



2023-2024
HPU Student-Athlete
Handbook

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Student-Athlete Handbook
2023-2024

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Athletic Department Personnel 2023-24

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Howard Payne University
Mission Statement, Vision Statement
PHILOSOPHY AND PURPOSE OF ATHLETICS

Mission Statement

Howard Payne University is a Christ-centered academic community dedicated to excellence by developing and equipping the whole person for intellectual inquiry, personal and professional integrity, and service to God and humanity. *(Approved by the Howard Payne University Board of Trustees, July 27, 2010)*

Vision Statement

Howard Payne University aspires to be a premier Christian university, intentionally engaging the life of the mind and life of the Spirit.

Core Values of Howard Payne University

Centered on Christ
Focused on Community
Called to Service
Committed to Excellence
Dedicated to Stewardship

Follow your passions and discover your potential.

The Intercollegiate Athletic program shall be an integral part of the Howard Payne University educational experience. It is a time of learning and growth – a chance to follow passions and develop potential. For student-athletes at HPU, all of this happens most importantly in the classroom and through earning an academic degree.

The HPU Athletic experience provides for passionate participation in a competitive athletic environment, where student-athletes push themselves to excellence and build upon their academic success with new challenges and life skills. The program should be a rallying point for students, faculty, and alumni while enhancing educational values. While a university athletic program helps to build the reputation of the school, it is the department's responsibility to maintain the university's integrity. Our student-athletes are encouraged to pursue the full spectrum of opportunities available during their time in college. In this way, Howard Payne University provides an integrated environment for student-athletes to take responsibility for their own paths, follow their passions and find their potential through a comprehensive educational experience.

Excellence in skill and the desire to achieve success will be stressed, as well as emphasis on degree completion, strong moral values, and standards of character.

Objectives for the Athletic Program

- Reflect the value and goals of the University
- Provide positive exposure of the University
- Provide a rallying point of identification within the campus community as well as the local community
- By example, assist the university community in developing and demonstrating self-control, a positive self-concept, and good sportsmanship
- Provide opportunities for leadership development, cooperation, and spiritual growth
- Emphasize equal and just treatment of men and women
- Protect the health and welfare of all student athletes

Opportunities for Student-Athletes

- Opportunity to receive a quality Christian education
- Opportunity to compete in intercollegiate athletics
- Opportunity to grow spiritually

Our Goals for Student-Athletes:

- Become a great person in the program
- Become a great student at life
- Become a great athlete

HPU Athletic Department Vision

The Howard Payne University Athletic Department aspires to equip Christian leaders for society using sports at HPU as a platform for success in competition, in the classroom, in the community, and in all future endeavors.

Notice of Update to the Student-Athlete Handbook

The Howard Payne University of Athletics Student-athlete Handbook is subject to updates at the discretion of the Director of Athletics. The Student-Athlete Handbook will be posted on hpusports.com and is available to all viewers. Student-athletes will be notified when the handbook is updated. Last Update: July 2023

GENERAL INFORMATION

Howard Payne University reserves the right to adjust policies, processes, and plans in order to address health and safety concerns involving the HPU campuses and local communities. This includes, but is not limited to, the university calendar, teaching delivery systems, and/or housing arrangements.

Any adjustments will be communicated through HPU email and/or the HPU Emergency Alert System, University social media channels (Facebook and Twitter), and the HPU website, depending on the nature of the adjustments.

Grounded in our faith and Christ-like love and care for each other, we are committed to remaining flexible to address the current and emerging needs of our campuses and communities.

GENERAL ELIGIBILITY REQUIREMENTS

12-Hour Rule. To meet NCAA eligibility, you must be enrolled in a minimum of 12 credit hours to practice and or compete. If you drop below 12 hours at any time during the fall or spring semesters you immediately become ineligible for practice, competition, and your financial aid can be canceled.

PLEASE DO NOT DROP A CLASS WITHOUT MEETING WITH YOUR HEAD COACH OR THE ATHLETIC DIRECTOR PRIOR TO DROPPING THE CLASS.

Academic Probation and Suspension

All students will be placed on academic probation at the end of any semester in which the cumulative grade point average does not meet the following conditions:

- A grade point average of 1.6 or above when a student has attempted thirty (30) or less semester hours
- A grade point average of 1.8 or above when a student has attempted thirty-one (31) to sixty (60) semester hours
- A grade point average of 2.0 or above when a student has attempted over sixty (60) semester hours

Satisfactory Academic Progress

Students are considered to be in good academic standing if they are making satisfactory progress toward a degree. Students will be notified of their failure to meet the requirements for Satisfactory Academic Progress. Students who are not making satisfactory progress may not represent HPU in extracurricular activities unless they are enrolled in and making appropriate progress on an Academic Recovery Plan as directed through the *Center for Student Success*. The Satisfactory Progress policy does not apply to co-curricular activities. "Co-curricular activities" are activities in which participation is required by enrollment in a course that counts toward graduation requirements.

Satisfactory academic progress will be evaluated at the end of each fall and spring semester. Students are evaluated on both a qualitative component and a quantitative component.

Qualitative Component / Cumulative Grade Point Average

- 30 or less semester hours attempted: cumulative GPA of 1.60 or above
- 31 to 60 semester hours attempted: cumulative GPA of 1.80 or above
- Over 60 hours attempted: cumulative GPA of 2.00 or above

Extracurricular Activity Participation Policy

Satisfactory Progress Requirement

Students are considered to be in good academic standing for participation in HPU extracurricular activities, including collegiate athletics, if they are making satisfactory progress toward a degree. "Satisfactory Progress, as stated in HPU Catalog, is defined as a 75% rate of progression, calculated by dividing the **total hours completed** by the **total hours attempted**, and an acceptable cumulative G.P.A., calculated using the number of grade points earned divided by the number of hours attempted. Satisfactory Academic Progress is evaluated at the end of each semester. Satisfactory Academic Progress for freshmen students is measured at the end of the first full year of full-time academic coursework (generally in May).

