversely affects others.
- Act responsibly at all times.

In addition to the principles referred to above, athletic personnel, officials, fans, student-athletes, and student peer groups (i.e. bands, cheerleaders, Mascots, etc.) are expected to observe the following guidelines:

ADMINISTRATORS: PBC administrators are expected to develop and promote the attitude that the treatment of visiting teams and fans will be in the manner that they would wish their teams and fans to be accorded. The host game manager should welcome the visiting coach and team and extend courtesies that they would expect to receive. The host athletic director should brief everyone from coaches and team members to concessionaires, pep band members, ushers, and cheerleaders that their roles should reflect a courteous demeanor at all times.

COACHES: Coaches are very visible and influential representatives of the institution. As ambassadors for their institutions, coaches are expected to set a standard for others to follow in the areas of appropriate language and treatment of officials, players, and fans. Coaches have the greatest influence over their team members both on the bench and on the field of play. A team often time reflects the attitude of the coach. PBC coaches should exert ongoing control over the conduct of their team members at all times. In the extreme, coaches should be prepared to remove team members who show disrespect for their opponents, even at the risk of losing a contest.

STUDENT-ATHLETES: PBC student-athletes must realize that they are very visible representatives of their institutions. As such, it is extremely important that they act in a responsible and respectable manner at all times when representing their institution. Profanity, inappropriate gestures, and negative statements or actions between opposing players, officials of fans, especially taunting and baiting, will not be tolerated.

OFFICIALS: Officials who are assigned to PBC athletic events must enforce the rules concerning sportsmanship and deal decisively with abuse of those rules. The only warning concerning abuse of sportsmanship rules should come immediately before the contest. During the contest any abuses should be dealt with through the administration of penalties, not further warnings. Each official will be provided with the following written statement; “The Peach Belt Conference requires officials to enforce all rules regarding unsportsmanlike conduct by coaches and players. Profanity, inappropriate gestures and negative statements or actions between opposing players, especially taunting and baiting, will not be tolerated. If such comments are heard or gestures seen, a penalty will be assessed immediately. If any coach protests the unsportsmanlike conduct penalties, he/she will be ejected from the contest immediately. There will be no warnings. All players and coaches have been advised of this.”

PBC COMMISSIONER: The commissioner will enforce the unsportsmanlike conduct rules of the game and of the Conference. The commissioner will assess penalties for inappropriate behavior that is not detected or acted on by the officials. The commissioner may also impose penalties in addition to those imposed by the officials. These penalties may include but are not limited to:

- Private Reprimand
- Public Reprimand
- Game/Games Suspension

FANS: It is understood that occasionally fans might make negative comments about officials and opponents. However, individuals who use profanity or vulgar gestures or words, who display a blatant disrespect, or who orally abuse officials, opponents or other fans will be ejected from the athletic event. Individuals who repeatedly exhibit a pattern of such conduct will be refused admission to athletic contests by the athletics director. Fans are also prohibited by NCAA rules from using

artificial noisemakers and airhorns at athletic contests.

SPIRIT GROUPS: Like student-athletes, these groups are visible representatives of the institution. As such, high expectations are placed upon them for exemplary behavior. The role of any spirit group is to encourage and support their team, not to deride their guests. Consequently, members of spirit groups may not make negative comments about visiting players or fans during the course of the athletic contest. Specific standards of conduct for various spirit groups are listed in the following paragraphs.

Cheerleaders: The cheerleaders should project a positive influence upon the spectators and participants in the contest. The positive influence can be manifested in the content of the cheers, the timing of the cheers, and the positioning of the squad during the game. In general, the content of the cheers should not contain language or gestures that are of questionable taste. The squad may not position themselves behind the goal in an attempt to affect play, including free throw shooting. Further, they should position themselves in front of their own crowd before the game, during time-outs, and at half time. Megaphones may only be used for voice amplification and not in any other manner.

Pep Bands: The pep band may only play during time outs and intermissions. Any attempt to drown out opposing spirit groups, or jeers from the band members will be an act of unsportsmanlike conduct. The athletics administration will ensure that positioning of the pep band will be a reasonable distance from the visiting team and spectators' seating by placing the band in either a neutral area or an area contiguous to the home team spectators' seating. In no instance will the pep band be allowed to sit behind the visiting team's bench.

Student Pep Groups: In general, student pep groups should follow the spirit of the guidelines set forth for cheerleaders and pep bands. The group should sit in their team's spectator seating. In no instance will they be permitted to sit in the opposing team's spectator seating or behind the opposing team's bench. The content of their cheering should not be confrontational, profane, or otherwise in poor taste and judgment.

Mascots: The role of the mascot is to help foster fan support for his/her (its) team. Any gesturing or positioning should occur to serve that end. It should not, however, impair the progress of the game or confront the opposing players or spectators in any negative manner. At no time should the mascot antagonize or enter the vicinity of the opposing team's bench. Any good-natured humor involving officials should be limited to times when they are idle and there is no game action taking place. All gesturing and actions must be in good taste and suitable for family living.

CONCLUDING STATEMENT: The PBC believes that an effort on the part of all conference members to create an atmosphere of sportsmanship will result in a healthier, more positive environment in which the student-athletes can compete.

C. NCAA Rules and Regulations

Each year prior to participation in intercollegiate competition, a team meeting will be held, and student-athletes will receive a copy of the "Summary of NCAA Regulations."

Student-athletes will be required to do the following:

1. Submit information relating to eligibility;
2. Give written consent to disclose education records to an authorized representative; and
3. Give permission to be tested for drugs--both NCAA and Lander testing.

Failure to complete and sign the statement annually will result in ineligibility for participation in all intercollegiate competition.

D. NCAA Academic Requirements

If a student-athlete does not meet the following requirements, he or she will not be eligible to play. Therefore, these instructions are critical to your continued athletic participation. If you have any questions about them, please ask your coach or contact Betty Williams at (864) 993-0466.

