

KENT STATE ATHLETICS

STUDENT-ATHLETE HANDBOOK



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WELCOME

On behalf of the Department of Intercollegiate Athletics, I welcome you to the University and our Athletic Department family!

Athletics is a powerful student program for an institution, and you all are key representatives of Kent State. We are effectively here to align you with your passion and see you become your best and truest self. We believe that is accomplished through our mission, which is to Graduate student-athletes, Boldly prepared for life after sport, and Win championships. Our mission will be achieved by making decisions that are in line with our guiding principle of being Student-Athlete centered, Coach led, and Administrator supported. With those two tenets as the focus of our athletic program, we will complement the educational mission of the University. Intercollegiate Athletics provides a rare opportunity for a few to represent us at the highest level, both athletically and academically. You are now one of the few, and we expect you to represent us well.

This handbook contains information on a wide variety of policies, procedures, and services provided by the athletic department to accommodate your needs as a student-athlete. By following our policies & procedures and by taking advantage of our services during your career as a student-athlete, you will leave with meaningful memories of your time at Kent State University.

Once again, welcome. My best wishes are with you for a successful and empowering collegiate experience as a Kent State University Golden Flash.

GO FLASHES!

Randale Richmond
Director of Intercollegiate Athletics



MISSION, VISION, VALUES

INTERCOLLEGIATE ATHLETICS

VISION

To be nationally recognized comprehensive athletics program that inspires communities and transforms lives.

MISSION STATEMENT

Graduate student-athletes, **BOLDLY** prepared for life after sport, and win championships. #FlashesForever

ATHLETICS' GUIDING PRINCIPLE

In line with the University's mission and goals, we are student-athlete centered, coach led, and administrator supported.

CORE VALUES:

INTEGRITY

Do the right thing, even in the face of adversity.

COMPETITIVE EXCELLENCE

Fierce competitors in everything that we do.

SERVICE

Lead by serving our campus, community, colleagues, and students.

EQUITY

Provide a diverse and inclusive environment that creates a culture of belonging.

FAMILY

Embrace one another with respect, love, humility, and accountability. #FlashFamily

STUDENT ATHLETE ACADEMIC SERVICES

The primary objective of Student Athlete Academic Services in the Department of Intercollegiate Athletics is to provide a support system that promotes academic and athletic success while operating as an integral part of the University's educational mission. Student Athlete Academic Services in the Department of Intercollegiate Athletics is committed to the academic success of the student-athlete at Kent State University. While student-athletes must accept primary responsibility for their academic and career decisions, we recognize the need to provide supplementary resources to promote a healthy balance concerning their academic, athletic, and social experiences.

COLLEGE OFFICE ACADEMIC ADVISING

Student-athletes at Kent State University use the network of academic advisors available in each college office. Upon admission to the University, all student-athletes are assigned to a college office advisor. The college office advisor assists the student-athlete in learning about the University and its resources, planning an academic program, arranging a schedule, and discussing alternatives and options. Student Athletes meet with their college advisor each term to plan future coursework. Appointments with college office academic advisors should be made several weeks before priority registration. Kent State has a required advising program which requires all students on campus, including student-athletes, to meet with their college office academic advisor a minimum of once per academic term.

ATHLETIC ACADEMIC COUNSELORS & LEARNING SPECIALISTS

Athletic academic counselors are responsible for implementing and coordinating the athletic academic support program. Athletic Academic counselors will review each student's schedules but only to monitor degree progress and times of classes. In addition, learning specialists are available to supplement help with learning deficiencies, test anxiety, time management, etc.

PRIORITY REGISTRATION

As participants in intercollegiate athletics, student-athletes receive the privilege of early registration in order to help avoid conflicts between practice/competition schedules and classes. The dates for priority registration each term are determined by the registrar's office and communicated by the athletic academic counseling staff. Student-athletes will receive priority registration for the length of their time on the team roster. Cheerleaders, dance team, team managers and athletic trainers may also register through a priority registration period beginning the second semester of their freshman year.

PROGRESS REPORTS

Progress reports are sent 2-3 times per semester on all freshmen. Upperclassman progress reports are sent at midyear and up to two additional times throughout the semester. In addition, academic counselors may contact instructors to monitor test results, attendance, and class participation. Attendance may also be checked by coaches, academic counselors, or other department personnel.

REGISTRATION

Student-athlete registration for the first semester of attendance is individually arranged with the help of academic advisors and the student-athlete's designated Athletic Academic Counselor. Registration for the remaining semesters of attendance will be scheduled in the same manner. Priority registration for the first semester is not available to students participating on the cheerleading team, dance team or athletic training. Students in those groups schedule directly through college office academic advisors.

Dates for priority registration for student-athletes will be communicated by Student-Athlete Academic Services each term.

It is required that each student-athlete seek the advice of an academic advisor before registering for course work. The student-athlete's course load may be critical for determining athletic eligibility to participate in sports or retain scholarships.

Payment of fees must be made by the deadline established by the Bursar's Office, which appears online via *Flashline*. Failure to make payment by that date will result in the student-athlete's schedule being canceled.

CHANGE OF REGISTRATION

A registration hold, called a PIN, will be placed on each student-athlete's class schedule at the start of the term. Changes may not be made to class schedules without permission and removal of the PIN by the student's athletic academic counselor.

ACADEMIC INTEGRITY

Academic dishonesty will not be tolerated at Kent State University. It is the policy of the University that enrolled students are to perform their academic work according to standards set by faculty members, departments, schools, and colleges of the University.

Student-athletes are expected to be knowledgeable of definitions for "cheat" and "plagiarism" as explained in the *Code of Student Conduct*. The Athletic Department supports all codes of student conduct procedures pertaining to the occurrences of academic dishonesty. (See *Code of Student Conduct* through the **Office of Student Conduct** at <http://www.kent.edu/policyreg/administrative-policy-regarding-student-cheating-and-plagiarism>)

Student-athletes are held to the same standards as other Kent State students and should be aware that penalties for academic dishonesty are severe. The athletic department and/or Student-Athlete Academic Services reserve the right to withhold or refuse academic services for any student-athlete in question or accused of academic dishonesty.

Institutional financial aid agreements may include non-athletically related conditions (e.g., academics policies or standards, athletics department or team rules or policies) by which the aid may be reduced or canceled during the period of the award should a student-athlete found to be in violation of these policies. [NCAA 15.3.4.1; 2024-25 Manual]

CREDIT FOR VARSITY PARTICIPATION

All academically/athletically eligible student-athletes at Kent State University are eligible to receive one PWS credit for each sport season of participation. This course will be added after the semester begins by an athletic academic counselor. This is a Pass/Fail course. Criteria for receiving the credit follows:

- Attendance - Practice, meetings, competition, weight training, conditioning.
- Participation and Effort - Active, positive
- Skill - Development, improvement
- Knowledge - Rules, strategy, plays

ATHLETIC SCHEDULING POLICY - FINAL EXAM WEEK

It is a policy of the Department of Intercollegiate Athletics that no athletic contests be played during final exam week except those scheduled by the Mid-American Conference or as part of NCAA post season play. While practices may be scheduled, coaches must be cognizant of individual athlete's final exam schedules and rearrange practice times or grant leniency for missed practice time in order to avoid academic conflicts. At no time should a request be made to reschedule a final exam, due to practice conflicts.