Students who are not making satisfactory progress, or who are on Academic Suspension, may only represent HPU in extracurricular activities, including intercollegiate athletics, if an appeal is granted and they are enrolled in and making appropriate progress on an Academic Recovery Plan as directed through the *Center for Student Success*.

Quantitative Component

The University's satisfactory progress policy specifies the rate of progression required to ensure that student's complete their degree program within an acceptable time frame and that the rate is measured at each evaluation. The rate of progression is calculated by dividing the **total hours completed** by the **total hours attempted**. The rate of progression to meet the satisfactory progress requirement at Howard Payne University is **75%**. This is applicable at any enrollment status (full-time or part-time).

Clarification Regarding Attempted Hours

- The “Attempted Hours” on a student’s transcript does not include repeated classes and classes with a grade of “WP”. (This is to the student’s advantage when calculating the cumulative grade point average.)
- The 75% completion rate is calculated using all attempted hours, including repeated classes and classes with a grade of “WP”.
- To arrive at the correct number of “Total Attempted Hours” for the 75% calculation, take the number of attempted hours on the student’s transcript and add repeated classes and classes with a grade of “WP”.

NOTE: *Questions regarding the number of hours attempted may be directed to the Registrar’s Office.*

Summer School Hour Rules

Summer school hours may be taken at HPU or at another institution. If you choose to take these at another institution, you must receive prior approval from the Registrar. Forms are available for the approval at the Registrar’s office. **If you do not receive prior approval for these courses, the courses may not be able to be used for eligibility purposes. Grades from other institutions will not be accepted, only credit.**

Outside Competition

A student-athlete becomes ineligible for intercollegiate competition for the remainder of the season in his or her sport if, following enrollment in college and during any year in which the student-athlete is a member of an intercollegiate squad or team, he or she competes or has competed on an outside team in any non-collegiate, amateur competition (e.g., tournament play, exhibition games or other activity) during the institution’s intercollegiate season in the sport, unless restored to eligibility prior to that time by the Eligibility Subcommittee.

MEDICAL INSURANCE INFORMATION

The National Collegiate Athletic Association (NCAA) requires all student-athletes (athletes) to maintain current medical insurance coverage through individual, parental, or institutional medical insurance plans up to \$90,000.00.

- To play or practice intercollegiate sports at Howard Payne University (HPU), **each athlete must have and maintain** medical/accident insurance that does not exclude athletic activities and will pay at least \$10,000.00 to meet the deductible of the athletic secondary insurance policy.

HPU has elected to provide a campus-wide accident plan as part of your student fees to cover up to \$10,000.00 per accident/injury (some exclusions apply).

- This does NOT cover sickness/ illness (such as infectious diseases).
- Due to this HPU recommends the athlete has primary insurance through individual or parental/guardian coverage and provide that information to the athletic training staff.
 - If the student is submitting primary insurance, which local medical providers are you able to visit if it is a PPO or HMO, the athlete **must** work within his/her system for medical treatment. Required approvals **must** be obtained before treatment.
- If the athlete sustains an injury the athlete needs to submit their insurance first, as primary, and then campus-wide accident plan as secondary insurance.
 - Deductibles, co-payments, co-insurance, etc. are the responsibility of the athlete or his/her parent/guardian while the claim is being filed.

HPU purchases a secondary athletic insurance coverage to cover athletes from \$10,000.00 to \$90,000.00 per accident/ injury that occurred during an NCAA/ HPU sanctioned event.

- If the cost of a covered injury (athletic injury sustained during an NCAA/HPU sanctioned event) exceeds \$10,000.00 then a claim will be filed with HPU's secondary athletic insurance plan (see below).
 - Sanctioned events include games, practice, conditioning, and team travel to and from.
- It is the responsibility of the athlete or his/her parent/guardian to provide the explanation of benefits and bills for expenses exceeding \$10,000 to the HPU athletic training staff and our insurance company.

Please remember to advise the Athletic Training Department immediately upon any change in your medical insurance coverage. An athlete is not allowed to practice or participate per NCAA regulations without current medical insurance coverage. If an athlete's medical/accident insurance coverage lapses and an injury occurs, the athlete or his/her parent/guardian will be responsible for at least the first \$10,000 of medical expenses.

ATHLETIC TRAINING

The Athletic Training Facility (facility) is located in the McCullough Athletic Center. HPU has three licensed athletic trainers dedicated to the care, prevention, and rehabilitation of athletic injuries.

The HPU team physicians are Robert Hogue, M.D. and Marlen Strefling, M.D. Both physicians will serve as the main team physicians, and they are supported by several local physicians and other medical specialists.

Student-athletes are expected to:

- 1) Report all injuries, accidents, illnesses, and doctor visits to the athletic training staff.
- 2) Provide the athletic training staff with documentation from any doctor visits.
- 3) No pictures or videos are allowed in the facility as other athletes are getting treatments.
- 4) Be on time and keep treatment and rehab appointments. Notify staff if you are unable to make the appointment, this goes for doctor appointments too.
- 5) Update personal information as it changes in Rank 1.
- 6) No food or drink allowed. Remember this is a medical facility.
- 7) Keep the facility clean and free of large personal items.
- 8) Leave the facility if you are not receiving treatment, so the athletic trainers can focus on those receiving treatment.
- 9) Familiarize yourself with athletic injury and athletic insurance policies.
- 10) Treat the athletic training staff and students with respect. The athletic training students work under the authority and supervision of the staff athletic trainers. The athletic training students' practice is limited by education guidelines.
- 11) If listening to music use headphones. During evaluations or while talking to a staff member please remove the headphones.

ATHLETIC INJURY POLICY

As an NCAA institution, we follow the guidelines set forth by the current edition of the *NCAA Sports Medicine Hand Book*. The staff athletic trainers will assess and treat any injury or may refer the athlete to the team physicians of the athlete's choice as deemed necessary.

All athletes must report and seek medical assistance for any injury or illness related or unrelated to their sport to the staff athletic trainers as soon as possible. In the event of an emergency occurring outside the athletes' sport activities, the athlete should seek emergency medical attention first and then report that emergency to the staff athletic trainers as soon as possible.