1. Freshman Student-Athlete Requirements

- a. It is imperative to do well in all classes. Having to repeat a class means taking a class twice that will count only once. It can affect NCAA satisfactory progress requirements as well as the student-athlete's GPA.
- b. Student-athletes undecided about a major should take classes that would be required in the core curriculum for any of the majors. All majors have general education requirements. However, mathematics is often specific to a major. Except for MATH 100, wait to take mathematics till a major is chosen.
- c. Normally, a student-athlete should enroll in 15 hours.
- d. **NEVER withdraw from a class without consulting an instructor, academic advisor and coach. If student-athletes drop a course and are considered part-time by the NCAA, they are immediately ineligible and may not compete. A student-athlete should never add or drop a course without seeing Betty Williams or Kent Atkins. If you make a "D" or "F" in any class, do not leave campus at the end of any semester without talking to Betty Williams or Kent Atkins about your eligibility.**

2. Returning/Transfer Student-Athlete Requirements

- a. Student-athletes must earn at least 24 hours toward their major from fall to fall in order to compete the following year. Of these 24 hours, at least 18 must be earned during the fall and spring semesters (75%) and only 6 of these 24 hours can be counted from courses taken during summer (25%). A student-athlete may take more than 6 hours in the summer and grades on all hours taken at Lander can raise or lower your GPA. Also, a student-athlete must pass 6 hours in order to be eligible the following semester.

- b. If entering the third year of enrollment or entering the 5th semester, a major which leads to a baccalaureate degree must be officially declared. The hours taken must be in courses required for that major. Student-athletes deciding to change their major must officially make the change with the respective major department. Unless the major is officially changed, any new courses taken towards this major will not count.
- c. Some majors have few electives. Be sure the courses taken are those that are required. Majors with very few electives include Medical Technology, Business Administration and Accounting, Teacher Education, and Dual Engineering majors. Always consult with your advisor prior to registration.
- d. Request a copy of the major checklist from faculty advisor and follow it.
- e. Transferred student-athletes should make certain that they are not retaking a course in which they have already earned credit.
- f. Student-athletes intending to enroll at another institution during the summer on a transient basis must receive advance permission to do so. There is a form in the Records office.
- g. **Never withdraw from a class without consulting an instructor, academic advisor, coach and Betty Williams or Kent Atkins.** If a withdrawal results in less than full-time enrollment (12 hours), the student-athlete is ineligible. A repeat of a “D or better” will not count towards the 12 hour eligibility. Transfers must have a 2.0 at the Lander at the end of their first academic year.
- h. Satisfactory progress to continue to compete requires:
 Once complete 24 hours – 1.8 GPA
 Once complete 48 hours – 1.9 GPA
 Once complete 72 hours and above – 2.0 GPA

Type of Course	Examples	Will Count towards Graduation Credit	Will count towards athletic eligibility	Comments
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PEES Activity	Various	Yes, if required	Yes, if required	Maximum of 5 hours, extra hours will not
Free Electives (not all majors have)	Various	Yes	Yes, only up to maximum in program	Extra free will not count
All major and minor courses	Various	Yes	Yes	Must declare major by 5th semester
Grade of an "I"	Various	No	No	"I" must be completed to earn hours
Repeated course work with "F" original grade	Various	Repeat will count if passed	Repeat will count if passed	Institutional GPA should go up
Repeated course work with initial passing grade	Various	No	No	Retaking the course may improve GPA

E. Athletic Grant-In-Aid

Athletic Grant-in-aid awards are given in one or more of the following categories:

1. Out-of-state tuition
2. In-state tuition - full or partial amount
3. Room and Board
4. Meals
5. Books (optional)

F. Early Registration for academic classes

The registrar's office will allow student representatives (student-athletes included) to register early for their classes. Early registration usually takes place 2-3 months before the next semester is to start. Please note that new transfer students and freshmen will not be able to go through early registration for their initial term of attendance at Lander University. Student-athletes will be informed of the early registration dates by the team coach. Most coaches will require early registration because it allows the student-athlete to better organize their time as it relates to work schedule, practice, etc.

G. Attendance Regulations

All students are expected to attend class as regularly scheduled and are responsible for consulting instructors' syllabi regarding attendance requirements. Students missing a class are expected to consult with their instructor(s) to obtain permission to make up missed course work. Those students wishing to seek relief from attendance requirements due to an impending absence are required to contact the course instructor(s) at least one week prior to the date of absence. University Student Representatives (approved by the President) who must attend University-sponsored events will be given relief from an instructor's attendance requirements if they notify the instructor(s) at least one week prior to the event. **Failure of a student-athlete to attend class regularly could result in suspension or dismissal depending on severity of the class attendance record. THIS IS AN ATHLETIC POLICY AND THERE WILL BE NO EXCEPTIONS.**

H. Team Rules

Student-athletes have a responsibility to adhere to team rules as provided by the head coach and the Department of Athletics. These rules are important and can affect the status of a student-athlete, i.e., suspension or dismissal from team.

All decisions directly related to team performance, i.e., playing time, position, traveling squad, training, curfew, appearance, and conduct are the responsibility of the head coach. The head coach will either give out written rules or go over them with the team at the start of the season.

I. Academic Advising Programs

The Academic Success Center (ASC), located in LC 340, (388-8308), provides free tutorial services in most freshman and sophomore level courses and many upper level courses as well. The Peer Tutoring Center and Mathematics Center are open weekdays, evenings and on Sunday evening. Appointments are encouraged, but occasional drop-ins may be accommodated.

The Mathematics Laboratory (388-8785), located in LC 346, provides tutoring for most mathematics, computer science, or mathematics-related courses (EEE, economics, physics) and offers review sessions before tests. Students may drop in or schedule appointments.

The Writing Center is located in LC 347 (388-8250). Students may refer themselves to these services or may be referred by a counselor, advisor, or professor. Help is available for students wanting or needing to improve writing skills; to correct basic writing problems or improve writing at any level, to organize reports or research papers; or to write essay test answers. EEE pretesting is provided. Services are available by appointment and on a drop-in basis.

The Peer Tutoring Laboratory (388-8814) is located in LC 345. Students can refer themselves or ask to be referred by their professors. Classes tutored include foreign language, history, psychology, sociology, accounting and most general education courses. All help is free, and the service is open to all Lander students on a walk-in basis.

