



2024-25

University of the Incarnate Word Student-Athlete Handbook



*Champions in Classroom,
Community and Competition*

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Athletic Director Welcome

Cardinals,

To all the returning student-athletes, welcome back, and to all our new student-athletes, welcome to the Cardinal family! As we enter the new school year, I would be remiss not to mention the exceptional efforts of our returners this past year, completing the best year in UIW Division I history! I ask our student-athletes to be champions in the classroom, in the community, and in competition. Last year, our department answered the call. In the classroom, all-time high GPAs were set in both the fall (3.32) and spring (3.36) semesters. Collectively, the Cardinals completed over 5000 community services hours and 700 professional development hours. We proved to be champions in competition by winning multiple conference championships and the universities first National Title (Artistic Swim) and capturing the Southland Conference Service Award (awarded to the SLC institution whose SAAC exhibits exceptional community service) It was truly an extraordinary year!



Please know that our coaches, staff, and the entire University are working hard every day to provide each of you with a successful student-athlete experience. My charge for our department is to not only support your student-athlete experience, but to also continue to build champions in the classroom, in the community and in competition. We will do this while practicing our University core values of Faith, Innovation, Education, Service and Truth in all that we do. Furthermore, I ask you to consider one simple question in your decision making: are you doing the right thing for the right reasons? By considering this question and through practicing the UIW core values, there is no doubt in my mind we will continue to be champions together.

Our founding Congregation, the Sisters of Charity of the Incarnate Word, came to San Antonio in 1869 to serve a community in need. As a department, we continue their legacy by serving the community and caring for one another. We will continue to carry out this mission and serve the community that supports us. The University of the Incarnate Word is a Catholic institution that welcomes to its community persons of diverse backgrounds, in the belief that their respectful interaction advances the discovery of truth, mutual understanding, self-realization and the common good. We are thrilled to welcome each of you to the Nest.

We have raised our standards high, and now we must not let them fall. I know that no matter what challenges are on the horizon, we will overcome them together as #OneWord.

Go Cardinals!

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Duran". The signature is fluid and cursive.

Richard Duran, Athletic Director

1. Purpose of this Handbook

This handbook serves as an important resource for student-athletes. We encourage you to take advantage of this information and use your contact directory and all available University resources.

If you have additional questions, the Athletics Department always will do its best to help with any issues, whether academic or athletic. Athletics staff intends to provide you with all the support necessary to succeed at UIW!

2. About UIW

With over 135 years of tradition, the University of the Incarnate Word in San Antonio, Texas, is committed to educational excellence in a context of faith in Jesus Christ, the Incarnate Word of God. UIW is the largest Catholic University in Texas and the fourth largest private University in Texas. UIW offers programs at the undergraduate, graduate, and doctoral levels through 11 schools and colleges. With a beautiful main campus in San Antonio, UIW also has locations throughout the city, South and Central Texas, as well as two campuses in Mexico and a European Study Center in Strasbourg, France. UIW was founded by and is a sponsored ministry of the Sisters of Charity of the Incarnate Word.

UIW is committed to shaping good minds of strong character who will expand our world. At the core of UIW's Mission is a commitment to social justice and community service. With a curriculum designed to broaden students' understanding of the needs of the world, students learn to become concerned and enlightened citizens. Graduates can then use their skills to make a meaningful impact on the local and global communities, and in countless industries and fields of study.

As a Hispanic-Serving Institution and Yellow Ribbon School, UIW proudly welcomes students of all backgrounds and supports them throughout their academic journeys. UIW believes that respectful interaction of individuals with diverse backgrounds advances the discovery of truth, mutual understanding, self-realization, and the common good.

UIW is the only Catholic NCAA Division I athletics program in the South. Fourteen (14) sports are sponsored by the University, including 23 men's and women's teams. As a proud member of the Southland Conference, UIW teams consistently model exemplary sportsmanship and athleticism.

Our richness of tradition, strong bonds and storied history have given rise to a proud alumni base of more than 40,000 men and women across the world. Graduates go on to live the UIW Mission in their field, displaying exemplary work in arts, civic service, and professional accomplishments.

UIW Mission

The first Sisters of Charity of the Incarnate Word, three young French women motivated by the love of God and their recognition of God's presence in each person, came to San Antonio in 1869 to minister to the sick and the poor. Their spirit of Christian service is perpetuated in the University of the Incarnate Word, through teaching and scholarship, encompassing research, and artistic expression. Inspired by Judeo-Christian values, the Catholic Intellectual Tradition, and Catholic Social Teaching, the University of the Incarnate Word aims to educate men and women who will become concerned and enlightened citizens.

Through a liberal education, the University cultivates the development of the whole person and instills values of life-long learning. To that end, faculty and students support each other in the search for and communication of truth, thoughtful innovation, care of the environment, community service, and social justice.

Core Values of the Mission

Education: The University educates men and women who will become concerned and enlightened citizens.

Truth: The faculty and students support one another in the search for the communication of truth.

Faith: The University is committed to educational excellence in a context of faith in Jesus Christ, the Incarnate Word of God.

Service: The curriculum includes a global perspective and an emphasis on social justice and community service.

Innovation: The University is open to thoughtful innovation that serves the spiritual and material needs of people.

3. University Facts

President: Dr. Thomas M. Evans

Founded: 1881

Mascot: Cardinals

Colors: Red, Black, White

Athletics Affiliation: NCAA Division I

Conference Affiliation:

Southland Conference

Ohio Valley Conference (Men's Soccer)

Mountain Pacific Sport Federation (M/W Swim & Dive, M/W Fencing, Artistic Swim)



4. UIW Athletics Mission

UIW Athletics, inspired by the University's Catholic values, seeks to develop student-athletes as scholars, innovators and changemakers. The athletics department strives to produce student-athletes, coaches, and administrators who think critically, explore curiously, embrace their potential, and use their God-given talents to positively impact their community and the world.

5. UIW Athletics Vision

UIW Athletics seeks to achieve recognition in the State of Texas and across the nation as a premier Division I Catholic institution through academic excellence, competitive success, and community leadership.

6. UIW Athletics Diversity

The UIW Athletics community understands diversity as a manifestation of God's creation; an integral component of the learning and coaching experience; and an essential element of the personal, spiritual, and professional development. It is committed to inclusive excellence; that is, to undertake systemic actions to foster greater diversity, equity, inclusion, and accountability at all levels of student-athlete life.

Further, UIW Athletics embraces, values, and promotes diversity and inclusion among its staff and student-athletes by cultivating an athletic and academic environment marked by: 1) genuine curiosity about different perspectives; 2) receptivity to knowledge acquired through intercultural connections; and 3) genuine sensitivity to a wide variety of experiences, both domestic and global.

Furthermore, UIW Athletics strives to provide a safe and hospitable environment for the understanding, appreciation, and safe expression of differences related to race, ethnicity, gender, gender identity, sexual orientation, socio-economic class, physical abilities, age, religious background, national origin, marital status, parental status, educational background, political beliefs, and styles of learning. See UIW Social Justice, Diversity, Equity and Inclusion page [HERE](#) for additional information on UIW Athletics commitment to diversity and inclusion.

7. Expectations... UIW Athletics and Student-Athletes

UIW Athletics. UIW Athletics intends to provide superior intercollegiate athletic and personal development support to all student-athletes. This allows optimum opportunities for student-athletes to develop athletic potential while pursuing their academic degrees, and to compete on championship-caliber teams that consistently compete for conference, regional, and national titles.

UIW Student-Athletes. Student-athletes are expected to: 1) do the right thing for the right reasons; 2) treat all people with dignity and respect; 3) act honestly in everything they do, and 4) never manipulate. Remember, we are not here to serve ourselves; we are here to serve the greater good of the UIW community.

8. Student-Athlete Concerns & Complaints

UIW Athletics is committed to fostering a safe and competitive environment that promotes academic excellence, competitive excellence, and personal development. Students are encouraged to voice their complaints and concerns in a manner that is respectful of the dignity of the individual, if any, who is the subject of the complaint. UIW's policy is to treat students with complaints honestly and fairly, and handle complaints in a timely manner. Any UIW student may express a concern or complaint by following procedures set out below. Please note that UIW explicitly prohibits any member of the UIW community from harassing or retaliating against students who file complaints.

Athletic-Related Complaint Policy

1. First, a student-athlete should address any athletic-related concerns or issues with their coaching staff (head or assistant coach).
2. If the issue cannot be resolved by the coaching staff, the student-athlete should contact their sport's administrator (see chart below).
3. If the issue still is not resolved, the student-athlete may make an appointment with the athletic director and/or the deputy athletic director (see contact information below).

Athletics Administrative Staff

Name	Title	Sport(s)	Contact
Richard Duran	Athletic Director	Football, Men's Basketball, M/W Soccer	rduran@uiwtx.edu (210) 829-2722
DaShena Stevens	Deputy Athletic Director	Women's Basketball, Volleyball	dqstevens@uiwtx.edu (210) 805-3095
Kenyon Spears	Senior Associate Athletic Director of External Relations	Softball, M/W Golf, M/W Swim and Dive, M/W Fencing	kdspears@uiwtx.edu (210) 283-5052
Tony Dollison	Associate Director of Athletics/Compliance		dollison@uiwtx.edu 210-283-6381
Sal Cervantes	Associate Athletic Director of Sports Medicine		scervan1@uiwtx.edu 210-805-3063
J.R. Pulido	Associate Athletic Director of Student Success	M/W Track/XC, M/W Tennis Artistic Swim, Baseball	jpulido@uiwtx.edu 210-283-6328
Kristen Bates	Senior Women's Administrator Assistant Director of Athletic Academic Advising		kbates@uiwtx.edu 210-283-6338

Academic-Related Complaint Policy

For academic issues, Students should follow the policies and guidance set forth in the UIW student Handbook, and for their respective degree programs, if any. For addition support, student-athletes are encouraged to reach out to their Athletic Academic Advisor or the Faculty Athletic Representative (FAR).

Athletic Academic Staff

Name	Title	Contact
Laura Cannon	Faculty Athletics Representative	lcannon@uiwtx.edu
Kristen Bates	Assistant Director of Athletic Academic Advising	(210)283-6338 kbates@uiwtx.edu
Sydnee Palade	Athletics Academic Advisor	(210) 283-6337 palade@uiwtx.edu
Rafferty Kugler	Athletics Academic Advisor	(210) 283-6337 rkugler@uiwtx.edu
TBD	Student-Athlete Development Coordinator	
Main Advising	ALL SPORTS	(210) 805-5814 advising@uiwtx.edu

For other complaints, the University's full student complaint policies and procedures can be found in the UIW 2023-24 Student Handbook [HERE](#)

9. Student-Athlete Standards of Conduct & Discipline

UIW student-athletes should be aware that participating in an athletics program is a privilege, not a right. Student-athletes should conduct themselves in a manner that reflects favorably upon the University, the Athletics Department, and their respective teams. Student-athletes must always act in an ethical manner that represents the highest standards of sportsmanship, fair play, and amateur athletics competition. Disorderly or disruptive behavior, deliberate or flagrant violations of Athletics Department or University procedures or operations, breach of state or federal law, or intentional involvement in NCAA violations, or other behaviors not in line with the University's Mission, will not be tolerated. Student-athletes who engage in such activities will be subject to disciplinary action up to and including dismissal from their respective teams and cancellation of their athletics grant-in-aid.

Student-Athlete Standards

1. UIW Handbook. All UIW students, including student-athletes, must adhere to all policies and rules contained in the UIW Student Handbook, both on and off campus. The Handbook can be accessed [HERE](#)
2. NCAA. Student-athletes must adhere to all NCAA rules applicable to student-athletes.
3. Team. Coaches are responsible for establishing reasonable team rules and expectations and enforcing these measures. Such rules shall include, but may not be limited to, the following areas:

Practice Guidelines
Social Media Use
Personal Conduct
Study Hall Attendance

Team Travel Policies
Team Expectation/Guidelines
Class Attendance

4. Discipline. Coaches are responsible for administering appropriate disciplinary action when team rules or policies are violated. When NCAA or conference rules are violated, the Compliance Office staff, coaches, and the sport administrator are responsible for executing disciplinary action determined in accordance with the NCAA rules violations policy. Violations of the UIW Student Code of Conduct will be handled by the Student Advocacy and Accountability Office, independent of any disciplinary action administered by UIW Athletics.

When team, UIW Athletics, conference, or NCAA rules are violated, UIW Athletics will make every effort to administer disciplinary actions in a fair and timely manner. UIW Athletics utilizes a progressive discipline policy that employs verbal written warnings, and a termination and off-boarding process (see below). The department reserves the right to skip certain levels of the discipline policy, depending on the severity of the violation. In disciplinary matters other than NCAA violations, the coach and sport administrator determine – and are the final say on - the level of severity of the violation and course of discipline.

When a student-athlete is disciplined, their coach will make a written record of the circumstances, copy the student-athlete and sport administrator, and place a copy in the student-athlete's file. This documentation shall be active through the student-athlete's UIW athletic tenure. This documentation reflects only UIW Athletics' actions, not the University's (if applicable).

Following this documentation, student-athletes shall be required to attend accountability meetings, which will be scheduled in a timely manner from the date of the violation/incident, or take such other action as determined by the applicable coach or Athletic Director or his or her designee.

UIW Athletics- Student-Athlete Accountability Report

Date of Meeting: _____

UIW Athletic Program: _____

UIW Staff Present: _____

UIW Student-Athlete: _____

Location of Incident: _____

Incident Date(s): _____

Description of Incident(s):

Policy Violation(s):

Student-Athlete Remarks:

Coach/Admin Coaching Remarks:

Coaching Opportunity/Success Plan:

Accountability Status After Meeting (Circle One):

- 1. Warning Level 1
- 2. Warning Level 2
- 3. Probation
- 4. Roster Removal

By signing below, I acknowledge these Accountability Guidelines set for by Athletics. As a student-athlete, I agree to adhere to these expectations and understand I will be held responsible for any UIW Athletics or UIW Student Code of Conduct Policy Violations.