In the event of a life-threatening emergency, the athlete will be transported in the most appropriate manner to the nearest emergency room. If we are in Brown County this will most likely be Brownwood Regional Medical Center. Consideration will be given to the athlete's primary insurance network.

FINANCIAL AID INFORMATION

According to NCAA rules, the maximum financial aid package (which is called a full grant in aid by the NCAA) covers tuition and fees, room and board, required course-related books, transportation and other expenses incidental to attendance. Almost every type of aid you receive counts toward your full grant-in-aid individual limit. **If you exceed your limit, you are ineligible for practice and competition.** If you receive an award that will place you over the NCAA limits, you will have to relinquish aid to get you to the limit.

Need-based campus employment during the school year counts toward your full grant in aid limitation. The total amount of employment earnings and the financial aid received cannot total more than your full grant in aid.

All aid must be administered through the HPU financial aid office. If you receive any outside financial aid, you must notify the financial aid office. **You must notify the Financial Aid Office and the Director of Athletics of any change in your financial aid.**

CLASS ATTENDANCE

Your academic success at Howard Payne University is top priority. To give you every opportunity for success, and because there will be times when you may have to miss a class because of a contest, it is imperative that you attend your classes. Coaches will monitor your class attendance and will hold you accountable for absences with some form of disciplinary action. **Do not** miss class. If you miss, because of a contest, it will be the head coach's responsibility to notify the Office of the Provost. It is your responsibility to notify your professor(s) ahead of time and make arrangements to complete your work.

TUTORING

Howard Payne University offers tutoring services for all students through the *Center for Student Success*. Head coaches may run their own study halls or arrange with The Collegium for tutoring times for their teams. Further, any student-athlete, regardless of classification, with a cumulative GPA below 2.5, as calculated by the Registrar's Office, may be required by his/her coach to attend four (4) hours of tutoring a week until his/her cumulative GPA is above 2.5. GPAs are calculated by the Registrar's Office at the end of each semester.

POLICIES AND PROCESSES REGARDING NON-DISCRIMINATION

The Howard Payne University policies and processes regarding non-discrimination, including but not limited to Title IX, the Violence Against Women Act, the Clery Act, and Texas legislation, are located in the HPU Administrative Policies and the HPU Student Handbook. Information is also available on the HPU website and HPU Gateway. For additional information, please contact the Office of Human Resources and/or the Office of Student Life.

CHAPEL

Chapel is an important part of the student-experience at HPU and is a required element for graduation. Six (6) semesters of Chapel credits are required to graduate from Howard Payne University. A team of university administrators, under the auspices of the Office of Student Experience, direct Chapel. The mission of Chapel is to promote a vibrant relationship with Jesus Christ in a praise and worship format. Occasionally, a Student Assembly will be held for the purpose of promoting cultural awareness, academic life, student activities, and world events in a student-friendly setting that integrates faith and life.

Chapel services are held on Wednesdays during the fall and spring semesters and are structured to provide students with the opportunity to hear inspirational speakers/programs that will encourage them in their spiritual journey of faith and present the gospel to those who might not otherwise have that opportunity. Students are encouraged to attend all Chapel programs and, in combination with occasional Student Assembly credits, are required to accumulate a minimum of 14 attendance credits to pass Chapel each semester.

Attendance at Chapel is electronically monitored through the bar code attached to the official University Student Identification Card. Cards will be scanned as students enter the designated meeting location. Students will not receive credit for Chapel attendance if they do not have their ID card. Students arriving to Chapel after the doors have been closed will not receive credit for attending. Students leaving early will be subject to failure for the entire semester. It is the student's responsibility to ensure that her/his ID card is scanning properly. Damaged ID cards can be replaced in the Office of Student Life.

Chapel Requirements

1. Each student must pass six (6) semesters of Chapel attendance.
2. Each student will receive a Pass/Fail grade based on her/his attendance. The grade has no bearing on the student's grade point average.
3. There will be no pre-scheduled "extra credit" opportunities for Chapel credit. Students must earn 14 attendance credits by attending Chapel.
4. All full-time HPU students are required to attend Chapel unless they are 24 years of age or older. Students who turn 24 years old after the first class day of the fall or spring semester will be required to complete that semester's Chapel attendance requirements.
5. For every 15 hours of transfer credit accepted by HPU, a student will receive a semester of Chapel credit.
6. Should a student fail to accumulate the required number of semester credits to pass Chapel, he/she will not be permitted to graduate. There are no make-ups for missed semesters of Chapel.

ATHLETIC DEPARTMENT COMMITMENT TO COMMUNITY SERVICE

As an Athletic Department we feel that it is very important to give back to the community through various forms of service or volunteering. Each head coach and athletic team has been asked to find volunteer service opportunities in the community. We would like for each student-athlete to engage in service representing the university and his/her particular athletic department area by serving at least 5-10 (William B Dean Community Impact day) hours over the course of the academic year.

SCHOOL SPIRIT

UNIVERSITY COLORS

Navy Blue and Old Gold

MASCOT

Yellow Jackets

ALMA MATER

High above old bayou's water

Out on Center's heights,

Stands our noble Alma Mater

Towering in her might.

Keep her colors ever floating,

Sing her praises due.

Hail to thee our Alma Mater,

Hail the gold and blue.

FIGHT SONG

Simmons' got some Cowboys we are going to beat

Howard Payne's got some Jackets who've never met defeat

And when we get together there's gonna be a scrap

We'll wipe those Cowboys right off the map

We're gonna ramble, ramble

Ramble up and down and all around the town

We're gonna ramble, ramble

Ramble 'til those Jackets get 'em down!

STUDENT-ATHLETE CODE OF CONDUCT

Student-athletes have a special responsibility to conduct themselves in a manner which reflects well on the University, the athletic program, the community, and themselves. Being a student-athlete and representing the institution is a privilege that requires responsibility above and beyond the normal institutional standards.

I, therefore, resolve to conduct myself with dignity as an athlete and as a citizen of the HPU community, recognizing and accepting that I...