The Computer Science Tutoring Laboratory is located in LC 344. Help is available to all students

enrolled in computer information science courses. Their telephone number is (864) 388-8308.

Diagnostic Testing is available in all laboratories and tutorial work is individualized to the student's particular needs. The staff of the Academic Success Center includes faculty members and highly qualified, well-trained student assistants.

Lander University Department of Athletics

Substance Abuse Policy

Recognizing that drug and alcohol abuse in college athletics is of national concern and could endanger the health, development, and well-being of some of the university's student-athletes, the Lander University Department of Athletics has developed this policy of drug education, testing and counseling.

The purposes of the Lander University Department of Athletics Substance Abuse Policy are as follows:

- a. To provide appropriate substance abuse education for all facets of the Lander University athletic community.
- b. To identify those athletes who are involved in substance abuse so that they may receive the professional help and support which they need.
- c. To deter athletes from involvement in substance abuse.
- d. To give athletes another reason to say "NO" to substance abuse.
- e. To convey the message that Lander University believes that the process of chemically-enhanced athletic performance is unethical, and will not tolerate such behavior.
- f. To enhance the safety and well-being of Lander University athletes and their opponents.

SUBSTANCE ABUSE EDUCATION

The Athletic Department discourages any use of tobacco, illegal drugs, or alcohol abuse. The use of alcohol, tobacco, and other drugs at Lander University athletic events and activities associated with them is prohibited by the Athletic Department. The Athletic Director must approve any or all exceptions in writing.

The Athletic Department will conduct an Alcohol, Tobacco, and other Drug educational session two times yearly for all student athletes. The initial session will, at a minimum, contain a review of the Athletic Department and University policy including resources and referral information. Additional educational sessions will be provided on related topics.

The Athletic Department will incorporate for staff a yearly review of department and University policy on Alcohol, Tobacco, and other Drugs in a meeting prior to the beginning of the fall semester. Additional information provided will include resources and referral services to enable the athletic department staff to engage in informed, responsible decision making regarding the use and abuse of alcohol, tobacco, and other drugs by their student athletes.

The Athletic Department will conduct random drug screening of student athletes in order to identify those who use or abuse any banned substances. The athletic director may add any student athlete who is identified for reasonable cause to the random screening list.

Alcohol

Lander University will not tolerate illegal or otherwise irresponsible use of alcohol. This includes drinking while under the legal age, and purchasing alcohol for use by a minor. Alcoholism is a progressive disorder with serious consequences.

A student athlete who consumes alcohol will be held accountable for an alcohol related incident in which he/she is involved. In such cases, the student is subject to university, athletic department, or team disciplinary action whether or not there are legal implications.

If a student athlete is involved in an alcohol related incident with legal implications under state and federal laws, he or she will have the same consequences as a positive drug test. If a student athlete is involved in an alcohol related incident with NO legal consequences, the head coach, athletic director, and head athletic trainer will determine if the circumstances warrant counseling intervention and/or any additional sanctions in addition to any university sanctions thru Student Affairs.

Tobacco

Tobacco use often results in physical dependency in the form of nicotine addiction. The negative effects of tobacco abuse are well documented in the high incidence of oral, lung, and other forms of cancer.

NCAA legislation prohibits the use of tobacco products by all athletes, coaches, athletic trainers, managers, and officials, in all sports during practice and competition. In addition, Lander University prohibits tobacco use by student-athletes, staff, and spectators on and in close proximity to the grounds of all athletic facilities at all times. Any staff member or student-athlete representing the athletic department in an official capacity at any time is prohibited from the use of tobacco products. Violations of this policy are subject to disciplinary sanctions by the head coach, athletic director, and head athletic trainer.

SUBSTANCE ABUSE PROGRAM DESCRIPTION

Urinalysis will be used to detect possible prohibited drug use through a screening program. However, other types of tests may be utilized to determine the presence of alcohol, tobacco, and other drugs. The testing based on urinalysis will be implemented as follows:

- **Random Screening:** All student athletes listed on official team rosters will be eligible to be screened. At least 10% of members from each team will be selected by a computer generated random draw.
- **Individualized Reasonable Suspicion Screening:** Any student-athlete may be added to the

random sample for drug screening when in the judgment of the athletic director there is reasonable cause to suspect the student athlete is engaged in the use of any prohibited substance. Reasonable Suspicion may be based on information from any source deemed reliable by the Director of Athletics, including, but not limited to: 1. Observed possession or use of substances that appear to be prohibited, 2. Arrest or conviction for a criminal offense related to possession, use or trafficking of prohibited substances, 3. Observed abnormal appearance, conduct, or behavior, reasonably interpretable as being caused by the use of prohibited substances.

Upon receipt of such information, the Athletic Director shall confer with University legal and medical representatives in determining whether there is reasonable cause to suspect a student athlete is engaged in use or abuse. If reasonable suspicion is found to exist, the Director of Athletics will add the student athlete to the next random list for screening and they will be notified in the same manner as other student-athletes.

- **Positive Test Follow-up Screening:** Any student athlete who tests positive will automatically be added to the random list for screening and will be notified in the same manner as the rest of the group. The student athlete will be tested at each test session for the remainder of their eligibility at Lander University.