Head Coach Name (Print)

Head Coach Signature

Date

Witness Name (Print)

Witness Signature

Date

Student-Athlete Name (Print)

Student-Athlete Signature

Date

Additional Comments:

Additional Student-Athlete Expectations

1. Dress. Dress appropriately at all times, remembering that you represent your sport and UIW.
2. Academics. Attend ALL classes and be ON TIME. Prepare for assignments over the entire semester and not at the last minute. Your classes are your first responsibility; your second priority is athletics. You are responsible for all classwork you miss when the team travels.
3. Substances. Adhere to the University's policies for all students on tobacco products, alcohol and/or illegal drugs.
4. Equipment. Treat all athletics equipment and facilities with respect. Take care of what we have.
5. UIW Statements. Take time to read and understand UIW's Mission, core values, standards of conduct, and disciplinary procedures as set out above and outlined in the Student Handbook and University catalog.
6. Financial Aid. Work with the Student Financial Assistance Office to utilize every resource available to assist you with educational expenses. Be aware of deadlines for financial aid.
7. Volunteer. Lend a **helping hand** in campus sponsored events when possible.
8. Student-Athlete Development. Participate in Student-Athlete Development programs to foster your professional and personal growth.
9. Respect and Respond. Treat coaches, athletic trainers, athletics administration, campus administration/staff, and faculty with respect. Respond to questions/concerns in a timely manner.
10. Cell Phone Use. Turn off and do not use cell phones during: a) coach or other team meetings; b) practices; c) strength and conditioning sessions/weight rooms; d) in the athletic training rooms; e) during team study halls; OR f) during class.

****These expectations apply when traveling for competitions AND off-campus.****

****Proper conduct is expected under all circumstances and in all locations. ****

****UIW Athletics has the right to amend these guidelines at any time.****

10. Residence Life

1. Handbook and Website. The UIW Residence Life Handbook can be found [HERE](#) and contains policies applicable to each residence hall. Residents are responsible for knowing these policies. The Handbook is a valuable resource that includes topics such as solving roommate disputes, requirements to live in residence halls, and policies regarding alcohol, drug, smoking, and guests. Also, the Housing website ([HERE](#)) includes important registration and move-in/out dates and other information.

2. Violations. Student-athletes who violate residence hall and/or University health and safety requirements may be subject to disciplinary action, as outlined in the UIW Student Handbook. Such violations will be addressed through the Student Conduct Process. Students who fail to comply with these measures may experience the following outcomes:
 - a. formal charges under the Student Code of Conduct;
 - b. possible suspension or expulsion from UIW residence halls; and
 - c. temporary or permanent suspension from attending on-campus events and/or classes.

3. All-Campus Phone and RA Schedules. Resident Assistants (RA) are on-call from 7 PM to 8 AM every day. The All-Campus Phone (210-216-6831) is staffed 24 hours a day and can be used for issues such as being locked out of your room (and can't reach RA), or reporting a possible Residence Hall policy violation.

4. Maintenance Requests. Residents can enter and track maintenance requests in the Facility Works Order maintenance system found in Cardinal Apps.

5. Lost Key or Student ID. Visit the Campus Life Office (SEC 3150) or contact the All-Campus Phone (after hours) at 210-216-6831. Lost key charges range from \$25 to \$65. The replacement fee for a lost student ID is \$30.

Residence Life Staff

Name	Title	Office	Contact
Eric Booth	<i>Dean of Campus Life</i>	SEC 3150	ewbooth@uiwtx.edu 210-829-3819
Luke Blum	<i>Director of Residence Life and Housing Operations</i>	SEC 3156	lblum@uiwtx.edu 210-829-3819
J.R. Chiodo-Benmuvhar	<i>Associate Director of Residence Life and Housing Operations</i>	SEC 3157	chiodobe@uiwtx.edu 210-805-2357
Katherine Burke	<i>Assistant Director of Residence Life</i>	SEC 3158	kbburke@uiwtx.edu 210-805-5865
Brandon Saldivar	<i>Residence Life Coordinator</i>	SEC 3170	bsaldiva@uiwtx.edu 210-805-5866
Vivian Cigarroa	<i>Residence Life Coordinator</i>	SEC 3170	vcigarroa@uiwtx.edu 210-805-5024
All Campus RA Phone	Uiw.edu/housing		housing@uiwtx.edu 210-216-6831

11. Academics

UIW Athletics expects student-athletes to understand that academics are their highest priority. UIW Athletic Academic Advisors guide student-athletes on a successful pathway to graduation. These advisors' offices are located at Portable 103.

Registration Process

Registration is the process by which you enroll in classes each term. This process involves various campus entities and MUST follow this progression:

1. If applicable, resolve any holds on your UIW student account, usually through the Business or Registrar's offices.
2. Make an appointment with your primary (i.e., major) advisor during the official UIW advising time.
 - a. The advising time begins prior to registration; check the UIW academic calendar ([HERE](#)) for updates.
3. Meet with your primary advisor to plan your class schedule for the upcoming term.
 - a. Go to this meeting prepared, having already looked at potential classes and times as well as DegreeWorks (your degree audit) through Cardinal Apps. You can find the schedule of classes [here](#). Also, know your practice schedule. During this meeting, your primary advisor will provide you with an alternate pin (ALT PIN) that you must enter in BannerWeb to access the class registration portal. Please note: your Athletic Advisor **cannot** provide your ALT PIN.
4. Complete a "Student-Athlete Registration Form," which includes class CRNs and an ALT PIN, and is signed by you and your primary advisor.
5. Submit the "Student-Athlete Registration Form" to the Athletics Academic Advising Office by the due date.
6. Attend the Registration Lab with your assigned academic advisor on priority registration day. If you do not attend the Lab, you will be responsible for registering yourself for courses listed on the "Student-Athlete Registration Form." If you need assistance with registration after priority registration day, you must make an appointment with your assigned academic advisor.
7. Check your University email before and on registration day to address any concerns with your schedule.
 - a. Primary Advisors and Athletics Academic Advisors will be available on the priority registration day to assist with any difficulties.
 - b. It may be necessary to adjust your schedule (i.e., add, drop, or change sections), but under ***no circumstance should any student-athlete drop or add a class without prior approval from an Athletics Academic Advisor. Changing your schedule without such approval may negatively affect your NCAA eligibility.***

Dropping a Course

Follow these steps if you need to withdraw (drop) from a course after the semester begins:

1. See your Athletic Academic Advisor to complete a "Registration Add/Drop Form."

2. Have your primary advisor sign an "Registration Add/Drop Form" and submit to your Athletics Academic Advisor for signature.
3. Submit your completed "Registration Add/Drop Form" to the Registrar's Office.

Attendance Policy/Excused Absences

Student-athletes are subject to the following University attendance policy, as defined in the University Catalog:

1. Students are expected to attend and participate in all scheduled class meetings, unless exempt per policy guidelines.
2. Students are expected to read and understand each instructor's attendance policy, as written in the course syllabus or outline.
3. During the first two (2) weeks of each semester, provide each of your professors with an Athletic Travel Letter, which outlines the days/times that you will miss class time for UIW sanctioned competition, which will account for travel times, pregame preparation, and day of competition for both home and away contests.
4. Remind your professors (no less than two (2) class sessions prior) of upcoming excused absences and make arrangements for make-up assignments and exams. Make-ups should be completed prior to the class following the excused absence. **Classes may not be missed for practice/lifts/training room (any non-competition related activities).**
5. If an absence is unplanned (e.g., illness), students should notify their instructor directly. Make-up work, including exams, should be scheduled in consultation with the instructor and completed in a reasonable time. See UIW's full "Attendance and Religious Observance Policy." [HERE](#)

Study Hall

To support student-athletes' efforts toward intellectual development and graduation, mandatory study hall will be required of student-athletes based on GPA and consultation between Athletic Academic Advisors and coaching staff.

Student-athletes' study hall requirements will be determined individually and communicated to the student by the coaching staff at the beginning of the semester. However, Athletic Academic Advisors and coaching staff reserve the right to adjust study hall requirements as needed throughout the semester.

Objective-Based Study Halls are located in Portable 112. Objective-Based Study Hall is held with designated teams at predetermined times which involves meeting with athletic academic advisors and completing objective sheets and weekly check lists.

Other Student Athlete Academic Responsibilities

1. Set primary goal of obtaining a degree.
2. Seek assistance from instructors and Athletic Academic Advisors before and/or when academic difficulties arise.
3. Be a responsible class member by arriving to class on time, attending all classes, being prepared and participating.

4. Meet with your primary advisor and Athletic Academic Advisors as needed and required.
5. Adhere to UIW policies concerning academic integrity and honesty [HERE](#).
6. Utilize all available campus resources for academic assistance, including the writing center, tutors, math lab, and professors' office hours.

Class Attendance Travel Letter

Dear Professor(s),

You are receiving this correspondence because there is a University of the Incarnate Word student-athlete in your course that may be absent from class due to travel for athletic events. According to the NCAA Bylaw 17.1.7.11.2, it is stated that no class shall be missed for practice activities except when a team is in competition or traveling to an away-from-home contest. Attached is the sport travel schedule for the student-athlete listed in your course. Please note that because travel rosters often change, the student is responsible for notifying you prior to each expected absence. It is important to also note that not all student-athletes travel for every competition.

As outlined in the [UIW Student Handbook](#), students are required to notify instructors in writing at least two weeks before the planned absences, such as a university sponsored athletic event. Student-athletes are not excused from turning in assignments or making up work from absences due to competition. We respectfully ask that you work with this student-athlete when they are required to miss your class due to participation in a UIW sponsored athletics event.

Each student-athlete must present you with this document within the first two weeks of the semester. Student-athletes are required to remind the professors of each upcoming absence two class sessions prior to the absence. The student-athlete understands that they are responsible for the work of all class meetings and must make arrangements with you to complete assignments or makeup quizzes/exams. UIW's coaches strive to minimize contest absences and greatly appreciate your flexibility and understanding in accommodating the unique needs of our growing student-athlete population.

If you are concerned that the student's travel schedule would seriously jeopardize their successful completion of your course, please contact the Athletic Academic Advisors listed below or the University Advising Center by email (advising@uiwtx.edu) or by phone (210-805-5814) as soon as possible. The athletic advisor assigned to this student will promptly respond to your concern.

<p>Kristen Bates Assistant Director of Athletic Academic Advising kbates@uiwtx.edu 210-283-6338</p>	<p>Dr. Laura Cannon Faculty Athletics Representative lcannon@uiwtx.edu</p>
<p>Sydnee Palade Athletic Academic Advising palade@uiwtx.edu 210-283-6337</p>	<p>Rafferty Kugler Athletic Academic Advising rkugler@uiwtx.edu 210-283-3926</p>

12. Absolute Prohibition on Hazing

University of the Incarnate Word Hazing Policy and Report can be found [HERE](#)

Involvement in student organizations and groups should offer students personal development, education, and enriching experiences. Hazing is a destructive and harassing activity that not only is in opposition to those goals, but also violates state and national laws. UIW regards any form of hazing as an unproductive and hazardous custom contrary to the Mission of UIW. Under State of Texas law, individuals or organizations could be subject to fines and charged with a criminal offense for hazing. **Student-Athletes who commit hazing offenses can be subject to additional disciplinary action, including loss of NCAA eligibility, cancellation of athletics aid, and/or dismissal from their team or the University.**

According to the law, a person can commit a hazing offense by engaging in a hazing activity, or by soliciting, directing, encouraging, aiding, or attempting another in hazing by knowingly or recklessly allowing hazing to occur. Failure to report firsthand knowledge of such incidents to the appropriate University official also is a hazing offense. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under state law.

Because of UIW's dedication to the highest ideals of education and society, participation in hazing related activities is not consistent with membership in any University organization or group and will not be tolerated, whether the participation is as an instigator or as a victim. It is the responsibility of all organization officers or groups to ensure that this information is distributed, read, and understood by all members of their organization. Ignorance of this information is not a defense to University disciplinary procedures, or to civil, or criminal liability.

Policy Definitions

Hazing means any intentional, knowing, or reckless act, occurring on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization if the act:

1. is any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
2. involves sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other similar activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
3. involves consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance, that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
4. is any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subdivision;

5. is any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the Student Code of Conduct; other University policies; or local, state, or federal laws; or involves coercing the student to consume: 1) a drug; or 2) an alcoholic beverage or liquor in an amount that would lead a reasonable person to believe that the student is intoxicated.

The law defines organization as fraternity, sorority, association, corporation, order, society, corps, club, or student government, a band or musical group or an academic, **athletic**, cheerleading, or dance team, **including any group or team that participates in NCAA competition**, or a service, social, or similar group, whose members are primarily students.

Reporting

Any person who voluntarily reports a specific hazing incident involving a student to the Dean of Campus Life or other appropriate official of the institution is immune from civil or criminal liability that might otherwise be incurred or imposed as a result of the reported hazing incident, if the person:

1. reports the incident before being contacted by the institution concerning the incident or otherwise being included in the institution's investigation of the incident; and
2. as determined by the Dean of Campus Life or other appropriate official designated by the institution, cooperates in good faith throughout any institutional process regarding the incident.

Immunity extends to participation in any judicial proceeding resulting from the report. A person is not immune if the person:

1. reports the person's own act of hazing; or
2. reports an incident of hazing in bad faith or with malice.

See full Texas Hazing Laws [HERE](#).

13. Harassment-Free, Inclusive Work & Learning Environment

UIW is committed to providing a professional and collegial work and learning environment that values diversity and emphasizes inclusion and the dignity, respect, and worth of every individual. Accordingly, no form of harassment or conduct which is inappropriate and that may lead to or suggest harassment is tolerated by or against all employees, students, vendors, contractors, or any other individuals engaged in activities on behalf of UIW. UIW prohibits any harassment, bias, or prejudice on the basis of race, color, sex, gender, sexual orientation, citizenship status, ethnicity, national origin, age, marital status, disability, genetic information, gender identity or expression, veteran status, pregnancy, religion or any other characteristics protected by law.

Education

UIW has continued education programming in the form of sport specific Back to School Team meetings, educational videos and access to Title IX and Compliance trainings upon request.

Reporting Harassment Violations

A student who believes they have been subject to conduct that violates this policy or has information about or has witnessed any violation of this policy should immediately and directly notify the Athletics' Senior Woman Administrator or Diversity and Inclusion designee, their dean, supervisor, the Director of Student Advocacy and Accountability, or the Director of Human Resources.

