

# SECTION 1

## FORDHAM STUDENT-ATHLETE CODE OF CONDUCT

### STANDARDS OF CONDUCT

It is a privilege and not a right to be a student-athlete at Fordham. Every student-athlete is expected to conduct him/herself in a manner that reflects positively on the team, the Department of Athletics and Fordham University. As a member of the student body at Fordham, each student-athlete must act in accordance with all University policies and procedures as published by the University.

In addition, student-athletes are required to obey the requirements and prohibitions set forth by:

- Municipal ordinances and state and federal laws, both criminal and civil;
- NCAA;
- Atlantic 10/Patriot League;
- Department of Athletics;
- Coaching Staff (i.e. Team Rules); and
- Fordham Student-Athlete Handbook

### ATHLETICS

The student-athlete is subject to the rules pertaining to his/her particular sport as established by the coaches and the Department of Athletics. These rules include, without limitation, the following:

- The student-athlete must participate in practice and games, except when he/she is declared unfit by the team athletic trainer or doctor or is in any other way unable to participate through no fault of his/her own;
- The student-athlete must obey the decisions and directives of the coaches regarding manners, behavior, and appropriate conduct during games and other team activities.

### ATTENDANCE PROTOCOL

Attendance at all classes is expected and plays an important role in one's academic development. Student-athletes are not permitted to miss class, or mandatory class activities to attend practice. Student-athletes must clear any absence from class due to a competition with the professor *prior* to the absence. It is up to the academic faculty member whether such an absence will result in the student-athlete being penalized for that absence.

The following policy, excluding team travel, will be in place for student-athletes regarding missed class time for unexcused absences, should such behavior be brought to the attention of the coach or the athletics administration.

# of Missed Classes per class	Sanction
4	Additional 10 Hours of study hall
5	Suspension of 1 contest
6	Potential dismissal from team

### CODE OF ETHICS FOR STUDENT-ATHLETE ALCOHOL AND DRUG USE

Fordham University expects each student-athlete to adhere to a set of standards that positively represents the Department of Athletics and the University. The Department of Athletics sets forth a code of ethics for alcohol and drug use to clearly define its position and expectation regarding these issues. A student-athlete is responsible for complying with all federal, state, University and Department guidelines pertaining to alcohol and drug use. This Code of Ethics is considered a minimum requirement, and each coach may set higher standards in a separate team policy.

### UNACCEPTABLE BEHAVIOR

- Drinking and driving a motor vehicle.
- The use of alcohol by student-athletes when they are engaged in activities relating to practices, contests, team trips, team meetings, locker room activities and banquets.
- Use of alcohol that interferes with academic success or athletic performance, or leads to legal problems.
- Irresponsible use of alcohol and/or intoxication in a public place.

- Drinking with or providing alcohol or drugs to recruits, including specifically the individual host(s) to whom the recruit is assigned.
- Possession or use of alcohol or drugs under any circumstance in which such possession or use is unlawful

## **DRUGS**

Fordham University and the Department of Athletics do not condone the medically unsupervised use, possession, sale, manufacture or distribution of drugs that may involve medical or psychological hazards to individuals or that may tend to interfere with the rights and privileges of others. The use of any NCAA banned substances is not permitted by the NCAA or Fordham University and is cause for loss of eligibility, athletic scholarship, and dismissal from the team.

## **DRUG TESTING POLICY**

### **Purpose**

Fordham University strongly believes in the development of healthy and responsible lifestyles for all of our student-athletes, without the misuse of drugs and banned substances. The illegal use of “controlled” drugs and “performance-enhancing” drugs constitutes a threat to the integrity of intercollegiate athletics, represents a danger to the health and careers of student-athletes, creates an injustice and danger to fellow student-athletes, and reflects negatively on the Fordham University community. Therefore, the Department of Intercollegiate Athletics and Recreation has adopted the following policy and program for drug education and testing in intercollegiate athletics. The program is designed for prevention, early detection, intervention, and rehabilitation.

### **Participation**

All student-athletes engaged in the Intercollegiate Athletic program at Fordham are subject to the provisions of the drug-testing program. This includes partial and non-qualifiers, students who have exhausted their eligibility, students who have had career-ending injuries and students who may be receiving athletically related aid but are not on a team roster. In order to be eligible to participate on an intercollegiate team, or receive athletically related aid, a student-athlete must comply with the provisions of the drug testing program; including the signing of a Fordham University In-House Drug Testing Consent Form (see Appendix A).

At the first preseason meeting (prior to the start of practice for each intercollegiate sport), members of the athletic department will meet with each team where the drug testing program will be explained. Each student-athlete will then sign the In-House Drug Testing Consent Form.

## **TYPES OF DRUG TESTING**

### **University (In-House) Drug Testing**

1. **Unannounced Random Individual Testing:**
  - Student-athletes may be randomly selected from the NCAA squad list at any time throughout the year.
2. **Unannounced Random Team Testing:**
  - Entire teams, or a portion thereof, are subject to unannounced random drug testing at any time throughout the year.
3. **Reasonable Suspicion Testing:**
  - A student-athlete may be subject to testing at any time when there is reasonable suspicion to believe the student-athlete(s) is using or has used a prohibited substance.
4. **Postseason/Championship Testing:**
  - Any student-athlete or team likely to advance to post-season championship competition (conference or NCAA) may be subject to testing. Testing may be required of all team members or individual student-athletes at any time prior to post-season competition. If a student-athlete tests positive, he or she will not be able to compete at the post-season event unless he or she subsequently tests negative prior to departure for the event and receives permission to participate from the Director of Intercollegiate Athletics.
5. **Follow-up Testing:**
  - A student-athlete who has returned to participation in intercollegiate sports following a positive drug test will be subject to random unannounced follow-up testing, at a frequency approved by the Director of Intercollegiate Athletics.

### **Failure to Comply:**

Failure to submit a signed consent form, show up for the scheduled drug test, attempt to change or alter the sample, or not provide a urine sample as requested, will result in a positive test, and at the discretion of the Director of Intercollegiate Athletics, may render the student athlete ineligible.

## **NOTIFICATION AND TESTING PROCEDURE**

Fordham University participates in the NCAA’s random drug testing program. All Sports can be tested periodically during the year or at NCAA Championship sites.

Fordham has instituted a random drug-testing program. All student-athletes will be eligible to be drug tested some time during the academic year. An orientation program regarding information about consent forms, random protocol and banned substances

will be given to each team during the year. A positive drug test will mandate a referral to the Director of Athletics, as well as follow up periodic testing to ensure compliance with athletic department standards.

The drug testing collection and testing process will be handled by the Sports Medicine staff or by an outside company specifically hired by the university.

1. Student-athletes will be randomly chosen through a software program under the supervision of the sports medicine staff.
2. A member of the sports medicine staff will inform the student-athlete of the test no more than 24 hours prior to the test. In some instances, no-notice testing may occur.
3. The student-athlete will be required to sign a drug testing notification form that gives the time, location and instructions for the drug test.
4. The student-athlete must report to the designated testing site within the time frame Requested, and must provide a valid picture ID.

## **RESULTS**

The Head Athletic Trainer will receive the results (positive or negative) directly from the testing laboratory. All results will be handled using strict measures of confidentiality. The Director of Athletics, Deputy AD, Head Coach, Sport Administrator, and Director of Substance Abuse Prevention & Student Support will be notified of all cases of positive results.

### **Positive Test Results**

#### **First Positive Test**

1. The student-athlete will meet with the Director of Intercollegiate Athletics, Head Coach, and the Head Athletic Trainer.
2. The student-athlete will be required to notify and inform his/her parents/guardians of the positive test. The parents/guardians must communicate to the Director of Intercollegiate Athletics via email or phone that they are aware that their son/daughter tested positive.
3. The student-athlete may continue to practice, but will receive a minimum of a one (1) game suspension in the next regularly scheduled NCAA contest. If the test result occurs during the nontraditional season, the next regularly scheduled contest will be the first contest during the traditional season.
4. The student-athlete will be required to fulfill 10 hours of community service to be coordinated through their Head Coach, and the service to be completed by the end of the semester.
5. The student-athlete will be referred to the university's Substance Abuse Prevention and Student Support program, and will be required to attend the program per the requirements of the Director (or designee).

#### **Second Positive Test**

1. The student-athlete will meet with the Director of Intercollegiate Athletics, Head Coach, and the Head Athletic Trainer.
2. The student-athlete will be required to notify and inform his/her parents/guardians of the positive test. The parents/guardians must communicate to the Director of Intercollegiate Athletics via email or phone that they are aware that their son/daughter tested positive.
3. The student-athlete may continue to practice, but will receive a suspension of a minimum of 20% of the next regularly scheduled NCAA contests. If the test result occurs during the nontraditional season, the next regularly scheduled contests will be during the traditional season.
4. The student-athlete will be referred to the university's Substance Abuse Prevention and Student Support program, and will be required to attend the program per the requirements of the Director (or designee).

#### **Third Positive Test**

1. The student-athlete will meet with the Director of Intercollegiate Athletics, Head Coach, and the Head Athletic Trainer.
2. The student-athlete will be required to notify and inform his/her parents/guardians of the positive test. The parents/guardians must communicate to the Director of Intercollegiate Athletics via email or phone that they are aware that their son/daughter tested positive.
3. The student-athlete will be referred to the university's Substance Abuse Prevention and Student Support program, and will be required to attend the program per the requirements of the Director (or designee).
4. The student-athlete will be permanently dismissed from the team and any athletic scholarship will be removed. **All positive test results or offenses under this policy are cumulative for the career of the student-athlete.** Please refer to the Student-Athlete Section of the Athletic web page ([www.fordhamsports.com](http://www.fordhamsports.com)).

## **PERFORMANCE ENHANCING DRUGS**

See Appendix C for a list of NCAA banned substances. Note: There is no complete list of banned drug examples! Check with the Sports Medicine staff to review the label of any product, medication or supplement before you consume it!

## **HAZING**

Fordham University, the Department of Athletics, and New York State law, strictly prohibit all forms of hazing, including

in connection with initiation or continuing affiliation with an intercollegiate athletic team. (New York State Anti-Hazing Law, 1980)

## **INTERNET**

Student-athletes will not post photographs, video, narrative descriptions or other content depicting or describing themselves or teammates from any team gathering, event, or social gathering or other event or circumstance, which reflects negatively on Fordham University, the Department of Athletics, or the team.

## **GAMBLING**

Gambling is not permitted by the NCAA or the Department of Athletics and is cause for loss of eligibility, athletic scholarship, and dismissal from the team.

## **DISCIPLINARY PROTOCOL**

Fordham Athletics sets a high standard for commitment, achievement and character. Students, who choose to participate in varsity athletics, choose to make sacrifices and accept the responsibility of representing Fordham University.

Participation in intercollegiate athletics is a privilege, not a right, and this privilege carries corresponding obligations. Fordham student-athletes represent Fordham and their teams at all time in and out of season, on or off the field of play. Appropriate conduct is expected at all times during your career as a Fordham student-athlete.

Sometimes incidents may occur that are contrary to these expectations. Usually, these incidents are minor in nature and can be attributed to one-time lapses in judgment. On occasion, incidents can be more significant, malicious or repetitive.

Each head coach has the responsibility for establishing behavioral expectations for his/her team and for addressing violations of those expectations. The policy below is intended to affirm the authority of the head coach while at the same time establishing a base of understanding about appropriate conduct and the minimum outcomes for all student-athletes who violate these standards.

## **POLICY**

The following policy will be applied in instances where information received by the Department of Athletics (e.g. documentation from the Dean of Student Life or his or her designee – such as a sanction letter or report, information regarding the Police or other law enforcement agency arrest, etc.) identifies a student-athlete as having committed a violation. This process is not designed to be used in situations involving only violation of team rules. Team rules fall under the purview of the head coach.

### **Definitions:**

**Major Violation** – A major violation is considered to have occurred in any situation where a student-athlete:

- is charged with a felony or misdemeanor, and in looking at the totality of the circumstances it is more likely than not that the student-athlete engaged in the alleged conduct forming the basis for the charge; or
- is found responsible for violating the University's Code of Conduct through the University's disciplinary process and is assessed a sanction not less than Residential Life (or equivalent) probation for an academic semester.

**Minor Violation** – A minor violation is considered to have occurred in any situation where a student-athlete:

- is charged with a criminal offense less serious than a felony or misdemeanor, and in looking at the totality of the circumstances it is more likely than not that the student-athlete engaged in the alleged conduct forming the basis for the charge;
- is found responsible for violating the University's Code of Conduct through the University's disciplinary process and is assessed a sanction less than Residential Life probation or equivalent for an academic semester; or
- is found (pursuant to the process described below) to have engaged in actions that violate the Fordham University Student-Athlete Code Of Conduct, but that do not result in an arrest or a sanction through the University's disciplinary process.

### **Sanctions and Process:**

Violations will result in the following mandatory sanctions:

<b>Offense</b>	<b>Minor Violation Sanction</b>	<b>Major Violation Sanction</b>
1st	Letter from AD	Minimum of one contest suspension
2nd	2nd Letter from AD	Minimum suspension of 20% of remaining contests for the current season (or the next season, if the violation occurs off-season)
3rd	Minimum of one contest suspension	Dismissal from team
4th	Minimum suspension of 20% of remaining contests for the current season (or the next season, if the violation occurs off-season)	

5th	Dismissal from team	
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Minor offenses are considered as part of a two-year cycle (Freshman – Sophomore Year / Junior – Senior Year / Graduate Year(s)) in determining which offense (first, second, etc.) has been committed. Major offenses have no such rolling cycle and are always counted throughout an individual's Fordham career.

The Director of Athletics, Athletic Administrator responsible for student conduct and the head coach are responsible for working together to determine whether a violation has occurred and, if so, whether it is a major violation or a minor violation and the specific details of the sanction, with the Director of Athletics having the final discretionary authority to make such decisions. In cases where a student-athlete is found responsible for violating the University's Code of Conduct through the University's disciplinary process, this finding will be conclusive evidence of the existence and classification of a violation for purposes of this policy. In other cases, the student-athlete will be given a reasonable opportunity, upon request, to provide an explanation prior to a final determination as to the existence and classification of a violation under this policy. In addition, in cases in which a violation will result in a suspension, the student-athlete will be given a reasonable opportunity, upon request, to provide an explanation prior to a final determination as to the length of the suspension; this opportunity may be provided at the same time as the opportunity referenced in the preceding sentence.

When a suspension is necessitated, it may be appropriate to use a significant non-traditional season contest/trip to satisfy some or all of the suspension. This option may be requested by the coach, and is subject to approval by the Director of Athletics and the Athletic Administrator responsible for student conduct.

Coaches retain the ability to impose additional sanctions they deem appropriate.