TUTORING

Tutors are available and free of charge to all student-athletes through Academic Services. Students should discuss their needs for a tutor with the academic counselors or learning specialists.

TUTORING POLICY

- Tutorial sessions must be scheduled on-campus (i.e. in the Jenkins Center) or approved virtually. Appointments will not be scheduled at any other location on or off campus.
- Any student-athlete listed on an active team roster may receive individual tutoring.
- All tutors must be approved by the Student Athlete Academic Services Office; all potential tutors must submit an application and go through an interview process prior to being hired by the Department of Intercollegiate Athletics. Each tutor must participate in a tutor training workshop prior to beginning tutoring sessions.
- The amount of time allowed for individual tutoring will be determined by the Associate AD for SAAS.
- A tutor is not a substitute for an instructor. A tutor will answer specific questions but should not be expected to "teach" material which has been covered by the book or in lectures. Under no circumstances will a tutor complete assignments for the student-athlete.
- Students must take books, papers, notebooks, previous tests, homework assignments, etc. to tutoring sessions. All assignments should be complete, except for any problems/questions that the student may have. The student should always know the specific area in which he/she needs help.
- The Associate Athletic Director for Student-Athlete Academic Services reserves the right to restrict student-athletes from tutoring due to consistent absences, lateness, or continuing to attend sessions unprepared.

Missed Appointment Policy

In the event that a student does not attend their learning specialist, tutor, dietician or psychologist appointment without prior cancellation within a two-hour window, the following 3-strikes will ensue:

- 1st Occurrence: Student's academic counselor will be notified.
- 2nd Occurrence: Student's academic counselor and head coach or position/event coach will be notified.
- 3rd Occurrence: Student's academic counselor, head coach or position/event coach and sport supervisor will be notified. A decision will be made at that time by the sport supervisor and Associate Athletic Director for SAAS on whether continued services will be available to the student.
- Occurrences will refresh at the start of each academic term.

ACADEMIC ADVISING

Kent State offers a unique and individualized form of academic advising to its students. Once admitted freshmen and their parents are invited to campus to attend the Destination Kent State orientation program to become familiar with the campus. In addition to becoming familiar with the campus, students take a computerized placement test and attend individualized advising sessions, during the program.

Upon admission to the University, all student-athletes are assigned to a college office advisor. They assist the student-athlete in learning about the University and its resources, planning an academic program, arranging a schedule, and discussing alternatives and options. KSU has a required advising program. Student Athletes meet with their college advisor watch term to plan future coursework.

The Student-Athlete Academic Services area within the Department of Intercollegiate Athletics provides additional academic support for the student-athlete and monitors his/her eligibility to participate in a chosen sport. Eligibility to participate is based on the student-athlete's conformity in the areas of academic eligibility, academic honesty, financial support, drug abuse, and athletic injury and medical policy.

GEORGE L. JENKINS STUDENT ATHLETE ACADEMIC CENTER

The Jenkins Center is located in room 291 of the MAC Annex and consists of a lobby, offices for learning specialists, individual tutor and study rooms. The main study area has approximately 70 study carrels with desktop computers, six large computer pods, and additional space for wireless laptops. Free printing and scanning are available to all student-athletes utilizing the Jenkins Center. The Jenkins Center is monitored at all times to ensure a quiet and productive study environment.

RULES FOR USING THE GEORGE L. JENKINS STUDENT ATHLETE ACADEMIC CENTER

- Students are expected to do academic-related work while using the Jenkins Center. Please be respectful of others using the ARC and please maintain a quiet and productive study environment for all student-athletes.
- Students are to be respectful of other students using the Jenkins Center and to all staff. No disruptive or unacceptable behavior will be tolerated. If you engage in such behavior, you will be asked to leave.
- Be prepared to show your Student ID on every visit to the Jenkins Center. On every entry/exit, you must check in with the Jenkins Center monitor using your Student ID.
- Only student-athletes currently on a team roster are permitted to use the Jenkins Center, unless special permission has been obtained from Department of Athletics administrators.
- No food, gum, tobacco, or candy is allowed in the Jenkins Center. Water in a bottle is permitted (except in the computer stations). No other drinks are permitted.
- Absolutely no cell phone use in the Jenkins Center.
- Electronic devices must be used with headphones, and the volume must be adjusted so that only the user can hear the sound.
- Jenkins Center computers are for academic work only.
- Students are not permitted in tutoring rooms or to use the computers in these areas without permission from a Jenkins Center monitor.
- Group studying is not permitted in the Jenkins Center study area. If you need to work in a group, you must obtain permission from the Jenkins Center monitor on duty to use one of the tutoring rooms if available.
- For the health and safety of everyone in the Jenkins Center, students must practice proper hygiene. They must shower and change out of practice or training room attire before entering the Jenkins Center. No ice bags are permitted. Proper attire must always be worn, including shoes. Students are not permitted to put their feet up on any furniture in the Jenkins Center, including study carrels.

If you fail to follow these established rules, you will be told to leave the Jenkins Center. If you are removed from the Jenkins Center for any reason, you will be reported to the academic services staff and your head coach. You will not be permitted to use the Jenkins Center until the incident is reviewed by the academic services staff. You also will be required to meet with one of the academic services staff before you will be allowed to return to the Jenkins Center. The academic services staff reserves the right to revoke all Jenkins Center privileges for an indefinite amount of time.

STUDY TABLES

Athletic study tables may be required of student-athletes. Study tables are located in Jenkins Academic Center. Tutors may be available during study table sessions.

Study table requirements for each individual student is mutually determined by each team's head coach and academic counselor. That criterion is expected to be met by each student-athlete. A list of students required to be at study table is communicated by both the counselor and head coach at the beginning of each semester. Attendance is reported to each head coach or designee. Location and times for study table will be announced each semester.