Substance Abuse Testing

- All student athletes (and a parent or guardian if student is under 18) will sign a consent form prior to becoming an active member of any team roster. This form will explain the alcohol, tobacco, and other drug policy and drug screening program outlined in this document. Consent to this policy is a prerequisite of participation in the athletic program at Lander University.
- The Athletic Director and/or Head Athletic Trainer will select two dates per semester for drug screening.
- A computer generated random draw will be preformed to select a minimum of 10% of the student athletes from each team for each drug screening.
- The student athletes to be tested will be notified where and when to appear for the test. It is then the student athlete's responsibility to be present for testing. If an athlete fails to report to the test, it will be considered a positive test and will be re-tested at the next test session in consultation with the Athletic Director, Head Athletic Trainer, Head Coach and Director of Counseling.
- An outside certified agency will conduct the tests in the Lander University Horne Arena according to Federal Department of Transportation guidelines. Any or all NCAA banned drugs may be tested for. Certified collectors will collect the urine sample. The student athlete will witness the agency representative prepare the samples and will sign the appropriate paperwork acknowledging the sample is his or hers.
- The samples will be transferred to the testing lab according to the chain of custody set forward by the agency.
- The Medical Review Officer of the outside agency will make initial notification of positive tests. The Head Athletic Trainer will be notified via secured fax or mail. The Head Athletic Trainer then notifies the Athletic Director verbally. The Athletic Director will then notify the respective Head Coach. The Head Athletic Trainer will notify the student athlete.
- In the case of a positive test, the student athlete will be given the opportunity to have a portion of the original sample retested.
- Substances to be testing for:

- a. Amphetamines
- b. Methamphetamines
- c. Cannabinoid (Marijuana)
- d. Cocaine
- e. Opiates (Heroin and other opium derivatives)

Actions Resulting from a Positive Test

The following are the minimum penalties to be enforced by the Athletic Department. Additional penalties may be developed and imposed at the discretion of the individual team coaches. However, specific team policies must be in writing and must be distributed to all team members prior to that sport's first practice.

- **First Confirmed Positive Test**
 - Required meeting with Athletic Director, Head Coach, and Head Athletic Trainer
 - Parental notification by phone and follow up in writing
 - Referral for counseling evaluation at the Campus Counseling Center and required follow-up as recommended
 - Suspension from all team activities for ten days; this goes into effect immediately after the meeting with the Athletic Director, Head Coach and Head Athletic Trainer
 - Subject to unannounced drug and alcohol screening at any time for the remainder of their eligibility
- **Second Confirmed Positive Test**
 - Required meeting with Athletic Director, Head Coach, and Head Athletic Trainer
 - Parental notification by phone and follow up in writing
 - Permanent dismissal from all Lander University Intercollegiate Athletic participation

Confirmed positive tests are cumulative through eligibility regardless of how much time lapses between positive tests.

If the individual student athlete does not fulfill the requisite sanctions, he/she forfeits the right to participate in the Lander University Intercollegiate Athletic Program.

Self-Disclosure

The University and the staff of the Athletic Department encourage any student-athlete to voluntarily seek assistance from a staff member whenever he or she feels they have a problem with alcohol or other drugs.

The following procedure will be followed if a student-athlete voluntarily discloses a problem:

- Referral to Head Athletic Trainer
- Head Coach and Athletic Director are notified if not already
- Referral for counseling evaluation at the Campus Counseling Center and required follow-up as recommended
- Automatically placed on the screening list the following school semester

NOTE: A self-disclosure referral does not count as a first positive drug test

FALSIFICATION OF TEST RESULTS

Any attempt to falsify test results by providing false information, altering a urine sample, manipulating test results, or any other conscientious effort to circumvent the process will result in an automatic suspension from participation in the athletic program for a period of not less than one (1) year.

SELECTION OF A LAB

An appropriate lab will be selected based upon the following basic criteria:

- a. Ability to provide appropriate initial screening procedures (immunoassay, thin-layer chromatography, etc.) AND confirmatory testing using gas chromatography and mass spectrometry.
- b. Documented accuracy rates with respect to false-positive results.
- c. Appropriate chain of custody plan which will minimize the possibility of inaccurate results.
- d. Availability of confirmation affidavits from analysts/toxicologists upon request.
- e. Convenience with respect to sample storage and transportation, and prompt reporting of test results.
- f. Cost

Lander University Department of Athletics

First Positive Drug Test Contract Statement

Student Athlete _____

Sport _____

I HEREBY ACKNOWLEDGE that I tested positive on _____, 20_____
for _____.

I UNDERSTAND that the results of this test have been made known to myself, the University's Director of Counseling, the Athletic Director, the Head Athletic Trainer and my coach.

I UNDERSTAND that I may request that the drug test be repeated using the remaining portion of my original urine sample.

I UNDERSTAND that 1) I am immediately suspended from all team activities for 10 days and 2) my continued participation in the athletic program is contingent upon the successful completion of a prescribed substance abuse counseling program.

I UNDERSTAND that a second positive test will result in my dismissal from athletic participation here at Lander University, with loss of athletic grant-in-aid.

I UNDERSTAND that I am free to refuse to sign this statement, but that such refusal will result in immediate dismissal from the Lander University athletic program (with loss of athletic grant-in-aid).

Signature

Director of Counseling

Date

Lander University Department of Athletics

Second Positive Drug Test Contract Statement

Student Athlete _____ Sport _____

I HEREBY ACKNOWLEDGE that I tested positive on _____, 20_____
for _____.

I UNDERSTAND that the results of this test have been made known only to myself, the university's Director of Counseling, Director of Athletics, the Head Athletic Trainer, my coach, and other appropriate officials of Lander University.

I UNDERSTAND that, as a result of this second positive test, I am immediately being dismissed from the Lander University athletic program (with loss of athletic grant-in-aid).

I UNDERSTAND that, as a result of this second positive test, I am subject to disciplinary action as defined in the Lander University Student Handbook.

Signature

Director of Counseling

Date

Director of Athletics

**Lander University Department of Athletics
Substance Abuse Informed Consent Statement**

I HEREBY ACKNOWLEDGE that I have received a copy of the Lander University Department of

Athletics Substance Abuse Policy, that it has been thoroughly explained to me, and that I have been given the opportunity to ask any questions regarding this policy.

I UNDERSTAND that the aforementioned policy, and my responsibilities thereto.

I HEREBY CONSENT to have a sample of my urine collected and tested for the presence of drugs in accordance with the Lander University Department of Athletics drug testing program.

I UNDERSTAND that this testing will occur at any time or times as deemed appropriate by the Head Athletic Trainer.

I UNDERSTAND that any urine sample will be sent only to a licensed medical laboratory for actual testing, and that the samples will be coded to provide confidentiality.