- Must accept responsibility for my behavior and its consequences
- Will maintain satisfactory academic progress
- Will maintain academic integrity and honesty
- Will attend class and be prepared
- Will never use athletic practice or meetings as a reason to miss class.
- Will inform professors of upcoming absences due to athletics
- Will be prepared to turn in assignments prior to the University-excused absence
- Will be an example of good sportsmanship
- Will play by the spirit, not just the letter, of the rules of the game
- Will not use foul language and verbal abuse
- Will participate in all practices and team developmental activities
- Will know and follow NCAA guidelines and regulations
- Understand and will abide by NCAA regulations on gambling
- Understand and will abide by NCAA regulations concerning illegal and or ergogenic drugs (steroids, amphetamines, Human Growth Hormone, etc.)
- Will obey all team, department, and university guidelines and policies
- Will not participate in any hazing activities
- Will not participate in any criminal activity

I understand it is my responsibility to self-report any self-involvement in any type of misconduct on or off campus (criminal, academic, or social).

Failure to comply with the Student Athlete Code of Conduct or the HPU Student Code of Conduct may result in sanctions up to and including expulsion from the athletic department and/or University.

STUDENT-ATHLETE BEHAVIOR EXPECTATIONS & DISCIPLINARY SANCTIONS

Student-athletes are expected to abide by all policies and procedures of the University and Athletic Department.

Violations of policies and procedures will be addressed through the Athletic Department and/or Office of Student Life.

The HPU Student Handbook addresses the student code of conduct, behavior expectations, policies, procedures, and prohibited behaviors for the entire student body.

The HPU Student-Athlete Handbook addresses behavior expectations, policies, and procedures specific to student-athletes and student participation in athletics.

Violations of the HPU Student Handbook will be addressed in the following ways:

Policy Reminder

A policy reminder is a verbal and/or written reminder about expectations regarding student behavior.

Assigned Work

All assigned work given will be administered through the Office of Student Life. All time sheets and related documentation will be turned into the administrative assistant in the Office of Student Life.

While completing assigned work hours an individual may practice, but may not compete, in intercollegiate athletics or intramurals. A student should never miss class to complete assigned work. Assigned work hours issued for code of conduct violations occurring during the last three weeks of each semester may be doubled.

Probation

1. A student is placed on disciplinary probation for willful and/or continued disregard of university policies and regulations.
2. A student on disciplinary probation is not eligible to hold membership in a campus organization, to serve on a committee, to play on a college or intramural team, to sing in a choir, to play in a band, or to perform or to represent the University in any public or intercollegiate activity.
3. Counseling services and educational activities may be required for students on disciplinary probation.
4. Disciplinary probation is typically issued in increments of semesters.
5. Further disregard of university policies and regulations may result in automatic suspension or expulsion from the University.

Suspension

1. Suspension terminates a student's active status at the University for a specified period of time.
2. A student who is suspended from the University will not be allowed on campus or allowed to attend University events during the suspension.
3. A student who has been suspended has the option to apply for re-admission to the University following the completion of the suspension.
4. A student who has been suspended will be given notification of the time within which he/she is expected to leave the campus after the suspension becomes effective.

Expulsion

1. Expulsion terminates a student's active status at the University permanently.
2. A student who is expelled from the University is ineligible for readmission to the University.
3. A student who is expelled will not be allowed on campus or allowed to attend University events.
4. A student who has been expelled will be given notification of the time within which he/she is expected to leave the campus after his/her relationship to the University has been terminated.

Student Conduct Appeals Process

Howard Payne University has established a process for students to appeal disciplinary actions. Disciplinary action taken at the lowest levels should be appealed to the Dean of Students. More serious violations of student conduct will likely begin with a conduct hearing with the Dean of Students, though the case may be referred by the Dean to the Supreme Court of the Student Government Association (SGA) for consideration. In either case, the ruling made by the Dean of Students or SGA Supreme Court may be appealed. Appeals of an SGA Supreme Court decision should be directed to the Dean of Students. Appeals of a Dean of Students decision should be made to the Student Life Appeals Committee.

While a student may appeal any decision, an appeal might be appropriate if the student feels:

- He/she has received unjust treatment,
- All the facts in the situation were not considered, or
- The action taken was too severe for the behavior involved.

Appeals must be made in writing to the appropriate individual/committee within 48 hours, not counting weekends and holidays, of receiving the decision that is being appealed. The Student Life Appeals Committee is comprised of students, faculty, and staff. The Student Life Appeals Committee may reverse, reduce, uphold, or alter the original sanction(s). All levels of the University Appeals Process are outlined in the University Catalog.

All the sanctions listed above can affect a student-athlete's opportunity to participate in intercollegiate athletics.

Coaches reserve the right to establish team rules and implement additional sanctions including removal from the team. Additional information is listed in the Athletic Discipline Policy below.

Charges of Violations of Local, State, or Federal Laws; Felony Charges

If the University (a) has information from which to conclude that a student has been convicted of, has not contested having committed (e.g., has pleaded guilty or no contest/*nolo contendere*), or has been charged with or arrested for a violation of local, state, or federal law involving drugs, gambling, or violence (e.g., rape, assault, destruction of property, etc.) or any felony, irrespective of the jurisdiction, or (b) has confirmed information that a student has engaged in conduct that may constitute a violation of the law as outlined above, the student shall be immediately suspended from participation in student athletics or activities until any charges have been addressed by the legal system and/or any applicable university or departmental disciplinary process has been completed. Information that may trigger the application of this policy shall include, but not be limited to, court, arrest, or other law enforcement, university or departmental records. Students are expected to immediately self-report criminal convictions.

By suspending the student's participation, the department and the university are in no way prejudging whether any crime has been committed or whether any institutional or departmental discipline is warranted. Such action is taken to protect the integrity of university life and activities.