STUDY GUIDELINES FOR THE STUDENT-ATHLETE

- Contact the learning specialist or academic counselor assigned to your team in the Athletic Department as soon as you encounter problems.
- Do not procrastinate on assignments.
- Do make personal contact with professors when you start a class; see them first about extra help or tutoring.
- Be organized; use a planner or calendar to keep track of papers, and important assignments. A syllabus is distributed in each class during the first week so that you know what is expected each day in class.
- Take careful notes in class; do not try to write down each word that the professor says. Listen for key words and phrases. Note ideas that he/she may indicate will be on the tests. Keep a notebook or folder for each class. If you must miss class because of competition, contact the professor (see earlier procedures), then a class member for notes.
- Even though some of your classes may be large, do not assume that attendance is not taken or that you can miss.
- Review your work often instead of trying to cram several hours of study just before a midterm or final. If you experience severe anxiety during a test, perhaps you have not used proper study techniques. You may have even "over learned" the material. Contact a learning specialist for effective test taking techniques.
- The Jenkins Center is available for studying all student-athletes you can also go to the library to study or find a quiet area without distractions. Your Residence Hall room is usually not the best place for quality study time. Make use of time between classes to study.
- For the student-athlete, the best time to study may be during the early part of the day. After practice, you may be too tired or wound up for intense studying. Arrange your schedule so that you have time during the day for class preparation.
- Make proper rest an important part of your schedule. The demands of a sport, combined with academics, may cause exhaustion if you are not careful. A social life that is too demanding may deplete reserves that you will need for both academic and athletic success.
- Do not hesitate to talk to a professor, your academic counselor or a Learning Specialist for advice. Many campus resources are available to help you, but we need to hear from you. Don't wait till mid-semester to seek help. As soon as you experience difficulty in a class, let someone know.

CLASS ATTENDANCE

Authorized Class Absence Procedures:

Per University policy, 3-01.2, Administrative policy regarding class attendance and class absence.

<http://www.kent.edu/policyreg/administrative-policy-regarding-class-attendance-and-class-absence>

REGULAR CLASS ATTENDANCE IS EXPECTED OF THE STUDENT-ATHLETE: IT IS ESSENTIAL FOR ACADEMIC SUCCESS. If an absence is anticipated, it is the student-athlete's responsibility to consult with his/her individual instructors. Getting the name and number of a classmate whom you can contact when you are absent can be helpful.

Anticipated absences due to hospitalization, surgery, or family emergencies should be reported to the academic counselors as early as possible. Students are responsible for arranging to make up any work missed due to such absences. Every effort should be made to avoid scheduling physician's appointments during class time. Student-athletes should remind the Athletic Training staff of their specific class schedules when setting up appointments. Absences due to athletic treatment will be verified by the head athletic trainer. In the event the absence was due to illness or injury, verification from the health center or other medical officer should be presented to the instructor.

Failure to attend class will result in suspension from practice and/or competition. Suspensions from practice and/or competition will be made at the discretion of the Associate/Deputy Athletic Director and the Director of Athletics. Athletic-related aid may be revoked and you may be dismissed from a team if you have been warned of the consequences of excessive, un-excused absences.

AUTHORIZED CLASS ABSENCE PROCEDURES

Per University policy, 3-01.2, Administrative policy regarding class attendance and class

absence. <http://www.kent.edu/policyreg/administrative-policy-regarding-class-attendance-and-class-absence>

Absences due to sports participation and travel are unavoidable by the student-athlete and are officially treated as "excused" absences by the University. ***Absences for training room appointments, weight training, team meetings or any practice related activity are not only considered as "un-excused" class absences, but are also considered to be NCAA infractions.**

Speak to the instructor early in the semester about the possibility of future absences. *The student-athlete is required to present a Class Absence Authorization Form to instructors of all affected classes for anticipated absences due to sport and travel. Signed Class Absence Authorization Form(s) for all anticipated absences for the entire term must be returned to the sponsor (coach) of the sport activity by the end of the second week of each semester. It is essential for these forms to be on file if there are any questions later concerning attendance. Students enrolled in online classes are also expected to follow this procedure and notify instructors of their travel dates.*

Sponsors (coaches) shall:

- Provide a list to each participant of all approved events that might involve student absences from classes. The list should be given to the participants at or before the first scheduled class, activity, or field trip of the semester, or before the end of the second week of the semester, whichever occurs first. In cases where the date and time of the scheduled activity is not known within this time frame, approval to schedule an event which will result in student absences must be secured from the administrative officer directly above the sponsoring unit; e.g., college dean, director of athletics, etc.
- Provide each participating student with a signed "class absence authorization form" for each of the student's affected classes at the time the list of events is distributed.
- Coordinate resolution of conflicts with instructors.

Instructor shall:

- Inform student about assignments to be made during the absences, and make alternative suggestions for acquisition of the material missed.
- Provide reasonable opportunity for a makeup examination and/or assignment if a legitimate absence occurs on an examination day and/or a day when an assignment is due. In the extraordinary circumstance where it is not feasible to offer a makeup examination and/or assignment, some acceptable alternative must be provided.
- Resolve conflicts arising from a legitimate absence as provided in this rule through appropriate administrative channels.

Students shall:

- Provide the sponsor of the activity with a list of classes which conflict with the proposed activity or field trip. This list should be presented at or before the first scheduled class or activity meeting that causes the conflict.
- Present a "class absence authorization form" to instructors in all affected courses and return the signed "class absence authorization form(s)" to the sponsor of the activity before the end of the second week of the semester. In the event the absence was due to illness or injury, verification from the health center or other medical officer should be presented to the instructor.

Inactive Student-Athlete

Any student-athlete who is considered an Inactive Student-Athlete, and is on athletic aid, is expected to successfully complete each term they are on athletic aid. If the Inactive Student-Athlete fails to complete each academic semester successfully, his or her athletic aid will be pro-rated from their account and the student will be responsible for the balance. Our goal is to ensure our student-athletes who are no longer connected to the team are still being held accountable to complete the term in which the Department of Intercollegiate Athletics is providing aid.

Definition of Inactive Student-Athlete

An Inactive Student-Athlete will be defined as any student-athlete who is listed on the team grant-in-aid roster, but is no longer actively participating in team activity. Specific examples of an Inactive Student-Athlete include

- Student-Athlete who have exhausted eligibility
- Student-Athletes who are deemed 'Medical' and therefore are unable to participate in practice and/or competition
- Student-Athletes who have been cut/quit but are completing the academic term on athletic aid

Definition of Successfully Completing an Academic Semester

A semester has been successfully completed when all the following occurs:

- All courses taken in the term are considered satisfied per the student's degree requirements;
- Cumulative Grade Point Average required for major has been satisfied;
- The student is considered in good standing by Kent State University;
- If student is graduating the any applicable term, all requirements for graduation must be achieved; and
- Inactive Student-Athlete is deemed academically eligible at the end of the term.

Additional Details of the Inactive Student-Athlete Policy

- This policy only applies to Inactive Student-Athletes who are currently receiving athletic aid
- This policy applies to each term that the student is on athletic aid and is considered inactive
- This policy applies to all sessions of summer school as well as the fall and spring terms

Excessive Class Absences: Kent State University Student-Athlete Policy

Policy on the Reduction or Cancellation of Athletically Related Financial Aid Due to an Excessive Number of Un-excused Class Absences

The Athletic Department may cancel or reduce athletically related financial aid in circumstances where the student-athlete misses an excessive number of classes without “legitimate reasons for absence from class”. This University policy stipulates, “regular attendance in class is expected of all student at the university.” The intent of the policy, which follows, is to address the meaning of “excessive un-excused absences” and the process that would identify and document such excessive absence.