I AUTHORIZE the release of my urine testing results to those individuals identified in the Lander University Department of Athletics Substance Abuse Policy, and I UNDERSTAND that all results will be made available to me.

I UNDERSTAND that I am free to withdraw this consent for urinalysis testing. However, I UNDERSTAND that should I refuse to testing at any time requested, I will not be permitted to participate in the Lander University athletic department program until such time as the Department of Athletics and Lander University shall deem appropriate.

I UNDERSTAND that I am free to refuse to sign this statement, but should I refuse to sign this statement, I will not be permitted to participate in the Lander University athletic program.

I HEREBY RELEASE Lander University, its Trustees, officers, employees, and agents from legal responsibility or liability for the release of such information and records as authorized by this form.

Signature

Date

Signature of Parent/Guardian (if minor)

Witness

K. Medical Policies and Procedures

I. Physical Examinations

All student-athletes must be examined and approved for participation by a physician designated by the university and/or Team Physician before being permitted to practice or compete with an

intercollegiate team. While the examination is effective for one year, the Team Physician and/or University physician designee may re-evaluate the athlete's fitness for participation at any time.

All incoming freshman and transfer student-athletes must complete a health history questionnaire before a physical examination is given. Upon satisfactorily completing the physical exam, the student-athlete will be allowed to participate. In the event the physician requires further examination and/or tests to determine clearance for play, it will be the financial responsibility of the student-athlete to pay for such examination and/or tests. Returning student-athletes will complete a health history review and then receive a physical examination only if their health history review warrants.

II. Limits of University Responsibility

The university's responsibility for medical treatment resulting from injuries sustained by the student-athlete is limited to:

- a) Those injuries that occur while participating as a member of an athletic team at Lander University in a regularly approved practice session or game and under the **SUPERVISION** of proper coaches.
- b) Those injuries while traveling directly to or from such regularly scheduled and approved practice sessions or games with other members of the team as a group, provided such group is at the time under the supervision of the proper coach.

Responsibility for medical expenses resulting from injuries sustained as listed above is limited to:

- a) Those expenses resulting from medical services which have been authorized.
- b) Payment of authorized expenses not covered by the athletes or athlete's parent's personal insurance.

The University's policy and/or the University may deny claims for an injury that has resulted from a pre-existing condition (i.e., any injury that was incurred prior to enrollment as a student-athlete at Lander University).

If a student-athlete does not follow the procedures of reporting an injury to the athletic training staff, but decides to go to an outside physician without prior approval from the athletic training staff or Team Physician, the university insurance coverage is null and void. In order for a student-athlete to be covered for expenses of any athletic injury or illness, he/she must go through the athletic training staff or Team Physician by reporting the injury and the athletic training staff will make necessary arrangements with an outside physician.

III. Insurance

All student-athletes will be required to fill out an insurance form prior to the beginning of their season to show proof of accident/illness insurance. This must be done before they are allowed to practice or play. If a student athlete does not have primary

insurance, then they must purchase a plan that covers intercollegiate athletic injuries. Those with Medicare and Champus insurance must also purchase a primary policy. The university's athletic insurance requires that the athlete's or parent's insurance be utilized for primary coverage of medical and surgical expenses. The university's policy will pay no bills until all claims have been first submitted to the athletes or parent's policy. The university's policy will pay claims that are denied or paid in part, but only after a copy of the "Explanation of Benefits" form showing payment record and any outstanding bills are submitted by either the parents or provider's of service.

Authorized medical bills are to be handled in the following manner:

- a) Submit all bills for medical services to the athletes or athlete's parent's insurance policy.
- b) If the student has no insurance or the athlete's policy does not pay the entire claim, the bills and the "Explanation of Benefits" form should be sent to the Head Athletic Trainer for processing.

IV. Injury and Illness Procedure

The student-athlete must report all athletic injuries or illnesses to a representative of the athletic training staff as soon as possible, so an early and thorough evaluation can be accomplished. The staff athletic trainer will make the necessary medical referral as indicated. If the athlete desires to see the school nurse, they must first come through the athletic training staff. Failure to do so may make the student-athlete become responsible for any medical bills that may be incurred.

In the event of an emergency or medical problem, outside of training room hours, contact a member of the athletic training staff for the necessary advice or assistance, regardless of the time of day. If unable to contact a member of the athletic training staff and you live on campus, go directly to Public Safety for assistance. Off campus residents should go the emergency room at Self Regional Hospital.

In any case, the athlete should report the emergency incident to the athletic training staff as soon as possible. **The athlete is not permitted to seek medical attention without the prior authorization from the athletic training staff and/or Team Physician, except in cases of emergencies.**

V. Training Room Rules and Regulations for Athletes

The athletic training room is located in the basement of Finis Horne Arena. During your particular season, it is a busy facility, therefore, unless you are receiving treatment, being taped, or evaluated, please stay out so that the personnel can help those who need attention.

- a) The athletic training room is coed, so shorts must be worn at all times.
- b) There will be no loitering. Athletes will be examined, receive treatment, be taped and leave immediately.
- c) Cleats and spikes are to be taken off before entering, unless an emergency.

- d) NO profanity or horseplay permitted in the training room.
- e) NO food, drinks, tobacco or smoking of any kind in the training room.
- f) No athlete will be allowed to treat themselves.
- g) No athlete is permitted to get any OTC medicine out of the cabinets. Please ask a member of the athletic training staff for assistance.

h) The jacuzzi is to be used for rehabilitation purposes only. There will be no lounging or loitering in the jacuzzi. The athletic training staff will determine if someone has a useful purpose for the jacuzzi.

VI. Treatments

Injured athletes must report for treatment according to the schedule identified by the athletic training staff. Failure of the athlete to keep treatment appointments will be turned in to the sports' appropriate coaches.

VII. Injury Evaluations

The evaluation of injured athletes is the sole responsibility of the athletic training staff and Team Physician/university physician. When an injury occurs, the coaches should not get involved in any way in the evaluation, treatment or disposition of the athlete. Furthermore, coaches shall not screen injuries before they are seen by the athletic training staff.