Students should report harassment to:

Athletics Diversity and Inclusion Designee: Kenyon Spears, kdspears@uiwtx.edu , (210) 283-5052

Or, the Director of Student Advocacy and Accountability: Janine Chavez 4301 Broadway, CPO 306, jlchavez@uiwtx.edu (210)-829-3817

See below for information on reporting complaints related to sexual misconduct.

Prompt reporting of possible harassment is essential so the University can respond quickly and prevent problems from escalating. Never assume the University is aware of harassment. It is your responsibility to promptly report incidents of which you are aware.

14. Sexual & Interpersonal Misconduct Disclosure and Reporting

In accordance with Title IX, The Clery Act, the Campus SaVE Act, the Violence Against Women Act (VAWA), NCAA requirements, and other state and federal laws, University of the Incarnate Word (UIW) is committed to establishing a work, educational and living environment for all community members that is free from sex discrimination and emphasizes the dignity and worth of every member of our community. In accordance with state and federal laws, UIW has put in place policies and procedures to address complaints of sex discrimination, including sexual misconduct. For more information about the specific conduct that is prohibited, please go to www.uiw.edu/titleix to review the Sexual Misconduct Policy and related procedures.

UIW takes all allegations seriously and is committed to providing information, education, resources, support, and clear direction to UIW community members to prevent and address sex discrimination. The Title IX Coordinator is charged with the responsibility of coordinating University of the Incarnate Word's efforts to comply with its obligations under Title IX and other laws, including addressing complaints, coordinating investigations, and providing appropriate interim and supportive measures. The University requires all University employees to promptly report any information they witness or receive regarding allegations of Sexual Misconduct.

To report a complaint or incident of that nature, please go to www.uiw.edu/titleix and click on the "Report an Incident" button or contact:

Matthew Carpenter
Title IX Coordinator
Administration Building, Room 62
210-832-2105
macarpen@uiwtx.edu

Compliance with NCAA Policy on Sexual Violence

In accordance with the NCAA Policy on Sexual Violence, all student-athletes are required to complete training and an annual attestation form to disclose any acts of interpersonal violence, sexual violence, or other acts of violence that they have been accused of or been found to have committed, either through University or criminal processes at any institution they have attended. The Athletic Department works with the Office of Title IX to collect and confirm these responses with each student-athlete's previous institutions, as applicable. A failure by any prospective or current student-athlete to accurately and fully disclose investigatory activity, disciplinary action, or criminal conviction may result in penalties, including a loss of athletics eligibility, as determined by UIW.

15. Compliance

The UIW Athletics Compliance Office has several functions, which include educating, monitoring, interpreting rules, and performing functions required by NCAA rules. The Office also works to develop policies and procedures and investigate, enforce, and report violations of the rules and regulations of the University, the Southland Conference, MPSF Conference and Ohio Valley Conference, and the NCAA. As a student-athlete, your athletic and academic eligibility depend on your compliance with these provisions. Please do not hesitate to contact the Athletics Compliance Office [Tony Dollison, Associate Athletics Director of Compliance, dollison@uiwtx.edu [210-283-6381] with any questions relating to UIW, Southland Conference (or other sport-specific conference/association) or NCAA provisions. If Compliance Office staff is not available, feel free to direct questions to the Athletics Director, who will contact Compliance staff.

Compliance is a shared responsibility. It is critical that all of us do our part to learn and abide by NCAA rules that impact UIW's student-athletes, recruits, coaches, staff, and donors!

All Bylaw references in this section are to NCAA legislation/rules. Click [HERE](#) for the full NCAA Manual.

A summary of selected NCAA rules applicable to student-athletes follows. Many of these rules also are covered during beginning of the year compliance meetings. Also, watch for texts, emails, and other means of compliance reminders and communication!

Ethical Conduct

NCAA rules require you to act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. NCAA Bylaw 10.1 linked [HERE](#) prohibits student-athletes from engaging in "unethical conduct." Conduct which may be considered "unethical" includes, but is not limited to:

1. Refusal to furnish information relevant to an investigation of possible violations of NCAA or conference rules, or state or federal laws; and/or
2. Knowingly furnishing the Athletics Department, the University, the NCAA, and/or the conference with false or deliberately misleading information concerning any student-athlete's involvement in or knowledge of violations of NCAA or conference rules, or state or federal laws.

Student-athletes found to be in violation of NCAA Bylaw 10.1 will be ineligible for athletics competition and may have their athletics scholarship canceled or reduced.

Gambling

The NCAA has strict rules prohibiting sports wagering/gambling on any sport sponsored by the NCAA at any level, including intercollegiate, amateur, and professional competitions. Student-athletes, coaches, and staff shall not knowingly:

1. Provide information to individuals 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;
4. Solicit, or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) of tangible value;
5. 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 which includes NCAA March Madness pools, college Bowl game boards or Super Bowl boards, **OR**
6. Participate in internet sports wagering, pools, or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

Additionally, student-athletes **MUST** report any offers of gifts, money or favors in exchange for supplying team information, or information concerning any attempts to alter the outcome of any contest.

Reporting and Investigating Rules Violations

UIW athletics is committed to operating its athletic program in a manner consistent with the letter and the spirit of University, Southland Conference (or other sport-specific conference/association), and NCAA rules. However, because rules violations are inevitable in any NCAA D-I program, the University also is committed to detecting, reporting, and implementing corrective actions relative to, violations.

The following procedures apply to reporting and investigating alleged rules violations:

1. The following individuals are required to report information that could support an institutional, State of Texas, Southland Conference (or sport-specific conference/association), or NCAA violation ("Reports"):
 - a. athletics staff;
 - b. staff outside athletics involved in athletics compliance or financial operations;
 - c. student-athletes; and
 - d. representatives of UIW's athletics interests.
2. Such information can be reported to:
 - a. Compliance Office staff;
 - b. the Faculty Athletic Representative (FAR); or
 - c. the Athletic Director (AD).

3. To the extent possible, Reports should include details such as individual(s) involved, location(s), date(s) and suspected violation(s).
4. If a Report includes information that could support a “major” NCAA violation, or the occurrence of multiple “minor” violations, the FAR and President (or designee) shall direct the investigation and NCAA reporting/processing of the Report.
5. If the Report includes information that clearly does not support a violation or supports only an isolated and unintentional NCAA minor violation, the Compliance Office will complete a violation report and submit it to the NCAA.
6. If the Report indicates student-athlete(s) eligibility could have been negatively affected by the incident at issue, such student-athlete(s) shall be immediately withheld from competition pending NCAA reinstatement. Any such student-athletes shall be kept informed of their status by the Compliance Office and/or their coaches.

Academic Standards – Eligibility for Competition

The Athletics Department is responsible for determining your eligibility to practice and compete on an athletic team.

To maintain your eligibility, you must:

1. Be enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree (Bylaw 14.01.2). Full-time at UIW is considered a 12-credit course load.
2. Maintain Good Academic Standing as defined by the University (Bylaw 14.01.2.1).
3. Declare your major no later than the beginning of your fifth semester or third year of enrollment (Bylaw 14.4.3.1.7).
4. Successfully complete a minimum of six (6) credit hours each regular academic term to be eligible for the following term (or for postseason competition that begins between academic terms) (Bylaw 14.4.3.1).
5. Successfully complete 40%, 60%, and 80% of your specific degree requirements prior to the beginning of your third, fourth, and fifth years of full-time collegiate enrollment, respectively (Bylaw 14.4.3.2).
6. Successfully complete at least 24 credits prior to the start of your second year and a minimum of 18 credits during each academic year (Bylaw 14.4.3.1).
7. Maintain a minimum cumulative GPA of 90% of the required graduation GPA at the beginning of your second year of enrollment, 95% at the beginning of your third year, and 100% at the beginning of your fourth or fifth year (Bylaw 14.4.3.3). At UIW, this is equivalent to a 1.80 GPA at the beginning of your second year, a 1.90 GPA at the beginning of your third year, and a 2.00 GPA at the beginning of your fourth or fifth year.
8. Football student-athletes must pass at least nine (9) degree-applicable credit hours in the fall semester. If a football student-athlete does not earn nine (9) credit hours, they will be ineligible for the first four (4) contests in the following playing season. Football student-athletes can regain full eligibility by completing at least 27 credit hours before the start of the next fall semester. If a football student-athlete fails to earn nine (9) credit hours in the fall a second time,

they can regain eligibility for two (2) contests by completing at least 27 credit hours before the start of the next fall semester.

Practice Eligibility Exceptions

1. You may practice during the official vacation period immediately preceding initial enrollment, provided: 1) you have been accepted by UIW for enrollment in a regular, full-time program of studies; 2) you no longer are enrolled in your previous educational institution, and 3) you are eligible under all institutional and NCAA requirements.
2. You may practice if you are enrolled in the final semester of a baccalaureate program while enrolled in less than a minimum full-time program of studies if your institution certifies that you are carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution.

Qualifier/Academic Redshirt/Non-Qualifier Status (Initial Eligibility)

You will be made aware of your qualifier status before initial UIW enrollment.

1. You are referred to as a qualifier and eligible to practice, compete and receive financial aid during your first academic year (Bylaw 14.02.10.1), if you:
 - a. Graduate from high school;
 - b. Successfully complete a required core curriculum consisting of a minimum number of courses in specified subjects with a specified minimum GPA in those courses; and
 - c. Achieve a corresponding ACT or SAT score as specified in Bylaw 14.3.1.1.3.
2. You are referred to as an academic redshirt and eligible to practice and receive financial aid but not compete during your first academic year (Bylaw 14.02.10.2), if you meet the requirements of Bylaw 14.3.1.2 but not requirements of Bylaw 14.3.1.1.
3. You are referred to as a non-qualifier if you fail to meet the criteria above.
 - a. In addition to being ineligible for practice and competition during the first academic year in residence, a non-qualifier is not permitted to receive institutional financial aid, other than non-athletics institutional financial aid based on need only; and
 - b. You will have three (3) seasons of eligibility after your first academic year in residence. You may earn a fourth season of competition if you complete 80% of your baccalaureate degree before beginning your fifth academic year of enrollment and you are within five (5) years of your initial, full-time collegiate enrollment. [Bylaw 14.3.3]

Other Eligibility Rules

1. You are not eligible to participate in more than four (4) seasons of intercollegiate competition in any one sport.
2. You have five (5) calendar years from the date you first registered as a full-time student at a collegiate institution and attended your first day of classes, to complete your four (4) seasons, with some exceptions. [SEE Bylaw 12.8.1]

3. You are considered a transfer student if you registered and were present for the first day of classes or attended practice at a previous two (2) or four (4) year collegiate institution. Transfer students are not eligible during their first year at UIW unless they meet a NCAA exception. [SEE Bylaw 14.5.1]

Season of Competition

A student-athlete uses one (1) of four (4) seasons of competition for a given academic year as soon as they participate in a competition (excluding NCAA-legislated preseason exhibition contests and practice scrimmages) against an outside team. An outside team is defined as any team that includes individuals who are not on the institution's team during that academic year. Any competition during a season, regardless of the amount of time played, counts as one season of competition in that sport. For example, one (1) play in a baseball game or one (1) point in a volleyball match counts as a season of competition, just as playing in every basketball or soccer game during a season counts.

Outside Competition

During the academic year, student-athletes are NOT permitted to represent an athletic team other than UIW unless they meet at least one of the following exceptions:

1. It is outside your team's season and competition occurs during an official vacation period.
2. In Women's Soccer, it is outside the declared playing season and not prior to May 1, no class time is missed, and you receive permission from the Compliance Office.
3. You may participate as an individual in outside competition during the academic year at any time as long as you represent only yourself and not any team/club. You may not receive expenses or compensation from any team or club to participate in outside competition. No team member may receive cash prizes, and all awards should conform to the regulations of the recognized amateur organizations associated with the event. ***For questions on competing as an individual, please see the Compliance Office.***
4. You MAY participate in the following: High School Alumni Games, Olympic Games, Official Pan- American Tryouts/Competition, US National Teams (or your country's equivalent), Official World Championships, and events that directly qualify you for the afore-mentioned elite level events.

You must notify the Compliance Office before you participate in any outside competition. Student-athletes must receive approval to participate by completing the Outside Competition Form in ARMS. Unless approved by Compliance Office staff, a student-athlete may not participate in outside competition.

UIW Student-Athlete Transfer Procedure

In order to contact other institutions regarding a potential transfer, a student-athlete must first provide UIW with a written notification of intent to transfer. This notification must be provided in an email to the Compliance Office dollison@uiwtx.edu and include the student-athlete's contact information. After receipt of this notification, the Compliance Office provides the student-athlete with specific instructions on how to complete the Division I Transfer Module. Upon completion of the Division I Transfer Module the Compliance Office has two (2) business days to enter the student-athlete's information into the NCAA Transfer Portal. Student-athletes who compete in fall or winter sports

must provide the UIW Compliance Office with a written request to enter the Portal by May 1, 2024; spring sports by July 1, 2024.

Once UIW enters the student-athlete's name and information in the Portal, other institutions can view and search the student-athlete. Student-athletes can request a withdraw from the Portal by again contacting the Compliance Office.

Please note that notification of intent to transfer may result in the cancellation of athletics aid, even if a student-athlete later requests withdraw from the Portal. If the notification is submitted during a regular semester, the earliest the aid may be cancelled is at the conclusion of that semester. If the form is submitted between regular semesters, the aid may be canceled immediately. The cancellation of aid can be appealed through the normal athletics aid appeal process. See Section VII, Page 16.

Please note that notification of intent to transfer also may result in the student-athlete (at the coach's discretion) losing access to the following: locker room, training room (unless currently rehabbing an injury), and strength and conditioning facilities.

Transgender Student-Athlete Participation

UIW's Athletics Department shall adhere to NCAA guidelines applicable to transgender student-athletes undergoing hormonal treatment for gender transition. If you have any questions or concerns regarding these guidelines, please contact the Senior Associate Athletic Director/SWA uiwathletics@uiwtx.edu or you can refer to the link [HERE](#).