- **Excessive Un-excused Absences from Class:** University policy identifies each individual course instructor as having “both the responsibility and the prerogative for managing student attendance”. Therefore, excessive absence shall be defined by each course instructor and it is recognized that the criterion for excessive absence will most likely vary from class to class. It is expected, given University policy, that each instructor will communicate his/her attendance policy in the course’s syllabus during the first week of classes. To be considered “excessive”, the absences must exceed the instructor communicated limit and must be documented by the instructor.
- **Identification of Excessive Absences:** The Department of Intercollegiate Athletics may become aware of the possibility of excessive un-excused absences through a number of potential sources. Often it is by an instructor, when noting a student-athlete has been absent, who then contacts the Department to inquire about the student-athlete’s status. The Department’s Academic Counselors may become aware of a problem for an “At-risk” or first-year athlete through the return of academic progress reports sent to, and returned by, the course’s instructor. Coaches and team members may become aware of a potential class attendance problem for a student-athlete through their normal interaction with each other. These sources only identify potential situations of excessive absence.
- **Procedures:** This section of this policy describes the sequence of actions to be taken when a potential excessive absence problem has been identified. The intention of the process described is to promote appropriate attendance at classes. The cancellation or reduction of a grant-in-aid to a student-athlete should occur only as the last resort.
 - When an excessive un-excused absence possibility has been identified (as described above), the student-athlete’s coach should be notified. It is the coach’s responsibility to work with the Athletic Department’s SAAS to further assess the validity of the excessive absence claim. When presented by appropriate evidence, such as instructor documentation of the absences or the athlete admitting the absence problem, the coach will take actions as dictated by team rules related to class attendance. It is expected that the attendance problem will be resolved at this level, i.e. between the student-athlete, the coach and the instructor, as a result of the actions taken by the coach. If the instructor is not a member of full-time faculty, it is recommended that the academic unit administrator and/or course supervisor, if appropriate, be involved in the process.
 - If documented excessive un-excused absences have been provided, the Department of Intercollegiate Athletics will send a written warning to the student-athlete if:
 - The coach indicates that the problem has not been resolved at the team level; or
 - The absence continues even after the coach’s intervention

The written warning should indicate that if class attendance problems are not corrected the athlete may incur a reduction and/or cancellation of the student-athletes grant-in-aid. The determination of the need for this warning shall be based upon NCAA regulations with respect to eligibility and progress towards a degree. Specific requirements for attendance and other corrective actions, as well as time-lines within which these requirements must be achieved, must be communicated in the written warning. The coach, the course instructor and, if appropriate, the course supervisor and/or unit administrator, should be copied on the communication.

- If, within two weeks of a fall or spring term or one week of a summer term, clear evidence is not present to indicate that the student-athlete has taken action that conforms to the requirements contained in the written warning, the Director of Intercollegiate Athletics can determine that cancellation of, or a reduction in, aid is appropriate and can recommend to the Director of Student Financial Aid that such cancellation or reduction occur. Written notification of the action will then be sent to the athlete. The notification will indicate the athlete’s right to appeal the action, with relevant NCAA appeal procedures specified.
- In the case where excessive absence becomes verified only after the conclusion of a term, the Department of Intercollegiate Athletics can request that the student-athlete reimburse the Department for the value of the grant-in-aid paid by the Department for the student for that semester. This is particularly appropriate in cases where the athlete is absent from all classes, receiving “NF’s” or “SF’s” for all registered coursework.

The Department of Intercollegiate Athletics at Kent State University encourages professors to treat student-athletes as they would any other student in any and all academic situations.

ACADEMIC HONORS AND RECOGNITION

JUDITH K. DEVINE ATHLETIC ACADEMIC HONORS DINNER

The Athletic Department gives recognition for academic achievement. A banquet in the spring of each year honors those Kent State University sophomore, junior, and senior athletes who have a 3.25 cumulative grade point average or higher. Students receiving special academic recognition are honored at this function where parents, invited faculty, coaches, and administrative staff are in attendance.

MERLE WAGONER/JANET BACHNA/JUDITH K. DEVINE AWARDS

The Merle Wagoner Award is given each year to the senior male student-athlete best exemplifying athletic, academic, and leadership achievement. The Janet Bachna Award honors the same qualities in the top senior female student-athlete.

The Judith K. Devine Award is given to the senior student-athlete who has exhibited outstanding leadership qualities within and outside the athletic department.

CONFERENCE ACADEMIC HONORS IN EACH SPORT

The Mid-American Conference recognizes academic excellence through Academic All-Conference selections, based on academic and athletic performance. The MAC also recognizes student-athletes who meet the following criteria:

- Commissioner's Award - recognizes Sophomore and Juniors who achieve a 3.500 cumulative GPA at the end of the fall semester.
- President's Award - recognizes graduating seniors who have maintained a 3.500 cumulative GPA.

ATHLETIC ACADEMIC ELIGIBILITY REQUIREMENTS

INITIAL ELIGIBILITY CENTER

The NCAA Eligibility Center and financial aid certifies all freshmen at the Division I level in order to determine their eligibility for athletic competition their freshman year. In order to be registered for certification with the NCAA Eligibility Center, a student must complete and return the student-release form along with the registration fee. Additionally, the student must request that the high school counselor send an official high school transcript and a corresponding Form 48-H to the Eligibility Center which indicates the school's core courses that meet NCAA requirements. Finally, the student's official SAT/ACT test scores must be sent directly to the NCAA Eligibility Center. Student-athletes who have questions about their eligibility through the NCAA Eligibility Center should contact Compliance

Students should remember that the initial-eligibility certification process pertains only to whether a student meets the NCAA requirements for participation in Division I athletics and is a separate process from applying for admission to Kent State University.

To be in compliance with NCAA regulations the Eligibility Coordinator must ensure that all final high school transcripts and test scores have been submitted to the NCAA Eligibility Center for any student transferring to Kent State from a junior (two-year) college. If these documents were not received by the NCAA Eligibility Center prior to your attendance at a junior college **you must submit them to Compliance**, upon your enrollment at Kent State. You will be notified if you are required to submit these documents.

12 HOUR MINIMUM ENROLLMENT RULE

Student-athletes must be enrolled in no less than twelve semester hours during the fall and spring semesters to be eligible for practice, competition and financial aid; however, student-athletes who need fewer than twelve semester hours to graduate may enroll in only that remaining number of hours and still be eligible for practice, competition and financial aid in their final semester.

SATISFACTORY PROGRESS

The NCAA requires freshman student-athletes to earn at least 24 semester hours during each calendar year (the first day of fall semester through the last day of summer school) with at least 18 of those hours earned during the regular academic year (September - May). Once the 24-hour rule has been satisfied the freshman year, upperclassmen must successfully complete 18 credit hours during the academic year (September – May).