VIII. Referrals to Medical Specialists

If, in the opinion of the athletic trainer and Team Physician, an athlete should be referred to a medical specialist for consultation due to an athletic injury, the following procedure will be followed:

- a) The athletic training staff and/or Team Physician will make the appointment with the consultant.
- b) Any expenses occurred (travel, mileage, etc.) will be the responsibility of the student-athlete.

IX. Participation Following Injuries

Decisions regarding the return of an injured athlete to practice and competition will be the sole responsibility of the athletic training staff, Team Physician and/or university physicians.

X. Medication Policy

Student-athletes will not be permitted to enter the cabinets and retrieve OTC medications. All medications must be dispensed by the athletic training staff. Prescription medications will only be paid for by the athletic training department for **only injuries** that are sustained during the traditional and non-traditional season of competition for that particular student-athlete.

XI. Emergency Procedures

In the event of an injury that requires immediate transportation to a medical facility, the following procedure should be used:

- a) Begin immediate first aid
- b) Call campus security and inform them of your need for an ambulance. Give your name, location, and the status of the emergency. They will call for the ambulance.
- c) When the ambulance arrives, someone (athletic trainer) should accompany the athlete to the hospital.
- d) The athletic training staff should be notified as soon as possible.

Emergency phone numbers are located on all training room phones.

XII. End of the year questionnaire

At the end of the school year, each student-athlete will be required to fill out an end of the year questionnaire. This questionnaire will address any medical problems that the student-athlete may still be experiencing after their season has been completed. Failure to completely disclose any continuing injury will make the student-athlete financially responsible for any medical treatment that might occur as a result of the injury.

XIII. Non-emergency Transportation

Transportation for non-medical emergencies will be arranged through the athletic training staff. Should the athletic training staff not be available, it should be arranged through Public Safety. Under no circumstances should a student athletic trainer transport an athlete in a personal vehicle.

XIV. Procedures regarding handling, cleaning and treatment of facilities and athletes exposed to blood and other potentially infectious materials.

The following recommendations are designed to further minimize risk of blood-borne pathogen transmission in the context of athletic events and to provide treatment guidelines for care givers. These are referred to as "universal precautions," but some additions and modifications have been made as relevant to the athletics arena.

- a) Pre-event preparation includes proper care for existing wounds, abrasions, cuts or weeping wounds that may serve as a source of bleeding or as a port of entry for

blood-borne pathogens. These wounds should be covered before competition takes place.

- b) The necessary equipment and/or supplies important to compliance with universal precautions should be available to health care givers. These supplies include appropriate gloves, disinfectant bleach, antiseptics, bio-hazard containers, sharp containers, bandages and/or dressings.
- c) When a student-athlete is bleeding, the bleeding must be stopped and the open wound covered with a dressing sturdy enough to withstand the demands of the particular sport. Participants should be removed from the event as soon as practical. Return to play is determined by appropriate medical personnel. Any participant whose uniform is saturated with blood, regardless of the source, must have that uniform evaluated by medical personnel for potential infectivity and changed if necessary before return to competition.
- d) During an event, early recognition of uncontrolled bleeding is the responsibility of coaches, officials, student-athletes and medical personnel. In particular, student-athletes should be aware of their responsibility to report a bleeding wound to the proper medical personnel.
- e) Personnel managing an acute blood exposure must follow guidelines for universal precautions. Latex gloves should be worn for the direct contact with blood or body fluids containing blood. Hands should be washed after glove removal.
- f) Any surface contaminated with blood should be cleaned in accordance with the following procedure: With gloves on, the spill should be contained in as small an area as possible. After the blood is removed, the surface area of concern should be cleaned with an appropriate decontaminant.
- g) Proper disposal procedures should be practiced to prevent injuries caused by needles, scalpels and other sharp instruments.
- h) Any equipment or uniforms soiled with blood should be handled and laundered in accordance with hygienic methods normally used for treatment of any soiled equipment or clothing. This includes provisions for bagging the soiled items in a manner to prevent secondary contamination of other items or personnel.

XV. Heat Policy

Recommendations for practices in the heat/humidity:

- Wear light colored, loose fitting clothing
- Drink at least 17 oz. of water 1-2 hours prior to exercise
- Modify activities according to heat index
- Take water breaks every 15-20 minutes
- Make sure student-athletes are acclimatized (physiological adjustment to the heat)
- Practice early in the day or later in the evening

FYI

The highest heat indexes are usually between 1 and 7 pm.

Acclimatization takes about 7-10 days and is a slow progression increasing in intensity and duration. Most adverse heat reactions occur in the first few days of practice.

Athletic Training Staff will monitor environmental conditions during the day and make recommendations on continuing practices with modifications or cancellation of practice. If the National Weather Service issues a Heat Advisory with Heat Index surpassing 100, practices will not take place during the window of the Heat Advisory

L. Agents

Should a student-athlete or parents be contacted by an agent, the first thing is to instruct the agent to contact the Department of Athletics to arrange for a special counseling panel in which advising may take place.

Under no circumstances can student-athletes enter into an agreement with an agent (either orally or written) to represent them in future sport negotiations. If a student-athlete enters into an agreement with an agent while he/she still has eligibility left, the student-athlete will be declared ineligible for all NCAA sports (not just the sport for which an agreement was arranged).

M. Athletic Awards

As acknowledgment and recognition for outstanding performance, when a team wins the regular season Peach Belt Conference championship, tournament championship, regional championship and/or participates in the national tournament in its sport, each team member will receive an university award.

The student-athlete must have participated in the regular season or tournament competition in order to receive the award. Team associates' awards will be determined by the head coach and the athletics director.

Student-athletes that participate as individuals representing the university will be given awards to be determined by the athletics director and head coach.

No more than one award from the university will be given out for any one year. The cost of the awards must be approved by the Athletics Director, the Vice President for Business Administration, and the President.

N. Athletic Equipment

Athletic equipment will be issued by the respective coaches at the start of the playing season. At the end of the playing season, the student-athlete will be required to return that equipment that was issued to him/her or purchase the equipment at normal street value.