For multiple sport student-athletes, sanctions will be imposed during the season in which the violation occurs or in the next available sport season if the violation occurs out of season. In cases where a sanction imposed through the University's disciplinary process precludes or delays enforcement of a sanction imposed pursuant to this policy, the student-athlete must fulfill the sanction under this policy following fulfillment of the University disciplinary sanction, if he or she is still a University student at that time. For example, if a student-athlete is expelled from the University prior to serving all or part of a suspension from contests pursuant to this policy, he or she will be required to fulfill the contest suspension if and when he or she returns to the University (even if contests have otherwise occurred during the period of the University suspension).

The withholding of information or the furnishing of false information in an attempt to avoid punishment under this policy will be considered a separate and additional violation equal in level to the underlying violation that is being concealed.

Department of Athletics Sanctions are independent of, and subject to, sanctions outlined in the Fordham's Community Standards and Student Code of Conduct in the Fordham Student Handbook. The imposition of sanctions pursuant to this policy in no way limits the ability of the University to impose different or additional consequences pursuant to the University's Code of Conduct. The Deputy Director of Athletics will serve as the conduit for communication between the Department of Athletics and the Dean's Office. It should not be assumed that violations of University policies, procedures, rules and/or regulations will be handled the same way by the Dean's Office and the Department of Athletics

**Interpretation: Modification**

The Director of Athletics has complete and discretionary authority to interpret and construe this Code of Conduct. The Code of Conduct may be modified or amended at any time. Student-athletes are responsible for keeping themselves informed of the requirements of the Code of Conduct.

**UNIVERSITY SEXUAL HARASSMENT POLICY**

Sexual Harassment will not be tolerated in the University community. It subverts the mission of the University and threatens the well-being, educational experiences, and careers of students, faculty, and staff. It is especially threatening in the context of a teacher-student or supervisor-subordinate relationship, in that a harasser can exploit the power inherent in the position of teacher or supervisor regarding grades, recommendations, wage status, or promotion. However, sexual harassment can also occur by subordinates against supervisors, by those of equal status, or by students, thereby creating an environment that is intimidating or offensive in a variety of settings.

[View the Sexual and Related Misconduct Policy and Procedures for the Fordham University Community.](#)

**BIAS-RELATED INCIDENTS AND/OR HATE CRIMES**

In accordance with its mission, Fordham University respects the fundamental dignity of students, faculty, and staff from all backgrounds and identities, strives to create a community that does the same and facilitates the education and development of students as men and women for and with others. Bias-related incidents and hate crimes are unacceptable and antithetical to these goals as they send a powerful message of intolerance and discrimination, disrupt the community and educational environment, and erode standards of civility.

It should be noted, however, that the University values freedom of expression and the open exchange of ideas. The expression of controversial ideas and differing views is a vital part of University discourse. Although the expression of an idea or point of view may be offensive or inflammatory to others, it may not constitute a hate crime or bias-related incident. While this value of openness protects the expression of controversial ideas, it does not protect or condone harassment or expressions of bias or hate aimed at individuals or groups that violate the Student Code of Conduct.

[View the Bias-Related Incidents and/or Hate Crimes Policies and Procedures for the Fordham University Community.](#)

## SECTION 2

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### ACADEMIC SUPPORT AND ELIGIBILITY STANDARDS

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#### ACADEMIC SUPPORT PROGRAM

##### Background

Fordham University has always maintained an exemplary national reputation for providing a strong undergraduate education and has experienced a storied legacy in intercollegiate competition. In light of this reputation and the renewed importance placed on intercollegiate athletics, the university administration felt that it was important to develop a program that can support the student-athletes from the time they step onto campus until the completion of their last exam. To accomplish this goal, the Office of Academic Advising for Student-Athletes was instituted in the mid-1980s to provide in-depth guidance while also allowing the individual student-athlete room to mature as a young adult. In the next few pages, we will provide a simple overview of our program of support and your responsibilities as a Fordham student-athlete progressing toward a Fordham degree.

##### Structure

The Office of Academic Advising for Student-Athletes maintains its location, staff, and support separate from the Athletic Department. It reports to the University President through the Dean of Fordham College. This organizational structure was developed so that there will never be a doubt that we exist primarily to support the student-athlete. Obviously, since our entire constituency consists of members of the Athletic Department, we work very closely with the coaches and administrators on your behalf but we also represent the interest of the Deans of the undergraduate colleges to help you understand their requirements.

Our office currently has six full-time counselors and two part-time student workers whose primary emphasis is to ensure that you have any additional help needed to achieve a well-rounded education.

##### Philosophy

The Office currently has a four-fold mission that it must accomplish to effectively support the University, the Athletic Department, and you. We must:

1. Provide both the resources and direction needed to fulfill your scholastic potential and prepare for post-graduate academic, athletic, or career opportunities.
2. Remember that your hopes and needs are our main concern. To effectively serve the University, you must remain first among our priorities.
3. Respond to the concerns of all who need our services in a timely fashion with information that is both pertinent and factually correct while always maintaining a caring and conscientious attitude. We should be a bridge for you between the athletic, academic, and administrative communities here at Fordham.
4. Ensure that the integrity of the University, its course of instruction, and its athletic program is never compromised by the actions of anyone associated with the office or its facilities.

##### Responsibilities

The Office of Academic Advising for Student-Athletes has a variety of responsibilities we must fulfill in order to properly support both you and the University. Most of our responsibilities have to do with helping you achieve your scholastic goals but some include our obligations to others in the University on your behalf. We have listed some of these responsibilities so that you can be aware of other roles that we fulfill to the organization.

##### Eligibility Certification

Every semester we must review your academic records to determine whether you continue to meet Fordham and NCAA standards for participation in intercollegiate competition. Along with the Registrar, we review:

- That you are currently enrolled in 12 credits or more.
- That you satisfactorily completed at least 18 credits during the past regular academic year.
- That you satisfactorily completed at least six credits during your last full-time semester.
- That you have achieved at least a 1.8 GPA after your freshman year and at least a 1.9 after your sophomore year.
- That you have declared your major before the beginning of your 5th semester in college.
- That you are progressing toward a degree at a pace determined by the NCAA.
- That you have performed well enough scholastically to avoid your college's probation level.
- We then report your status to a University panel that determines the continuing eligibility of all student-athletes. If your records indicate that future eligibility may be affected by current performance, we will discuss this matter with both you and your coach.

##### Progress Toward Degree Scheduling

Your Class Dean and Faculty Advisor are intended to be your primary point of contact to obtain guidance regarding course

scheduling. In most cases, you must have them clear a hold in order to access the computer registration system (BANNER). That said, one of our major responsibilities is to augment this advising program and you should confirm your scheduling choices with our office in order to ensure that you are meeting NCAA requirements. Additionally, our counselors expect that you will come to our offices whenever you encounter a conflict in establishing your schedule for the next semester. We will discuss this issue in greater depth in the program section.

### **Reactive Counseling**

Our office's primary area of expertise is, first, in the academic arena. The President expects that we assist you as much as possible in accomplishing your academic goals. Hopefully, we will be able to accomplish this through our normal support programs. Unfortunately, even with the best planning, there are many times when a problem occurs unexpectedly. If the problem pertains to academics, we expect that you will contact us immediately even if you have a plan to rectify the situation yourself. In these times, we want to monitor your progress and may provide you with alternatives as well. If the problem is not academic in nature, most times you will go to your coach. Your coach is your primary point of contact when it comes to many of the administrative entities on the University such as Financial Aid or Residential Life. Even though your coach will probably be able to help you resolve your problem, don't be afraid to inform us as well. Again, we can help monitor the situation and might be able to provide additional advice. The bottom line is that we have an obligation and desire to react whenever you encounter difficulties. Keep us informed so that we can serve you better.

### **Passive Mentoring/Pro-Active Counseling**

There will be many instances when we inquire about your progress from various people on the University without your knowledge. We are not trying to sneak behind your back but are merely preparing ourselves in case problems are forming on the horizon. As we develop information, there will be times when we will contact you to ask for further explanation. There also may be times when we must forward this information to coaches or members of the Athletic Department on your behalf. The better we are at passively monitoring your progress, the more likely we will catch small problems before they become insurmountable. We know that no one likes having their shoulder looked over but hopefully, our aggressiveness in fulfilling this University mandate will help keep you progressing toward your goals of full-time participation in intercollegiate athletics and a degree.

## **PROGRAMS**

### **1. Office Hours**

Accessibility is always a major concern for both students and advisors alike. If you have a problem, you want someone who can provide an answer quickly and we want to be the people providing the information since we can be reasonably assured about its accuracy. Our offices are located in Keating Hall in rooms 106, 108, and 111. Our telephone extensions are as follows:

Eric Sanders	x4661	<a href="mailto:esanders@fordham.edu">esanders@fordham.edu</a>
Ryan Signorino	x2745	<a href="mailto:esanders@fordham.edu">esanders@fordham.edu</a>
Danielle Gray	x4543	<a href="mailto:dgrav18@fordham.edu">dgrav18@fordham.edu</a>
Facsimile	x5816	

Walk-in hours for the office complex are Monday through Thursday from 7:30 AM to 9 PM; and Friday from 7:30 AM to 5PM. Appointments for any other time, including weekends, should be coordinated 48 hours in advance. Stop by, we love to see you.

### **2. Transition Interaction Program**

One of our office's primary responsibilities is to help the initial transition from high school to Fordham life. All freshman student-athletes will be required to schedule and attend a periodic conference. Our advisors are responsible for keeping track of your interpretation of your progress. This program has been very effective because it helps us identify possible problems long before they become a difficulty. Additionally, it allows you to ask questions about all your new experiences in a safe, one-on-one atmosphere. We will advise you about upcoming events; get you help at the earliest point in time; calm your fears when you are over-reacting; and let you know when you are not being concerned enough about your progress. Basically, this program works because it lets you give feedback to us and allows us to give feedback to you on a recurring basis.

### **3. Supervised Study Hall**

The office helps the coaches administer supervised study sessions from Friday through Thursday. These sessions are intended to provide a structured atmosphere for study that also allows interaction with office counselors as you encounter difficulties in courses. The converted classrooms in KE107 and KE109 allow you to have access to personal computers, printers, office textbooks, areas for group study, areas to meet with tutors, or simply an area to study quietly. These classrooms are meant to enhance your scholastic performance: use them appropriately, treat them as your own, and use them often. Check with your coach to see what formal requirements you will have for working with us each week.

### **4. Faculty Feedback Program/Mid-Term Grade Review**

As part of our passive monitoring obligations, each semester we will review mid-term grade reports of every student-athlete. During your transitional semesters, we will go a step further to ask your instructors to comment on specific classroom progress

by means of a feedback report that we have created. If circumstances warrant it, we may discuss your progress with your class dean or call your instructors to see how we can help you improve your scholastic performance. In all cases, we will make you aware of the instructors' information we receive if we feel it will help you. This program has been very successful since it allows the instructors a convenient means to express their concerns and also allows us to help proctor your improvement in areas of weaknesses.

### **5. Remediation Program**

Our office conducts a rigorous and systematic program of remediation to help student-athletes who are encountering scholastic difficulties. First and foremost, you must identify your problems to us as soon as they become apparent. In some cases, you may be over-reacting to a poor grade but it is better to err on the side of caution and allow us to review the situation. When a course problem becomes apparent, we will discuss your plans to rectify the situation and encourage you to visit your instructor to begin the process of gaining additional instruction or out-of-classroom assistance. After discussing the situation with the professor, we will then try to identify students in the course whose performance indicates that they grasp the course material and can assist others in their understanding. If no one in the class seems capable of serving as a study partner then we will research our database of tutors to find a student who is not taking the course but has performed well in the past. In either case, assistance of all types is available once we are aware you are struggling. Your responsibility is to let us know as soon as possible.

### **6. Scheduling Assistance**

As we stated above, we are meant to augment the general advising offered by the colleges. This said, we expect to assist you in the selection of your classes each semester if needed. During the scheduling window, we are available with direct viewing access to the University's student information system, which allows us to offer you real-time information on class availability, alternate times for courses, as well as different options for other courses that will properly fill your schedule. As soon as you encounter a problem in accessing classes through BANNER, you should contact us to make an appointment for an office visit to resolve your problems.

After you have processed your initial schedule, you may decide to make changes. Any decisions on Add/Drop or Course Withdrawals should come after consultation with one of us in our office. The Registrar codes all student-athletes in the database and will inform us if you drop below full-time status but any change could affect your progress toward graduation and should be verified by our counselors.

### **7. Book Program**

As you know, student-athletes on full scholarship are entitled to books purchased by the Athletic Department in accordance with NCAA regulations. In order to facilitate the efficient purchase of these texts you must follow the procedures listed below:

- a) If your scholarship authorizes books, your schedule will be transmitted to the B+N Bookstore so that they can prepare a packet that includes all the books designated by your instructors.
- b) You have the responsibility of checking each book against your syllabus from each class in order to ensure that the order is complete. If not all the books are included, you must bring this to our attention.

In those cases where not all your books are in the packet when it is initially issued or when you change a class, you must see a member of our office for additional assistance. After you are finished using the texts, you are obligated to return these books to us. Failure to return them may impact your eligibility for future books through the program.

### **8. Team Travel Schedule**

Prior to the beginning of your competition season, your coach will provide us with a copy of your anticipated travel schedule. From this, we formulate a composite absence letter for you to deliver to each of your professors. The intent is to make them aware as early as possible about any possible conflicts with major class requirements and your obligations to the Athletic Department. This is particularly important if you participate in a spring sport and have an anticipated conflict with finals.

No later than the first day of class, you must get sufficient copies of this letter for each of your instructors. We will try to provide you and Coach an electronic copy to deliver via email in advance. You must then ensure that each of your professors review the dates you will be missing and are comfortable with the absences. You must return to us immediately if any professor expresses significant concern with the travel absences so that we can either talk directly with the professor or find an alternative course that is not impacted as heavily. Providing this letter to your instructor is a requirement for an excused absence under the University's Absence Accommodation Policy.

The objective of this policy is to limit the negative impact that travel and competition has on your scholastic performance. In those cases where class time is unavoidably missed, the department wants you to inform the instructors at the earliest possible moment in order to provide us the greatest amount of time to respond to any difficulties caused by your participation. In cases where an unforeseen conflict occurs, you can request an Athletic Department Excusal Form either through your coach or directly from us. You can bring these one-time excuses directly to your instructors and notify the Office only if a conflict occurs due to the change.

### **9. Summer Study Program**

There are two caveats to understand with regards to the Summer Study Program: first, the Athletics Department has limited resources for summer; and, second, the program is primarily a means to enhance individual and team athletic preparation for the upcoming year. With that said, any student-athlete who receives financial scholarship money from the Athletics Department during the regular Academic Year is eligible to apply for summer funding. If a student is denied funding or funded at only a

partial level, any remaining balance is the responsibility of the student-athlete. Funding cannot be used for the study abroad program.

If interested, a completed application form must be submitted to the Office of Academic Advising prior to April 15. Applications will be reviewed and prioritized based on the policy below. Although decisions will be made as soon as possible, for some students, funding approval may not be made until after Spring Finals are concluded.

