



ATHLETIC HANDBOOK
ACADEMIC YEAR 2024-2025

INTERCOLLEGIATE ATHLETICS HANDBOOK
Dallas Christian College “Crusaders”
Ephesians 4:1 “Live a life worthy of the calling you have received.”

INTRODUCTION

This handbook has been compiled as a guide for the athletes at Dallas Christian College and athletic department staff.

Dallas Christian College Mission Statement: “Dallas Christian educates and mentors students to be people of influence engaging in their calling to the work of Christ in the church and in the world.”

I. GENERAL STATEMENT OF ATHLETIC POLICY

A. The basic aims of the intercollegiate athletic program at Dallas Christian College are:

- To impact the world for the cause of Christ through the vehicle of athletics.
 - To provide a well-rounded schedule for intercollegiate athletic competition in sports designed to encourage participation by a segment of the student body, which complements and conforms to the educational goals of Dallas Christian College.
 - To encourage physical fitness and the development of physical skills and emotional control; to foster good sportsmanship, school spirit and loyalty; and to present opportunities to participate at a high level of competition.
- B. The Administration subscribes to the policies of the National Christian College Athletic Association.

II. ATHLETIC CONTROL

- A. Internal
The control of intercollegiate athletics is the responsibility of the Athletic Director.
- B. External

Dallas Christian College is a member of the National Christian College Athletic Association and abides by all the rules and regulations set forth in the constitution and by-laws of this organization.

III. STAFF RESPONSIBILITIES

A. Athletic Director

- Give general supervision to the coaching staff and the entire athletic program.
- Work with the Booster Club.
- Oversee purchase requisitions.
- Prepare and approve contracts for all contests.
- Maintain close contact and good relations with the public at all time.
- Meet community organizations and discuss athletics and stimulate interest in the DCC program.
- Coordinate all travel with the coaches.
- Work for coaching staff improvement.
- Insure staffing for all intercollegiate sports.
- Give vision to the athletic program including adding new sports.
- Attend National, Area, and District/Regional Conference meetings. Advise the Vice President for Student Relations of the outcomes of those meetings.
- Supervise all sports to insure that eligibility forms have been properly filed and all participating athletes are eligible.
- Oversee fund-raising activities for the athletic program. Monitor the academic, social, and spiritual development of the athletes.

B. Head Varsity Coach

- Work with the AD in putting together a budget.
- Organize and conduct practice sessions.
- Work with the athletic director on travel details.
- Order equipment (through the established College procedure.)
- Maintain equipment inventory and oversee issuance of equipment.
- Recruit appropriate athletes for the program.
- Work with Sports Information Director in regard to pictures and news releases.
- Work with the Athletic Director on scheduling.
- Furnish list to Athletic Director for eligibility clarification.

- Responsible for conduct of athletes at all times.
- Responsible for other duties as assigned by the AD.
- You are responsible for your conduct at all times. Set a positive example for your players.

C. Athletic Trainer

- Is responsible to the Athletic Director.
- Makes arrangements with hospital for treatment of athletes.
- Should be in training room as scheduled when varsity sports are in operation.
- Keeps file on athletic injuries.

Athletic Communications Manager

- Serve as public relations for the athletics department
- Maintain current information and records on dccsports.com
- Write press releases and handle photography of the athletes
- Coordinate any interview requests of student-athletes, internal and external.
- Work along IT Director to coordinate home games schedule and have proper listing on DCC Streaming website. Also coordinate appropriate staffing for video production.
- Manage social media content on DCC Athletics Twitter, Facebook, and Instagram accounts and ensure it always represents the college's mission.
- Keep up-to-date statistical records of all sports and have submitted to the NCCAA and on DCCsports.com.
- Submit Student-Athlete nominations for applicable awards throughout the year and meet appropriate deadlines. i.e. athlete of the week, scholar-athlete, etc.
- Train and manage Student Help at all DCC home events.

E. Student Help

- Student Workers are responsible to the area assigned by the Athletic Director and under direct supervision of the SID (Parker)

IV. INSURANCE

- The Athletic Director shall supervise insurance for athletics. DCC shall provide a secondary athletic injury insurance that will

cover the athlete's bills (up to current policy maximums) that are not covered by their personal insurance. (BMI)

V. ELIGIBILITY

- Must have 24 hours in previous 2 semesters to be eligible
- Must have a 2.0 GPA to be eligible
- Eligibility of athletes will be determined by the requirements of the National Christian College Athletic Association (NCCAA), in addition to all Dallas Christian College requirements.
- The Athletic Director will keep a record of athletic participation of all varsity athletes including pertinent information on transfer students.

VI. SCHEDULING

- Scheduling will follow current NCCAA guidelines.
- Each sport will have a maximum 26-week practice and competition season. There will be no more than two breaks during the 26 weeks. NCCAA approved pre-season and post-season participation will not be counted as part of the 26 week period.
- Academic Committee policy prevents scheduling any regular season contests during final exam week or on Easter Sunday.
- Completed schedules will be given to the Athletic Director for approval and will include all contests, including breaks.