A SIX CREDIT HOUR REQUIREMENT

Student-athletes must pass a minimum of six credit hours each semester to remain eligible for competition during the next semester (fall or spring).

DESIGNATION OF DEGREE PROGRAM

Before beginning a fifth semester of full-time study each student-athlete must designate or declare a major field of study. This is accomplished by completion of a change of program request through the students Flashline account. Change of programs must always be completed in the presence of, or with permission from, the student-athlete's designated Athletic Academic Counselor.

DEGREE PROGRESS RULE

A student-athlete who is entering his or her 5th full time term of collegiate enrollment shall have completed successfully at least **(*40)** percent of the course requirements in the student's specific degree program. A student-athlete who is entering his or her 7th semester of collegiate enrollment shall have completed successfully at least **(*60)** percent of the course requirements in the student's specific degree program. A student-athlete who is entering his or her 9th term of collegiate enrollment shall have successfully completed at least **(*80)** percent of the course requirements in the student's specific degree program. The course requirements must be in the student's specific degree program (as opposed to the student's major)

Student-Athlete Academic Services Corrective Action Agreement

Student Name _____ Sport _____ ID # _____

This is notification that the above-mentioned student-athlete is currently academically **ineligible** for athletic competition at Kent State University as of the following date: _____.

The eligibility standards not met as required per NCAA By-Laws: [Check box(s) that apply]

- ☐ **Did not pass 6 credit hours each term** (hours completed _____)
- ☐ **Did not pass 9 credit hours Fall semester** (Football only) (hours completed _____)
- ☐ **Did not pass 18 credit hours during the fall and spring term** (hours completed _____)
- ☐ **Did not pass 24 credit hours during the fall, spring, and summer term** (Freshman Year Only) (hours completed _____)
- ☐ **Did not obtain required cumulative GPA**
 - ☐ 1.80 ☐ 1.90 ☐ 2.00 (current cumulative GPA _____)
- ☐ **Did not meet Progress Toward Degree (PTD) requirement**
 - ☐ _____% complete of _____% requirement

Please note only 6 hours of remedial courses may count for the 6, 9, 18 & 24-hour rules during the freshman year. After the freshman year, no remedial courses may be used for any eligibility rules.

Listed below is a corrective action plan set forth by the Student-Athlete Academic Services area to help you move forward academically. You are required to complete all of the requirements listed below in order for you to regain your eligibility.

Corrective Action Plan:

- ☐ You must earn a minimum of _____ credit hours by the end of _____ term to reach 18 credit hours.
 - ☐ Check here if these hours must be degree applicable
- ☐ You must earn a minimum of _____ credit hours by the end of _____ term to reach 24 credit hours (Freshmen Only).
- ☐ You must earn a minimum of _____ credit hours by the end of _____ term to reach 27 credit hours (Football Only).
 - ☐ Check here if this student-athlete is attempting the one-time exception
 - ☐ Check here if these hours must be degree applicable
- ☐ You must earn a minimum cumulative GPA of _____ by the end of _____ term.
Note: Any student with a GPA below a 2.0 puts themselves at risk of being academically dismissed by the University
- ☐ You must pass _____ degree applicable credit hours during the _____ term to reach _____%
- ☐ The following courses you are registered for during the _____ term have minimum grade requirements

1. _____ 2. _____ 3. _____ 4. _____

Notes:

Signatures:

I have read the above information and understand the circumstances of the above named student-athlete's eligibility status and what needs to be accomplished for this student-athlete to regain their eligibility by the _____ term. I am clear not only on the seriousness of this issue, but also the implications on any applicable athletic aid.

Student-Athlete: _____

Date: _____

Head Coach: _____

Date: _____

Athletic Academic Counselor: _____

Date: _____

FINANCIAL AID

FINANCIAL AID

ELIGIBILITY FOR FINANCIAL AID

A student-athlete must meet all applicable NCAA, MAC and institutional regulations to be eligible for institutional financial aid. Those regulations generally include, but are not limited to the following requirements:

- The student is enrolled as a full-time student at Kent State University (12 credits Undergraduate, 8 credits Graduate)
- The student is attending classes regularly.
- The student has eligibility remaining on the five-year clock or is within six years after initial enrollment.
- The student is an undergraduate or meets the NCAA eligibility regulations for graduate student participation.
- An incoming freshman has NOT been certified as an NCAA Final Non-qualifier.

FINANCIAL AID TYPES

Student-athletes may receive most types of financial aid administered by an educational institution and some types of financial aid not administered by an educational institution as long as such aid does not conflict with the governing legislation of the NCAA and is specifically approved under the NCAA's rules of amateurism.

Student-athletes are required to report all outside scholarships or financial awards they receive from a non-Kent State University entity during the beginning of the year when they are completing compliance forms. Any student-athlete who received financial aid other than that permitted by the NCAA shall not be eligible for intercollegiate athletics. If a student-athlete accepts an outside (non-Kent State) award and does not report that award/scholarship, they are jeopardizing their eligibility.

The Compliance Office will work with the Student Financial Aid office to certify any scholarship or award sent to the university, earmarked for a specific student-athlete, to ensure the award meets NCAA regulations. This process will occur after the start of the academic year, and continue throughout the academic year if other awards are received by the university.

ATHLETIC FINANCIAL AID

PERIOD OF AWARD

The period of award begins when the student-athlete receives any benefits as a part of the student's grant-in-aid on the first day of classes for a particular academic term, or the first day of practice, whichever is earlier, until the conclusion of the period set forth in the financial aid agreement. An athletics grant-in-aid shall not be awarded in excess of the student-athlete's five-year period of eligibility.

ELEMENTS OF AN ATHLETIC GRANT-IN-AID

Tuition and Fees - An athletic grant-in-aid which includes tuition and fees will cover only the actual cost of tuition plus general fees, which are assessed to all students. The athletic grant does not cover special course fees, admissions fees, room deposits, parking fees or other miscellaneous fees.

Room - An athletic grant-in-aid for room covers the cost of a standard double room only. An athlete who chooses to live in more expensive campus housing is responsible for the difference in cost.

Board - An athletic grant-in-aid for board varies in coverage from a 15 to a 21-meal plan. This board plan is to be used by the designated student-athlete only and any misuse of the board card will result in termination of the board portion of the scholarship.

Books - An athletic grant-in-aid for books covers the actual cost of required course-related books. There is no limit for books a student-athlete may receive, providing each book is required for a course in which the student-athlete is enrolled. Books may be obtained only at the KSU Bookstore in the Kent Student Center. Expendable course supplies such as notebooks, pens, workbooks, tapes, and personal items may not be purchased as part of the book scholarship. **THE BOOK SCHOLARSHIP IS A LOAN PROGRAM; THEREFORE ALL BOOKS MUST BE RETURNED AT THE DESIGNATED DATES AND TIMES DURING FINALS WEEK OR THE STUDENT-ATHLETE WILL BE CHARGED THE FULL COST OF THE NON-RETURNED BOOK.**

On Campus Resident - An athletic grant-in-aid covering room and/or board costs for an on-campus resident will be credited to the student-athlete's account in the Bursar's Office to offset the University's charge for room and/or board.