Playing and Practice Season Rules

1. Countable Athletically-Related Activities (CARA). The NCAA regulates the number of hours student-athletes may spend in athletically-related activities. A "countable" athletically-related activity (CARA) includes any required activity with an athletics purpose involving student-athletes at the direction of, or supervised by, coaches (including strength and conditioning). Examples of CARA include practice, competition, strength and conditioning, film review, team meetings, and skill instruction. The NCAA limits the amount of time coaches can require a student-athletes to be involved in CARA, each day and week. In- season, these limitations do not apply during official vacation periods or between terms when classes are not in session.
2. Required Athletically Related Activities. Another classification of activities are "required" athletically-related activities (RARA). Examples include any activities, including CARA, that are required of a student-athlete. Examples are compliance meetings, team building, promotional activities, media activities, student-host duties, and travel to an away game. RARA may be tracked by UIW for student welfare purposes.
3. Voluntary Athletically-Related Activities. For any athletically-related activity to be considered "voluntary," all the following must be met:
 - a. The student-athlete must not be required to report back to a coach or other athletics department staff member any information related to the activity. In addition, no athletics department staff member who observes the activity may report back to the student-athlete's coach any information related to the activity.
 - b. The activity must be initiated and requested solely by the student-athlete. Neither the institution nor any athletics department staff member may require the student-athlete to participate in the activity at any time. However, it is permissible for an athletics department staff member to provide information to student-athletes

related to available opportunities for participating in voluntary activities. In addition, for student-athletes who have initiated a request to engage in voluntary activities, the institution or an athletics department staff member may assign specific times for student-athletes to use institutional facilities for such purposes and inform the student-athletes of the times in advance.

- c. The student-athlete’s attendance and participation in the activity may not be recorded for the purpose of reporting such information to coaching staff members or other student-athletes, and
- d. The student-athlete may not be subject to penalty if they elect not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives to a student- athlete based on his or her attendance or performance in the activity.
- e. Below are examples of activities that count and do not count against daily and weekly CARA time limits:

Countable Athletically-Related Activities (CARA)	Noncountable Athletically-Related Activities
A competition (regardless of length, counts as three (3) hours)	Training room activities (e.g., treatment, taping, rehab, medical exams)
Practices (not more than four (4) hours per day)	Study hall, tutoring or academic meetings
Athletics meetings initiated or required by a coach	Individual consultation with a coach initiated voluntarily by the student-athlete (as long as no countable activities occur)
Field, floor, or on-court activity	Travel to and from practice and competition
Visiting the competition site in cross country and golf	Voluntary weight training not conducted by a staff member
Required weight-training and conditioning activities	SAAC or Captain Meetings
Required participation in camps and clinics	Student-Athlete Development workshops/educational programming
Setting up offensive and defensive alignment	Fundraising and public relations activities
Participation outside the regular season in individual skill-related instructional activities with a member of the coaching staff	Recruiting activities (e.g., serving as a student host)

4. Summer Practice

- a. It is not permissible to reserve facilities during the summer, except to participate in permissible individual workouts in individual sports (only), at the request of the student-athletes. Men’s and women’s basketball summer activity is limited to a maximum of eight (8) hours per week with not more than two (2) hours per week spent on skill-related instruction. Football summer activity is limited to a maximum of eight (8) hours per week with not more than two (2) hours per week spent in film review. Participation is limited to the period of the institution’s summer term or terms (opening day of classes through last day of final exams) in which the student-athlete is enrolled.
- b. During vacation periods and summer, strength and conditioning coaches who are not countable coaches and who perform such duties on a department-wide basis may design and conduct specific workout programs for student- athletes, provided such workouts are voluntary and conducted at the request of the student-athlete.
- c. It is permissible for strength and conditioning coaches, during the summer, to design and conduct specific workout programs for student-athletes, provided such workouts are voluntary and conducted at the request of

the student-athlete. Such workouts shall not be considered a countable athletically-related activity (CARA) when conducted by strength and conditioning coaches who are not countable coaches and who perform such duties on a department-wide basis.

Agents

NCAA rules specifically prohibit student-athletes and their family members from entering into written or oral agreements with agents for the purpose of marketing athletics ability or reputation in any sport, except: 1) for permissible NIL purposes; 2) after athletics eligibility is exhausted; or 3) if the student-athlete qualifies under the Elite Senior Prospective Student-Athlete exception (Bylaw 12.3.1.2.1). Violating this rule results in immediate ineligibility and, if not reported, possible forfeiture of athletic contests in which the involved student-athlete performed. While most sports agents are principled and well meaning, the potential for and record of abuse (both deliberate and inadvertent) in this area make it one of the most important to monitor and control. If you are interested in speaking to an agent (other than for NIL purposes), you MUST inform the Compliance Office or your coach. Only agents registered with the State of Texas may interact with NCAA Division I student-athletes.

Amateurism

Only an amateur student-athlete is eligible for intercollegiate athletics participation. Below are the general NCAA prohibitions associated with amateur status. Please contact your coach or the Compliance Office if you have any questions. You may not:

1. Enter into an agreement with an agent (other than for NIL); or enter into an agreement with an NIL agent for representation outside of NIL and/or the agreement extends beyond your collegiate eligibility.
2. Be represented by an agent or organization to market your athletic skills or reputation (other than being represented in NIL activities).
3. Use your athletic skill (directly or indirectly) for pay in any form in your sport (other than for NIL).
4. Accept the promise of pay even if such payment is to be received following completion of intercollegiate athletics participation.
5. Sign a contract or commitment of any kind to play professional athletics, regardless of whether or not you are paid.
6. Receive (directly or indirectly) a salary reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletics skill or participation, except as permitted by NCAA legislation.
7. Compete on a professional team or enter into a professional draft after full-time enrollment and before eligibility is exhausted.

Hosting a Prospective Student-Athlete

When a prospective student-athlete (PSA) visits UIW, you may be asked to serve as a student-athlete host. The NCAA has strict rules and regulations regarding student hosts. Institutional staff members (i.e., coaches, Compliance Office staff) will provide education for student-athletes who will act as hosts. Click [HERE](#) for a summary of applicable NCAA Legislation.

As a student-host for an official visit, you may receive up to \$75 for each day (24-hour period) you host a PSA (max of \$150 for two days). You may also receive an additional \$40 for each PSA if you're hosting more than one on an official visit. The funds are to be used to cover actual entertainment costs hosting a PSA (and the PSA's guests). The funds may not be used to purchase institutional souvenirs (e.g., t-shirts), or any other item the PSA can take home.

Additionally, as a student-host you may not participate (with or without the PSA) in underage consumption of alcohol, use sex or drugs as a recruiting policy/inducement/practice, participate in any activities that violate criminal law, participate in gambling/gaming activities, attend adult entertainment establishments, or participate in any other activity that violates team rules or Athletics Department policies.

Complimentary Admissions

An institution may provide four (4) complimentary admissions per home or away contest to a student-athlete in their sport, regardless of whether the student-athlete competes in the contest. The following process for requesting admissions is facilitated by ARMS:

1. Student-athletes must submit guests' names by the indicated deadline for each game, home or away. It is important the student-athlete accurately lists the first and last names of their guests in ARMS. Teammates can transfer unused complimentary admissions to other teammates through ARMS.
2. Immediate family members (e.g., parents, siblings) must be listed by a student-athlete before other recipients are listed (e.g., friends).
3. Changes cannot be made after the ARMS complimentary admissions lockout. Further, no changes will be made at the player pass table the day of the game.
4. **STUDENT-ATHLETES MAY NOT RECEIVE PAYMENT FROM ANY SOURCE FOR COMPLIMENTARY ADMISSIONS. STUDENT-ATHLETES MAY NOT EXCHANGE OR ASSIGN COMPLIMENTARY ADMISSION TO ANYONE FOR ANY ITEM OF VALUE.** Violating this rule will result in the loss of eligibility.
5. **INDIVIDUALS DESIGNATED BY STUDENT-ATHLETES TO RECEIVE COMPLIMENTARY ADMISSIONS ARE NOT PERMITTED TO RECEIVE ANY TYPE OF PAYMENT FOR THESE ADMISSIONS OR TO EXCHANGE OR ASSIGN THEM FOR ANY ITEM OF VALUE.**
6. An institution may not use special arrangements to sell a student-athlete (or their family/friends) tickets (in addition to allowed complimentary admissions) to a sold-out event. Tickets may be purchased beyond the permissible four (4) complimentary admissions in the same manner as the general public.
7. A student-athlete may not purchase tickets for an athletics contest from the institution and then sell the tickets at a price greater than face value.
8. Each guest must appear in person to receive their complimentary admission and must present a valid picture identification. Guests that are 15 years of age or younger that do not have a picture I.D. must request their complimentary admission with an adult that has proper identification and also appears on the pass list.

Everyone, regardless of age, must present a ticket for admission.

Representative of Athletics Interest (“Boosters”)

As a student-athlete, there are limitations on the interactions you may have with any individual the NCAA identifies as a “representative of UIW’s athletics interests,” also known as a “booster.” A booster is defined as:

An individual, independent agency, corporate entity (e.g., apparel or equipment manufacturer) or other organization who is known (or who should have been known) by a member of the institution's executive or athletics administration to:

- (a) Have participated in or to be a member of an agency or organization promoting the institution's intercollegiate athletics program;
- (b) Have made financial contributions to the athletics department or to an athletics booster organization of that institution;
- (c) Be assisting or to have been requested (by the athletics department staff) to assist in the recruitment of prospective student-athletes;
- (d) Be assisting or to have assisted in providing benefits to enrolled student-athletes or their family members; or
- (e) Have been involved otherwise in promoting the institution's athletics program.

Once an individual has been identified as a booster, they retain that identity indefinitely. In addition, a student-athlete becoming friends with an athletics booster and/or employee of UIW does not change their booster status.

You may NOT receive an impermissible extra benefit (see below) from any individual, including boosters, that is based directly or indirectly on the fact that you are a student-athlete. Any individual who provides an impermissible extra benefit to a student-athlete automatically becomes a booster.

Impermissible Extra Benefits

Enrolled student-athletes, their relatives or friends may not receive extra benefits or special arrangements from boosters or UIW staff that are not authorized by NCAA legislation (and generally not available to ALL UIW students). Receipt of an extra benefit by a student-athlete may result in that student-athlete being declared ineligible for competition.

Examples of non-permissible extra benefits or special arrangements include, but are not limited to, the following. Please note that these provisions may be applied differently when related to a student-athlete’s permissible NIL activity.

1. Free or reduced-cost merchandise, food, or services from any merchant, unless that free or reduced cost item is available to the general public.
2. Eating free at a restaurant as the guest of an athletics booster.
3. Use of an Athletics Department copy machine, express mail service, etc.

4. Having members of the Athletics Department type reports, papers, letters.
5. Receiving a special discount, payment arrangement, credit on purchase or service from an employee of UIW or an athletic booster.
6. Receipt of a loan of money, a guarantee of bond, or the signing or co-signing of a note to arrange a loan by a UIW employee or booster.
7. Use of an UIW staff member or booster's automobile.

The only permissible benefit, which may be provided to a student-athlete by a booster or UIW staff member, is an "occasional" home meal for a student-athlete or the entire team under the following conditions:

1. The meal must be provided in the home and not at a restaurant.
2. Meals must be restricted to infrequent and special occasions.
3. Institutional staff members may provide transportation to student-athletes to attend such meals. A booster may not provide transportation to a student-athlete to attend the meal unless the meal is at that booster's home.

Employment Earnings

Earnings from your on- or off-campus employment that occurs at any time is exempt and not counted in determining your full grant-in-aid or in the institution's financial aid limitations, provided:

1. You are compensated only for work actually performed;
2. Transportation to work may only be provided if it is available to all employees; and
3. You are compensated at a rate commensurate with the going rate in that locality for similar services and not paid in advance.

Note that these provisions do not apply to permissible NIL earnings, which also do not factor into your financial aid (athletics or other aid).

Fee-for-Lessons

A student-athlete may receive compensation for teaching or coaching sports skills in his/her sport on a fee-for- lesson basis, provided the following conditions are met:

1. Institutional facilities may NOT be used without going through UIW's/Athletics Department's facility use/rental processes and procedures.
2. The lesson recipient may not simply "play" against the student-athlete (e.g., playing lessons).
3. You must have prior approval from the Compliance Office, contact dollison@uiwtx.edu for form details.
4. You must keep documentation on file – recipients of the lessons, fee charged for the lessons, and all other documentation associated with providing a lesson.

5. The lesson must be paid for by the lesson recipient (or recipient's family) and not another individual or entity.

Name, Image, and Likeness (NIL) Activities

UIW fully supports its student-athletes pursuing name, image, and likeness (NIL) activities that adhere to Texas law, NCAA regulations, and UIW policies. An NIL activity is one in which a student-athlete receives compensation for use of their NIL for promotional purposes such as providing services, selling products, and hosting events.

1. General NIL Rules. Specifically, student-athletes ARE PERMITTED to:

- a. Receive compensation from a business to use their NIL to promote a product or service;
- b. Use their NIL to promote the student-athlete's own business or a business for which the student-athlete works;
- c. Receive compensation to sign autographs or appear at a business or private event; and
- d. Utilize an agent to assist with any NIL activities, provided they have a written agreement with the agent that is specific to NIL activities and not for sport-related representation.

2. Laws/Other Rules. NCAA rules and Texas law DO NOT PERMIT student-athletes to:

- a. Receive compensation in exchange for athletic performance or attendance at an institution;
- b. Receive compensation provided by a collegiate institution;
- c. Partake in a NIL activity that takes place during official team activities or during class;
- d. Partake in a NIL contract that extends beyond collegiate participation;
- e. Partake in a NIL activity that conflicts with any of the following:
 - i. team contract;
 - ii. UIW contract;
 - iii. athletics policy; or
 - iv. UIW policy or student honor code
- f. Receive compensation in exchange for an endorsement of any of the following:
 - i. alcohol;
 - ii. tobacco products;
 - iii. e-cigarettes or any other type of nicotine delivery device;
 - iv. anabolic steroids;
 - v. CBD products;
 - vi. sports betting or casino or online gambling;
 - vii. firearm the student-athlete is not legally able to purchase, or
 - viii. sexually oriented businesses as defined by Texas law.

3. Institutional Marks, Content, Memorabilia, Facilities, and Staff

- a. Student-athletes may not use UIW property, including trademarks, logos, or symbols, to either expressly or implicitly endorse a third party or product. This includes wearing any UIW symbol or logo during a NIL

activity. While NCAA NIL rules continue to evolve UIW will continue follow these guidelines. If you have questions, please email dollison@uiwtx.edu

- b. Student-athletes may not sell products provided by UIW Athletics or awards received for athletic participation.
- c. NIL activities should not occur on UIW's campus. Student-athletes may not use UIW facilities in such a manner that creates the impression, either express or implied, that UIW endorses a third party or product.