Men's Athletics

1. Basketball

- 28 countable games for collegiate competition and 4 scrimmages and exhibitions.
- Play no more than three games in any calendar week (Sunday-Saturday).
- Play no more than two games on successive nights, excluding holiday and post season tournaments.
- If participating in a tournament, only one non-tournament game may be played that week.

- Season may begin September 1 with practice and conclude with post season tournaments.

2. Soccer

- Play no more than 17 matches, excluding post season competition.
- Season may begin two weeks prior to first match and end with post season tournament.

3. Baseball

- Play no more than 50 games, excluding post season competition.

4. Cross Country

- Play no more than 7 meets, excluding post season competition.

5. Golf

- Play no more than 12 tournaments per year.

Women's Athletics

1. Basketball

- Play no more than 28 games in a season including scrimmages, excluding post season tournaments.
- Play no more than three games in any calendar week (Sunday-Saturday).
- If participating in a tournament, only one non-tournament game may be played that week.
- Season may begin September 1 with fall practice and end with post season tournaments.

2. Volleyball

- No more than 26 playing dates (calendar days) plus post season play
- Play no more than three matches (a tri-match equals a match) in a calendar week (Sunday-Saturday).
- During a week of tournament play only one match may be held, plus the tournament.
- The season may begin two weeks prior to first regular season match and ends with post season tournament.

3. Cross Country
 - Play no more than 7 meets, excluding post season competition.
4. Soccer
 - Play no more than 17 matches, excluding post season competition.
 - Season may begin two weeks prior to first match and end with post season tournament.
5. Softball
 - Play no more than 50 competition games, excluding postseason.
6. Golf
 - Play no more than 12 tournaments per year.

Dallas Christian College Athletes Code of Conduct

“ATHLETIC AMBASSADORS”

Col. 3:17 “And whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks to God and the Father by Him.”

Any athlete involved in a varsity sport at Dallas Christian College will be subject to these policies and the penalties of any violations. Each head coach pertaining to his/her particular sport can set additional team policies.

All athletes will sign a player contract stating that they have read, understand, and agree to abide by all Dallas Christian College Athletic policies.

CHAPEL AND CLASS ATTENDANCE

Athletes participating in a varsity sport at Dallas Christian College will not have an option as to chapel attendance or class attendance.

- Chapel attendance: Excessive Chapel absences may result in missing playing time or other penalties as determined by the

AD and the Head Coach. If a student receives a failing grade for Developing Christian Influence (DCI) the student is ineligible to participate in his/her sport.

- Attendance at other events such as Mentoring sessions and Illuminate is also mandatory.
- Class attendance: Attendance is MANDATORY.
 - The athlete is to set an example of being on time to class and staying through the entire class. This not only sets an example, but establishes good relationships with the professors concerning absences, etc. due to athletic events.
 - When athletes miss class due to an athletic contest, they are encouraged to speak with the professor BEFORE the date of the missed class.
 - The Athletic Department will notify Administration of ALL potential class absences due to travel / game schedule for each semester. Thus allowing Professors when able to record and post online the missed classes for a maximum of 7 days. During the 7 day period the Athlete can access the class recording allowing for better academic class performance.
 - The academic success office has made available computer access for the make-up of a class with professor approval – this must be done before the end of that week. Schedule an appointment with the academic success office coach for the make-up of the class.
 - If an athlete misses classes on game or match day, the athlete will not be permitted to play, dress out, or travel unless the student has made prior arrangements as listed above. Exception is only if team departure takes the athlete out of classes.
 - Individual teams and their coaches will address classes missed on practice days.
 - If it is determined that an athlete's excessive absences will prohibit her/him from passing a course, the athlete will be dismissed from the team (see above to avoid this possibility).
 - Athletes may be required to attend study halls.

**If an athlete does not see the importance of spiritual development by attending chapel services or the importance of class attendance, then the athlete will be choosing NOT to be a part of Dallas Christian College varsity sports programs.*

BEHAVIOR ON CAMPUS:

It is the athlete's responsibility to abide by the student code of conduct according to the Dallas Christian College Student Handbook. Refrain from behavior that defames DCC, my Program, your Family and yourself! This includes behavior, dress code, curfew, class attendance, etc. Athletes DO NOT receive special privileges for being an athlete. A Dallas Christian College athlete should strive to be above reproach. Breaking the DCC Code of Conduct shall be subject to evaluation by the Ethical Conduct Committee.

SOCIAL MEDIA

- Please remember that you represent DCC it's recommended to use Godly judgement on any postings on social media.
- You will be held accountable for what you portray in the light of being a representative of Dallas Christian College at all times, up to and including termination and civil action.
- Therefore, please refrain from any derogatory or unprofessional remarks.