Additional information is located in the HPU Student Handbook at www.hputx.edu/student-handbook. Violations of the HPU Student-Athlete Handbook will be addressed in the following ways:

TEAM RULES

Each coach and team may develop specific team rules. These rules may be more restrictive, with the approval of the Director of Athletics and the Vice President for Student Experience and Dean of Student than Athletic Department, University, American Southwest Conference or NCAA rules. Team rules must be presented by the head coach to their student-athletes and respective supervisors each fall.

The purpose of this policy is to set high standards relating to the department's expectation of how student-athletes represent Howard Payne University. Coaches will follow these general disciplinary procedures:

Verbal warning
Added accountability & training
Removal from practice
Indefinite amount of game suspension
Indefinite dismissal from the program

ADDITIONAL POLICIES

Due to the importance of these policies, the Student-Athlete Handbook includes additional information regarding the expectations and policies related to hazing, public media and social network use, sportsmanship, drugs, weight-room usage, and parking

HAZING

Under state law (V.T.C.A., Education Code, Sections 4.51 through 4.58), individuals or organizations engaging in hazing could be subject to fines and charged with a criminal offense. The law defines hazing as any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution.

Hazing includes but is not limited to:

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

According to the law, a person can commit a hazing offense not only by engaging in a hazing activity, but also by soliciting, directing, encouraging, aiding or attempting to aid another in hazing; by intentionally, knowingly or recklessly allowing hazing to occur; or by failing to report in writing to the Dean of Students first-hand knowledge that a hazing incident is planned or has occurred. A person's consent to a hazing activity does not legalize the activity.

In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event to the Dean of Students and immunizes that person from participation in any judicial proceeding resulting from that report. The penalty for failure to report is a fine of up to \$1,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results and includes fines from \$4500 to \$10,000 and/or confinement for up to two years.

The law does not affect or in any way restrict the right of the University to enforce its own rules against hazing. Copies of the entire hazing bill enacted by the Texas legislature are available from the Judicial Affairs office or the hazing bill may be viewed in its entirety at the "Texas Legislature Online" website at: <http://www.capitol.state.tx.us/statutes/ed/ed0003700.html#ed047.37.151> . The hazing bill is found in the Texas Education Code, Chapter 37, sections 37.151 through 37.157.

Failure to abide by this policy may result in disciplinary action up to and including suspension from the HPU Athletic Department. This penalty can be enforced in conjunction with sanctions issued by the Dean of Students.

PUBLIC MEDIA AND SOCIAL NETWORK POLICY

Howard Payne University student-athletes are representatives of the University and community. The athletic department requires student-athletes to exercise good judgment in their use of social media websites and to conduct these activities in a responsible and respectful manner. Student-athletes are not restricted from using on-line social network sites and digital platforms. However, users must understand that any content they make public via on-line social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with Howard Payne University, American Southwest Conference, and National Collegiate Athletic Association (NCAA) rules and regulations.

Examples of Public, Social Media, and Digital Platforms:

Facebook, Instagram, Twitter, Pinterest, etc.

Student-Athletes are not allowed to post information, photos, or other representations of sexual content, inappropriate behavior (e.g., drug or alcohol use), or items that could be interpreted as demeaning or inflammatory.

Student-Athletes are required to abide by all team policies, athletic department policies, University policies, and NCAA rules when utilizing social media websites.

Student-Athletes are required to follow all rules established by the individual social media websites.

Best Practices and Reminders

- Be respectful and positive.
- Think twice before posting. If you would not want your coach, parents, or future employer to see your post, do not post.
- Remember, many different audiences view your posts including fans, alumni, kids, local authorities, parents, faculty, etc.
- The internet is permanent. Even if you delete something, the content can still be accessed online.
- Be in the right state of mind when you make a post. Do not post when your judgment is impaired.
- Coaches and administrators monitor social media websites.
- Potential employers also use social media websites to screen candidates.
- Use the privacy/security settings made available on these sites.

Violation of the Student-Athlete Social Media Policy may result in disciplinary action-including temporary or permanent suspension from the team-as determined by the athletic director and head coach.

SPORTSMANSHIP POLICY

Pursuant to the integrity of higher education, HPU joins our athletic conference, the American Southwest Conference--and the National Collegiate Athletic Association in seeking to promote the highest ideals of sportsmanship among all individuals associated with HPU's athletic department and events.

All athletic administrators, coaches, student-athletes, spirit groups, and fans shall act with respect, fairness, civility, and honesty in an effort to create an appropriate environment for athletics competition as well as a positive image for our institution. HPU students are reminded to uphold the Christian ideals upon which our University is based while attending HPU athletic events on or off campus.

The following expectations will be enforced at HPU athletic events:

- Cheer for HPU teams, not against the visitors;
- Students should avoid getting personal in their comments about players, coaches, or officials; and
- Profanity, vulgarity, and racist or sexist comments will not be tolerated.

Students found violating the sportsmanship policy may be subject to disciplinary action.

SUBSTANCE EDUCATION & TESTING PROGRAM

The improper use of drugs has become a matter of deep concern within our society and is particularly a focus of attention and importance at Howard Payne University. Drug use and abuse damages individual lives and the campus community. Additionally, the criminal behavior occurring simultaneously with the use of drugs has reverberating consequences that damage and devastate family, colleagues, and friends. Student-athletes are often subject to performance, social and personal pressures that may make them vulnerable victims of this dangerous activity.

The University is committed to helping student-athletes avoid these hazards and consequences through a program of drug education, testing, and deterrence. This policy is consistent with the broader mission of Howard Payne University of shared values of academic excellence and Christian integrity, and the intent of the NCAA to ensure that athletic competition is not tainted by the use of performance enhancing drugs or other banned substances.

Program Goals

There are four goals of this substance education, testing and deterrence program:

- (1) To provide and promote an educational program that informs student athletes about drugs and drug abuse;
- (2) To assist in identifying student-athletes who are substance abusers through a screening program based on periodic testing designed to reveal the use of drugs;
- (3) To deter student-athletes from using/abusing substances;
- (4) To discipline and/or remove student-athletes from the athletic program who violate the policies and expectations for behavior.