4. Reporting

- a. UIW partnered with INFLCR to use the Cardinal Exchange as the official NIL platform. The Cardinal Exchange is a student-athlete NIL business registry, designed for businesses, alumni, and other entities interested in connecting with student-athletes.
- b. Student-athletes MUST DISCLOSE NIL activity IN ADVANCE, no later than 48 hours before signing/executing a NIL agreement, or 48 hours prior to the NIL activity taking place, whichever is earlier.

5. Education. Texas law requires any student-athlete wishing to engage in NIL activities to complete a five-hour financial literacy and Student-Athlete Development course during their first academic year at UIW. The course must include information on financial aid, debt management, time management, budgeting, and available academic resources. This course can be completed on the Cardinal Exchange.

6. Professional Representatives. Student-athletes may select representation (e.g., marketing agent, lawyer, financial advisor), for NIL purposes only, and NOT for future professional athletic contract intentions ([UIW NIL Policy](#)).

7. Tax Implications. Income and tax implications associated with NIL activities are the responsibility of the student-athlete. Student-athletes should be aware that receiving compensation for NIL activities could have an impact on their need-based financial aid, especially for those receiving Pell Grants. Student-athletes are encouraged to consult with UIW's Office of Financial Assistance (PHONE NUMBER/EMAIL) and accountant or financial advisor of their choice to determine how NIL earnings can impact need-based financial aid.

8. International Student-Athletes. Federal immigration laws restrict international student-athletes in the U.S. on an F-1 visa from profiting off their NIL. Violating these laws could affect a student-athlete's NCAA eligibility AND result in losing their immigration status, and possibly being forced to leave the country. International students should not engage in any NIL activity without consulting with the International Services Office (PHONE NUMBER/EMAIL) and the Office of Athletics Compliance.

Watch for Upcoming NIL Changes!

UIW reserves the right to adjust NIL policies at any time based on institutional, State of Texas or NCAA policy changes. Changes will be communicated through UIW'S Athletics Compliance Office. Contact the Compliance Office with any questions. The application of this policy in no way creates an employment relationship between UIW and any student-athlete.

16. Strength & Conditioning

Mission

The mission of the UIW Strength & Conditioning Staff is made up of three pillars:

Pillar 1- Physical Preparation: Provide our student-athletes with the best coaches, programs, and resources to assist them in developing the physical attributes necessary to be top performers in their chosen sport.

Pillar 2- Mental Preparation: Consistently place our student-athletes into challenging situations to bring forth their best effort. This is emphasized so our student-athletes can learn to embrace adversity, effectively problem solve in stressful situations, and maintain a high level of focus when fatigued.

Pillar 3- Personal Accountability: Everyone has their own idea of what being successful means. For us, we want all of our student-athletes to become the very best they are capable of becoming. The absolute best version of themselves. We will not tolerate behavior patterns and personal habits that hinder the success of the student-athlete and/or their teammates.

Program Goals

1. Provide an intense training environment, **with the safety of the student-athlete being our top priority.**
2. Instill a sense of accountability and ownership in both team and individual athletic achievement.
3. Work effectively with our sport coaches and sports medicine staff in keeping injury rates down and performance levels up.
4. Develop athleticism: Improve the physical and mental qualities needed for top performance.
5. Develop strength: Improve the ability to apply more force.
6. Develop power: Improve the ability to apply force at a faster rate.
7. Provide programs that are as brief, organized, and intense as possible.

Facilities and Services

Benson Fieldhouse Weight Room: All Sports Main Features:	Convocation Center Weight Room: Men's / Women's Basketball & Volleyball Main Features:
Regupol / Aktiv Pro flooring with 10 inlaid platforms	Regupol / Aktiv Pro flooring with 5 inlaid platforms
10 Custom designed rack systems	2 Wall mounted rack systems
8 Custom designed dip / pulley systems	3 Floor mounted rack system
Over 7,300 lbs of free weight resistance in the form of barbells, dumbbells & kettlebells	4,380 lbs of free weight resistance in the form of barbells & dumbbells
Med balls ranging from 4 to 20lbs	Padded plyo boxes
3 Sided plyo boxes	Lax balls, foam rollers, bands, belts & straps
Pit Shark Adjustable belt squat / dip machine	
3 Keiser M-3 magnetic resistance bikes	
3 Keiser M-3 magnetic total body trainers	
Lax balls, foam rollers, bands, chains, belts & straps	

Nutrition

Student-athletes will receive education throughout the year on how to maintain nutrition to support athletic endeavors and overall health.

The Nutrition Table is located in the Benson Fieldhouse Weight Room and serves all sports. The Table provides pre- and post-training calorie and nutrient replenishment in the form of assorted fruits, snacks and recovery drinks.

Facility Rules

1. Scheduled team/athletes will have priority use.
2. All facility scheduling is coordinated directly through head strength and conditioning coach.
3. Only current UIW student-athletes eligible to practice and cleared by the Compliance Office, coaches and Athletics Department staff may use the Benson and Convocation Center weight rooms.
4. A member of the UIW strength and conditioning staff must be present for all training sessions.
5. UIW colors must be worn at all times. Gear from other schools will not be tolerated. Period.
6. Proper training attire will be determined by the UIW strength and conditioning staff.
7. Cell phones off! No headphones!
8. Stereo use will be determined solely by the UIW strength and conditioning staff.
9. Water and electrolyte replenishes only. Closed containers please. No food on weight room floor.
10. Respect the room, its equipment, our staff, and your teammates.

Strength and Conditioning Staff

(210) 829-2755 (Benson Fieldhouse)

Name	Title	Email
Davis Conley	Director of Strength & Conditioning	Dconley@uiwtx.edu
Brian Boyne	Assistant Strength & Conditioning Coach	bboyne@student.uiwtx.edu
Nathan Warnock	Assistant Strength & Conditioning Coach	nwarnock@student.uiwtx.edu
Charles Kenward	Assistant Strength & Conditioning Coach	Kenward@uiwtx.edu
Mack Simpson	Graduate Assistant Strength & Conditioning Coach	Mssimpso@student.uiwtx.edu
Peter Chavez	Graduate Assistant Strength & Conditioning Coach	Pechave1@student.uiwtx.edu
Rocky Rodriguez	Graduate Assistant Strength & Conditioning Coach	Rodr11@student.uiwtx.edu
Joseph Cuellar	Graduate Assistant Strength & Conditioning Coach	Jecuell1@student.uiwtx.edu

17. Sports Medicine

The mission of the Sports Medicine Department of the University of the Incarnate Word is to provide sports medicine care, respect, professionalism, privacy, efficiency, and efficacy to all student-athletes of the University of the Incarnate Word Athletics Department regardless of race, color, nationality, ethnic origin, gender, age, or disability. The motto for the department is “How will this decision make it better for the student-athlete and the University?”

The Sports Medicine Department is responsible for the medical aspect of the UIW Athletics Department. This department will help the student-athlete with any medical issues they may have while participating for UIW in their respective sport(s).

UIW Sports Medicine athletic trainers are all nationally certified by the Board of Certification for Athletic Trainers and licensed by the Texas Department of Licensing and Registration. UIW also works with team physicians from Ortho San Antonio and collaborates with several different departments within the University that includes the School of Optometry, Physical Therapy, and the School of Medicine.

There are three (3) athletic training rooms available for the student-athletes: The Natatorium Athletic Training Room, the Convocation Athletic Training Room, and the Benson Fieldhouse Athletic Training Room. All athletic training rooms are open every day during normal business hours and at other times by appointment or during special events.

NCAA-Required Physical Exams

Per NCAA requirements, all student-athletes must undergo the following:

1. **Mandatory Medical Examination.** Prior to participation in any practice, competition or out-of-season conditioning activities (or in Division I, permissible voluntary summer conditioning or individual workouts, or permissible required summer athletic activities in basketball and football), student-athletes who are beginning their initial season of eligibility and students who are trying out for a team shall be required to undergo a medical examination or evaluation administered or supervised by a physician (e.g., family physician, team physician). A nurse practitioner whose state medical licensure allows for health care practice independent of physician supervision may complete the medical examination without supervision by a physician. The examination or evaluation must be administered within six months prior to participation in any practice, competition, or out-of-season conditioning activities. In following years, an updated history of the student- athlete’s medical condition shall be administered by an

institutional medical staff member (e.g., sports medicine staff, team physician) to determine if additional examinations (e.g., physical, cardiovascular, neurological) are required. The updated history must be administered within six (6) months prior to the student-athlete's participation in any practice, competition or out-of-season conditioning activities for the applicable academic year. [Bylaw 17.1.5]

2. Sickle Cell Solubility Test. The examination or evaluation of student-athletes who are beginning their initial season of eligibility and students who are trying out for a team shall include a sickle cell solubility test, unless documented results of a prior test are provided to the institution or the prospective student-athlete or student-athlete declines the test and signs a written release. [Bylaw 17.1.5.1]

Student-Athlete Sports Medicine Responsibilities

1. Student-athletes must report any sickness or injury immediately to the sports medicine staff.
2. Student-athletes must sign-in/log-in before receiving services from a staff member.
3. Student-athletes will be serviced in the order of arrival except in the case of serious injury or special circumstances as determined by staff members.
4. No shoes of any type will be permitted in the athletic training rooms unless approved by a staff member.
5. Student-athletes must shower if receiving services after participation or if requested by a staff member.
6. Student-athletes are not permitted to bring/have food or tobacco products in the athletic training rooms.
7. Student-athletes must wear appropriate attire (e.g., t-shirt, shorts, socks) while in the athletic training rooms.
8. Student-athletes may not dress, change, or undress while in the athletic training rooms.
9. Student-athletes may not have electronic devices (e.g., mp3 players, cell phones, tablets, laptops) in the athletic training room without approval from a staff member.
10. Student-athletes may not take pictures or videos in the athletic training rooms at any time.
11. Student-athletes may not perform any self-administered treatments or therapies unless instructed and approved by a staff member.
12. Student-athlete equipment, bags, books, purses, and other personal items are to be left outside the athletic training rooms.
13. Student-athletes are to act responsibly and courteously while in the athletic training rooms. Profanity, horseplay, and other vulgar/irresponsible actions will be cause for being asked to leave the rooms and/or disciplinary action.
14. Student-athletes are not to remove any supplies or equipment from the athletic training rooms unless approved by a staff member.

15. Student-athletes may not use athletic training room computers, televisions, radios, gaming stations, or telephones without authorization from a staff member.

Primary Health Insurance

1. All student-athletes are required and agree to have some type of primary medical insurance coverage (which can be the UIW student plan) prior to and during participation in intercollegiate athletics. All health insurance will be accepted as primary coverage regardless of network affiliation.
2. Student-athlete must upload their insurance information and a copy of their insurance card (front and back) into the medical database or they must present the insurance card to the Sports Medicine Staff.
3. Student-athletes who elect to purchase the University's student insurance to satisfy the primary insurance requirement will receive a temporary insurance card in August, and later download a copy of their card from the student insurance website. The Sports Medicine Department can assist with this if needed.
4. Should a student-athlete's primary insurance information change, the student-athlete is required to update that information as soon as possible either through the medical database or by presenting the information to a Sports Medicine staff member.
5. Please note that student-athletes and/or parents/guardians will receive an Explanation of Benefits (EOB) from their insurance company each time a charge is filed by Sports Medicine. As stated on the form, THIS IS NOT A BILL. The student-athlete/parent/guardian should send a copy of any Explanation of Benefits received to Sports Medicine for evaluation. The University will cover any outstanding balance as described on the EOB.

Billing Procedures

1. Student-athletes are responsible for providing proof of primary and secondary insurance to all medical providers (outside of UIW Sports Medicine). Proof of secondary insurance can be obtained from the sports medicine department.
2. It is the student-athlete's responsibility to sign all PRIMARY and/or SECONDARY insurance claim forms for each claim to be processed and paid.
3. Secondary insurance claim forms will be completed by the Sports Medicine Department. If the student-athlete is required to sign this form, they must do so and submit the form within 90 days from the date of the accident.
4. All medical treatments must take place within 90 days of the initial injury to be considered for coverage by the secondary insurance policy.
5. Medical providers are responsible for providing an itemized bill and the primary insurance company's explanation of benefits forms to the secondary insurance company for consideration of payment. It is recommended that student-athletes confirm that such documentation has been provided to the secondary insurance company.
6. The secondary insurance company will provide an explanation of benefits form to both the student-athlete and the University's Sports Medicine Department.
7. Any out of pocket costs (e.g., co-pay, co-insurance, deductible) that are due by a student-athlete and/or parents/guardians as required by the insurance company will be covered by the University. Neither the student-

athlete nor parents/guardians will receive a bill for these services from the Sports Medicine Department or University.

8. Secondary medical insurance claims should cover medical costs for each injury up to two (2) years from the date of injury.
9. Insurance companies, primary and secondary, may take up to 30-45 days to process a claim; therefore, claims may take up to 90 days to be processed. During this time, student-athletes and/or parents/guardians may receive medical bills from the providers.
10. The Sports Medicine Department and the secondary insurance company will assist in settling disputed claims and bills from the medical provider. It is highly recommended that the student-athlete present any bills and notices they receive from medical providers to the Sports Medicine staff in order for issues to be appropriately addressed.

Post-Graduation Medical Coverage

UIW will provide medical coverage for athletically-related injuries for at least two (2) years after graduation or separation from the University, or until the athlete qualifies for coverage under the NCAA Catastrophic Injury Insurance Program, whichever is first. The Athletics Department will provide student-athletes information regarding this coverage during their final semester.

Concussion Management

UIW is committed to protecting the health of and providing a safe environment for its student-athletes. To this end, and in accordance with NCAA legislation, UIW has adopted Concussion Safety Protocol for all student-athletes that specifies: 1) independent medical care; 2) preseason education; 3) recognition and diagnosis; 4) initial suspected concussion evaluation; 5) post-concussion management; 6) return-to-learn management; 7) return-to-sport management; and 8) reducing head impact exposure.

As required by NCAA Independent Medical Care legislation, team physicians and athletic trainers shall have unchallengeable autonomous authority to determine medical management and return-to-activity decisions, including those pertaining to concussion and head trauma injuries, for all student-athletes. Additionally, all student-athletes will undergo a pre-participation baseline concussion assessment by Sports Medicine.