Funding decisions will consider academic progress toward graduation; college and NCAA eligibility; and athletic preparation for the upcoming competitive seasons. Using this input, the Athletic Director will prioritize the general allocation of funding based on the determination of team needs. All other applicants will be considered on a case-by-case basis.

If desired, the office will assist all student-athletes in course selection. All financing for housing will be based on the costs associated with rooms on the Rose Hill campus. If a student-athlete desires to lodge at Lincoln Center, they will be responsible for the additional costs incurred. The Athletic Department has the final approval on the students selected and, depending on available funds; student-athletes may not be financed to their full NCAA equivalency.

Even those student-athletes who receive no additional funding for summer study are still entitled to full-time support from the Office of Academic Advising, which is located in the complex, and open from 8 AM to 6 PM, Monday through Thursday throughout the summer months.

## **STUDENT-ATHLETE RESPONSIBILITIES**

### **1. Personal Commitment**

You are the only person who owns your future and that includes your academic performance during your tenure as a Fordham University student-athlete. You must take responsibilities for your actions and ensure that you are prepared to meet your obligations to your coach, to your dean, and to yourself. If you feel that a conflict exists between your athletic and academic obligations, you are required to bring these conflicts to the attention of your coach and our office.

### **2. Class Attendance**

You are obligated to attend class at all times except for game conflicts and illnesses documented by the University Health Center. Fordham will require an instructor to accommodate an “excused” absence but interaction with your professor to resolve the impact of these absences is crucial. You must provide each instructor with a complete list of travel conflicts on the first day of class. Conflicts **MUST** be resolved before the Add/Drop period ends. As soon as you are aware of any changes to the travel schedule, you must notify your professors to ensure that no new conflicts have emerged.

### **3. Transition Interaction Program**

All freshman student-athletes must attend a short, periodic, face-to-face session with an assigned advisor. If you fail to attend a meeting without arranging an alternate meeting beforehand, you will be reported to your coach for disciplinary action.

### **4. Class Scheduling and Registration**

One of your most important responsibilities is to be well prepared when your registration window opens each semester. This means that you must ensure that you have accomplished all the tasks listed below before your date for registration.

- You must eliminate all holds that would stop you from registering. These holds include updated shot records, library fines, housing fines, and late tuition among others.
- Get your team’s scheduled practice times for the next semester and be aware of the times that your coach does NOT want you to be in class. You must exhaust every possible option before you ask your coach for permission to take a course that impinges on practice time.
- You must meet with your assigned faculty advisor to have your academic hold removed. Additionally, you must receive your “authorization PIN” that allows you to access BANNER from one of our advisors. This must be done several days before your registration window opens to ensure that the professor is available and that the PIN is correct.

### **5. Book Scholarships**

Student-athletes on book scholarship must return their texts immediately at the end of the semester in order to be eligible for participation in the program the following semester.

### **6. Eligibility**

Student-athletes who render themselves academically ineligible, either by the NCAA and /or by Fordham University, are subject to team dismissal and the potential cancellation of their athletic aid.

## SECTION 3

### NCAA ELIGIBILITY WAIVERS

#### SEASONS OF COMPETITION – MEDICAL HARDSHIP

A student-athlete may be granted an additional year of competition by the Atlantic 10 or Patriot League Conferences for reasons of “hardship”. Hardship is defined as an incapacity resulting from an injury or illness that has occurred under all of the following conditions:

1. The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at Fordham University or any other two-year or four-year collegiate institution or after the first day of classes in the student-athlete’s senior year in high school.
2. The injury or illness occurs prior to the first competition of the second half of the playing season that concludes with the NCAA championship in that sport and results in incapacity to compete for the remainder of that playing season.
3. The student-athlete has not participated in more than 30% or 3 contests of competition of Fordham’s completed contests in the student-athlete’s sport.
4. Contemporaneous or other appropriate medical documentation, from a physician (a medical doctor) who administered care at the time of the injury or illness, that establishes the student-athlete’s inability to compete as a result of that injury or illness.

#### SEASONS OF COMPETITION – FIFTH YEAR ELIGIBILITY

The Patriot League prohibits “redshirting”. Under the Patriot League guidelines, a student must utilize his first four (4) years of enrollment to participate in intercollegiate athletics. The guidelines for a student-athlete requesting a fifth year of eligibility are as follows:

1. The Head Football coach will meet with the student-athlete to discuss the possibility of remaining for an additional fifth year or season of eligibility. If the Head Coach supports the student’s request to remain at the institution, the institution will move forward with the process to file the request.
2. The Director of Football Operations will inform the Assistant Athletic Director (A.D.) for Compliance in writing of the agreement between the Head Coach and student-athlete.
3. If the request from the Football staff is based on a waiver exception for “Years of Eligibility Due to NCAA Hardship” the Assistant A.D. for Compliance must first file a Hardship Waiver with the Patriot League Office, based on the procedure written below.\* If the Patriot League Office approves the Hardship Waiver, or if one is not required, the Assistant A.D. for Compliance will move forward with the steps below.
4. The Assistant A.D. for Compliance will inform the Office of Academic Advising (OFA) of the plan to file a waiver exception.
  - a. If the request is for a “Years of Eligibility” exception to continue with an undergraduate baccalaureate degree, OFA will notify the Assistant A.D. for Compliance in writing that the student has remaining progress towards degree credits that need to be completed in a fifth year of enrollment.
  - b. If the request is for a “Years of Eligibility” exception to advance to a post-baccalaureate degree, OFA will notify the Assistant A.D. for Compliance in writing that the student has initiated or completed the steps to enroll in a post-baccalaureate degree at the institution for the ensuing academic term.
5. OFA will compile an official copy of the student-athlete’s transcript(s) and will oversee the student-athlete writing of a personal statement regarding their request for an additional year of eligibility, which must be based on and articulate the academic rationale and plan for the extra year of eligibility. Once completed, these items are returned to the Assistant A.D. for Compliance.
6. The Assistant A.D. for Compliance will compile the eligibility waiver request, a copy of the student-athlete’s transcript(s), the student-athlete’s personal statement, and if required, a copy of the Hardship Waiver and Patriot League approval of said waiver. This information is then provided to the institutional Patriot League Policy Committee Member.
7. The institutional Patriot League Policy Committee Member will meet with the student-athlete to discuss their application and plan for additional year of eligibility.
8. Once this process is complete, the Patriot League Policy Committee Member may approve or deny the eligibility waiver request. The Policy Committee Member will inform the student-athlete, Assistant A.D. for Compliance, and Head Football Coach of their decision. This process must be completed prior to the first day of August, preceding the first day of the fall semester in which the student will use the exception.

The Atlantic 10 and the NCAA permit “redshirting”. Under these guidelines, a student is given five (5) calendar years to utilize four (4) seasons of intercollegiate team competition. If a student-athlete suffered an injury during one of their years of competition, a Student-Athlete Hardship Waiver may be submitted to the conference office to regain that season of eligibility. The guidelines for a student-athlete requesting a fifth year of eligibility due to NCAA hardship are as follows:

1. Student-athlete must submit a letter of request to the Assistant Athletic Director for Compliance regarding the year of injury.
2. The Assistant Athletic Director for Compliance will request that the Head Athletic Trainer submit all medical documentation of behalf of the student-athlete. Included will be a cover letter from the treating physician, that indicates that the injury sustained was season ending. If the student-athlete sought outside medical attention, it may be requested that they retrieve any documentation from an outside physician.
3. The Sports Information Director will submit the year-end game-by-game statistics from the student-athlete's year of injury, as well as a team schedule from the season in question.
4. The Assistant Athletic Director for Compliance will prepare the conference-issued Medical Hardship Waiver form and attach it to all the above-mentioned required documentation.

The NCAA eligibility clock begins with the student's first full-time college matriculation anywhere. NCAA Bylaws require that eligibility expire five (5) years from that date.

A Fordham University student-athlete may petition for an allowance to participate in intercollegiate athletics team practices and represent the University in outside intercollegiate athletics competition in his or her fifth calendar year provided he or she (1) has utilized four seasons of competition and satisfies the NCAA criteria for a medical hardship waiver or (2) has not had four opportunities to participate in outside competition.

Student-athletes interested in pursuing a medical hardship waiver or petitions for competition privileges in their fifth year of enrollment for Football should meet with the Assistant Athletic Director for Compliance.

Petitions to participate in a fifth year for Football will be considered only under special circumstances and will be forwarded to the Patriot League Office for a decision at the conclusion of the student-athlete's fourth year of enrollment.

### **FORMS FOR COMPLETING THE ELIGIBILITY PROCESS**

- Health Insurance Form (Through Training Room)
- NCAA Compliance Forms (Online)
- Fordham University General Information and Consent Form(s) (Online)

### **ELIGIBILITY STUMBLING BLOCKS**

#### **Gambling**

Student-athletes shall not knowingly provide information to individuals in organized gambling activities concerning intercollegiate athletic competition, solicit a bet on any intercollegiate team, accept a bet on any team representing Fordham, or 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. Enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition subject to appeal by the NCAA.

### **AGENTS AND AMATEURISM**

An individual loses amateur status and thus shall not be eligible for competition if:

- 1) Uses athletics skill (directly or indirectly) for pay in any form;
- 2) Accepts a promise of pay to be received when athletics is completed;
- 3) Signs a contract or commitment to play professional athletics;
- 4) Receives a salary, reimbursement of expenses, or any other form of financial assistance from a professional organization;
- 5) Competes on a professional team, even if no pay is received;
- 6) Enters a professional draft after enrollment; or
- 7) Enters into an agreement with an agent.

Further, modeling is specifically prohibited if initiated for the first time after collegiate enrollment, regardless of whether compensation is received. Contact the compliance office for clarification.

## SECTION 4

### TRANSFER RELEASES, STUDYING ABROAD POLICY AND GRIEVANCE

#### TRANSFER RELEASE STATEMENT

- 1) A student-athlete may speak to another institution about transferring, provided the following steps are completed:
  - Student-athlete meets with the Head Coach to inform them that they are filing a notification of transfer with the Athletics Compliance Office.
  - Student-athlete meets with the Assistant Athletic Director for Compliance to submit a written request for notification of transfer.
  - Student-athlete may be required to relinquish athletically related financial aid upon receipt of notification of transfer.
  - Athletics Compliance Office will enter the student-athlete's name in the NCAA transfer portal within two business days of receiving the student's written notification of transfer.
  - Student-athlete can request to be removed from the NCAA transfer portal by submitting the request in writing to the Assistant Athletic Director for Compliance.
  - If you are denied a request for release, the Athletic Department is required to notify you in writing that your request was denied and that upon your written request, you will be provided an appeal hearing conducted by a committee outside of the Athletic Department. The committee will be comprised of the Assistant Vice-President for Student Services, or an appropriate designee, the Dean of Students, or an appropriate designee, and one other appropriate campus administrator from outside of the athletics department. Upon receipt of your written notice, the Appeals Committee will schedule a future hearing date. This hearing must be conducted within 15 business days of receipt of your written notice.

#### STUDENT-ATHLETES PARTICIPATING IN THE STUDY ABROAD PROGRAM

The Athletic Department is cognizant of the fact that Fordham University administers a highly competitive Study Abroad Program offering academically qualified students a unique opportunity. The Athletic Department understands the value associated with this educational opportunity and the benefit it provides.

Fordham University is committed to providing the best athletic competition possible without sacrificing academic integrity. Successfully integrating academics with athletics is the Department's ultimate objective. However, such an objective does not deter the Department from setting the highest athletic goals for itself. Given the high level of competitiveness to which Fordham is committed, there are responsibilities placed on the student-athlete, which must be upheld if our athletic programs are to succeed.

The ability of our coaches, student-athletes, and programs to be successful is based on factors such as team chemistry, team training, individual conditioning, and improvement during the non-traditional season (i.e.: the spring season for a fall sport). This can be accomplished only if student-athletes are held to a standard that will allow for improvement and the pursuit of excellence. Student-athletes who choose to study abroad do not participate in these activities, thus diminishing the team's chances to prepare and improve.

The impact of student-athletes participating in the semester-long Study-Aboard Program is counter-productive to our athletic objectives. Allowing student-athletes to ignore their athletic commitments, even if temporarily, will not be encouraged. As mentioned above, it negatively impacts a team's ability to succeed and creates internal problems with respect to what is required of the student-athletes.

Participation in the Study Abroad Program is not prohibited, however, it must be recognized that a student-athlete who chooses to study abroad has voluntarily chosen not to participate in the athletic program. If a student-athlete elects to participate in the Study Abroad Program, athletic financial aid will be withdrawn for that semester. The Athletic Department may award the athletic financial aid for the following semester, assuming the student-athlete returns to meet his/her athletic obligations and the head coach makes the recommendation for the student-athlete to return to the program.

#### GRIEVANCE PROCEDURES FOR STUDENT-ATHLETES

These procedures are meant to apply when there are no other applicable institutional procedures for recourse.

If a student-athlete believes he/she has been treated improperly in regard to his/her sport, he/she may pursue the following grievance procedures.

- 1) The student-athlete should discuss the perceived offense with the individual(s) most directly responsible.
- 2) If the perceived offense involves the coach or a team policy established by the coach, the student-athlete should contact the coach and work on an informal basis to resolve the issue. It is the responsibility of the coach to meet in private with the concerned individual to discuss the concern, respond, and, if needed, develop a plan of action to correct the situation that is agreeable to all parties involved.

- 3) If no resolution results in a non-coach/non-team policy issue, the student-athlete should then consult with the individual at the next administrative level, i.e. the athletic liaison for the sport. At this step, the liaison shall inform the Deputy Director of Athletics that the consultation is taking place and shall solicit his advice to ensure that adequate steps are taken to achieve a fair result. Every effort should be made to resolve the issues at an informal level without the complaint escalating to the status of a formal grievance.
- 4) If an informal means of resolution proves inadequate, the student-athlete should set forth, in writing, the substance of the alleged offense, the grounds on which the student is basing the complaint, and the efforts being taken to date to resolve the matter. It is at this stage that the complaint becomes a formal grievance. The document should be submitted to the Athletic Department. A grievance should be filed in a timely fashion, i.e. normally within thirty (30) days, but may take longer, depending on the nature and complexity of the complaint. The sport liaison shall promptly initiate an independent investigation. This should normally be completed within thirty (30) days. In understanding the investigation, the sport liaison may request a written response to the issues raised in the grievance from any individuals believed to have information the investigator considers relevant including captains, other student-athletes on the team, coaches, academic advisors or other Athletic Department staff.
- 5) If a party is dissatisfied with the grievance officers' disposition, he or she can appeal to the Director of Athletics. The appeal should be filed with the Director within ten (10) days of the issuance of the grievance officer's report. The Director (or his or her designee) shall normally complete his or her review of the appeal and issue his or her disposition within twenty (20) days, but may take longer, depending on the nature and complexity of the complaint.