Program Components

Education

A critical part of this program is education provided to student-athletes about the effects of drug use and the importance of avoiding all involvement in prohibited uses of drugs. Each member of every intercollegiate athletic team at the University will be required to participate in specific drug education activities. These activities may be scheduled in large group, team or small group settings. Failure to attend or participate in required education activities may result in sanctions.

Testing

Any HPU student-athlete who participates in intercollegiate athletic opportunities, regardless of the sport or activity, is eligible to be drug tested. Such tests may be conducted randomly, or on individuals selected "for cause" by any Athletic Department staff member or Howard Payne Administration. The testing will be administered at any time selected by the University. Student-athletes chosen to participate in the testing will not be given advance notice. Athletic department officials may notify the student-athlete's parents or guardians of the positive test result by phone or other means if the student is under 21 years of age and/or has signed a FERPA release.

Banned Substances

Banned substances are identified and selected by the NCAA. A current list will be provided to all student-athletes during their first team meetings with an athletic training staff member. The list is also available on the NCAA website.

DRUG TESTING CONSENT FORM

Each student-athlete will receive a consent form authorizing drug testing. Student-athletes will not be eligible for participation on a Howard Payne University athletic team/activity without a signed and dated copy of the form on file in the Athletic Training Department each year.

CONSENT

The student athlete shall receive, read, and consent to this policy prior to participation in athletic activities. This consent will be signified by the student athlete's signature affixed to the consent form containing the following statement:

I, _____, have received and read the University's Drug Education, Testing, and Deterrence Policy. I understand this policy and my responsibilities under its provision. I agree to abide by all of the requirements of the policy, and this decision is voluntary on my part. I also give my consent to be drug tested by Howard Payne University, and I further understand that my participation in intercollegiate athletics is contingent on my adherence to this policy.

The form shall be dated and signed by the student-athlete and by the student athlete's parent or guardian if the student-athlete is a minor under Texas law.

Failure to execute the consent form or to undergo the required drug testing will render the student-athlete ineligible to participate in the intercollegiate athletic program at Howard Payne University until such time as the student-athlete satisfactorily completes the required drug testing and may, at the discretion of the athletic director, be considered a First Offense.

Privacy of Information

Howard Payne University and its authorized agents who are responsible for conducting and monitoring this drug screening program will take every reasonable precaution to protect the privacy of the student-athletes who are participating in the drug tests and the information obtained from the tests. Information disclosed by testing will be restricted to personnel responsible for administering and monitoring the program or otherwise as authorized by the above federal and state statutes. No other release of the information is to be authorized except as designated by these policies and procedures without the student-athletes written consent or appropriate legal process. However, the University and its agents will not be responsible for any unauthorized information which may be released by the student-athlete or by other individuals over whom the University has no authority or control.

ADMINISTRATION OF DRUG TESTING

All Howard Payne University student-athletes are subject to an athletics drug testing program.

Drug testing will occur during the academic year and includes in-season and out-of-season testing.

1. Each head coach will provide the drug testing supervisor with a complete list of all student-athletes who will be engaged in the intercollegiate athletic program of Howard Payne University. Each head coach will be responsible for promptly notifying the drug testing supervisor of any changes in the list.
2. When the Athletic Director and/or Head Coach have reasonable suspicion that a student-athlete is involved in some form of drug abuse, that individual may be tested for drugs.

Drug Testing Process

1. Urine samples will be collected at a designated location for each testing date, or designated off-campus testing facility under the direction of the head athletic trainer, authorized medical personnel, or by other qualified professional personnel designated for that purpose by the University.
2. The samples will be collected with a representative of the University or professional personnel watching the student-athlete to ensure adequacy and proper handling of the sample consistent with maintaining the integrity of the testing process.
3. After the sample is collected, the sample will be screened for banned substances and masking agents. Samples that screen positive for banned drugs or masking agents will result in an immediate private conversation with the student-athlete and the head athletic trainer.
4. If the student-athlete admits to a positive screened test they will then move to the notification process. If the student-athlete protest the positive screen student athlete will go immediately to the drug testing company if screening takes place during normal business hours. If the screening occurs outside of normal business hours an appointment will be made with the drug testing company at the earliest available time.
5. Before any action will be taken by the University's Athletic Department on the basis of the positive results of such screening the results must have been confirmed by the designated independent drug testing company.
6. A student-athlete who has a confirmed positive test for drug use may be subsequently tested on an individual basis during the academic year at the discretion of the Head Coach or Athletic Director as long as the student-athlete expresses an intent to participate in the future in the University's intercollegiate athletic program.

Athletic Sanctions for Confirmed Positive Results of Unauthorized, Banned or Illegal Drug Use

NOTE: These are minimum sanctions and may be adjusted

First Offense:

- Mandatory education program monitored by Dean of Students - \$50.00 fee
- Campus citation - \$100.00, assigned mentor, and/or counseling
- Disciplinary Probation until all of the above are completed/paid

The head coach has the authority to take further disciplinary action.

Participation in other team-related activities (practices, workouts, conditioning, and study hall) will be permitted. The student-athlete must also pass subsequent drug tests for the remainder of the season and prior to the next season.

Second Offense:

- Mandatory education program monitored by Dean of Students - \$75.00 fee
- Campus citation - \$150.00
- Weekly meetings with assigned mentor (1 hr ea/6-10 weeks) and/or counseling
- Disciplinary Probation until all of the above are paid and complete
- Loss of eligibility of 40% of athletic season to be specified by Athletic Director

*The second offense may result in suspension or expulsion from the University.

Third Offense

- 1 Year Suspension from HPU
- If student reapplies after 1-year suspension:
 - o Must pass drug test prior to readmission and pay any outstanding fines/fees
 - o If readmitted:
 - Weekly meetings with assigned mentor (1 hr ea/6 weeks) and/or counseling
 - Disciplinary Probation first year back
 - Subject to random drug testing at the student's expense

Temporary Suspension from Competition Pending a Final Decision:

Where a student athlete is scheduled to engage in intercollegiate competition before the Athletic Director can issue a decision, or before any appeal may be heard and concluded, the Athletic Director or designee may impose a temporary suspension from competition.