It is important that all student-athletes familiarize themselves with UIW's full Concussion Management Plan that can be found [HERE](#).

Sports Medicine Questions and Concerns

All questions and concerns can be directed to the Associate Athletics Director Sports Medicine or one of the following:

Name	Title	Sport(s)	Phone	Email
Salvino Cervantes	Associate Athletics Director of Sports Medicine	Assist Football Men's & Women's Fencing (Liaison)	(210) 283-6481	Scervan1@uiwtx.edu
Dr. Jerry Salazar	Assistant Athletics Director of Sports Medicine	Women's Basketball, Cheer & Dance	(210) 283-6481	jssalaza@uiwtx.edu
DonLouise Martens	Senior Athletic Trainer & Insurance Coordinator	Women's Soccer	(210) 829-3834	dmartens@uiwtx.edu
Augie Melendez Jr.	Head Football Trainer	Football	210-805-3063	agmelend@uiwtx.edu
April Hernandez	Athletic Trainer	Baseball	(210) 805-3063	ajherna5@uiwtx.edu
Anthony Kiser	Athletic Trainer	Volleyball, Softball	(210) 805-3826	ankiser@uiwtx.edu
Ariana Duran	Athletic Trainer	M/W Swim & Dive, Artistic Swimming	(210) 805-3826	aeduran@uiwtx.edu
Dr. Kimberly Montez	Athletic Trainer	Football	(210) 805-3063	kkmontez@uiwtx.edu
Benjamin Perez	Athletic Trainer	M/W XC, M/W T&F	(210) 829-3834	bgperez@uiwtx.edu
Sarah Navarro	Athletic Trainer	Men's Basketball, M/W Golf	(210) 805-3063	sanavarr@student.uiwtx.edu
Ambar Rodriguez Ramos	Athletic Trainer	Men's Soccer, M/W Tennis	(210) 829-3834	Amrodr21@uiwtx.edu

18. Substance Abuse Program & Drug Testing

Philosophy/Program

Athletics Department Substance Abuse Policy

The UIW Athletic Department's Substance Abuse Policy and Procedure Manual can be found on the Sports Medicine's web page at uiwcardinals.com/sportsmedicine.

2024-2025 NCAA Banned Drug List: <https://www.ncaa.org/sports/2015/6/10/ncaa-banned-substances.aspx>

2024-25 NCAA Banned Substances (updated July 8, 2024)

NCAA Division I Bylaw 12 and NCAA Divisions II and III Bylaw 14 require 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 are to be notified the list may change during the academic year and that updates may be found on the NCAA website (ncaa.org); and informed of the appropriate athletics department procedures for disseminating updates to the list. It is the student-athlete's responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA bans the following drug classes:

1. Stimulants.
2. Anabolic agents.
3. Alcohol and beta blockers (banned for rifle only).
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 not a complete or exhaustive list. Any substance chemically/pharmacologically related to these classes also is banned. The institution and the student-athlete shall be held accountable for all drugs within the banned-drug class regardless of whether they have been specifically identified. 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. Beta-2 agonists (permitted only by inhalation with prescription).
5. Tampering of urine samples.

NCAA Nutritional/Dietary Supplements:

Before consuming any nutritional/dietary supplement product, review the product and its label with your 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 substances not listed on the label.
5. While third-party tested and low-level risk products may be good 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 qualified staff members before consuming. The NCAA subscribes only to Drug Free Sport AXIS™ for authoritative review of label ingredients in medications and nutritional/dietary supplements. Contact the Drug Free Sport AXIS at 816-474-7321 or axis.drugfreesport.com (password ncaa1, ncaa2 or ncaa3).

THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES.

Drug Classes	Some Examples of Substances in Each Class	
Stimulants	Amphetamine (Adderall) Caffeine (Guarana) Cocaine Dimethylbutylamine (DMBA; AMP) Dimethylhexylamine (DMHA; Octodrine) Ephedrine Heptaminol Hordenine Methamphetamine ne <i>Exceptions: Phenylephrine and Pseudoephedrine are not banned.</i>	Methylhexanamine (DMAA; Forthane) Methylphenidate (Ritalin) Mephedrone (bath salts) Modafinil Octopamine Phenethylamines (PEAs) Phentermine Synephrine (bitter orange)
Anabolic Agents	Androstenedio ne Boldenone Clenbuterol DHCMT (Oral Turinabol) DHEA (7- Keto) Drostanolone Epitrenbolone Etiocholanolo ne Methandienone	Methasterone Nandrolone Norandrostenedi one Oxandrolone SARMS [Ligandrol (LGD-4033); Ostarine; RAD140; S- 23] Stanozolol Stenbolone Testoster one Trenbolo ne
Beta Blockers (banned for rifle only)	Atenolol Metopro lol Nadolol	Pindolol Propran olol Timolol
Diuretics and Masking Agents	Bumetanide Chlorothiazide Furosemide Hydrochlorothiazi de <i>Exceptions: Finasteride is not banned.</i>	Probenecid Spironolactone (canrenone) Triameterene Trichlormethiazide
Narcotics	Buprenorphine Dextromoramide Diamorphine (heroin) Fentanyl, and its derivatives Hydrocodone Hydromorphone Methadone	Morphine Nicomorph ine Oxycodone Oxymorph one Pentazocin e Pethidine
Peptide Hormones, growth factors, related substances and mimetics	Growth hormone (hGH) Human Chorionic Gonadotropin (hCG) Erythropoietin (EPO) <i>Exceptions: Insulin, Synthroid and Forteo are not banned.</i>	IGF-1 (colostrum; deer antler velvet) Ibutamoren (MK-677)
Hormone and Metabolic Modulators	Aromatase Inhibitors [Anastrozole (Arimidex); ATD (androstatrienedione); Formestane; Letrozole] Anti-Estrogen (Fulvestrant) PPAR-8 GW1516 (Cardarine; Endurobol) SERMS [Raloxifene (Evista); Tamoxifen (Nolvadex), Clomiphene (Clomid)]	

Beta-2 Agonists	Albuterol Formoterol ol Higenamine	Salbutamol Salmeterol Vilanterol
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Do not rely on this list to rule out any label ingredient.

Any substance that is chemically related to one of the above classes, even if it is not listed as an example, is also banned.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance. Many nutritional/dietary supplements are contaminated with banned substances not listed on the label.

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting Drug Free Sport AXIS at 816-474-7321 or axis.drugfreesport.com (password ncaa1, ncaa2 or ncaa3).

Penalties for NCAA Positive Tests/No Shows

1. **First Positive.** If a student-athlete tests positive from a NCAA test, they will be ineligible to participate in regular-season and postseason competition for one (1) calendar year (i.e., 365 days) after the positive test, and will be charged with the loss of a minimum of one (1) season of competition in all sports. If the athlete tests positive for a "street drug," they will be withheld from competition for the next 50 percent of a season in all sports (i.e., the next contests/dates of competition equal to 50 percent of a season). Further, prior to returning to competition, the athlete must test negative and have their eligibility restored by the NCAA Division I Committee on Student-Athlete Reinstatement.
2. **Second Positive.** If the student-athlete tests positive a second time for the use of any drug, other than a "street drug" as defined by the NCAA, they will lose all remaining regular-season and postseason eligibility in all sports.
3. **"No Show."** If the student-athlete is in breach of the NCAA drug-testing program protocol (e.g., "no-show") they shall be considered to have tested positive for the use of any drug other than a "street drug," and are subject to the same penalty for testing positive.
4. **Tampering.** If student-athlete is involved in a case of clearly observed tampering with an NCAA drug test sample, as documented per NCAA drug-testing crew member, they shall be charged with the loss of a minimum of two (2) season of competition in all sports. Further, prior to returning to competition, they must test negative and have eligibility restored by the NCAA Division I Committee on Student-Athlete Reinstatement.

Non-NCAA Athletics Organization Positive Drug Test – All Sports

1. **Positive.** If the student-athlete tests positive for banned substances by a non-NCAA athletics organization, they must notify the UIW Director of Athletics regarding the positive drug test. They also must permit the NCAA to test for the banned drugs listed in Bylaw 31.2.3.1.
2. **Subsequent NCAA Positive.** If the result of the NCAA drug test is positive, they are subject to the same penalty as established in Bylaw 18.4.1.5.1.

3. **NCAA Notification.** The Director of Athletics must notify the NCAA chief medical officer in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.
4. **Transfer Requirements.** If the student-athlete transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365-day period at a non-NCAA institution, they will be ineligible for all NCAA regular-season and postseason competition until they do not compete in collegiate competition for a 365-day period. Further, prior to returning to competition, the student-athlete must test negative and have eligibility restored by the NCAA Division I Committee on Student-Athlete Reinstatement.
5. **Drug-Testing Suspension.** A student-athlete under a drug-testing suspension from a national or international sports governing body that has adopted the World Anti-Doping Agency code shall not participate in NCAA intercollegiate competition for the duration of the suspension. [Bylaw 18.4.1.5.8]
6. **Accountability.** **The institution and student-athlete shall be held accountable for all drugs within the banned-drug classes regardless of whether they have been specifically identified.**

19. Alcohol, Illegal Drugs, & the Law

Texas State Law and Alcohol

The Texas Alcoholic Beverage Commission (TABC) provides the following summary of Texas state alcohol laws, and the mandatory legal sanctions imposed upon individuals found in violation of the law. For more information, visit the TABC website [HERE](#).

Underage Drinking Laws

Minors who purchase, attempt to purchase, possess, or consume alcoholic beverages, as well as minors who are intoxicated in public or misrepresent their age to obtain alcoholic beverages, face the following consequences:

1. Class C misdemeanor, punishable by a fine up to \$500;
2. Alcohol awareness class;
3. 8 to 40 hours community service, and
4. 30 to 180 days loss or denial of driver's license.

If a minor is 17 years of age or older and the violation is the third offense, the offense is punishable by a fine of \$250 to \$2,000, confinement in jail for up to 180 days or both, as well as automatic driver's license suspension. A minor with previous alcohol-related convictions will have his or her driver's license suspended for one year if the minor does not attend alcohol awareness training that has been required by the presiding judge.

Penalties for Providing Alcohol to a Minor

Adults and minors who give alcohol to a minor also face a stiff penalty. The punishment for making alcoholic beverages available to a minor is a class A misdemeanor, punishable by a fine up to \$4,000, confinement in jail for up to a year, or both. Additionally, the violator will have his or her driver's license automatically suspended for 180 days upon conviction.

Persons 21 or older (other than the parent or guardian) can be held liable for damages caused by intoxication of a minor under 18 if the adult knowingly provided alcoholic beverages to a minor or knowingly allowed the minor to be served or provided alcoholic beverages on the premises owned or leased by the adult. Sale to a minor is a class A misdemeanor, punishable by a fine up to \$4,000, confinement up to a year in jail, or both.

Zero Tolerance Law – Drinking and Driving

In Texas it is illegal for a person under 21 to operate a motor vehicle or watercraft in a public place while having ANY detectable amount of alcohol in their system.

1. The consequences for the minor on the first offense of driving under the influence of alcohol:
 - a. Class C misdemeanor, punishable by a fine up to \$500, and attendance at an alcohol awareness class;
 - b. 20 to 40 hours of mandatory community service; and
 - c. 60 days driver's license suspension. The minor would not be eligible for an occupational license for the first 30 days.
2. A second offense increases the consequences to:
 - a. Class C misdemeanor, punishable by a fine up to \$500;
 - b. Attendance at an alcohol awareness class at the judge's discretion;
 - c. 40 to 60 hours of mandatory community service; and
 - d. 120 days driver's license suspension. The minor would not be eligible for an occupational license for the first 90 days.
3. A third offense:
 - a. is not eligible for deferred adjudication;
 - b. The minor's driver's license is suspended for 180 days and an occupational license may not be obtained for the entire suspension period; and
 - c. If the minor is 17 years of age or older, the fine increases to \$500 to \$2,000, confinement in jail for up to 180 days, or both.

20. Smoke & Tobacco Free Policy

UIW is a tobacco-free campus. Smoking and the use of tobacco products shall not be permitted on UIW campuses in any enclosed place, including, but not limited to, all offices, classrooms, hallways, waiting rooms, restrooms, meeting rooms, community areas, performance venues, and private residential space housing. Smoking and the use of tobacco products shall also be prohibited outdoors on all campus property, including, but not limited to, parking lots, sidewalks, paths,

fields, sports/recreational areas, and stadiums, as well as in all personal vehicles while on campus. This policy applies to all students, faculty, staff, and other persons on campus, regardless of the purpose for their visit. For complete smoking policy information, visit [HERE](#).

21. Mental Health

Purpose:

The student-athlete’s mental well-being is served through collaborative efforts of campus and community resources. The student-athlete’s mental health is every bit as important as their physical health. Mental health problems and sports-related injuries often have psychological or emotional consequences. Psychological problems (ex. eating disorders, substance issues) can have medical consequences and affect athletic performance. The goal of this policy is to assist with mental health issues before they escalate into more serious health issues.

Interdisciplinary Team:

The Interdisciplinary Team will be responsible for coordinating, managing, and educating the Athletics Department and student-athletes about mental health care referrals. Campus individuals involved in coordinating and managing mental health care referrals will include the following.

- Team physician
- Medical Director of Health Services
- Director of Counseling
- Athletic Trainers
- Team Administrators
- Life Skills Coordinator
- Disability Services Coordinator

Formal evaluation and treatment for mental health concerns will be conducted by licensed practitioners who are qualified to provide mental health services. These services are separate from the responsibilities of the Interdisciplinary Team; however, some members of the Interdisciplinary Team may be licensed practitioners.

Confidentiality is one of the most important aspects of mental health. Information cannot be divulged to anyone about a patient without their authorized, written consent.

Pre-Participation Mental Health Screening

The Sports Medicine Department’s Health History Questionnaire will include questions about mental health. Any “Yes” answers will be discussed between the Sports Medicine staff member, team physician, and student-athlete during the student-athlete’s physical examination. The team physician will determine whether a referral to Counseling Services is recommended.

Education and General Information

Information for student-athletes

Educational material is made available to student-athletes during their initial team meeting. This material will also be available online at the Sports Medicine Department website.