Music Requirements and Standards

- Athletics adheres to the DCC handbook regarding music played at athletics events: "Words expressed in songs have the power to move us in all aspects of our lives. Our imagination can be stretched both for good and evil by the power of these words. Therefore, our desire is that the music we listen to be pleasing to the Lord and not have messages that violate biblical principles (I Cor. 14:7-26, 40; Phil. 4:8)."
- Music must be approved by head coach and approval by athletic staff.

LOCKER ROOM CONDUCT

Athletes will be responsible for leaving locker rooms clean and orderly. It is the responsibility of the athlete to turn in all game equipment to the team manager before exiting the locker room while on home or road games. Each athlete is responsible for his/her uniform and will be charged if the uniform is lost, stolen, or ruined.

BENCH AND GAME CONDUCT:

All athletes are ambassadors for DCC Athletics, for DCC, for their families, and for God. Bad conduct will be dealt with and may result in penalties, from missing game time to dismissal from the team.

Athletes and staff on the bench or sidelines will also be held responsible for their actions. The Athletic Department does not tolerate unsportsman-like attitudes (which do not represent Christ

Any athlete that gets ejected or receives technical foul is suspended 1 game/playing time.

EQUIPMENT:

All equipment issued to athletes is the property of DCC. Each athlete is responsible for his/her issued equipment and will be charged if lost, stolen or ruined. The cost of the damaged/lost equipment will be the replacement price including any shipping charges. Transcripts will not be released until DCC issued equipment is returned. (DO NOT STEAL!!!)

TRAVEL CONDUCT

When traveling and representing this department, athletics will expect the following actions, activities and attitudes:

- Athletes will dress neatly as a Christian Athlete. Athletic warm-ups or designated team apparel are accepted dress for travel. No bare feet. No cut-offs, revealing tank tops or shirts with inappropriate messages are to be worn. The head coach will address dress code violations.
- Conduct in public will be as a Christian lady or gentleman. Remember that athletes represent Christ, their families and Dallas Christian College.
- Buses and vans are the property of the school. Each team will be expected to clean up after each trip upon return to DCC.

HOTEL AND OVERNIGHT:

All hotel property will remain hotel property. Respect and care for the property will be expected. Any damage to hotel property will be paid by the athlete(s). On overnight trips when the teams spend the night at a hotel or other location, men and women will not be allowed in each other's rooms. When staying in homes, the coach should ensure that an athlete not stay in a home by himself/herself, unless it is the home of a relative. In cases of emergency, call 911 and then the head coach. The head coach will immediately contact a DCC administrator. The coach should have the phone number for every athlete and every host home.

MEDICAL SUPPLIES/GYM EQUIPMENT:

- Please do not take items from the medical kit, cabinets, locker rooms or storage without the coach's or trainers' permission. The Athletic Department will keep a strict inventory of every item.
- Concessions are not to feed the athletes. Pay for items purchased from the concession stand. The concessions are helping to fund this program. Please show respect.
- Each athlete should have a medical history on file with the Athletic Director.

DALLAS CHRISTIAN COLLEGE

PLAYER CONTRACT

- I will honor Jesus Christ with the gifts and talents he has given me to the best of my ability.
- I will not defame DCC with my actions or attitude the College, the program, my family or myself.
- I will keep a proper perspective on academics including my financial obligations to DCC.
- I will work to be the best athlete I can be.
- I will abide by the training rules stated below:
 - The use of alcohol is prohibited during my championship season. The use of alcohol is legally prohibited under 21 years of age.
 - The use of tobacco is prohibited.
 - The use of drugs and steroids is prohibited.
 - The use of profanity is prohibited.
 - I will not display any act suggesting poor moral character.
- I will make no disrespectful remark to or about: a team member, my school, an opponent, coach or official on or off the court/field.
- I will follow all rules and guidelines on school supervised trips.
- I will regularly check and respond to my DCC email account.
- I will not participate on any non-school team or in any non-school athletic competitive events during the season.
- I will report to practice, games and road trips on time. If I am sick or if there is an emergency, I will contact the coaching staff or leave a message with the Athletic office (talk to a person). Doctors, dentists, hair appointment, or any other meeting or appointments should not be scheduled during practice times.
- If I am removed from a sport for any reason, or if I quit a sport for any reason, I may be dropped from the program with a failing grade. This decision will be left to the discretion of the Head Coach and Athletic Director.

With the acceptance of this contract, I will begin the season, knowing that violation of any one of these rules will place me in jeopardy of being dismissed from Athletics at Dallas Christian College. The contract begins on the date signed and ends at the completion of the Spring Semester. In signing, I agree to abide by the rules stated above.

Player's Signature

Date

A copy of this contract will be filed in the Athletic office of Dallas Christian College and sent to the parent/legal guardian of the aforementioned athlete.