Temporary suspension may be imposed after the Athletic Director or designee

- (1) meets with the student athlete,
- (2) explains what the alleged violation is and what evidence exists,
- (3) allows the student athlete to explain, deny, or rebut.

The temporary suspension may remain in place, at the Athletic Director's discretion, until there is a final decision based on the hearing and any appeal.

Notification

The student-athlete, Athletic Director, Head Coach, and Athletic Trainer will be notified of a positive test. Before the imposition of a sanction of suspension longer than one week, removal from participation in intercollegiate athletic activities, or removal from the athletic team the following procedures will be followed:

1. Written Notice

The student-athlete will receive written notice of the intention to impose one or more of the sanctions listed above, the reasons for the proposed action, and the right of the student-athlete to request a hearing/meeting.

Exception to the Notice Requirement:

If the proposed sanction is based on a preliminary determination of improper drug use that may threaten the health of the athlete or other student athletes or other members of the institutional community, all athletic participation, training, practice, and competition shall be stopped immediately, pending a medical determination as to whether the athlete is fit and able to resume safe participation in athletic activities. This medical determination, designed to protect the health of the student athlete, other student athletes or other members of the athletic community shall be made as promptly as possible. Any information supplied by the student-athlete to medical personnel related to making such a determination shall not be admissible in any institutional disciplinary process.

Appeals Procedure

An appeals procedure will be available to any student-athlete who has been found to have a prohibited substance in his/her sample but denies or challenges such finding. The written appeal must be submitted to the Dean of Students within 48 hours, not counting weekends and holidays, of receiving the decision by the Athletic Director.

The appeal will be heard by the Dean of Students, or Student Life Appeals Committee, under the procedures for handling appeals of disciplinary action as published in the Howard Payne University Student Handbook.

Student Conduct Appeals Process

Howard Payne University has established a process for students to appeal disciplinary actions. Disciplinary action taken at the lowest levels should be appealed to the Dean of Students. More serious violations of student conduct will likely begin with a conduct hearing with the Dean of Students, though the case may be referred by the Dean to the Supreme Court of the Student Government Association (SGA) for consideration. In either case, the ruling made by the Dean of Students or SGA Supreme Court may be appealed. Appeals of an SGA Supreme Court decision should be directed to the Dean of Students. Appeals of a Dean of Students decision should be made to the Student Life Appeals Committee.

While a student may appeal any decision, an appeal might be appropriate if the student feels:

- He/she has received unjust treatment,
- All the facts in the situation were not considered, or
- The action taken was too severe for the behavior involved.

Appeals must be made in writing to the appropriate individual/committee within 48 hours, not counting weekends and holidays, of receiving the decision that is being appealed. The Student Life Appeals Committee is comprised of students, faculty, and staff. The Student Life Appeals Committee may reverse, reduce, uphold, or alter the original sanction(s). All levels of the University Appeals Process are outlined in the University Catalog.

WEIGHT ROOM POLICIES

1) Put items back where they belong.

2) Put bumpers in appropriate locations.

The bumpers belong on the multi-purpose racks. Many of them find their way across the room to elevate the benches for decline bench. They should not be moved from the multi-purpose racks. Do not use metal weights on MULTI- PURPOSE RACKS (including dumb-bells)—only bumper plates.

3) Keep bars and weight room clean.

Plates left on bars overnight will cause them to bend. **Be sure all weights are cleared off of bars.** Do not lean weights against the walls or other weight equipment. Return plyo boxes and medicine balls to proper place. **DO NOT LEAVE THEM OUT IN THE WEIGHT ROOM.** Take cleats off outside the weight room. **DO NOT TRACK MUD INTO THE WEIGHT ROOM.**

4) Bars are for multi-purpose racks use only.

We have 10 bars that can be used for the platform lifts. Lifters should not drop bars/weights from above head. Athletes may drop from the waist level if needed. (Obviously this does not apply in cases where the safety of the athlete is in question. Weights may be dropped to ensure the safety of athletes.) Weights should be cleared off of bars at end of each workout.

5) Other bars and catch racks

No weight should be left on these bars following a workout. Curl bars should be stored (empty with no weight) underneath the dumbbell racks. We also have 2-15 lb. bars that can be used for exercises. Also, all catch racks should be used at the proper height anytime someone is lifting in the racks.

6) Return plates/dumbbells to assigned locations.

Dumbbells are arranged by weight. They need to be returned to their correct locations after use. They should not be left on the floor. Plates are arranged on weight trees according to size/weight. Do not mismatch weights on trees.

7) Keep doors closed.

Do not prop the back door open while working out. Open doors hinder the effectiveness and efficiency of the HVAC system.

8) Secure the building.

The last coach to leave the weight room or field house is responsible for securing the building. This includes locking the back door and turning off the lights

HOWARD PAYNE UNIVERSITY STRENGTH & CONDITIONING

1. Scheduling Priority
 - a. Largest teams will be given scheduling priority
 - b. Off Season teams will be given scheduling priority
 - c. Due to overlap in scheduling or other unforeseen circumstances your team's strength and conditioning session may not always be implemented by the Coach who directly oversees your sport.
2. Any communication about the day-to-day operations of your team as it relates to Strength and Conditioning must be with the Coach that directly oversees your teams training. This includes but is not limited to:
 - a. Schedule changes
 - b. Concerns/Issues with programming
 - c. Physical/emotional well-being of student athletes
3. Notify strength and conditioning staff in advance of recruiting tours.
4. Notify strength and conditioning staff of any athlete who has quit or declared an intent to transfer. This precludes a student athlete from any further use of the strength and conditioning facility.

Coach Gill (817) 907-7848

PARKING POLICY

Parking at the McCullough Athletic Center is limited to athletic department personnel. Do not park in the parking spaces in front of the athletic building. Student vehicles parked in these spaces will be booted, and students will be fined. There is plenty of parking across the tennis center

Graduate Employees need to park in student-athlete parking during normal hours during the week.