O. Chandler Center Regulations (PEES)

All eligible users of the PEES facility must have and present their student ID for access. ID's must be

shown each time a user enters the building after 5:00 pm. In order to checkout equipment students also must have their Lander ID. Users must wear appropriate exercise clothing and footwear to participate in activities in the following areas: dance studio, auxiliary gym, running track, pool, weight room, racquetball courts and multipurpose room. No clothes with belts, zippers, or other metal pieces will be allowed in the weight room. Locker assignments and locker use will be controlled by the building supervisor. Locker rentals for students will cost \$15 per semester or \$30 yearly. Fees should be paid at the beginning of the semester. Students are not required to rent a locker in order to use a locker. For class or for use of the facility, one may use an available locker. The user must provide a lock and all locker contents must be removed at the conclusion of the workout. Non-issued locks on lockers that have not been rented will be removed and contents removed on a periodic basis. Anyone desiring to rent a locker should see Ms. Bishop, Room 208 of the Chandler Center.

Anyone deliberately damaging property, equipment, or furnishings of the PEES complex will be held financially liable for the cost of replacement or repairs and building use privileges will be revoked.

P. Complimentary Tickets

Lander University may provide up to four (4) tickets per contest to a student-athlete, but only in the sport in which the individual participates. These tickets may be either for “home” or “away” games. Away games will be dependent upon availability. The student-athletes will need to see their respective head coach to sign up individuals to whom the tickets will be issued. The recipients of the tickets will then need to sign for these tickets at the gate. These tickets can not be sold to anyone. Any sale of complimentary tickets is a serious violation of NCAA rules.

Note: A partial or non-qualifier in the first academic year of residence may receive admission to all of the institution’s regular season home intercollegiate contests.

Q. Hosting a Prospective Student-Athlete

Should a coach ask a student-athlete to host a prospective student-athlete, all must be aware that:

1. the student host must be enrolled in the member institution being visited by the prospect.
2. the student host must be a “qualifier” out of high school. Partial qualifiers or non qualifiers may not serve as a student host during the first academic year in residence.
3. the student host may be provided complimentary meals but must be accompanying the prospective student-athlete during the meal (s).
4. the student host may receive complimentary admission to a campus athletic event, but may only use it accompanying the prospective student-athlete to the event.
5. the student host will be issued thirty dollars (\$30) to entertain the prospect. This money may not be given to the prospective student athlete nor may any part of this money to purchase souvenirs such as T-shirts or other institutional mementos for the prospective student-athlete or the student-host.

6. the student host may not travel with the prospective student-athlete outside of a 30 mile radius of the institution's main campus.

R. Gambling/Bribery

NCAA rules expressly prohibit any of the following activities:

Student-athletes may **NOT**

1. provide information to individuals involved in organized gambling activities concerning intercollegiate athletics, competition;
2. solicit a bet on **ANY** intercollegiate team.
3. accept a bet on any team representing the institution; or
4. participate in **ANY** gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling.

S. Financial Aid

By the 1st of July each year, the student-athletes will receive a letter from the Financial Aid Office stating the status of their scholarship, i.e., renewal, non-renewal, or revision to the original grant in aid. Upon receipt of this acceptance letter, the student-athlete must sign and return it to the Athletic Director's office. If a student-athlete's scholarship has been reduced or canceled, a hearing may be requested as provided by NCAA regulations. The student-athlete must submit in writing to the Office of Financial Aid a request for the hearing. A meeting will be set with the student-athlete and the Financial Aid Committee. The Financial Aid Committee will then have final say as to whether the appeal is upheld.

Questions or concerns regarding a student-athlete's financial aid should be directed to the Director of Financial Aid.

T. Employment

Lander University must include earnings from the student-athlete's employment during semester or term time in determining whether full grant-in-aid has been reached.

1. Earnings from a student-athlete's legitimate off-campus employment, in excess of a full grant-in-aid, shall be exempt provided neither athletics department staff members nor representatives of the institution's athletics interests are involved in arranging the employment. Earnings from such employment by a representative of the university's athletics interests are involved in arranging the employment. Earnings from such employment by a representative of Lander athletics interests may be exempted, provided the student-athlete secures the employment in the same manner as other members of the general public.
2. No Institutional Aid Received - A student-athlete who is not receiving institutional financial aid

may earn legitimate income in excess of a full grant-in-aid, provided neither members of the athletics department nor representatives of Lander's athletics interests are involved in arranging the employment.

3. Christmas Vacation Employment - A student-athlete receiving financial aid under this section may obtain a job within seven days prior to the beginning of Lander's Christmas vacation period, provided it is a prerequisite to securing the employment. The income, so derived from the additional week's employment, need not be computed in determining the student's maximum allowable financial aid. However, any earnings for work performed after the first day of classes shall be countable.
4. A student-athlete may receive legitimate summer earnings without any restrictions on the amount of compensation received. However, the compensation **must be** at a rate comparable to what a non-student-athlete would receive with similar qualifications.

U. Financial Aid from Outside Sources

Any type of outside grant or scholarship received **MUST** be:

1. Reported to the respective head coach. It is imperative! Failure to do so could jeopardize the team's eligibility as well as the student-athlete's eligibility. Probably 99.9% of the time you will be able to accept such aid (i.e., church scholarships, etc.).
2. Reported to the Director of Financial Aid at Lander University.

NOTE: A student-athlete may receive financial aid from anyone upon whom the student-athlete is naturally or legally dependent, i.e., parents and/or legal guardians.

V. Athletic Representatives/Extra Benefits

Student-athletes of Lander University are not to receive any extra benefits from coaches, alumni, boosters, etc. These individuals are known as "athletic representatives."

Lander University Department of Athletics is responsible for the control and conduct of the intercollegiate athletics program, and this responsibility includes accountability for the acts of "athletic representatives." Once an individual has been identified as an "athletic representative," that identity is retained forever and is governed by the same NCAA and Lander University rules and regulations as our athletics staff members.

Questions concerning benefits, gifts, and services that have been offered the student-athlete should be reported to the head coach, the department's compliance officer, or the Athletics Director immediately.