# SECTION 5

## FINANCIAL AID SERVICES

### FINANCIAL AID OVERVIEW

Financial Aid at Fordham University is based on the following policies:

- 1) Student-athletes can accept institutional financial aid that covers the cost of tuition and fees, room and board, and required course-related books.
  - a) NCAA regulations specify that student-athletes cannot accept aid beyond those costs, except as permitted by NCAA legislation. According to NCAA Bylaw 15.1.1 a student who receives a Pell Grant may receive financial aid equivalent to the limitation set forth in Bylaw 15.1 or the value of a full grant plus the Pell Grant, whichever is greater.
  - b) Fordham University is a member of the Patriot League in the sport of Football. All financial aid awarded by Fordham University counts towards Patriot League team limits in the sport of football.
  - c) Fordham University is a member of the Atlantic 10 in all sports except football, men's squash, and men's water polo. Student-athletes must fulfill and qualify for admission to the university in all academic requirements. In the Atlantic 10 Conference, a coach may award a scholarship to a student-athlete based solely on athletic ability. **However, all financial aid and athletic awards are subject to renewal each year and are not guaranteed for four years.**
- 2) In Division I, a student-athlete may not receive athletically related aid in order to attend summer school, unless the student-athlete received athletically related aid during the previous academic year, or the ensuing academic year, or meets other legislated exceptions. A student-athlete may/can only receive aid in proportion to the amount of athletically related financial aid the student-athlete received during his or her previous academic year. The proportionality restriction shall not apply to a student-athlete who has exhausted his or her eligibility and is enrolled in a summer program of studies that will permit the student-athlete to complete his or her degree requirements.
- 3) Incoming freshman student-athletes may be awarded athletic aid to attend an institution in the summer before their initial, full-time enrollment provided:
  - They are admitted in accordance with regular, published entrance requirements;
  - If they are recruited, attend summer school, and subsequently do not attend the institution, they are considered a transfer student; and
  - They are enrolled in a minimum of six credits in the summer prior to full-time enrollment.
- 4) Student-athletes can also receive meals and housing when dorms are closed during institutional vacation periods if they are required to be on campus for collegiate practice and/or competition. Student-athletes may be provided actual and necessary expenses for off-campus practices, competition, or both. The expenses include transportation, lodging, and meals.
- 6) A student-athlete may request additional financial assistance, without having to repay it, from the NCAA Student Assistance Fund, which is administered through the Athletic Department. Student-athletes must qualify for funds by demonstrating need as calculated by the Office of Financial Services.
- 7) Student-athletes may obtain loans without affecting their athletics awards if the loans:
  - Are available on the same basis to all student-athletes who meet eligibility requirements; and
  - Have a regular schedule for repayment.
- 8) To receive any type of financial aid from Fordham University, student-athletes must meet requirements outlined by:
  - The NCAA (See Bylaw 15)
  - The Atlantic 10 (Patriot League for Football)
    - The New York State and Federal Governments: Student-athletes can receive institutional financial aid for **Undergraduate & Graduate Education** – if they are enrolled in a minimum full-time program of studies and are still eligible for financial aid. (They must have first enrolled in an institution of higher education within the past six years and have eligibility remaining under the five-year or 10-semester rules, and not previously received aid for more than five years.) (Bylaw 15.01.5)
    - Summer School or Summer Orientation Programs** – If they have attended your institution for at least one regular term before the summer (Bylaw 15.2.8) or they receive financial aid for the summer term, summer school, or summer orientation program for enrolled student-athletes or for incoming student-athletes.
- 9) Annual Renewals of an Institutional Financial Aid Package: Student Responsibility:
  - **The Renewal FAFSA:** can be filed beginning January 1 and can be filed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students should use the PIN they received directly from the U.S. Department of Education. If the PIN was never received or misplaced the student should apply for another at [www.pin.ed.gov](http://www.pin.ed.gov). After filing, the student should receive and review a Student Aid Report (SAR).

- New York State Residents must file for TAP using the Express TAP Application (ETA). The ETA is supplemental to the FAFSA and is sent to students directly from New York State Higher Education Services Corporation (NYHESC) and must be returned directly to NYHESC. The ETA will be sent after March 1 to FAFSA filers who are NY State residents and listed a NY State school.
  - Respond to all requests for additional information from Student Financial Services in a timely manner.
- 10) Student-athletes are permitted to work during the academic terms. However, the student-athlete must receive permission from his/her head coach before they begin working, whether it be on or off-campus. Furthermore, any compensation earned must be in accordance with the going rate if the same position was filled by a non-student-athlete.

## **ATHLETIC SCHOLARSHIP/ GRANT-IN-AID INFORMATION**

### **Grant-in-Aid Information**

Sports teams may be provided with a specific number of grants-in-aid (scholarships) in accordance with university budgetary restrictions and NCAA regulations. These grants are awarded by the University's Financial Aid Office upon the recommendation of the head coach and the approval of the Director of Athletic Administration. Grants-in-aid are not reimbursement for services performed, but rather are provided to help student-athletes with their educational expenses. An athletic scholarship is restricted to educational expenses such as tuition, fees, room, board and the use of course-related books.

- 1) **Initial athletics grant-in-aid allocations are generally awarded on a 4-year basis.** Incoming freshman will be awarded with 4-years of athletic aid, while incoming transfers may receive aid in relation to the number of years remaining to complete their initial 4 years of eligibility. Athletic aid may not be reduced or canceled during the period of its award because of a student-athlete's illness, athletic performance, ability or any other athletic reason. An institution may not set forth an athletically related condition (e.g., financial aid contingent upon specified performance or playing a specific position) that would permit the institution to reduce or cancel the student-athlete's athletic grant-in-aid during the period of the award if the conditions are not satisfied.
- 2) **Renewal of Athletics Grant-in-Aid is not guaranteed: Although athletic aid agreements are structured as multi-year awards, a student-athlete's aid can be cancelled at any time for reasons listed below (no. 4).** Student-athlete's fulfillment of responsibilities and expectations in the classroom and/or as a member of the athletics program may affect decisions surrounding renewal/non-renewal of their athletic grant-in-aid.
- 3) **All student-athletes are notified by the Financial Aid Office of their Athletics Grant-in-Aid renewal status by July 1:**  
An athletic grant-in-aid can be renewed as long as the student-athlete maintains his/her eligibility and is in good standing within his/her athletic program and the university. The renewal is made on or before July 1 prior to the academic year in which it is to be effective. The institution notifies the student-athlete in writing if their athletic aid is to be renewed, reduced, or not renewed. Notification of financial aid renewals and non-renewals for the upcoming academic year must come from the institution's regular financial aid authority and not from the institution's athletics department. The student-athlete is entitled to a prompt appeals hearing before if he/she believes the award should have been renewed.
- 4) **Conditions for Nonrenewal:** Athletic aid can be reduced or cancelled if student-athletes:
  - Intentionally provide fraudulent information on their letters of intent, admission applications, and financial aid agreements;
  - Fail to meet NCAA initial and continuing eligibility requirements, as well as institutional eligibility requirements;
  - Engage in serious misconduct;
  - Violate any athletic department or institutional rules, which include but are not limited to: athletic department policies, team rules as presented by coaching staff members, the university student code of conduct and residential life conduct;
  - Quit the sport for personal reasons. (If the student-athlete withdraws after the first competition in that sport the aid can be reduced or cancelled only at the end of an academic semester. If the student-athlete withdraws before the first competition, the aid can be immediately reduced or cancelled). Student-athletes who voluntarily relinquish their athletic scholarship, must sign a Voluntary Relinquishment form, specify the reason, and submit it to the Assistant Athletic Director for Compliance; or
  - Athletic aid must be reduced if student-athletes exceed the limits established by NCAA regulations. Athletic aid must be cancelled if student-athletes are either under contract to a professional sports organization or being paid by a professional sports organization.
- 5) **Student-athlete appeal:** If a Head Coach recommends the relinquishment or non-renewal of a student-athletes athletic aid, the following procedure is followed:
  - The Head Coach must provide a written explanation as to why he/she will not be renewing the student-athletes athletic aid to the Assistant Athletic Director for Compliance.
  - If the Athletics Department supports the coach's recommendation, the Athletics Department will inform the Office of Financial Aid that this student-athlete's aid will not be renewed.
  - The Office of Financial Aid will notify the student-athlete by mail that their aid is not being renewed. The letter will include instruction that if the student-athlete wishes to appeal, that they must contact the Assistant Athletic Director for

Compliance within 10 business days of receipt of the notice.

- If the student-athlete does provide written request for an appeal that notice is then forwarded to the chair of the designated chair of the Appeals Committee, who is the Assistant Vice-President for Student Services, or an appropriate designee. Other members of the Appeals committee are the Dean of Students, or an appropriate designee, and one other appropriate campus administrator from outside of the athletics department. Upon receipt of notice, the Appeals Committee will schedule a future hearing date. This date must be scheduled within 7 days of receipt of notice, but may be placed on a later date.

**6) The Appeal Process for student-athletes that have their athletic aid reduced or canceled is as follows:**

- Prior to the date of the hearing, the student-athlete and the Head Coach may provide written documentation to the Appeals Committee indicating their reasons for the appeal and the decision. This information must be submitted to the Assistant Athletic Director for Compliance to provide to the committee at least five business days before the hearing date.
- At the beginning of the meeting, the chair of the Appeals Committee shall explain the process, including the organization of the hearing, time limits on the individuals, and timelines on notification of results to all parties.
- The committee will meet privately with the student-athlete so he/she may present their case for keeping their athletically related financial aid. No other witnesses or representatives will be allowed to attend or participate in the meeting, including family members. No electronic devices will be permitted in the meeting, including cell phones.
- The committee will meet privately with the Head Coach to listen to the reasons for the decision to relinquish the athletic scholarship. No other witnesses or representatives will be allowed to attend or participate in the meeting, including family members. No electronic devices will be permitted in the meeting, including cell phones.
- At the conclusion of the meeting, if more information is required from either party, the Committee may request additional information. This request by the Committee must be made within three business days from the date following the date of the original hearing. The Committee may make a request to schedule additional meetings with a party or parties.
- Once the hearing process is completed, which includes any additional requested meetings, a decision must be reached by the committee within 10 business days.
- It is the responsibility of the Appeals Committee to support or not support the appeal and to communicate their decision in writing to the student-athlete, the Head Coach, and the Assistant Athletic Director for Compliance. The committee's decision is final.
- Once this decision is communicated to the Assistant Athletic Director for Compliance, he/she will provide this notice to the Office of Financial Aid.

**ATHLETIC AID AND ON-CAMPUS HOUSING**

Student-Athletes receiving a full NCAA scholarship or athletic aid above the cost of tuition & fees are required to live in on-campus housing. Full-scholarship student-athletes, who are required to live in off-campus due to transfer or other unforeseen reasons, may receive a stipend for internet charges.

# SECTION 6

## SPORTS MEDICINE

### INTRODUCTION

The Athletic Training room is located downstairs in the Rose Hill Gymnasium. The staff is composed of nine Certified Athletic Trainers. The Athletic Training Room serves roughly 550 varsity athletes a year. The Athletic Training Room is co-ed, so student athletes are expected to wear proper attire.

All varsity athletes must receive a physical from our sports medicine department. In addition to the physical, in order to be cleared for participation, the student athlete's personal insurance must be on file with the Sports Medicine Department. The procedure to download your family's insurance information and your demographics on to the "BlueOcean" program is in a letter that the student athlete will receive over the summer from their head coach or director of operations.

As of the spring of 2010, the Division I Legislative Council of the NCAA approved a new rule mandating that all incoming athletes be tested for Sickle Cell Trait. The rule, however, allows the athletes to opt out of testing if they sign a waiver "releasing an institution from liability". A physical, a completed insurance card, and a copy of the Sickle Cell Test or waiver must be on file with our sports medicine department before you will be cleared to participate or issued any equipment. There will be no exceptions permitted!

### HOURS OF OPERATION

Office hours with secretarial assistance during the week are from 8:30 AM to 4:30 PM Monday through Friday.

The Athletic Training Room will open for treatment and taping from 7:00 AM to 6:00 PM, unless otherwise stipulated and 2 hours before a game. Because of the size of the football team, treatments and taping will begin 2 hours prior to practice and 4 hours before game time.

Weekend treatments for individual athletes are scheduled by appointment only. Failure to schedule will result in denial of treatment.

### INSURANCE

Every student-athlete participating in intercollegiate sports at Fordham University is covered under a Sports Accident Insurance Policy issued to the University. The policy is designed to help absorb the medical costs associated with an injury that is the direct result of an injury incurred during the supervised practice, play or travel related to an intercollegiate sport.

Coverage is provided on an "excess or secondary" basis. That means that should an injury occur that requires medical attention outside of the Athletic Training facility, claims for reimbursement of medical expenses must first be submitted to your primary insurance.

It is the responsibility of the athlete to make sure all medical bills are filed in a timely fashion as required by your insurance coverage. The Athletic Training Staff does not assist in this process.

If a balance remains after the primary insurance has processed the bill, or if the claim is denied, send a copy of all itemized bills and the Explanation of Benefits (EOB) from your insurance company, or a copy of the denial letter, to our Sports Policy Claims Administrator. Details regarding how to file a claim against the University's sports and accident policy can be found below.

### HMO COVERAGE:

Many athletes are covered under HMO or other types of managed care plans that have special pre-approval and notification requirements in order for a claim to be considered for payment. It is the athlete's responsibility to know about these requirements and to comply as appropriate.

A student athlete whose family's managed care plan is out of network with our team physicians or a physician chosen as a second opinion, may be asked to seek medical assistance within his/her family coverage. As this may incur a hardship for some out of state students, this decision can be appealed to the athletic administration. The Director of Athletics will have the final say in these matters.

### UNINSURED STUDENT-ATHLETES:

For those student-athletes who do not have any personal or family coverage Fordham's Sports Accident Insurance Policy is the primary coverage. These student-athletes will be referred to the university's team physicians. If the student without coverage requests a second opinion, the student-athlete must make an appeal to the athletic administration. The Athletic Administration will weigh this request after consulting with our insurance broker to see if the charges are "reasonable and customary". The Department of Athletics' decision is final. Student-athletes with no family insurance should fill out a Sports Insurance claim form immediately upon the receipt of a sports related medical bill or as soon as it is feasibly possible after the injury is incurred. Follow the claim filing instructions below.

### Claim Provisions:

It is standard procedure for most insurance policies that the Carrier be notified within 30 days that an injury has been incurred.

Bills should be submitted to the Carrier within 90 days from the DATE of SERVICE.

It is the athlete's responsibility to follow-up on requests for additional information from a Carrier or claims administrator. Failure to communicate with the Carrier can ultimately cause an otherwise "coverable" claim to be denied. Failure to address these issues can also lead to personal credit problems.

Sports Policy Does Not Cover:

- Injuries sustained prior to the athlete attending Fordham University
- Medical expenses incurred due to sickness or illness, unless it is a direct result of a covered injury.
- Injury not directly related to supervised and official practice, play or travel for the sport.