Information for athletic administrators and coaches

Educational material is made available to all athletic administrators and coaches every year. Discussions of this policy will be incorporated every year. This material and policy will be available online at the Sports Medicine Department website.

Referral Policy

Routine Mental Health Referral Procedure

If a member of the Athletics Department has concern for the mental welfare of a student-athlete, the following should take place.

- The designated liaison for routine mental health referrals will be a member of the Sports Medicine Department who oversees the student-athlete's sports team or the Associate Athletics Director of Sports Medicine.
- The staff member may refer the student-athlete to one of the Interdisciplinary Team members, or;
- The staff member may complete a form through the UIW webpage by clicking on the link titled, "Report An Incident."

Emergency Mental Health Referral Procedure

Members of the Athletics Department who witness any of the following behaviors or believe a student-athlete is in immediate danger to themselves or others should initiate an Emergency Mental Health Referral:

- Suicidal or homicidal actions or threats.
- Threatening behavior due to a highly agitated state, hallucinations, delusions, or paranoia.
- Behavior indicative of acute intoxication or drug overdose.
- Behavior indicative of sexual assault (mandatory reporting of sexual assault should also take place).

Procedures for initiating an Emergency Mental Health Referral:

- Do not leave the student-athlete alone. Reassure them that you are there to assist them in getting help.
- Contact campus police or dial 911 and identify the location of the concern as well as the student-athlete's current behaviors.
- Contact a member of the Interdisciplinary Team immediately after the aide is rendered.

Emergency Mental Health Procedures

Counseling Services and Campus Police will follow these procedures if a student is evaluated and diagnosed as capable of causing harm to themselves or others.

If Counseling Services is available to assist in an emergency:

- The student should be walked over to Counseling Services by a University employee.
- An assessment is completed by Counseling Services to determine the student's state of mind and whether initiation of emergency in-patient care should occur. Counseling Services will provide all documentation to the student concerning procedures and confidentiality.

- All students should understand that Counseling Services will only release the status of the student to the Associate Provost for Academic Support Services if emergency transportation occurs.
 - The Associate Provost will contact the student’s emergency contacts and faculty members to inform them of the student’s status.
 - If the student is a campus resident, the Associate Provost will contact the Director of Residence Life, who will contact the student’s emergency contacts.
- If Counseling Services recommends emergency transportation to an emergency mental health facility, it will occur by one of the following methods:
 - A family member may transport the student.
 - An ambulance may transport the student.
 - Campus Police may transport the student.
 - EMS and Campus Police will use restraints when transporting a student to an emergency mental health facility (e.g., hand-cuffs, seat-belts, straps, etc.).
 - If Campus Police transport a student, they will file an Emergency Detention Report.

If Counseling Services is unavailable to assist in an emergency:

- Campus Police are contacted and will evaluate the situation based on their training.
- If Campus Police recommends emergency transportation, it will occur by one of the following methods:
 - A family member may transport the student.
 - An ambulance may transport the student.
 - Campus Police may transport the student.
 - EMS and Campus Police will use restraints when transporting a student to an emergency mental health facility (e.g., hand-cuffs, seat-belts, straps, etc.).
 - If Campus Police transport a student, they will file an Emergency Detention Report.
- Campus Police will contact the Dean of Campus Life for Academic Support Services if emergency transportation occurs.
 - All students should understand that Campus Police will only release the status of the student to the Dean for Academic Support Services if emergency transportation occurs.
 - The Dean of Campus Life will contact the student’s emergency contacts and faculty members to inform them of the student’s status.
 - If the student is a campus resident, the Dean will contact the Director of Residence Life, who will contact the student’s emergency contacts.

Contact Information

Emergency Contact - 911

Campus Police - x6030 or 210-829-6030

Health Services - x6017 or 210-829-6017

Counseling Services - x5656 or 210-832-5656

Bexar County Crisis Line - 210-223-7233

National Suicide Prevention Lifeline - 800-273-8255

Family Violence Prevention Services Domestic Violence Hotline - 210-733-8810

CARE Team

The UIW Campus Assessment, Response and Evaluation (CARE) Team is a multidisciplinary team dedicated to a proactive, coordinated, and planned approach to the identification, prevention, assessment, management, and reduction of interpersonal and behavioral threats to the safety and well-being of UIW students, faculty, staff, and visitors. The purpose of the program includes:

1. Prevention and Education. Take a proactive approach by educating the UIW community regarding the role of the CARE Team, the need and purpose for intervention, the procedure for filing a referral, and how to contact members of the CARE Team with concerns.
2. Review. Review information from faculty, staff, students, and/or community members; conduct investigation to determine appropriate response.
3. Communication. Centralize the collection and assessment of concerning student behaviors that may be known to various faculty, staff, and administrators.
4. Intervention. Intervene in a timely manner, providing support and response to students displaying varying levels of distressed, disruptive, and/or disturbed behaviors.
5. Coordination. Coordinate action and follow-up. Ensure that services, support, and resources are deployed effectively.

UIW CARE TEAM info can be found [HERE](#)

Information or to submit a **CARE REPORT** can be found [HERE](#)

22. Student-Athlete Development

The **Student-Athlete Development** Department at UIW strives to enhance the student-athlete experience by preparing and equipping student-athletes with personal, professional, and leadership skills for life after sport. Student Athlete Development recognizes that student-athletes are expected to excel beyond the average student as they face grueling time demands, balancing both academic and athletic expectations.

Student-Athlete Development Values: Service Learning, Professional Development and Leadership Development

Goals of the Student-Athlete Development Program:

1. Enhance communication, coordination, and collaboration with athletics staff, faculty, academic advisors, and campus resources.
2. Provide opportunities in areas of personal growth for student-athletes and coaches through programming and interaction.
3. Utilize SAAC for areas of growth and opportunities for best interaction.
4. Serve the UIW campus and San Antonio communities, through community service.
5. Celebrate student-athlete success and prepare student-athletes for post-graduate life (e.g., financial literacy education).

Student-Athlete Development Program Services					
Professional Development	Community Service	SAAC	SA Recognition	Leadership	General
Athletes in Mentorship (AIM)	Team Service Events	*Monthly full SAAC meetings *Monthly officer SAAC meetings	Graduation Stole Program	Diversity, Equity and Inclusion (DEI) Events	Free Testing Materials
GROW Leadership Program	Individual Opportunities	Leadership Experience	Cardinal Red Carpet Awards	AIM	Weekly Email Updates
Women's Empowerment (WE) Circle	Leadership Experience?	Professional Development Opportunities	Nominations for academic, community, leadership awards, scholarships and conferences	Word Wednesday	Letters of Recommendation
Resume/Cover Letter Review		Community Service/Learning Initiatives		Student-Athlete Advisory Committee (SAAC)	Assistance with scholarship/graduate applications
Cardinal Test Flight Mock Interviews					
Career and Personal Development Guidance					
Educational Workshops/Resources (?)					
UIW GivePulse Tutorials/assistance					
Financial Literacy Programming Locker Room Finance					

Student-Athlete Advisory Committee (SAAC):

The Student-Athlete Development Program supports the UIW SAAC to promote: 1) the welfare of students through campus leadership; 2) support fellow student-athletes in their pursuit of representing UIW in NCAA Division I National Championships; and 3) inspire academic, athletic, and personal excellence.

SAAC seeks to provide a platform for student-athlete leaders to interact, respond, and lend their voice to positively impact the student-athlete experience for all UIW student-athletes. It is SAAC's mission to:

1. Enhance the Student-Athlete Experience
2. Protect Student-Athlete Welfare

3. Develop Student-Athlete Leaders
4. Promote the Student-Athlete Image

Functions of the UIW SAAC:

1. Promote communication between athletics administration and student-athletes Disseminate information to 23 athletics teams.
2. Provide feedback and insight into athletics department issues.
3. Build a sense of community and unity within the athletics program and campus Solicit student-athlete responses to proposed conference and NCAA legislation Organize community service efforts.
4. Create a vehicle for student-athlete image on campus.
5. Assist with Student-Athlete Development initiatives.
6. Participate in Southland Conference SAAC Initiatives.

Initiatives of SAAC:

1. Word Wednesdays
2. Administration Visits at meetings Cardinal Red Carpet
3. Southland Gives Back
4. Professional Development at Meetings
5. National Student-Athlete Day Celebration

And more! For the most up to date information concerning Student-Athlete Development and SAAC please visit their website: Student-Athlete Development – Athlete Services [HERE](#).

23. Celebrating Student-Athlete Success (Stoles)

Each semester we look forward to UIW student-athletes achieving their degrees and participating in graduation celebrations. Please see below for student-athlete graduation stole distribution guidelines.

Eligibility for Student-Athlete Stoles at Graduation

- Student-athlete must graduate from UIW (includes walk-on student-athletes)
- Student-athlete must complete minimum two (2) seasons of competition on a team, with exceptions for grad transfers
- If student-athlete transferred to the institution and only had one (1) season of eligibility remaining
- Student-athletes who are considered “Medical Disqualifiers” by the Compliance Office
- 5th or 6th year degree completion student-athletes (those returning to complete their degree)
- Student-athletes on scholarship, but not competing, or are no longer on the team due to winning/being awarded an appeal of their scholarship not being renewed.
- Special circumstances will be considered at the discretion of the Athletics Senior Woman Administrator (SWA) and Student-Athlete Development Coordinator.

Not Eligible for a Student-Athlete Stole

- Student-athlete voluntarily quits the team

- Student-athlete is dismissed from the team for disciplinary/student conduct issues
- Student-athletes appeals a non-renewal of scholarship and loses the appeal
- Mascots (Cheer and Dance Team members do receive stoles)

24. Financial Assistance

The UIW Office of Financial Assistance (OFA) partners with students to provide resources that remove financial barriers. the OFA can assist students with filing FAFSA forms, understanding payment options, applying for loan or work programs, and providing information on scholarship opportunities.

Each year, students seeking aid in addition to their athletic scholarship must complete a FAFSA (Free Application for Federal Student Aid) [HERE](#).

Students who complete a FAFSA will receive an award letter that indicates their eligibility for federal grants, work-study and/or loans. Applications are available October 1st for the following academic year.

Students with personal health insurance will waive UIW health insurance after June 1st, but before the posted deadline on the Business Office website [HERE](#). Refunds will not be given on health insurance charges.

Athletics Grants-in-Aid/Scholarships

1. General Procedures. All athletic Financial Aid Agreements shall be administered in accordance with NCAA regulations.
 - a. Agreements are produced by the Compliance Office, and signed by athletics administration and the Office of Financial Assistance (OFA).
 - b. The Agreement is then returned to the Head Coach or designee for dispersal to the student-athlete.
 - c. The student-athlete signs and returns the Agreement, keeping a copy for his or her records.
 - d. Agreements are returned directly to the Compliance Office in person, by mail, or scanned and sent by email to dollison@uiwtx.edu.
2. Eligibility for Athletics Grants. Transfer students must transfer 24 or more credit hours into UIW with a 3.0 cumulative GPA, and first-time freshman students must be qualifiers as certified by the NCAA Eligibility Center and cleared by the Compliance Office to receive athletics grants. Students must verify understanding of athletics scholarship policies by completing an Athletic Scholarship Information Form [HERE](#)

As a returning student, eligibility will be checked prior to each fall semester to verify a cumulative GPA of 3.0 to receive athletic or academic grants. Returning students that achieve a cumulative 3.0 GPA that were not eligible the previous year may qualify for academic/athletic stacking. Academic grants cannot be reinstated mid-year based on fall grades.

3. Terminations During the Period of Award. Any reduction or cancellation of an athletics grant during the period of award is permissible only if such action is taken for proper cause by the regular student disciplinary or scholarship awards authorities of UIW. Additionally, the student-athlete must have an opportunity for an appeal.
 - a. Athletics grants may not be reduced or canceled during the period of award:
 - i. On the basis of a student-athlete's athletics ability or contribution to a team's success;
 - ii. Because of an injury that prevents the recipient from participating in athletics; or
 - iii. For any other athletics reason.
 - b. Athletics grants may be canceled during the period of award if the recipient:
 - i. Renders themselves ineligible for intercollegiate competition;
 - ii. Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement;
 - iii. Engages in serious misconduct warranting substantial disciplinary penalty;
 - iv. Provides notice of intent to enter the NCAA Transfer Portal; or
 - v. Voluntarily withdraws from a sport at any time for personal reasons.
4. Renewals/Reductions/Appeals. The NCAA requires that notification of the renewal or non-renewal of athletics grants be made on or before July 1st for the upcoming year. The FAO will notify student-athletes who received aid the previous year and who have remaining eligibility of renewal/nonrenewal status. Such notifications shall be provided in writing through email and/or regular mail and shall include instructions for appealing any reduction or cancellation of athletics grants. If the student-athlete appeals, the Athletic Committee will set and hold a hearing, If the committee decides in favor of the student-athlete, the Athletics Department shall generate a new grant. Email Associate Director of Athletics Compliance dollison@uiwtx.edu for Athletic Committee Athletic Grant Appeal procedures.
5. Exhausted Eligibility. UIW Athletics rewards its most deserving student-athletes with tuition-only athletics grants after eligibility is exhausted in order to complete their primary degree. These grants are not for the purpose of adding a minor or additional major/concentration. The Scholarship Committee determines recipients of this aid, which shall not exceed the percentage of award the student received during their most recent period of enrollment. Only student-athletes who meet the following shall be considered:
 - a. academic advisor confirms they are within one (1) year of completing a Bachelor's degree;
 - b. not previously received a total of more than five (5) years of athletically related grant
 - c. are within six (6) of initial enrollment in any collegiate institution;
 - d. have competed at UIW for at least two (2) years;
 - e. will not use eligibility in any other sport; and
 - f. in good academic standing by UIW and is maintaining satisfactory progress toward their degree.
6. Items Included in Athletics Grants. Tuition up to 18 undergraduate and 12 graduate hours per semester, required course fees, health insurance if student is uninsured, required textbooks, on-campus double room and highest board plan are included. There are no refunds from athletic funds. Partial athletic, or a combination of athletic and academic can use funds for direct costs up to the scholarship amount or the charged costs.
7. Items Excluded from Athletics Grants:
 - a. confirmation fee (can be deferred but must be paid by student, Pell or loan);
 - b. housing deposit (must be paid out of pocket at time of application for housing);

- c. parking or parking tickets;
- d. supplies;
- e. on-campus room that exceeds the double room cost for the semester;
- f. off campus housing (off campus housing cannot be paid from athletic scholarship funds; off campus grants can include a meal plan, if identified on the GIA with a minimum of \$1000 per semester);
- g. study abroad hard charges; and
- h. laptop or iPads.