Off Campus Resident - An athletic grant-in-aid covering room and/or board costs for an off-campus resident will be credited to the student-athlete's account in the Bursar's Office after deducting any balance owed to the university. A refund will then be generated and sent to the student-athlete. The value for off campus room or board is equivalent to the on-campus cost.

Student-athletes may receive the following financial aid up to the value of a full Athletic-Grant-in-Aid (provided the student's individual limit and team limits can accommodate the award):

- Athletically related institutional aid.
- Financial aid (scholarship, grant, prize, award, loan, etc.) from sources outside of the institution (external sources) determined to be countable against team and individual limits.
- Educational expenses from an Olympic Committee or national governing body.
- Institutional aid, federal grants, state grants, or other aid programs that are designated specifically for tuition, room, and/or board.

A student-athlete may receive one or more of the following forms of financial aid in addition to the Athletic grant-in-Aid, provided the student does not exceed the Cost of Attendance budget:

- Institutional financial aid that is unrelated to athletics ability and is not designated specifically for tuition, room and/or board.
- Financial aid from sources outside of the institution.

A student-athlete may receive a Pell Grant in addition to the Athletic Grant-in-Aid

Reduction Permitted

In the event that a student-athlete's financial aid from all non-exempted sources will exceed a full grant-in-aid for the balance of the academic year, the institution shall reduce institutional financial aid so as not to exceed a full grant.

INJURY OR ILLNESS

Under no circumstances will aid be discontinued during the period of the award because of injuries or illness sustained while participating in organized practices or competition.

RENEWAL/NON-RENEWAL OF ATHLETIC GRANT

Athletic grants-in-aids are awarded on an annual basis. Recommendation for renewal or non-renewal must be made by the respective coach and communicated to the student-athlete in writing from the Office of Student Financial Aid by July 1 each year.

Renewal - Athletic grants are normally renewed if the student-athlete remains eligible, continues to show improved athletic performance, maintains good citizenship on and off campus and exhibits both a positive behavior and attitude toward his or her team, the athletic department and the university. However, athletic grants are one year awards and are not guaranteed to be renewed.

Non-Renewal - If the student-athlete is informed that his/her grant is not being renewed, or that the grant was reduced, and he/she believes they have valid reason to question the decision; the following procedures should be followed:

- Schedule an appointment with the head coach to try to resolve the issue.
- If not resolved, schedule an appointment with your sports administrator to try to resolve the issue.
- If not resolved, the student-athlete should contact the Director of Student Financial Aid and request a hearing. Both the student-athlete and the coach will be asked to provide each other and the members of the Financial Aid Appeals Committee with written documentation in support of their stance on the non-renewal issue. At a mutually agreed time, both parties will then meet with the appeals committee.

Hearing Procedure Guidelines - Non Renewal or Reduction of Athletic Grant

- Only the principles in the case will be allowed in the hearing room.
- The chair (Director of Student Financial Aid) will call the meeting to order, conduct introductions, and take whatever action is necessary to preserve decorum of the hearing.
- The chair asks the student-athlete if he or she requests the meeting to be open. If so requested, observers will be permitted to be seated. Witnesses will remain outside the room.
- The chair will explain the purpose for the hearing and the reasons for non-renewal or reduction of the athletic grant.
- The chair will explain that the members of the hearing board will serve as advisors to the chair and will be free to voice their opinions during deliberation of the information presented.
- The athletic department representative will present the reasons for non-renewal of the athletic grant in writing, orally, or both. Witnesses may be presented by the athletic department.
- The hearing board may question the athletic department representative and any witnesses.
- The student-athlete may question the athletic department representative and any witnesses.
- The student-athlete will present a statement in writing, orally, or both. Witnesses may be presented by the student-athlete.

- The hearing board may ask questions of the student-athlete and any witnesses.
- The Athletic Department representative may ask questions of the student-athlete and any witnesses.
- The chair will ask the Athletic Department representative to present any final statement.
- The chair will ask the student-athlete to present any final statement.
- The hearing will be adjourned. Recommendations will be discussed by the members of the board.
- The final decision concerning the non-renewal of the athletic grant will be made by the chair. The student-athlete will be informed of that decision by letter postmarked no later than five working days after conclusion of the hearing.

REDUCTION/CANCELLATION OF GRANT

Reduction or cancellation of an athletics grant-in-aid during the period of award is permitted in the following circumstances if the student-athlete:

- Becomes ineligible for any reason to compete.
- Voluntarily quits the team.
- Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement.
- Engages in serious misconduct or criminal activity on or off campus.
- Drops below fulltime enrollment.
- Signs a professional contract, agrees to be represented by an agent, or accepts money or benefits from an agent while still eligible.
- Accepts money for playing in an athletic contest.
- Receives any other aid that has not been approved and/or exceeds individual limits.
- Misses an excessive number of classes in any one term.
- Drops or fails a summer school course for which tuition was paid by an athletic grant.
- Fails to meet academic requirements or standards.
- Violates athletic department rules and/or policies.
- Exhausts athletic eligibility and graduates with a degree at the end of your final semester.
- Is enrolled in all online courses and NOT living in the locale of Kent State University.
- Violates policy in the Kent State Student-Athlete Handbook.
- Provides notification of his or her intent to transfer institutions. Cancellation may occur in the term after this notification is provided.

A hearing opportunity will be provided, at the student-athlete's request, if the student has valid reason to question the reduction or cancellation of aid. (Refer to procedures under 'Renewal/Non-Renewal').

POLICY ON SUMMER SCHOOL ATHLETIC FINANCIAL AID

Eligibility - To receive summer school athletic financial aid, a student-athlete must receive athletic aid either in the academic year prior or the academic year after the summer session.

Philosophy: In realizing the difficulty Division I student-athletes may have in completing the requirements for a college degree within four years, the Department of Intercollegiate Athletics would like to offer additional athletic financial within budget constraints. It is the Department's intent to reward those student-athletes who have exhibited outstanding academic and athletic performance, by providing the opportunity and motivation for student-athletes to complete their college degrees. Students-athletes that receive financial aid from the Athletic department or those students that receive the Student Opportunity Fund may be drug tested at any time during the summer.