#### **Policy Provisions and Benefits:**

The maximum dollar benefit for any one injury is \$90,000. The benefit period, which is the time that an insurance claim can be made against an injury claim, is 2 years from the date of injury.

Claim Filing Procedure:

- The initial injury must be assessed by a Certified Athletic Trainer.
- Any medical bills incurred must first be submitted to the athlete's primary insurance carrier.
- Balances remaining after family coverage has processed, or denied, the claim will be considered by the University's Sports Accident Policy.

If a balance remains after family insurance has processed the bill, or if the claim is denied, or if the athlete has no other family insurance, file a claim against the Fordham University's Sports Accident Policy as follows:

- Complete a Sports Claim Form (available at the Sports Medicine – Athletic Training Facility)
- Attach a copy of all itemized bills and the Explanation of Benefits (EOB) from your Carrier.

#### **SUMMER WORKOUTS, INCLEMENT WEATHER CLOSINGS, HOLIDAYS**

A Certified Athletic Trainer will cover scheduled practices during University Holidays as long as the Sports Medicine Department is notified in advance. The Athletic Training Room will open one hour prior to practice and stay open one hour after for post practice treatments.

Bylaw 17.9.6.1 states that summer conditioning workouts for football must be covered by a Certified Athletic Trainer. The hours of these workouts will be mutually agreed upon by Sports Medicine, Strength and Conditioning, and the Head Coach.

If the University is closed due to inclement weather conditions that can be hazardous to travel for both students and staff, the Sports Medicine Department will make every effort to staff a scheduled practice as is normal protocol. If there is a scheduled game or NCAA contest during this situation, and league officials deem that the contest should be played, the Sports Medicine Staff will make every effort to open the Athletic Training Room facility 2 hours prior to the contest, as is the normal protocol.

#### **EMERGENCY PROCEDURES FOR STUDENT-ATHLETES**

- If a student-athlete becomes sick or ill or is injured outside of practice or a game situation, he or she should call the Student Health Center for an appointment to see a Nurse Practitioner or Physician as soon as possible. The student-athlete should notify his/her Athletic Trainer liaison so the Athletic Trainer can notify the coaching staff and the academic advising staff of possible missed classes.
- If the student-athlete becomes sick, ill or injured outside of practice and the Student Health Center is closed then he/she should call Fordham Public Safety at 718-817-2222 who will dispatch Fordham University Emergency Medical Services (F.U.E.M.S.) if necessary. The Athletic Trainer liaison should be notified of the situation so appropriate action can be taken by the Sports Medicine Staff.

If a student-athlete is injured or hurt during a practice or game situation, the Certified Athletic Trainer covering that sport will evaluate the student-athlete and determine the appropriate course of action. This will include but it is not limited to Calling F.U.E.M.S. for transport to the hospital; referring the student-athlete directly to a team physician or specialist; or treating the student-athlete with appropriate first aid procedures and following up with the student-athlete as required.

#### **ATHLETIC TRAINING ROOM PROCEDURES**

Report all injuries to a Certified Athletic Trainer as soon as possible. Based upon the evaluation from the Athletic Training Staff, a decision will be made regarding playing status, medical referrals and further treatment. The student-athlete should complete an injury report and an insurance claim form so all medical bills can be covered.

Playing status will be determined solely by the Athletic Training Staff and Team Physician. Your coach will be notified of your playing status or any limitations. Deviations from prescribed limitations will not be tolerated.

Medical referrals for doctor appointments, X-rays, MRI's and other imaging will require an injury report and an insurance claim form to be completed by the athlete and Athletic Trainer. If these documents are not completed, then insurance claims for these services will not be covered.

A student-athlete is entitled to a "second opinion" or to see a physician outside our medical staff. However for these claims to be

covered these appointments must be verified by our Athletic Training Staff and an injury report and insurance claim form must be on file. If the student athlete has no primary coverage or their primary coverage is out of network with the physician they are seeking a second opinion with, an appeal must be made to the athletic administration for approval of this doctor's visit.

Treatment protocols are established by a Certified Athletic Trainer or prescribed by a physician. There are no "self-treatments".

If a student-athlete becomes sick or ill outside of athletic competition, he/she should be seen in the Student Health Center (O'Hare Hall, ext. 4160). However, please notify the Athletic Training Staff of your illness and any medications that have been prescribed or limitations imposed.

Should a student-athlete sustain a serious type of injury outside of athletic participation that is a medical emergency, call Public Safety at 718-817-2222 and FUMES will respond and take appropriate action. As soon as it is feasible, notify the Athletic Training Staff.

## **ATHLETIC TRAINING ROOM POLICIES**

Please observe the following rules for student-athletes entering the training room:

1. Use of the Athletic Training Room is strictly for the student athletes involved in the Fordham University intercollegiate athletics program.
2. Student athletes are not permitted in the Athletic Training Room without proper supervision.
3. Student athletes are not permitted to hangout in the Athletic Training Room if they are not receiving treatment or getting a medical evaluation.
4. Student athletes must report to the Athletic Training Room for taping, treatments and rehabilitation in proper attire (i.e. shorts, sweats, t-shirts) not compression shorts or bathing suits.
5. Student athletes are required to wear Fordham University issued apparel when receiving taping, treatment or rehabilitation (No other college/university branded apparel). Any athlete that does not adhere to this rule will be asked to change or will not receive treatment.
6. Unnecessary clothing and equipment (i.e. cleats, helmets, shoulder pads, gloves, ball, etc.) should not be brought into the Athletic Training Room. These items should be left in the hall or their locker.
7. Food and drinks are not permitted in the Athletic Training Room.
8. Student athletes may not use their Phones while doing rehabilitation or in the whirlpool room.
9. Abusive and/or foul language, horseplay, loud talking, and/or loitering is not allowed in the Athletic Training Room.
10. All student athletes must shower before receiving treatments and/or aquatic therapy. If a team locker room is not available, the student athlete should shower in the general locker room.
11. Shoes are not allowed on the allowed on the treatment table
12. No supplies are to be taken for the Athletic Training Room without the permission of a Certified Athletic Trainer
13. Student athletes are not to operate equipment and/or perform "self-treatments."
14. Pharmaceuticals including over the counter medications are dispensed to the student athlete by an Athletic Trainer. Student athletes are not permitted into the pharmacy to dispense their own medications.
15. Athletes are not allowed into an Athletic Trainers Staff office unless to discuss their private medical condition or to complete medical paperwork or take medical tests.
16. Tobacco chewing/dipping is strictly forbidden.
17. Allow enough time for taping or a treatment. "The training room was crowded" is not an excuse to be late for any practice.
18. Any charges incurred at the Health Center will be posted to a student-athlete's account and he/she will be responsible for payment.
19. All student-athletes are expected to strictly adhere to the rules and regulation at all times. Failure to comply with the rules and regulation may result in disciplinary action.

## **DRUG TESTING**

See Code of Conduct and Drug Testing (Section 2).

## **CONCUSSION MANAGEMENT PLAN**

The NCAA is committed to the prevention, identification, evaluation and management of concussions. The NCAA's latest step in the process is to develop a consistent association-wide approach to concussion management

The Executive Committee adopted the following policy for institutions across all three divisions:

"Institutions shall have a concussion management plan on file such that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from practice or competition and evaluated by an athletics healthcare provider with experience in the evaluation and management of concussion. Student-athletes diagnosed with a concussion shall not return to activity for the remainder of that day. Medical clearance shall be determined by the team physician or their designee according to the concussion management plan."

In addition, student-athletes must sign a statement in which they accept the responsibility for reporting their injuries and illnesses to the institutional medical staff, including signs and symptoms of concussions. During the review and signing process student-athletes should be presented with educational material on concussions.”

### **EMERGENCY ACTION PLAN**

A copy of the comprehensive emergency action plan for each sport is on file in the Athletic Department. Each coach is provided an electronic copy and is aware of how an emergency procedure must be handled both in and out of season.

Emergency procedures for visiting teams are posted on laminated cards at each facility.

There are five Automated External Defibrillator (A.E.D.) in the Sports Medicine Department. One remains in the facility at all times. The remaining four are taken out to the practice fields if there are simultaneous practices on Jack Coffey Field and Murphy Field. There are also A.E.Ds. in the Rose Hill Gym, and Lombardi Center at the Security deck.

### **HIPAA POLICY**

As of April 14, 2003, per the federally mandated “Health Insurance Portability and Accountability Act,” no medical information will be provided to anyone who is not concerned with the direct care of the student-athlete without his or her specific authorization.

# SECTION 7

## ATHLETIC PERFORMANCE PROGRAM

### INTRODUCTION

Fordham University varsity student-athletes have the privilege to participate in the Athletic Performance Program as designated by their respective Sport Coach, under the supervision and guidance of the Athletic Performance Staff.

Student-athletes train in the Walsh Athletic Training Center, a 3,200 square foot facility equipped with strength, power, and performance enhancing training equipment. The facility is located under the far end of the Coffey Field stadium bleachers. The speed, agility, and conditioning portion of the training typically takes place outside of the facility on the turf fields and/or the indoor track.

The Walsh Varsity Training Center houses 12 Sorinex Racks/Platforms, 5 Keiser Resistance Trainers, 6 Frankenhyper Posterior Chain Developers, Dumbbells ranging from 5lbs to 175bs, various resistance bands, landmine attachments, kettlebells, and varied Hammer Strength plate loaded machines. Speed, agility, and conditioning equipment includes sleds, prowlers, tires, battling ropes, foot speed ladders, mini-hurdles, and over-speed training equipment.

All scheduled strength and conditioning sessions are treated with the same discipline as a scheduled team practice. Each strength and conditioning session is an opportunity to learn and improve both physically and mentally. Scheduled time slots are generated by the Assistant Athletic Director for Athletic Performance to best serve the needs and availability of each team. If there is an issue with the scheduled time, the student athlete will be sure to connect with and reschedule a time that works for both the student athlete as well as the strength and conditioning coach as soon as possible.

The main goal of the training is to better prepare the student-athletes for their respective sport through a holistic approach of exercise performed in a safe, positive, and progressive work environment.

### WEBSITE

The Athletic Performance Program website can be found on [fordhamsports.com](http://fordhamsports.com), as a link, "Strength & Conditioning". The link contains Staff bios, philosophy, mission statement, and information on graduate and undergraduate internships.

### ATTENDANCE POLICY

- All scheduled workouts are mandatory and an opportunity to learn and get better as an athlete.
- In case of an illness, the student-athlete must contact their strength and conditioning coach immediately and go to the sports medicine staff and check in. The sports medicine staff will then send the student- athlete to the health center to be evaluated. Student-athletes are not permitted to self-diagnose illness. Proper protocol must be followed.
- Any time a student-athlete misses or is late to a scheduled workout, the respective sport coach is notified immediately and proper action will be taken.
- If at any time 25% of a sport team collectively misses scheduled workouts, the strength staff, sport coach, and athletic administration will meet to discuss the respective team using the facility for scheduled workouts.

### WORKOUT SESSION POLICIES

- Be on time
- Follow your prescribed training sheet and return sheet to designated location at the conclusion of training.
- Full effort and attention is given during every training session.
- Proper dress code at all times. (No hats, other college/university gear).
- No cell phones, iPods or electronic equipment of any kind unless permitted by staff member
- Rack all weights, and reset Rack Platforms after each workout.
- Be respectful and clean up after yourself.
- Use clips on the bar at all times.
- Spotters are to be used during all free weight lifts.
- No horseplay.
- Appropriate music will be played.
- Contact or see strength and conditioning coach as soon as possible if you have to miss/ reschedule a training session for whatever reason.
- All equipment should be returned to weight room after speed, agility, and conditioning work.

### EMERGENCY PROTOCOL

- All sessions are to be supervised by a Strength Staff member-IMMEDIATELY get a Strength Staff member if a teammate is

injured/having an issue. Do not move the student-athlete; one teammate must stay with the student-athlete if the Strength Staff is being retrieved.

- Strength Staff will follow the American Red Cross Emergency Protocol.
- **Check** the student-athlete having the issue and evaluate the situation.
  - **Call** Fordham Campus Security x-2222. They will contact local EMS.
  - **Call** Fordham Sports Medicine x4230. They will assist with the student-athlete. Once Sports Medicine arrives, brief them on the situation and turn the student-athlete over to them, they will do the same when EMS arrives.
  - **Care** for the student-athlete in what the situation demands. Have the Fordham issued Automated External Defibrillator (AED) with you, to be used if the situation calls for it.
- Follow up with a written report in conjunction with Sports Medicine regarding the incident, follow up actions, and modification to future workouts for the injured student-athlete.

### **INCLEMENT WEATHER PROTOCOL**

The strength & conditioning department will be in conjunction with the Fordham University weather service. If the Rose Hill campus is closed, the strength staff will be in contact with the respective sport coach and the sports medicine staff to discuss if the scheduled workout will be cancelled. Student- athletes will be contacted regarding the workout. If the severe weather is anticipated for the following day, the same protocol will be followed.

### **HOURS OF OPERATION**

Hours of operation coincide with assigned appointments.

### **CONTACT INFORMATION**

Joseph Gilfedder

Assistant A.D. for Athletic

Performance 718-817-4118

[jgilfedder@fordham.edu](mailto:jgilfedder@fordham.edu)

# SECTION 8

## EQUIPMENT

- **Lockers**

- Each student-athlete will be assigned a locker during the competition season, if available to his or her specific team.
- The locker may be used by the student-athlete during the academic year. Athletes are responsible for cleaning out lockers at the conclusion of each season. Items left after season deadlines have passed will be disposed of.
- Lockers must be kept presentable at all times. Coaching Staffs work along with Equipment Staff to implement penalties for egregious violations.
- Each team will implement individual locker cleaning and sanitation policies in conjunction with department staff and based on team schedule and locker room use.

- **Equipment and Apparel Policy**

- All equipment/apparel issued to the student-athlete is to be used for its express purposes only (practices and competitions).
- Equipment should not leave the locker room except when in use for team activities.
- All equipment is to be worn and used only by the student-athlete to whom it is issued. Lost or stolen items will be replaced only with the approval of the head coach.

- **Laundry Services**

- Laundry services are offered to all teams contingent upon locker room availability.
- Athletes will place their soiled team-issued garments into the bins provided in their locker room. Apparel will be washed and returned to the athletes' lockers.
- Uniforms are gathered and laundered separately after each competition, either by Equipment Staff or by Managers/Coaches.
- Each student-athlete is responsible for returning all uniforms at the conclusion of their season.

- **Unreturned Equipment**

- A notice will be given to the Bursar's office if the student-athlete does not return athletic equipment within one week after final competition. The student-athlete will be responsible for the cost of replacement.