8. UIW Exhausted Eligibility Funding Program Policy

UIW offers additional athletic financial aid to selected and qualified student-athletes who have exhausted athletic eligibility. See Section ? for more information on this aid.

Additionally, UIW shall offer degree completion funds after student-athlete's eligibility concludes, if that athlete was previously on a UIW full scholarship or received financial aid in a head count sport.

9. Summer Aid Policy

Sports may only offer fall and spring athletics grants. However, UIW offers limited summer athletic grant opportunities, typically to students required to take summer courses for degree completion or academic progress. Funding amounts and priority are determined each year by UIW and Athletics. Contact ? for additional information on summer grants.

Other Aid (Non-Athletic)

1. Pell Grants. Students receiving athletic scholarships may be awarded federal aid up to their cost of attendance. The only exception (for exceeding the cost of attendance) are federal Pell Grants. See [HERE](#) for UIW guidelines on Pell ranges and qualifications.
2. Outside Scholarships. Student-athletes' outside scholarships require verification of selection criteria by the OFA. If it is determined the award does not meet NCAA requirements for receipt, the OFA will return the funds to the donor.
3. Stacking. Only UIW academic grants can be "stacked." Scholarships not based on academics (e.g., Catholic High School award) cannot be stacked.

Contacting the OFA

Office Email: finaid@uiwtx.edu Office Phone: 210-829-6008

Website: [HERE](#). FAQ: [HERE](#)

25. Athletic Communications

Members of the media are important to student-athletes and to UIW. As a UIW student-athlete, it is your responsibility to portray yourself, your team, and the University in a positive manner at all times. Throughout your time at UIW, you may be interviewed by local or national media. Below are some helpful guidelines and tips to follow to reflect the Mission

of the University through your media interactions. Media attention also means your conduct both on and off the field will be under intense scrutiny because of your position as a UIW student-athlete.

Please remember that media interviews are not allowed unless the Athletics Communications Department has approved them and a staff member from this office is present. If you are contacted directly by a member of the media, including UIW student media (the Logos or UIWtv), please have them reach out to the Director of Athletic Communications (Alexa Low, alow@uiwtx.edu) or your media relations contact.

Interviews

The interview process allows you to grow in the public speaking realm and helps in the development of your communication skills. Most interview topics are about your team or yourself. We encourage you to make yourself available to the media (under the guidelines above) because you are a tremendous representative of UIW. Please adhere to the following guidelines regarding scheduling interviews:

1. Only do interviews arranged by the Athletics Communications department.
2. If you have an interview scheduled, show up and be on time.
3. Inform the Athletic Communication department if you cannot make a scheduled interview.

Finally, keep these tips in mind during media interviews:

Speak slowly and be yourself

Act ethically

Remember that you represent UIW

Dress appropriately -- UIW gear unless otherwise informed

Think before you answer

Never speak "off the record"

Provide short and thoughtful answers

Make eye contact/exhibit good posture

26. Social Media

This policy applies to UIW students who use social media in either a professional or a personal capacity. Professional use includes contributing to UIW-sponsored or other social media sites while representing UIW in an official capacity. Personal use refers to students who use social media as part of their personal life.

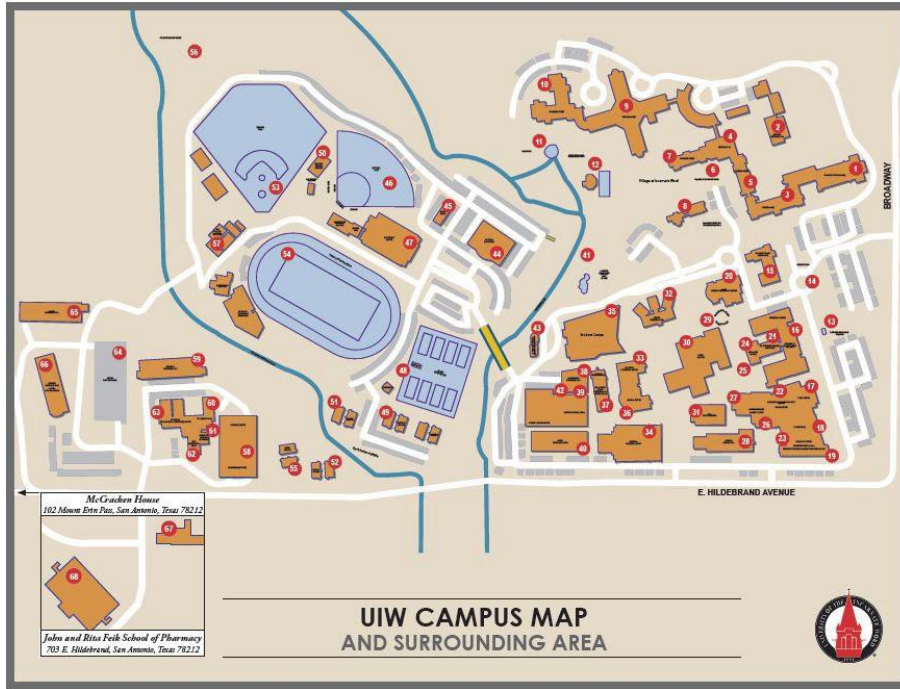
Guidelines:

1. Exercise good judgment. Avoid comments, photos, videos or images that could be interpreted or perceived as slurs, demeaning, inflammatory, unduly suggestive, inappropriate or otherwise contrary to UIW's Mission.
2. Consider the public nature and longevity of comments before posting.
3. Maintain clear lines between professional and personal social media activities.

4. Avoid using the University's name to promote or endorse any product, cause, religious view, political party, candidate, etc.
5. It is against NCAA rules to tweet at or about incoming prospective student-athletes. Leave the recruiting to our coaches!

DOs	DON'Ts
HAVE FUN!	Don't post foul language or sexual content
Provide the world with a positive image of yourself	Don't post pictures of alcohol or drugs
Promote UIW sporting events	Don't post any personal information (i.e. address or phone number)
Have positive interactions with fans	Don't allow yourself to be photographed in a compromising situation
	Avoid speaking ill of teams (yours or the opponent), staff, the University, or community – this includes subtweets
	Don't post pictures with gang signs or derogatory implications

ATTACHMENT A -- Campus Map



UIW CAMPUS MAP & SURROUNDING AREA

- | | | |
|---|---|--|
| 1. Incarnate Word Chapel ** | 26. Coates Theatre (EHMT) | 43. Buckley-Mitchell Advancement Center (BUCMIT) |
| 2. CHRISTUS Heritage Room * | 27. Cheever Theatre (EHMT) | 44. Barshop Natatorium (NATA) |
| 3. Pierre House * | 28. Bonilla Science Hall (BSH) | 45. Solar House |
| 4. Dubuis House * | 29. The Marjorie Jordan Carillon Plaza | 46. Softball Field |
| 5. Madeline House * | 30. Mabey Library, McCreeles Art Gallery, Counseling (LIBR) | 47. McDermott Center, offices (2 nd floor) (CONV) |
| 6. Village at Incarnate Word * | 31. AT&T Science Center (AT&T) | 48. Mabry Tennis Center |
| 7. Alphonse House * | 32. Dubuis Residence Hall | 49. Village of Avoca: Dowling Avoca A, Eicobar Avoca B (A&B) |
| 8. George Washington Brackenridge Villa ** | 33. Slatery Leadership Center, Office of the Provost | 50. Sullivan Ceramic Studio |
| 9. DeMatel House * | 34. Cervera Wellness Center (WC) | 51. Village of Avoca: Smiley Avoca C |
| 10. Angelique House * | 35. Student Engagement Center: 1 st level-Concourse Dining, Cardinal Shoppe (upper), 2 nd level-Student Organization Complex, Meeting Rooms; 3 rd level-Veterans Affairs, Career Services, Campus Engagement, SGA Offices, Graduate Assistants, Writing & Learning Center, Tutoring Services, Sodexo, CAB Activities, Greek Life, Lounge, All Faiths Reflection Room, University Advising Lab, University Advising Center, TRIO, Offices; Basement-Red's Cardinal Shoppe (lower), Post Office, Help Desk; Mezzanine-Ballroom | 52. Village of Avoca: Molloy Avoca D |
| 11. Blue Hole * | 36. Gorman Business and Education Center, Dreeben School of Education H-E-B School of Business (GB) | 53. Sullivan Field |
| 12. Picnic Area/Sand Volleyball Court | 37. Residence Halls, St. Clement Eagan Residence Hall, Campus Police | 54. Benson Stadium |
| 13. Bernard O'Halloran Garden | 38. Agnes-Sosa Residence Hall | 55. Village of Avoca: Hayes Avoca E |
| 14. Mission Plaza | 39. Center for Well-Being | 56. Practice Soccer Fields |
| 15. Incarnate Word Generale ** | 40. Frank Nursing Building (NB) | 57. Practice Infield |
| 16. Admissions Center
Columbille Administration Building; Admissions Center, Registrar, Business Office, Campus Ministry, Entling Center, Paul R. Daher Academic Computer Center, Ashe-Bowise-White Teleconferencing Center (AD) | 41. Lourdes Grotto and Angel of Hope Statue | 58. M Combs Center: Housing/Rosenberg Sky Room, Java on the Hill |
| 17. Benmack Music Center | 42. Student Health Center | 59. Residence Halls, Hillside Residence Hall |
| 18. Concerts Hall | | 60. Residence Halls, St. Joseph's Hall |
| 19. Fine Arts Complex (FA) | | 61. Henriette Leonard Auditorium |
| 20. Joyce Design & Technology Center (JB) | | 62. AT&T Conference Room |
| 21. St. Antoninus Buckley Courtyard | | 63. Gorman International Conference Center, Dining Services (ICC) |
| 22. Maureen Halligan-Ronald Ibbis Theatre and Dance Center (HIT) | | 64. Ancina Parking Tower |
| 23. Kelo Art Center (FA) | | 65. Residence Halls, Joris Residence Hall |
| 24. Financial Aid (1 st floor) (CHAPEL) | | 66. Residence Halls, Skyview Residence Hall, Ancina Parking Garage |
| 25. Our Lady's Chapel (CHAPEL) | | 67. M Cracken House |
| | | 68. Feik School of Pharmacy (FSOP) |

* Village at Incarnate Word

** Headwaters Sanctuary

** grounds of the Generale



Incarnate Word High School
727 E Hildebrand Ave.
San Antonio, TX 78212
(not indicated on map)



St. Anthony's High School
3200 McCallough Ave.
San Antonio, Texas 78212
(not indicated on map)



Headwaters Sanctuary of the
SISTERS OF CHARITY OF
INCARNATE WORD



This publication is available in alternate format by request. To request an alternate format, please contact Admissions at 829-6005. 9/17

ATTACHMENT B - Helpful Campus Resources

Athletic Academic Advising (Kristen Bates) Portable 103 kbates@uiwtx.edu 210-283-6338	Athletic Academic Advising (Sydnee Palade) Portable 103 palade@uiwtx.edu 210-283-6337	Athletic Academic Advising (Rafferty Kugler) Portable 103 rkugler@uiwtx.edu 210-289-3926
Athletics Compliance (Tony Dollison) Natatorium 104 Dollison@uiwtx.edu 210-283-6381	Athletic Compliance (Sam Martinez) Natatorium 111 samart17@uiwtx.edu	Athletics Main Line McDermott Convocation Center 2 nd Floor uiwathletics@uiwtx.edu 210-829-2722 X: UIWAthletics Instagram: uiw_athletics
Bookstore Student Center, 1053 uiw@bkstr.com 210-829-6056	Business Office Administration Building, 190 Busad@uiwtx.edu 210-829-6043	Campus Engagement Student Center, 3150 210-829-6034 X: UIWcampusengage Instagram: uiwcampusengagement
Campus Police Clement Hall (bottom floor) 210-829-6030	Career Services Student Center, 3030 Careers@uiwtx.edu 210-829-3931	Counseling Services Administration Building, 147 210-832-5656 Monday – Friday: 8am – 5pm
Ettling Center for Civic Leadership Administration Building, 158 Ccl@uiwtx.edu 210-283-6423 X & Instagram: uiwecccl	Financial Assistance Chapel Building (first floor) Finaid@uiwtx.edu 210-829-6008	New Student Program First Year Engagement Student Center, 3065 castaned@uiwtx.edu 210-805-3006
Health Services Ground Level of the Agnese Sosa Parking Garage Healthsvcs@uiwtx.edu 210-829-6017	Help Desk Student Center, 41 210-829-2721	International Student & Scholar Services International Conference Center (ICC), Rm. 200 Intl@uiwtx.edu 210-805-5705
Library Reference@uiwtx.edu 210-829-3835	Math Tutoring Center Bonilla Science Hall, 336	Mission & Ministry Administration Building, 147 Ministry@uiwtx.edu 210-829-6000
Registrar Administration Building, 129 210-829-6006	Residence Life Student Center, 3150 Housing@uiwtx.edu 210-829-6034 After Hours: 210-216-6831	Student Advocacy & Accountability Student Center, 3150 210-829-3817
Student Disability Services Administration Building, 51 Beasley@uiwtx.edu 210-829-3997	Student Wellness Center Front Desk: 210-805-5872 Office: 210-805-5873	Study Abroad International Conference Center (ICC), F111 Studyabroad@uiwtx.edu 210-805-5709

<p>Testing Services Administration Building, 216 210-829-3876</p>	<p>Title IX Administration Building62 titleix@uiwtx.edu 210-283-6449 X: UIWTitleIX Instagram: uiwttitleIX</p>	<p>Trio: Student Support Services Student Center, 3145 Trio-ssp@uiwtx.edu 210-805-5812</p>
<p>Tutoring Services Student Center, 3167 Tutoringservices@uiwtx.edu 210-829-3870</p>	<p>Veteran's Affairs Student Center, 3021 Veterans@uiwtx.edu 210-832-5651</p>	<p>Writing & Learning Center Student Center, 3167 Wlc@uiwtx.edu 210-829-3870</p>

2024-25

University of the Incarnate Word Student-Athlete Handbook



*Champions in Classroom,
Community and Competition*