Criteria:

- Must have been on athletic financial aid during the last academic year or during the next academic year.
- A non-qualifier must have already met the satisfactory progress requirements and the required GPA for eligibility for the succeeding year.
- Must have recommendation of head coach.
- Awards will be based on availability of funds, plus adherence to the following criteria:
 - Student-athlete must have made a good faith effort throughout the year to succeed academically (good class attendance, use of tutors and help sessions, good attendance at study table, has met regularly with academic counselors).
 - Student-athlete has not exhibited a history of course withdrawal or failure.
 - Summer tuition must be repaid if courses are dropped or failed. Student may appeal repayment requirement through a Financial Aid hearing (per Reduction or Cancellation of Athletics Grant Procedures discussed previously).
 - Must have recommendation of Student-Athlete Academic Services.
 - Behavior resulting in disciplinary action by the Office of Student Conduct, campus police, local police or other law enforcement agencies shall be cause for review of grant and possible termination.
 - ***Special situations or extenuating circumstances affecting a sport or a student-athlete will be reviewed by the Sport Administrator, Head Coach, Academic Counselor, and Compliance Administrator.***

POLICY ON CONTINUED ATHLETIC FINANCIAL AID FOLLOWING A CAREER ENDING INJURY OR ILLNESS

Philosophy: The Department of Intercollegiate Athletics would like to continue athletic financial support, if possible, to scholarship athletes who have suffered "career ending" injury or illness during their participation for Kent State University. It is hoped that this assistance will provide the opportunity and motivation for such student-athletes to earn their college degrees.

Criteria:

- Injury must have occurred during an official Kent State University varsity athletic authorized practice or competitive situation. Illness must have occurred subsequent to enrollment at Kent State University. Both must be supported as "career ending" by appropriate medical documentation.
- Student-athlete must have been an athletic scholarship recipient at the time of injury/illness.
- Student-athlete shall be eligible to have his/her athletic grant renewed annually up to four years from the original collegiate enrollment date.
- Student-athletes, who have received two or more years of aid under "medical hardship" status, will not be given further consideration for "fifth" year aid. A student-athlete, who has only received one year of aid under "medical hardship" status, may be considered for one additional term of full tuition if he/she meets all requirements for 5th year aid recipients.
- A student-athlete must continue to meet the appropriate NCAA, MAC, and Kent State University eligibility standards.
- A student-athlete must enroll for and complete the maximum hours toward a degree each semester as determined by his/her academic advisor. A student-athlete must average at least 14 hours/semester following the semester in which the injury took place.
- A student-athlete must agree to work 20 hours per week in the Athletic Department as assigned.
- A student-athlete must repay tuition or its equivalent for courses dropped without justification and approval by the Student Athlete Academic Services, or for courses, which are failed.
- A student-athlete must submit an application that will be subject to review by the department scholarship committee. Awards will be based on availability of funds plus adherence to these listed criteria.
- Behavior resulting in disciplinary action by the Office of Student Conduct, campus police, local police, or other law enforcement agency shall be subject for review of the athletic grant with the possibility of termination.
- Extenuating circumstances affecting a sport or a student-athlete will be reviewed by the Athletic Director and the department scholarship committee.

POLICY ON STUDENT-ATHLETE OPPORTUNITY FUND AWARD AFTER ELIGIBILITY IS EXHAUSTED

Philosophy: Realizing the difficulty student-athletes may have in completing the requirements for a baccalaureate degree within four years, the Department of Intercollegiate Athletics would like to offer additional athletic financial aid for student-athletes to complete their undergraduate degree after their eligibility has been exhausted. It is the Department's intent to provide an opportunity and purpose for student-athletes to complete their undergraduate degrees.

Criteria:

- Must have been on athletic financial aid for at least one full time semester.
- Must have exhausted their athletic eligibility at Kent State University.
- Student-athlete must complete the currently enrolled semester enrolled with a 2.00 GPA or higher.
- Student-athlete must submit a Student-Athlete Opportunity Fund Award application, which will be subject to review by the department scholarship committee.
- Student must enroll and complete maximum hours toward a degree as determined by his/her academic advisor.
- Student must perform job responsibilities in the Athletic Department as assigned.
- Student must repay tuition if courses are dropped/withdrawn or not successfully completed per degree requirement.
- In no case will athletic aid be awarded to a student-athlete beyond the spring term of the fifth year of enrollment.
- Behavior resulting in disciplinary action by the Office of Student Conduct, campus police, local police or other law enforcement agencies shall be cause for review of award and possible termination. This includes being subject to drug testing by the Athletic Department at any time.
- Special situations or extenuating circumstances affecting a sport or a student-athlete will be reviewed on a case-by-case basis.
- The Student-Athlete Opportunity Fund Award is a tuition only scholarship.
- Award will be based on the availability of funds.

NCAA SPECIAL ASSISTANCE FUND

The NCAA provides a financial assistance program to student-athletes with special financial need. Student-athletes receiving a Pell Grant and others who have completed a Free Application for Federal Student Aid (FAFSA) form, available through the Student Financial Aid Office, may qualify for unmet financial need beyond the value of a full grant-in-aid and may apply for these funds. Qualifying students will be given application forms each year through the office of Student Athlete Academic Services.

Permissible uses of this fund include:

- Medical expenses (not covered by insurance)
- Hearing aids
- Vision Therapy (contacts, eye exams, glasses)
- Off-campus psychological counseling
- Travel expenses of student-athletes or parents related to family emergencies

- Purchase of expendable required academic course supplies
- Dress clothing and dress shoes allowance

NON-RETURNED BOOKS/ATHLETIC EQUIPMENT

Athletics Department equipment and training room materials, and Kent State University Bookstore textbooks are on loan to you and all items must be returned to the Athletics Department or Bookstore at the conclusion of your sport's season or semester as designated. Dates for returning equipment or books will be posted through the athletic department facilities. All student-athletes are expected to return all items no later than the due date. Failure to return equipment or books by the dates established will result in charges being assessed to the individual student account. For unreturned equipment, student-athletes will be charged both a replacement charge and a service charge to cover the cost of ordering, shipping, numbering/lettering and re-inventorying replacement items. These charges, if unpaid will result in an ineligible hold being placed on future registration.

Equipment and/or books signed out to you are your responsibility. Lost or stolen items, while they are signed out to you, are also your responsibility and you are accountable for these items, as stated by the policy above. The value of late or non-returned equipment or books will be charged to your account.

TAXABLE INCOME

All funds received by a student-athlete that exceed the value of tuition, books, and course supplies must be reported as income to the Internal Revenue Service for tax purposes. The institution is not under any obligation to file tax information or withhold any income tax from such payments, but it is the student-athlete's responsibility to report it.

PAYMENT PROCEDURES

Each student-athlete is responsible for finalizing registration each semester by ensuring full payment towards a remaining balance to the Bursar's Office. Even if a student-athlete is receiving an athletic scholarship, the student-athlete must follow this procedure.

If you are receiving an athletic scholarship, you will receive a Financial Aid Award letter from the Student Financial Aid Office showing all awarded aid, both athletic and non-athletic. You may deduct the value of your awarded aid from the balance due the university.

You **MUST** make a payment towards any remaining balance **PRIOR** to the due date. Failure to pay your student account balance in full by the due date will result in a schedule cancellation.