## SECTION 9

### SPORTS MEDIA RELATIONS

The Fordham University intercollegiate athletic program, its student-athletes, coaches, and teams, generate a high level of public and media attention. The Fordham University Department of Athletics is well aware that its image affects the reputation and perception of the entire University. Fordham's student-athletes are typically excellent spokespersons of the University. Dealing with the media can be both an opportunity and responsibility. Dealing with the media can also be a valuable learning experience, one that helps develop communication skills and techniques that will not only be useful as student-athletes, but also in future professional, business, and athletic careers.

#### **INSTITUTIONAL, CHARITABLE, EDUCATIONAL, OR NONPROFIT PROMOTIONS**

A member institution or recognized activity thereof (e.g., student government organization), a member conference or a non institutional charitable, educational, or nonprofit agency may use a student-athlete's name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete's participation in intercollegiate athletics, provided the following conditions are met:

- (a) The student-athlete's participation is subject to the limitations on participants in such activities as set forth in Bylaw 17;
- (b) The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company's officially registered regular trademark or logo on printed materials such as pictures, posters or calendars. The company's emblem, name, address and telephone number may be included with the trademark or logo. **Personal names, messages and slogans (other than an officially registered trademark) are prohibited;**
- (c) The name or picture of a student-athlete with remaining eligibility may not appear on an institution's printed promotional item (e.g., poster, calendar) that includes a reproduction of a product with which a commercial entity is associated if the commercial entity's officially registered regular trademark or logo also appears on the item;
- (d) The student-athlete does not miss class;
- (e) All moneys derived from the activity or project must go directly to the member institution, member conference or the charitable, educational or nonprofit agency;
- (f) The student-athlete may accept actual and necessary expenses from the member institution, member conference or the charitable, educational or nonprofit agency related to participation in such activity;
- (g) The student-athlete's name, picture or appearance is not utilized to promote the commercial ventures of any nonprofit agency;
- (h) Any commercial items with names, likenesses or pictures of multiple student-athletes (other than highlight films or media guides per Bylaw 12.5.1.8) may be sold only at the member institution at which the student-athlete is enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event). Items that include an individual student-athlete's name, picture or likeness may not be sold. Informational items, such as, media guides, schedule cards, institutional publications, may be sold;
- (i) The student-athlete and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring that the student-athlete's name, image or appearance is used in a manner consistent with the requirements of this section.

#### **MEDIA/RECRUITING GUIDES**

The Sports Media Relation Office offers assistance to the media in covering Fordham's intercollegiate athletic program by serving as a liaison between the teams and the media and by providing the media with media guides, biographical and background information, photographs, etc. The staff makes every effort to work with local, regional, and national media. At the beginning of each year, each student-athlete will be asked to complete a sports information questionnaire to aid the Sports Media Relation Office. A date and time will also be arranged with each coach so that team photos as well as individual head and shoulders photo can be taken. If possible, the questionnaires and photos should be completed before practice formally begins. A media guide/recruiting brochure cannot be produced without the questionnaires and photos.

#### **HUMAN INTEREST STORIES**

Each coach or student-athlete should make the Sports Media Relation Office aware of any potential human-interest stories concerning their student-athletes. Since we are in a major media market, human-interest stories can be a valuable tool in garnering recognition for your student-athletes.

#### **HOME PAGE**

The Sports Media Relations office is responsible for the maintenance of the Athletic home page ([www.fordhamsports.com](http://www.fordhamsports.com)). Again, it is very important to have the team and individual photos taken prior to the season so that they may be posted before the season starts. If there is any information that a particular coach would like to see on his or her home page please notify the

Sports Media Relations Office. In addition, if a coach has an e-mail address that they would like a prospective student-athlete to contact please provide the address to the Sport Media Relations Office.

## **INTERVIEW POLICIES**

What is said in an interview, and how it is handled, will influence what people perceive about a particular student-athlete, their team and coaches, and the University. Therefore, here are a few guidelines that all student-athletes should adhere to when dealing with the media:

1. All interviews should be arranged through the Sports Media Relations Office. The office will contact a coach or student-athlete to set up a convenient day and time for the interview. While the interaction between Fordham student-athletes and the media is important to the University, student athletes will **never** be asked to miss a class, postpone schoolwork or miss practice to conduct an interview.
2. Media are not permitted to call Fordham student-athletes in their dorm rooms/apartments for interviews. The Sports Information Office also recommends that student-athletes not release their phone numbers to reporters for any reason. If a member of the media calls you in your dorm/apartment, they should be advised to contact the Sports Information Office and explain to the reporter that it is University policy.
3. Please be on time for scheduled interviews. In most cases, interviews are conducted in the Sports Information Office (both in person and telephone interviews) or immediately before practice. If a conflict arises, please inform the Sports Information Office so necessary action can be taken.
4. For post-game interviews, every effort will be made to provide a “cooling-off” period following the contest.
5. Remember as a student-athlete you are always “on”. Any actions you take, even if they have nothing to do with athletics, will ultimately affect your teammates and coaches, and the University. In a sense, you are a public person.

## **INTERVIEW TIPS**

1. Be courteous and polite with the media. Do not view the media as adversaries. Once the interview begins, just be yourself. Most importantly, be honest.
2. When time allows, take a moment to organize your thoughts before a scheduled interview. Also, be aware that sometimes a comment that seems innocent when it is verbalized looks different when it appears in print.
3. Never speak “off the record”. A general rule of thumb is there is no such thing as “off the record”. If you do not want to see something in print, don’t say it. Remember a reporter’s obligation is to report the news.
4. During an interview, try to avoid criticism. If you have concerns/criticisms, share them with your teammates or your coach...not with the public. Do not blame officials after a difficult loss (remember you’ll probably see those officials later in the season).
5. If you do not understand the reporter’s question, ask him/her to repeat or clarify it.
6. If you feel uncomfortable with a question, you are not obligated to respond. Just say, “I’d rather not discuss the subject” or “I’m not familiar with that topic”. Try to avoid saying “no comment”. Answering “no comment” will just raise suspicions, even if they are unwarranted.
7. If you feel uncomfortable with the entire interview, politely end it and consult with the Sports Information Office.
8. You have rights as a person being interviewed. If necessary, set ground rules with the person conducting the interview. If you have only 10 minutes for the interview, be certain to tell the Sports Information representative who set up the session that you are limited by time. In addition, you can start the interview saying, “I only have 10 minutes before my next class...”
9. Don’t forget the difference between print and electronic media. A 10 minute interview that will be used for a newspaper piece is much different than a 30-second “sound bite” that will be used for radio or television. Pause and collect your thoughts before speaking in front of the camera or into a microphone.
10. Remember that your appearance is important. If you look good during an interview, you’ll probably sound good.
11. Say it with “snap shots”. Answer the question and then stop. A short complete response allows reporters to easily edit the interview without distorting the answer.
12. If you are pleased with the result of the interview, let the reporter know. You can send him/her a note or say hello the next time you meet.

## SECTION 10

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### STUDENT-ATHLETE WELFARE

Student-Athlete welfare is our primary concern. Therefore, communication between the Department of Intercollegiate Athletics and student-athletes is important at all levels. The Department's administration encourages feedback from our student-athletes so that we can best meet their needs and we can attain our goals. The Department also has an "open door" policy, but it has also created vehicles to facilitate communication.

#### STUDENT-ATHLETE SAFETY AND WELFARE

The well-being of student-athletes at Fordham University is a top priority for the Athletics Department. To ensure the safety and welfare of our athletes, the following guidelines are listed should an incident involving a student-athlete arise:

#### VARIOUS METHODS OF HANDLING ISSUES OF CONCERNS

In the event that a student-athlete feels as though his or her well-being has been violated or is being compromised, the following steps are to be taken to ensure appropriate action:

- The student-athlete may discuss the matter with his or her team captain;
- The student-athlete may speak to the head coach;
- The student-athlete may approach and discuss the matter with the administrator who is the respective team liaison in the athletic department;
- If the matter needs further attention, the team administrator shall forward the matter to the Dean of Student Life. At any point, a student-athlete should feel comfortable to approach an athletic administrator that he or she feels they have developed a strong rapport with.

#### STUDENT-ATHLETE ADVISORY COUNCIL

This group is made up of student-athlete representatives from each sports program. The SAAC serves as a vehicle to promote communication between the Athletics Department's administration and the student-athletes and meets monthly.

- The role of the committee is to reflect the interests and concerns of the Fordham student-athlete by the following:
- Provide a student-athlete with a voice within the department, discuss issues and concerns and provide feedback as necessary.
- Provide student-athlete response to NCAA and conference legislation and suggestions for proposed legislation.
- Foster student-athlete welfare issues (i.e. overall educational experience, gender equity, health and safety, player/coach relationships, student-athlete involvement).
- Foster achievement of academic and athletic goals.
- Foster community service efforts

## FORDHAM CONNECT

Connect is a group created by Fordham student-athletes that aims to erase the stigma around vulnerability and mental health in sport. As student-athletes of varying backgrounds and identities, we face unique challenges. Connect creates a safe space where student-athletes can engage in open conversation about issues that affect them, creating a healthier environment within Fordham athletics. For the latest updates on Connect, follow the group on Instagram, Twitter, or email [fordhamconnect@fordham.edu](mailto:fordhamconnect@fordham.edu).

## HAZING POLICY

Fordham University's Department of Intercollegiate Athletics and Recreation is committed to eliminating and preventing hazing behavior and/or inappropriate team bonding or team initiation activities that humiliate, demean, or devalue the worth of another individual.

The Department of Intercollegiate Athletics and Recreation at Fordham University supports only those activities which are constructive, educational, inspirational and that contribute to the intellectual and personal development and well-being of our student-athletes. The Department prohibits any hazing or team bonding activities that subject student-athletes or others to mental or physical discomfort, embarrassment, harassment, or ridicule.

Fordham University defines hazing and inappropriate team initiation or bonding activities as any action, whether physical, mental, emotional, or psychological, which subjects another person, **voluntarily or involuntarily**, to anything that has the intended or unintended effect of abusing, mistreating, degrading, humiliating, harassing or intimidating the person, or which may in any fashion compromise the inherent dignity of the person, for the purpose of association with or induction to a particular group or team. In addition, any requirements by any member of an athletic team which compels another team member to participate in any activity which is against university policy or state/federal law will be defined as hazing.

Specific actions and activities which are prohibited include, **but are not limited to**, the following:

- Any type of initiation or other activity where there is an expectation of individuals joining a particular team to participate in behavior designed to humiliate, degrade or abuse them **regardless of the person's willingness to participate**.
- Forcing, requiring or pressuring an individual to consume alcohol or any other substance.
- Forcing, requiring or pressuring an individual to shave any part of the body, including hair on the head.
- Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, publicly indecent, contrary to genuine morals and/or beliefs, e.g., public profanity, indecent or lewd conduct or sexual gestures in public.
- Required eating of anything an individual would refuse to eat otherwise.
- Any activity or action that creates a risk to the health, safety or property of the University or any member of its community.
- Forcing or requiring calisthenics, such as push-ups, sit-ups and running, when these activities are not part of the normal and standard conditioning requirements for a particular athletic activity, taking place within the appropriate practice or competition venues and supervised by qualified professionals.
- Assigning or endorsing pranks such as stealing or harassment of another group or individual.
- Awakening or disturbing individuals during normal sleeping hours.
- Expecting or pressuring individuals to participate in an activity in which the full membership is not willing to participate.
- Physical abuse of any kind.
- Forcing, encouraging or pressuring someone to wear in public, apparel which is conspicuous and not within the norm of what is considered to be in good taste.
- Engaging in public stunts and buffoonery.
- Nudity at any time or forced reading or viewing of pornographic material.
- Paddling, beating or otherwise permitting a member to hit other members.
- Having substances, including but not limited to, oil, eggs, mud, paint, cream and honey thrown at, poured on or otherwise applied to the body of a member of the team.
- Morally degrading/humiliating games or other activity that makes a member the object of amusement, ridicule or intimidation.
- Subjecting a member to cruel and unusual psychological conditions.

Administrators, coaches, team captains, and all student-athletes shall be expected to accept responsibility and act with integrity and civility regarding this issue. This includes not only refraining from the engagement of hazing activities, but also reporting any questionable activities to your team liaison or to senior level administration. If a team has sanctions placed upon them, then the coach and team captains are expected to support and enforce the sanctions.

Failure to comply with both the letter and the spirit of this policy may result in disciplinary action and/or a loss of athletic scholarship.

## SOCIAL NETWORKING POLICY

The Department of Intercollegiate Athletics and Recreation at Fordham University educates the student-athletes on social

networking sites such as Instagram, Snapchat, Facebook and Twitter. We remind our student-athletes that they are members of Fordham University's Department Intercollegiate Athletics and Recreation, and as such, each individual student-athlete is a representative of the university. This role carries with it certain responsibilities.

Please keep the following in mind as you participate on social networking web sites:

- Before participating in any online community, understand that anything posted online is public information and as such is available to anyone worldwide. Any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site.
- Do not post information, photos, or other items online that could embarrass you, your team or the University. This includes information, photos, and items that may be posted by others on your page.
- Keep in mind when posting that prospective employers may check your social media pages during your interview process.
- Be aware of who you add as a friend to your site – many people are looking to take advantage of student-athletes, while others want to get close to student-athletes to give the person a sense of membership in the team.
- Exercise caution as to what information you post on your website about your whereabouts or plans identifying yourself. Your privacy is a valuable commodity- do not expose yourself or your whereabouts to those who may be prone to criminal activity.
- The University, including coaches and administrators, has the right to monitor these web sites.
- Student-athletes should refrain from posting any pictures or other information on their site which depicts violations of University or Athletic Department policies and regulations, including but not limited to violations of the University's policies as they relate to alcohol, drugs, and hazing.
- Student-athletes could face disciplinary action, including but not limited to suspension or dismissal from the team, scholarship removal, University Probation, and/or suspension or expulsion from the University for violation of the University's policies, procedures or code of conduct, and/or violation of the policies and regulations of the Athletics Department and/or the NCAA.
- Information retrieved from these websites that is in violation of University and/or Athletic Department policies will be addressed through the University's judicial system.
- It is recommended that student-athletes go back and check all their social media accounts on a regular basis and delete any posts that may have been posted prior to their enrollment at Fordham that may be controversial.

## **ATHLETIC PARTICIPATION POLICY**

Students who wish to participate in intercollegiate athletics must be enrolled and matriculate full time at any of the undergraduate programs on the Rose Hill campus. If students at Lincoln Center of Fordham University would like to participate in intercollegiate athletics, they must satisfy the appropriate transfer requirements, and successfully transfer to one of the colleges on the Rose Hill Campus in order to participate. This does not pertain to club sports, intramurals, recreation programs, or other non-varsity athletic programs, only to NCAA varsity programs.

## **CURRENT STUDENT-ATHLETE SURVEY**

Student-athletes are invited by the department to complete a survey electronically through RealResponse.. It is a completely anonymous survey that is used by the administrative liaison to give insight into the program from the student-athlete's perspective.