Students may not park next to the Electric Company (on either side) or on Hawkins Street (from the Stop Sign by the Electric Company to the gate by the field).

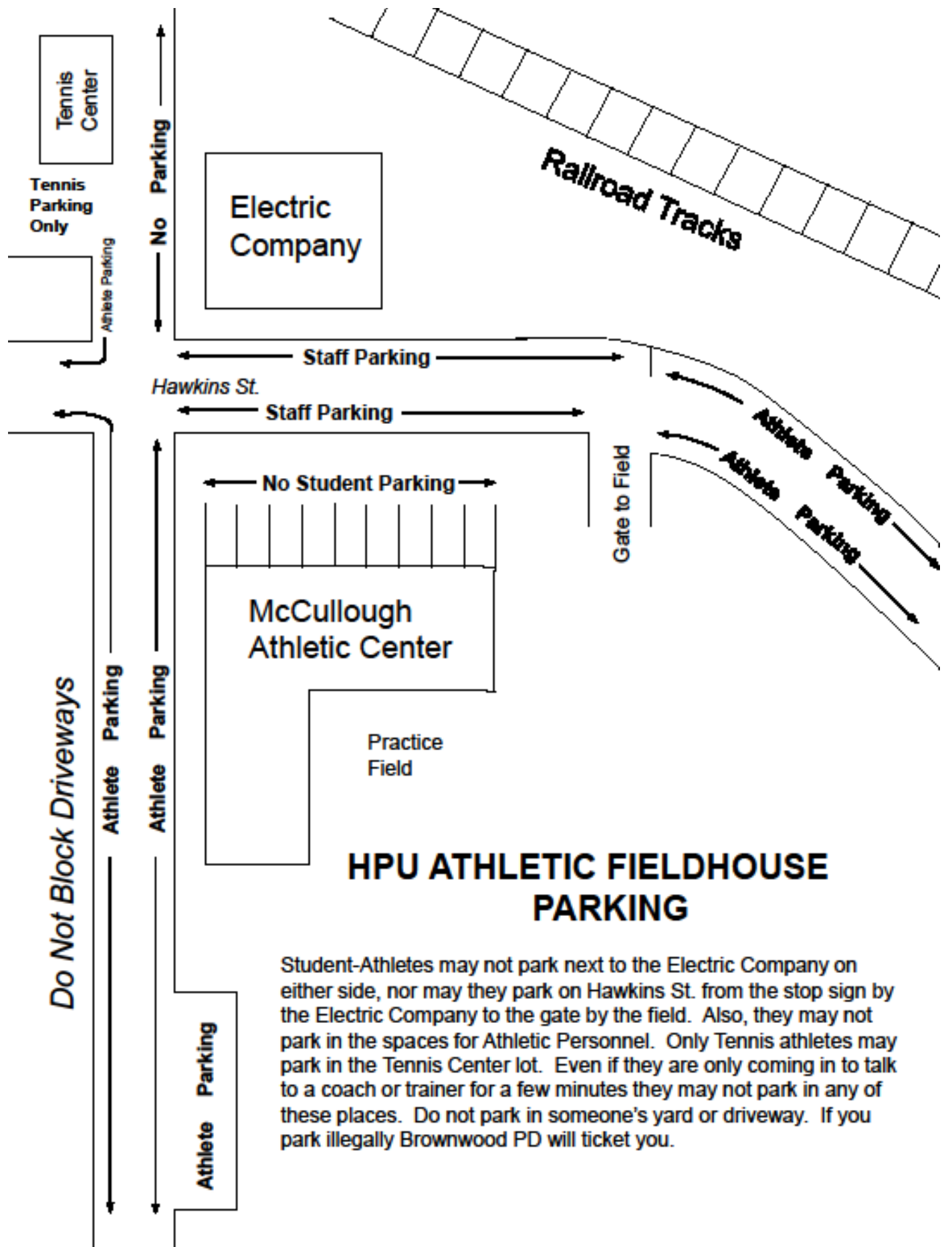
Even if students are only coming in to talk to a coach or go to the training room for a few minutes they may not park in any of these places.

Only individuals involved in the Tennis program may park in the Tennis Center lot.

It is recommended that students who live on campus walk to the athletic building whenever possible.

Railroad Track Policies

- Please be careful crossing the railroad tracks.
- Always cross at the main crossing.
- Never cross between train cars or up the track.
- Violators can be issued citations by the railroad.



STUDENT-ATHLETE ADVISORY COUNCIL

The Student-Athlete Advisory Council is dedicated to providing a vehicle for student-athletes to share ideas and suggestions with each other and with the administration. It serves as an advisory body to the Director of Athletics regarding student life, athletic event attendance, student body participation in athletics, academic services, and other policies and procedures, which affect student-athletes and non-athletes.

Membership: The committee shall consist of six representatives from the student athlete population, three male and three female. No more than one from a particular sport may hold membership. Coaches will nominate student-athletes to serve and the top three men and top three women receiving votes will make up the six student athletes on the committee. The representatives shall be a current team member who is eligible for competition. The committee sponsors will be the Assistant Director of Athletics for Communication and the Assistant Director of Athletics Senior Woman Administrator.

Meetings: The committee shall meet two times each semester. The first meeting shall occur no later than the last day of September. At that meeting, the committee shall set the dates, times and meeting places for the academic year.

Points of Discussion: The Sponsors should provide a healthy meeting environment where the committee members feel free to discuss student-athlete affairs. However, the sponsors will not allow information to be utilized that concerns salaries, specific budget figures or other sensitive data.

ASC Representative: One representative will be chosen from the SAAC committee to represent HPU on the American Southwest Conference Student-Athlete Advisory Council.

STUDENT-ATHLETE ADVISORY COMMITTEE MEMBERS

Sponsors: Hunter Sims, Abram Choate

Student-Athletes:

Women's Golf -

Men's Golf -

Volleyball -

Football -

Football -

Women's Tennis -

Men's Tennis -

Baseball -

Softball -

Women's Soccer -

Men's Soccer -

Women's Basketball -

Men's Basketball -

Athletic Training -