Athletic representatives or institutional staff members **are not permitted** to provide student-athletes with an extra benefit. The term "extra benefit" refers to any special arrangement by an institutional employee or representative of the institution's athletic interest to provide student-athletes or their relatives with a benefit not expressly authorized by NCAA legislation.

Please note this is the biggest problem area in intercollegiate athletics today. All student-athletes must be made aware of the term “extra benefits.” ELIGIBILITY, THE TEAM’S ELIGIBILITY, AS WELL AS THE ENTIRE LANDER UNIVERSITY ATHLETICS DEPARTMENT ‘S ELIGIBILITY, could be severely affected if an student-athlete receives ANY TYPE OF EXTRA BENEFIT.

A student-athlete must ask the following question: “Will the item, coupon, special treatment, special rates, etc., be offered to the ENTIRE regular student body at Lander University?” If the answer to that question is “no,” then one can presume that the item, or medical treatment, or whatever, would constitute an extra benefit and would thus be expressly **prohibited** by NCAA rules. The following are examples of extra benefits **not permitted** by the NCAA rules.

Examples of Extra Benefits:

- loans for ANY purpose (automobile, etc.);
- offer to purchase lunch or dinner;
- offer the use of telephone to make long distance charges;
- cut-rate deals or discounts of ANY kind;
- accepting ANYTHING of value;
- the use of an automobile;
- credit on a purchase, i.e., airline tickets, clothing, etc;
- services of any kind, i.e., dry cleaning, laundry, etc;
- purchases of meals at restaurants;
- transportation to or from a summer job;
- any furnishings for a place of residence, i.e., apartment;
- any use of personal properties, i.e., stereos, boats, etc;
- a professional service without charge or at a reduced cost (e.g., typing of papers for student-athletes);
- free or reduced-cost admission to professional athletic contests from professional sports organizations; or
- signing or co-signing a note with an outside agency to arrange a loan;

Check the NCAA manual for other additional restrictions. Remember, whenever in doubt about a gift, benefit, or service, check it out first with your coach or the athletics director! Any violation could result in loss of eligibility.

W. Outside Competition

1. All-star games and summer league games - Due to complexities of these rules, each student-athlete must contact either the coach or compliance coordinator of Lander athletics. Note: Most of these types of games are prohibited. Therefore, ineligibility could result by participating in any of these types of contests unless it has been pre-approved by the compliance coordinator of Lander athletics.
2. Student-athletes will lose eligibility if participating on any outside team during the academic year. Penalties can range in severity, and ineligibility may be for an entire year or entire educational career.

X. Promotional Activities, Commercial Advertising, and Fund-Raising Activities

Student-athletes are prohibited from participating in promotional activities, commercial advertisements, and fund-raising activities. Before becoming involved in ANY of them, discuss the situation with the Lander athletics compliance coordinator. Even for such seemingly harmless functions such as pictures for charity events, it is always best to check with the compliance coordinator FIRST.

Under NO circumstances can a student-athlete promote the sale of a commercial product even if this occurs in conjunction with the fund-raising activity.

Y. Five Year/10-Semester Rule

A student-athlete must complete four (4) seasons of participation during the first 10 semesters in which the student is enrolled in a full-time program of studies.

Athletics Staff

August 2008

Name	Area	Office	Phone	Home Phone
Jeff May	Athletics Director	AC 108	8314	229-2491
Kent Atkins	Asst. A.D. for Sports Medicine & Facilities/Compliance Coordinator	AC B12	8818	229-5550
Chris Ayer	Head Coach, Women's Soccer	AC 105B	8694	980-1581

Roger Bagwell	Head Coach, Men's Golf Assistant Athletics Director for	AC 104	8758	456-2622
Cheryl Bell	Assistant Athletics Director/SWA	AC 107	8316	223-9467
Rebecca Bolin	Assistant Athletic Trainer	PS 201	8170	
Joe Cabri	Tennis Coach Emeritus		8214	223-6456
Dr. John Cathcart	Team Orthopedics	AC B12	8818	227-3213
Kathy Cochran	Administrative Specialist	AC 100	8314	229-0326
Carla Decker	Head Coach, Volleyball	AC 113	8963	980-2723
Brandon Duncan	Head Coach, Softball	AC 112	8691	446-3322
Bruce Evans	Head Coach, Men's Basketball	AC 109	8960	388-9399
Russ Gregg	Women's Basketball Assistant	AC 135	8725	229-1839
Steve Grogan	Director, Bearcat Club	Alumni Office	8351	229-9802
Heather Jones	Assistant Coach, Softball	AC 135	8417	
Katy Margeson	Athletic Trainer Assistant	PS 201	8281	993-3911
Chris Moore	Head Coach, Baseball	AC 101	8961	910-2842
Kevin Pederson	Head Coach, Women's Basketball	AC 105	8257	227-8309
Steve Roberts	Men's Basketball Assistant	AC 135	8026	223-8933
Kim Schoolfield	Cheerleading Coach	Student Affairs	8770	876-1777
Dr. Dave Sealy	Team Physician	AC B10	8818	388-0442
Brett Simpson	Head Coach, Men's & Women's Tennis	AC 103	8773	229-7318
Austin Smithwick	Assistant Coach, Baseball	Legion Field	8046	980-4593
Bob Stoner	Head Coach, Cross Country/Asst. A.D. for Sports Media	AC 110	8962	223-3804
Van Taylor	Head Coach, Men's Soccer	AC 102	8291	229-2523
Betty Williams	Faculty Athletic Representative	AC 100	8314	998-4474
Jacob Wyman	Assistant Coach, Women's Soccer	AC 135		

I, the undersigned Lander University Student-Athlete, have been informed that the 2007-08 Student-Athlete Handbook is located on the Lander University athletic website at www.landerbearcats.com. I understand it is my responsibility to read this document in its entirety and

if I have any questions I can bring them to the attention of my coach or athletic administrator.

By signing this form, I understand and agree to abide by the rules and regulations set forth in the student-athlete handbook.

Student-Athlete's Name (please print)

Student-Athlete Signature

Coach

Date