## **SENIOR STUDENT-ATHLETE EXIT INTERVIEW**

The administration of the Department of Intercollegiate Athletics is very interested in the comments and opinions of student-athletes pertaining to their experiences as student-athletes at Fordham. Senior student-athletes are offered a personal interview with the athletic administration to provide feedback on their time at Fordham and further discuss any concerns or issues. A personal exit interview affords you the opportunity to convey to an athletic administrator your undergraduate experiences and the role that athletics has played in your years at Fordham.

## **STUDENT TICKET PROCEDURES FOR HOME GAMES**

Fordham Athletics sells tickets to the public for all football, men's and women's basketball home games. All Fordham students can attend all home football and basketball games for FREE when they show a valid Fordham student I.D. at the door. For football games, students must enter Jack Coffey Field through Gate A; for men and women's basketball games, students must enter the Rose Hill Gymnasium through the Lombardi Center Hall of Fame hallway.

In the event that Fordham Athletics hosts any Atlantic-10 Conference or other postseason tournaments (i.e.: NIT, WNIT, CBI, NCAA First and Second Rounds, etc.), students will be required to purchase a ticket to attend the event. Pricing for those events will be released closer to postseason play. Additionally, the Athletic Department may allot a certain number of tickets for students to attend postseason games for free with a valid Fordham student I.D. shown at the door. The Athletic Department will promote those types of offers closer to any postseason games/tournaments being played.

## **STUDENT-ATHLETE COMPLIMENTARY TICKET PROCEDURE**

All eligible Fordham student-athletes whose events require paid admission during regular season competition will receive a maximum of four (4) complimentary tickets per home and away games in their sport of competition. Complimentary admission for your particular sporting event should be arranged through the Fordham Athletics Ticket Office and the Fordham Athletics Compliance Office.

To request your four (4) complimentary tickets, you will be asked to add your guests' first name, last name and their relationship to you, using ARMS, for each game your guest(s) would like to attend. You will also be required to list how long you have known your guest(s) and your guests' phone number. Once submitted, these requests will first go to the Fordham Athletics Compliance Office, who will either approve or deny your request(s) based on the information provided. If approved, the Fordham Athletics Ticket Manager will add your guests to the player's complimentary ticket list on a per game basis.

When requesting tickets for your guest(s) in ARMS, please do not use nicknames, as each guest will be required to show their driver's license or photo I.D. to pick up the tickets left specifically for them. Complimentary tickets will not be issued prior to the designated game day and time and tickets may only be picked up at the Fordham Team will call.

In the event that Fordham participates in an Atlantic 10 Conference or other postseason game/tournament (i.e.: NIT, WNIT, CBI, NCAA First and Second Rounds, etc.), the number of complimentary tickets granted to each student-athlete for that event will be determined by the tournament host. Any tickets needed in addition to the allotted amount will be determined by the team's head coach and members of the Fordham Athletics Department administration.

## **TRAVEL SAFETY POLICY**

### **ARRIVALS AND DEPARTURES**

Teams, based on prior approval, may depart one day prior to competition date for locations outside of a two-hour drive time. Teams will return immediately after completion of the competition (if a flight is not possible that evening the team will depart the following morning).

\*Exceptions – Championship travel, off campus arena competition, and/or when applying the NCAA travel policy.

### **MEALS AND PER DIEM**

The travel party is given per-diem or is supplied a meal for every meal that is missed while off-campus. When the cafeteria is closed during break and student-athletes are required to be on campus, meals or per-diem must be provided for the student-athletes.

Per diem rates for all teams are currently \$10 for breakfast, \$10 for lunch, and \$10 for dinner for all sports excluding basketball, which may be slightly higher. When per diem is distributed, recipients must sign a sheet indicating their name, amount received, and date.

### **MODES OF TRAVEL**

- Any team traveling to an event that is located less than approximately 500 miles from the site of competition will be required to travel via charter bus or ram van. Men and women's basketball may fly if a trip exceeds approximately 350 miles (e.g. Richmond and Duquesne). Exceptions may be considered if missed class time or exceptional airfare deals were available, or if a team is traveling during winter or spring break when classes are not in session.
- For team travel trips less than 25 miles, the Ram Van capacity shall not exceed 12 passengers per van.
- For team travel trips between 25 miles and 250 miles, the Ram Van capacity shall not exceed 11 passengers per van. Multiple certified Ram Van drivers must travel, with a preferred driver time of 2 hours or less.
- All teams with a travel party of 11 individuals or less will travel via Ram Van to the site of competition, not to exceed 250 miles.
- All teams with a travel party of 11 individuals or less traveling more than 250 miles and less than 500 miles will utilize charter buses.
- All teams with a travel party of 11 individuals or more, traveling to the site of competition less than 120 miles (one-way) from the Fordham campus have the option to travel with multiple Ram Vans.
- All teams with a travel party of 11 individuals or more, traveling to the site of competition more than 120 miles up to 500 miles (one-way) from the Fordham campus must travel by charter bus.
- Only individuals certified by the Ram Van office may drive the ram vans. For trips that exceed 2 hours, multiple certified Ram Van drivers must travel with a preferred drive time of 2 hours or less. Ram Vans should not be driven after midnight.
- At no time should any student-athlete drive a vehicle to or from competition without prior approval from their Sport Supervisor, however, student-athletes may drive a Ram Van to/from Van Cortlandt Park and the Manhattan Armory for competition.

A copy of the itinerary and travel roster must be submitted to the team liaison prior to departure. The team liaison will be responsible for submitting the roster to the security office.

Charter Flights may be scheduled for men's and women's basketball, (and football if the cost of a charter is advantageous).

Arrangements must first be approved by the Sr. Associate Director for Business before Associate AD for Team Travel and Special Events finalizes the plans.

## **ALCOHOL**

Alcohol is not allowed during team travel. No exceptions!

## **TEAM TRAVEL**

Prior to the beginning of your competition season, your coach will provide the Office of Academic Advising for Student-Athletes with a copy of your anticipated travel schedule. From this, they formulate a composite absence letter for you to deliver to each of your professors. The intent is to make them aware as early as possible about any possible conflicts with major class requirements and your obligations to the Athletic Department. This is particularly important if you participate in a spring sport and have an anticipated conflict with finals.

No later than the first day of class, a student-athlete must retrieve sufficient copies of this letter for each of your instructors. You must then ensure that each of your professors review the dates you will be missing and are comfortable with the absences. You must return the letter to the Office of Academic Advising for Student-Athletes immediately if any professor expresses significant concern with the travel absences so that they can either talk directly with the professor or find an alternative course that is not impacted as heavily. Providing this letter to your instructor is a requirement for an excused absence under the University's Absence Accommodation Policy.

The objective of this policy is to limit the negative impact that travel and competition has on your scholastic performance. In those cases where class time is unavoidably missed, the department wants you to inform the instructors at the earliest possible moment in order to provide the Office of Academic Advising for Student-Athletes the greatest amount of time to respond to any difficulties caused by your participation. In cases where an unforeseen conflict occurs, you can request an Athletic Department Excusal Form either through your coach or directly from the Athletic Department. You can bring these one-time excuses directly to your instructors and notify the Office only if a conflict occurs due to the change.

Team travel is coordinated through the Head Coach and the Associate Athletic Director for Team Travel. Prior to the season's start, lodging and transportation will be set up depending upon the location and distance to the competition sites. While traveling with your team, it is expected that student-athletes, coaches and administrators conduct themselves in a manner that is in line with the Athletic Department Code of Ethics and Sportsmanship.

While traveling, student-athletes must follow certain guidelines. When a flight is involved, student-athletes must present a valid and legal form of picture Identification (i.e. driver's license, state identification, passport, etc.) in order to board a plane.

When staying in a hotel for competition, student-athletes are prohibited from incurring incidental charges (any charge that is above the fee of a room). These charges include but are not limited to the use of room telephones for outgoing calls (does not include room to room calls), the purchase of movies or video games from the televisions in each room, the ordering of room service or consuming any food/beverage that could be charged to the master account, etc. If a student-athlete does in fact incur an incidental charge, they will be responsible for it and must reimburse that money.

## **FORDHAM UNIVERSITY RECRUITING HOST GUIDELINES**

The role of host is very important in the recruiting process. The host will help to create a positive environment, which will leave an impression on the prospective student-athlete and his or her decision on whether to attend Fordham University. The following guidelines were developed by our varsity coaches to assist you with providing a safe and positive environment.

- Remember that the prospective student-athlete is someone's child. The parents are entrusting you and the University with the responsibility for the proper care and safety of their child while you both experience the social environment in and around Fordham and New York City.
- Get to know the prospect's interests and make every attempt to make them feel comfortable. Introduce the recruit to students, athletes, professors, and administrators. Show the recruit a typical day at Fordham.
- Secure a copy of the prospect's itinerary for the entire visit. Know the arrival and departure time and place, as well as any appointments that may be scheduled.
- Always accompany the prospect on- or off-campus while he/she is on the official visit.
- A prospect should never feel that he or she must do something which they are not comfortable doing or be somewhere they would rather not be. This includes encouraging them to consume alcohol, drugs, or engage in any illicit activities that would compromise their safety or well-being. **During an official or unofficial visit, Fordham University does not permit the following:**
  - **Consumption of alcohol or drugs;**
  - **Engaging in any illicit activities that would compromise the safety or well-being of the student host or prospect;**
  - **Gambling in any form;**
  - **Excessive meals and special transportation;**
  - **Male or female escort services, exotic dancers, adult entertainment facilities or videos on- or off-campus; and**
  - **Entering bars.**

- Remember the reason for the prospect's visit to Fordham University, which is to learn more about the university, both academically and athletically.
- Any prospect who violates the recruiting policy may jeopardize admission to the University. Violations by current student-athletes will result in disciplinary action appropriate to the level of severity of the violation, with possible termination of athletic aid as a result. Any violation of the Student Code of Conduct by current student-athletes will be referred immediately to the Dean of Student Life for prompt investigation and adjudication.
- Always keep in mind that you are an ambassador for Fordham and its athletic program. Have fun and represent the university with appropriate behavior.
- If any problem should arise while a prospect is on an official visit, contact your coach immediately.

### **NCAA RECRUITING HOST GUIDELINES**

It is important to know and remember the NCAA rules that apply to visits in order to maintain a clean program. Please review the following rules as they apply to such visits.

- Only one student-athlete may serve as an official host for a prospect recruit. (The host must be enrolled at Fordham and be academically eligible.)
- If you serve as a student host during a recruiting visit, you are permitted to accompany the prospect and coaching staff to meals on- or off-campus. You may also be provided with up to \$40.00 per day to provide entertainment or additional meals (without coaching staff) for you and the prospect.
- If a prospect is entertained off campus because Fordham facilities are closed or unavailable, then such entertainment must occur within a 30-mile radius of our campus.
- Never give cash to a recruit! Never allow the recruit to use or operate your car. Hosts cannot borrow a coach's car, or that of any Fordham University athletics representatives, to provide transportation for the prospective recruit.
- Never buy the recruit anything of material worth. This includes hats, t-shirts, records, or books. Such an action would be considered a recruiting violation.
- A visiting prospect may engage in recreational or workout activities, as coaching staff is not present during such activities.

### **COMPLIANCE TO RULES AND REGULATIONS**

Fordham University is committed to maintaining its intercollegiate athletics program within the principles and standards of the NCAA, Patriot League, and Atlantic 10 Conference. Compliance to rules and regulations is a shared responsibility across departments and schools. As student-athletes participating in intercollegiate athletics you can assume the responsibilities for ensuring Fordham's compliance to rules and regulations established by the NCAA and our conferences. Please direct any compliance concerns to your head coach, Senior Associate Director of Athletics, or the Assistant Athletic Director for Compliance.

## **DIVERSITY AND INCLUSION**

### **OFFICE OF MULTICULTURAL AFFAIRS**

The Office of Multicultural Affairs (OMA) is a resource available to all student-athletes. We uphold the University's mission to honor and revere the dignity and uniqueness of each person, in keeping with the Jesuit and Catholic fundamentals of faith, hope, and love. We foster and promote the formation of an inclusive campus culture and learning environment in which each member of the Fordham University family is welcomed and valued.

We have an open-door policy and strive to provide an inclusive environment for all community members. We proudly provide intentional support for underrepresented students on campus, be it by race, ethnicity, socioeconomic status, gender, religion, ability, or sexual identity. OMA promotes the holistic development of the student and have staff available to discuss adjustment issues, personal concerns, campus leadership opportunities and program collaboration. We do our best to connect students with the appropriate resources to help them be successful at Fordham.

There are several programs that are coordinated by the Office of Multicultural Affairs in which student-athletes can get involved. Below is a description of our major programs. We encourage students to get involved and contact the Office of Multicultural Affairs for additional information about any of our programs and services.

### **EDUCATION AND TRAINING RESOURCES**

The Office of Multicultural Affairs is a resource available to all members of the Fordham University community and creatively collaborates with various offices, departments, and students to develop programs, workshops, and training sessions designed to enhance student learning opportunities and cross-cultural communication. We encourage the campus community to take advantage of the many books, videos and training materials we have available in our offices as a multicultural resources.

### **LGBTQ AND ALLY NETWORK OF SUPPORT & RACIAL SOLIDARITY NETWORK**

The Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) and Ally Network of Support in addition to the Racial Solidarity Network serve as two opportunities open to all Fordham University community members who would like to demonstrate their active commitment to creating a campus environment that is open and welcoming to LGBT students and where allies can unite

behind racial equity, in keeping with the Jesuit tenet of Cura Personalis (care for the whole person) and the explicit Catholic teaching that all persons should be treated with dignity and respect. To join the network, Fordham community members register and attend a training program facilitated by the Office of Multicultural Affairs. These training programs are offered at both Rose Hill and Lincoln Center during fall and spring.

### **LGBTQ-INCLUSIVE NONDISCRIMINATION POLICY**

As an athletics department that respects and celebrates inclusion, Fordham Athletics prohibits discrimination based on race, color, creed, religion, age, sex, gender, national origin, marital or parental status, sexual orientation, citizenship status, veteran status, disability, genetic predisposition or carrier status, gender identity or gender characteristics, or any other basis prohibited by law. No otherwise qualified person shall be discriminated against in any programs or activities of the University because of disability. Likewise, no person shall be discriminated against on the basis of sex. Fordham Athletics does not knowingly support or patronize any organization that engages in unlawful discrimination. This policy is strictly enforced by the University and alleged violations receive prompt attention and appropriate corrective action.

### **FORDHAM ATHLETICS INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMITTEE (IDEA)**

The mission of IDEA is to create and sustain an inclusive, welcoming, and supportive environment for the entire Fordham Athletics community. We are dedicated to being a department where all members feel valued, respected, and included.

IDEA has four pillars:

1. EDUCATION: encouraging dialogue and allyship
2. COMMUNITY ENGAGEMENT: creating advocacy and partnerships
3. REPRESENTATION: actively supporting all members of our community
4. POLICIES: ensuring inclusion and justice

Each pillar has its own sub-committee made up of two co-chairs and individuals representing athletics senior administration, student-athletes, coaches, and department staff.

The IDEA Committee helps organize and coordinate numerous initiatives each year:

- Department staff trainings
- Student-athlete trainings
- Updating our athletics policies to be more inclusive
- Month-long honoring and celebrations
- Bronx community engagement opportunities

If you are interested in being involved in the Fordham Athletics IDEA Committee, please reach out to Jordan Bowles at [jbowles4@fordham.edu](mailto:jbowles4@fordham.edu).

### **DIALOGUE SERIES**

OMA offers a number of opportunities to bring together community members on a regular basis to engage in thoughtful and authentic dialogue on a variety of topics throughout the academic year. In our dialogues, we provide an open and inviting space for reflection and the enhancement of self-awareness, knowledge, critical thinking and communication skills. Dialogue literally means “through the word,” which is a great way to encourage intercultural exchange in order to bring about social change.

### **CULTURAL HERITAGE PROGRAMS**

The Office of Multicultural Affairs works closely with student leaders from Fordham’s cultural and social justice focused student clubs and organizations, offering cultural heritage programs celebrating Fordham’s rich diversity, offering new perspectives and fostering community building and collaboration. This includes speakers, panels, interactive events, and film screenings

Website: [www.fordham.edu/oma](http://www.fordham.edu/oma)

Follow/Like the Office @FordhamOMA on Facebook, Twitter, and Instagram

#### **Rose Hill Office**

Location: McGinley Center, Room 215

Phone number: (718) 817-0664

E-mail: [culturalrh@fordham.edu](mailto:culturalrh@fordham.edu)

#### **Lincoln Center Office**

Location: 140 West 62nd, Room G41

Phone number: (212) 930-8834

E-mail: [culturalcc@fordham.edu](mailto:culturalcc@fordham.edu)

### **OTHER CAMPUS RESOURCES:**

**OFFICE OF SUBSTANCE ABUSE PREVENTION AND STUDENT SUPPORT (OSAPSS)** Alumni Court South, Lower Level (entrance facing the back of Alumni Court South)

**(718) 817-3948** / [osapss@fordham.edu](mailto:osapss@fordham.edu)

The OSAPSS Program is designed to provide individual and population-targeted interventions that focus on the reduction of high-risk use of alcohol and other drugs. Individual focused interventions provided by OSAPSS includes the Screening and Brief Intervention (SBI) program, which offers educational groups, reflective exercises, assessments and personalized feedback

sessions to the students who violate the University's alcohol and other drug policy. Services are available to all students interested in learning more about alcohol and other drug-related issues. In addition, the OSAPSS Program offers referral information regarding off-campus substance abuse treatment facilities and local Twelve Step (AA, NA, Al-Anon, etc.) support groups. Visit our website at [www.fordham.edu/osapss](http://www.fordham.edu/osapss) for free and confidential alcohol and marijuana use online screening and feedback programs or to learn more information about the resources, staff and services provided by the Office of Substance Abuse Prevention and Student Support at Rose Hill.

## **COUNSELING AND PSYCHOLOGICAL SERVICES**

### **O'Hare Hall Basement**

**Dr. Susannah Smedresman**

**[ssmedresman1@fordham.edu](mailto:ssmedresman1@fordham.edu)**

**(718) 817-3725**

Fordham's Counseling and Psychological Services (CPS) is a comprehensive mental health center that is dedicated to promoting the emotional and psychological health and wellness of our students. At CPS, we recognize that University life can be stressful due to academic, financial, family, and social pressures. These stressors can sometimes contribute to or exacerbate more significant psychological problems, such as depression, anxiety, substance abuse, trauma, or difficulties with sleeping, eating, or attention.

## **MENTAL PERFORMANCE COACHING**

### **Ben Oliva, LMHC, CMPC**

**[oliva@sportstrata.com](mailto:oliva@sportstrata.com)**

In collaboration with SportStrata, a mental performance-consulting group based in New York City, Fordham Athletics provides varsity student-athletes with access to weekly on campus mental performance coaching sessions where they can train the mental skills and techniques used by elite athletes to consistently perform at their best. Team workshops and group training sessions are also available throughout the year.

## **RESOURCES FOR SEXUAL ASSAULT**

Students who believe they have experienced a sexual assault, sexual violence, stalking, or domestic or dating violence are strongly encouraged to report these situations to the University. There are several options, but please report to Public Safety immediately if you feel you are in any way in danger or need emergency assistance. Other options include the following:

- Confidential Reporting: Students may confidentially explore the situation and options available with a clinical member of Counseling and Psychological Services and/or a pastoral counselor in Campus Ministry without filing an official complaint;
- Internal Reporting: Students can make a formal complaint to the dean of students, the Department of Public Safety, or the Title IX coordinator, and the University will investigate the complaint internally.
- External Reporting: Students have every right to report the situation to the New York Police Department or the Harrison Police Department (in Westchester). If a student chooses to make such a report, a member of the University staff will be available to accompany the student throughout the process
- Office of Residential Life: Resident assistants, resident directors, and central office staff are trained to provide support and assistance to both complainants and respondents. Resident assistants are on duty all night, every night, and present in the Residence Hall Offices (RHOs) from 6:30 to 9:15 p.m. at Rose Hill and from 6 to 11 p.m. at Lincoln Center. A resident director is on call at all times. All staff in Residential Life are required to report sexual misconduct situations to their supervisors and ultimately to the Department of Public Safety.
- If the student reports to any faculty or staff member other than a clinical counselor in Counseling and Psychological Services or a pastoral counselor in Campus Ministry, an incident report will be written and an administrative support person (ASP) will be assigned to both the complainant and the respondent.

# SECTION 11

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## ACADEMIC AND ATHLETIC AWARDS

The Department of Intercollegiate Athletics recognizes all student-athletes who have achieved a minimum cumulative grade point average of at least a 3.25 or higher annually with the Breakfast for Champions.

### ACADEMIC AWARDS

The Department of Intercollegiate Athletics offer three awards for academic achievement, which are presented at its annual athletic BLOCK F Dinner.

- **John Kiernan Award:** presented to the Fordham College senior student-athlete who has made significant academic and athletic contributions.
- **Benedict T. Harter Award:** presented to the Gabelli School of Business senior student-athlete who has made significant academic and athletic contributions.
- **Athletic Academic Award:** presented to senior student-athletes who have a 3.5 GPA or better.

### SPECIAL ATHLETIC AWARDS

- **Patrick Kenneally Award:** presented to a Fordham student who serves the department in capacities other than athletic participation.
- **Fordham Kiwanis Community Service Award:** presented to the Fordham student-athlete(s) who best exemplify not only excellence in academics and in their respective sports, but who are also committed to working in community service activities.
- **Terence J. O'Donnell Memorial Award:** presented to the Fordham student-athlete who best exemplifies the qualities of sportsmanship, loyalty, dedication and self-discipline.
- **Claire and Jack Hobbs Memorial Award:** presented to the female student-athlete of the year who has achieved outstanding athletic accomplishments through leadership and dedication.
- **Vincent T. Lombardi Memorial Award:** presented to the male student-athlete of the year for distinguished athletic achievements in the in the winning tradition of Vince Lombardi.

## SECTION 12

### DEPARTMENT OF INTERCOLLEGIATE ATHLETICS TELEPHONE DIRECTORY

<b>ADMINISTRATORS</b>		
ATHLETIC DEPARTMENT FAX	2nd Floor RH Gym	(718) 817-5588
DIRECTOR OF INTERCOLLEGIATE ATHLETICS	2nd Floor RH Gym	(718) 817-4302
DEPUTY DIRECTOR OF ATHLETICS	2nd Floor RH Gym	(718) 817-4308
SENIOR ASSOCIATE DIRECTOR OF ATHLETICS	2nd Floor RH Gym	(718) 817-4304
ASSISTANT ATHLETIC DIRECTOR FOR BUSINESS AFFAIRS	2nd Floor RH Gym	(718) 817-4307
ASSISTANT DIRECTOR OF ATHLETICS FOR MARKETING & PROMOTIONS	COLLINS HALL B-43	(718) 817-4306
SENIOR ASSOCIATE DIRECTOR OF ATHLETICS FOR FACILITIES	1st Floor RH Gym	(718) 817-4265
SENIOR ASSOCIATE ATHLETIC DIRECTOR FOR COMPLIANCE	2nd Floor RH Gym	(718) 817-0868
DIRECTOR OF TICKETING	Lombardi	(718) 817-5314
HEAD ATHLETIC TRAINER	RH Gym Basement	(718) 817-4230
SPORTS INFORMATION DIRECTOR	Lombardi	(718) 817-4242
<b>COACHES</b>		
BASEBALL	McGinley Center B-41	(718) 817-4292
MEN'S BASKETBALL	1st Floor RH Gym	(718) 817-4247
WOMEN'S BASKETBALL	Lombardi Center	(718) 817-4272
FOOTBALL	Lombardi Center	(718) 817-4285
ROWING (CREW)	McGinley Center B-63	(718) 817-4262
MEN'S SOCCER	Collins Hall B-41	(718) 817-4269
WOMEN'S SOCCER	Collins Hall B-39	(718) 817-4267
SOFTBALL	McGinley Center B-42	(718) 817-4412
SQUASH	Lombardi Center	(718) 817-4300
MEN'S & WOMEN'S SWIMMING	Lombardi Center	(718) 817-4256
MEN'S TENNIS	Tennis House	(718) 817-3839
WOMEN'S TENNIS	Tennis House	(718) 817-4296
MEN'S & WOMEN'S TRACK	Collins Hall B-52	(718) 817-4298
VOLLEYBALL	1st Floor RH Gym	(718) 817-4297
WATER POLO	2nd Floor RH Gym	(718) 817-5809
<b>IMPORTANT NUMBERS</b>		
ACADEMIC ADVISING	KEATING 106, 108 & 111	(718) 817-4660 (718) 817-4661
CAREER SERVICES	MCGINLEY CENTER 224	(718) 817-4350
DISABILITY SERVICES	O'HARE HALL	(718) 817-0655
COUNSELING SERVICES	O'HARE HALL	(718) 817-3725
EMERGENCY MEDICAL SERVICE (F.U.E.M.S.)	QUEENS COURT BASEMENT	(718) 817-1413
HELPLINE	ALUMNI COURT SOUTH BASEMENT	(718) 817-HELP
HEALTH CENTER	O'HARE HALL BASEMENT	(718) 817-4160 ROSE HILL (212) 636-7160 LINCOLN

		CENTER
OFFICE OF SUBSTANCE ABUSE PREVENTION AND STUDENT SUPPORT	Alumni Court South, Lower Level (entrance is facing the back of Alumni Court South)	(718) 817-3948
SECURITY OR EMERGENCIES	Thebaud Annex	718-817-2222

## FALL 2024 – SPRING 2025 UNDERGRADUATE DAY ACADEMIC CALENDAR

### FALL 2024

Aug. 25	Sun.	Move-in residence Hall New Students
Aug. 26	Mon.	Academic Advising for Freshmen Orientation at Rose Hill
Aug. 27	Tues.	Student Affairs Freshmen Orientation at Rose Hill
Aug. 28	Wed.	Classes Begin
Sept. 2	Mon.	Labor Day - University Closed
Sept. 5	Thur.	Add/Drop ends; last day for Program change
Sept. 13	Fri.	Deadline for removal of INC, NGR, ABS, grades from Summer 2023
Oct. 5-7	Fri.-Sun.	Family Weekend
Nov. 27-29	Wed.-Fri.	Thanksgiving Recess –University Closed
Dec. 6	Fri.	Last day for designating a course Pass/Fail
Dec. 6	Fri.	Last day to withdraw from a course without incurring a WF
Dec. 10	Tues.	Last day of classes
Dec. 11-12	Wed.-Thurs..	Reading Days
Dec. 13-20	Fri.-Fri.	Final Examinations
Dec. 13	Fri.	<b>PCS:</b> Last day of Evening Classes
Dec. 14-20	Sat.-fri.	Final Examinations for PCS & GSB Saturday classes
Dec. 24-Jan. 1	Wed.-Wed.	Christmas Recess - University Closed

### SPRING 2025

Jan. 2	Thurs.	University reopens
Jan. 13	Mon.	Classes Begin
Jan. 20	Mon.	Martin Luther King Jr. Day – University Closed
Jan. 21	Tues.	Add/Drop ends
Jan. 24	Fri.	Deadline for removal of INC, ABS, and NGR grades from Fall 2023
Feb. 17	Mon.	President’s Day – University Closed
Feb. 28	Tues.	Classes will follow a Monday Schedule
Mar. 5	Wed.	Last day to apply for May 2024 graduation
Mar. 17-Mar. 21	Mon.-Fri.	Spring Recess - No Classes
Apr. 17.-Apr. 21	Thurs.-Mon.	Easter Recess - University Closed
Apr. 22	Tues.	Classes resume
Apr. 18	Fri.	Last day for designating a course Pass/Fail
Apr. 18	Fri.	Last day to withdraw from a course without incurring a WF
Apr. 30	Wed.	Last day of classes
Apr. 30	Wed.	Block F Dinner
May 1-2	Thurs. -Fri.	Reading days
May 5-12	Mon.-Mon.	Final Examinations
May 17	Sat.	University Commencement

## **O ALMA MATER FORDHAM**

O Alma Mater Fordham, how mighty is thy power  
To link our hearts to thee in love that grows with every hour.  
Thy winding elms, thy hallowed halls. thy lawns, thine ivy-mantled walls,  
O Fordham Alma Mater, what mem'ries each recalls.  
O Alma Mater Fordham while yet thy life blood starts.  
Shrined by thy sacred image within our heart of hearts.  
And in the years that are to be, may life and love be true to me.  
O Fordham Alma Mater, as I am true to thee.

## **FORDHAM UNIVERSITY DEPARTMENT OF INTERCOLLEGIATE ATHLETICS 2023-24**

### **VERIFICATION OF RECEIPT OF STUDENT-ATHLETE HANDBOOK**

#### **Student-Athlete Handbook**

I have received the Student-Athlete Handbook and understand that it is a reference, which explains my obligation and responsibilities as a student-athlete at Fordham University.

I also understand that my Head Coach, Athletic Director, or any Athletic Administrator is available to answer any questions that I may have.

#### **Student-Athlete Code of Conduct**

As a student-athlete, I know that it is a privilege to participate as a member of a varsity program. I know that it is my responsibility to be a role model and responsible citizen of the Fordham community. I am required to abide by all the rules and policies within my team, the Athletic Department (found in this Student-Athlete Handbook), and the University Student Code of Conduct. Violations of any of these policies are taken very seriously and are subject to team sanctions which may include suspension or dismissal from the team, and the loss of my athletic scholarship.

I hereby certify that I have received a copy of the Student-Athlete Handbook, will read it and will observe the policies as stated in the Handbook.