Financial aid award letters and university bills are sent to the permanent address listed on your account. If your address has changed, please or correct the address on your student account to reflect the change. Please make sure to notify the Student Athlete Academic Services Office of any changes of local or permanent addresses and/or local or permanent phone number as well.

Payment dates and important registration information are published each semester in the university Schedule of Classes Booklet. It is the student's responsibility to adhere to those dates.

EXTRA BENEFITS

An extra benefit is any special arrangement by a college or university employee or representative of the school's athletic interests to provide a student-athlete or the student-athlete's relative or friend a benefit not authorized by NCAA legislation. If a benefit is not generally available to all students, it is not permissible for a student-athlete to accept per NCAA rules. For example, student-athletes may not have free photocopying, telephone calls, typing of papers, meals, transportation or special favors. Violation of the NCAA Extra Benefits rule by a student-athlete may result in loss of eligibility.

Permissible Benefits

- Awards in recognition of athletic or academic performance.
- Recognition or awards banquets.
- Conference awards and travel expenses to the site of presentation.
- Four complimentary admissions per home or away contest in the sport in which the student-athlete practices or competes.
- Academic counseling and support services.
- Use of computers.
- Athletics medical insurance.
- Medical exams and medical treatment costs following injury.
- Glasses, contacts or protective eye wear for athletic participation.
- Preseason/vacation meals and housing when student-athletes are required to be on campus.
- Transportation, meals, lodging and reasonable entertainment cost associated with athletic travel for practice and/or competition.
- Foreign tour expenses.
- Expenses for local media appearances or conference media days.
- Local transportation on an occasional basis by athletic department staff members.
- Acceptance of randomly drawn promotional prizes.
- Occasional home meal from an institutional staff member or Booster
- Use of athletic equipment and apparel.

Non-Permissible Benefits

- Use of departmental or staff member's personal telephones and/or credit cards.
- Use of an automobile under any circumstances.
- Cash Awards
- Pay for Play
- Discounts or credits not available to all students.
- Transportation home with a coach, even if reimbursement is offered.
- Use of copy machines
- Payment for unspecified expenses
- Gift Certificates
- Country club or sports club memberships
- Payment for complimentary tickets
- Professional sports tickets
- Profit from sale of tickets at greater than face value
- Typing costs
- Student health insurance
- Surgical, medical or hospital expenses which are not the direct result of participation in athletics.
- Dental work not related to injury during participation in athletics.
- Meals, housing or transportation costs for family or friends of enrolled student-athletes.
- Travel apparel that is not practice or competition related.
- Loan or cosigning of a loan from an employee or representative of the institution's athletic interests.
- Direct receipt of equipment, clothing or supplies from a manufacturer.
- Sponsor families outside the institution.

EMPLOYMENT

All earnings from any student-athlete's employment on or off campus during the academic year and summer must be monitored to ensure the student-athlete is being compensated pursuant to NCAA regulations. All current student-athletes must report their employment activities to the compliance office on an annual basis or however often they receive or switch employment. It is the responsibility of the compliance office to monitor both the legitimacy of the work and the income received.

Regulations for Employment:

- Student-athletes can be compensated only for work actually performed.
- Student-athletes cannot be paid more than the going rate in the locale for similar work or services.
- Compensation may not include any extra pay or bonus for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletics ability.
- Employment on a commission basis must follow these rules:
 - The cost of any preliminary training program for such employees must be paid by the student-athlete (i.e., such costs may not be paid by a member institution or a representative of its athletics interests).
 - The personnel employed by the company must consist of both student-athletes and non-athletes.
 - The employment of student-athletes does not result in the company's use of the athletics reputations of such individuals to promote the sale of the company's products.
 - The company is able to document that employees who are non-athletes receive earnings from sales commissions at a rate generally equivalent to the commission realized by the student-athletes employed by the company.
 - It is not permissible for a student-athlete to receive expenses for transportation to or from the site of employment, or any other benefits, unless such expenses or benefits are provided for all employees in that employment situation.

Procedures for Employment:

- Before beginning any employment opportunity during your career as a student-athlete, you must obtain a 'Student-Athlete Employment Form' from the Compliance Office in the MAC Center Offices.
- All Employment Agreement Forms must be filled out completely and accurately, and signed by all required parties before your employment may begin.
- Student-athletes should not arrange or accept employment opportunities without first discussing their employment interest with their head coach.

Fee-for-Lesson Employment:

- Student-athletes are permitted to teach or coach sport skills or techniques in the sport they participate in on a fee-for-lesson basis and receive compensation from the individual receiving the instruction. Student-athletes should meet with the compliance office before arranging any lessons and must follow these NCAA regulations:
 - Institutional facilities are not used;
 - Playing lessons shall not be permitted;
 - The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year;
 - The compensation is paid by the lesson recipient (or the recipient's family member) and not another individual or entity;
 - Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time.

STUDENT-ATHLETE RIGHTS, RESPONSIBILITIES AND REGULATIONS

STATEMENT OF EXPECTATIONS

The pursuit of excellence within Kent State Athletics is a privilege not a right. While the student-athlete must assume prime responsibility for his/her academic and athletic achievements, the athletic department also acknowledges its responsibilities in enhancing and supporting the student-athlete's quest for academic and athletic enrichment. It is appropriate, therefore, to set forth the following expectations for both parties:

ATHLETIC DEPARTMENT & ACADEMIC SUPPORT

The athletic department, as an indication of its strong commitment to the athlete as first and foremost a student, can be expected to provide to its student-athletes the following academic support:

- A recognition by the athletic department and coaching staff that each student-athlete's primary goal at Kent State University is to obtain an academic degree.
- The establishment and implementation of a policy designed to enable student-athletes to satisfactorily progress toward their chosen degree.
- The provision of a departmental academic counselor who works closely with the coaching staff to monitor academic performance and identify those student-athletes needing further assistance academically.
- The provision of a study table and tutorial assistance for student-athletes.
- An emphasis on student responsibility in the process of maintaining eligibility and attaining a degree.

ATHLETIC DEPARTMENT & ATHLETIC SUPPORT

Additionally, the athletic department recognizes the desirability of maintaining a competitive athletic program and striving for improvement wherever possible. In that regard, the athletic department can be expected to provide to its student-athletes the following support athletically:

- The provision of competent coaching personnel to instruct and lead university teams.
- The provision of adequate facilities for practice and competition.
- The provision of necessary equipment and uniforms to university teams.
- The provision of training room and weight training facilities and personnel to assist student-athletes.
- The provision of primary or secondary medical insurance coverage.
- The provision of athletics grants-in-aid for outstanding athletic contribution.
- The accumulation and maintenance of individual and team records of athletic performance.

STUDENT-ATHLETE & ACADEMIC PERFORMANCE

The student-athlete, in acknowledging that his/her academic performance is of prime importance, shall be expected to do the following:

- Maintain his/her required GPA for academic eligibility in accordance with all pertinent NCAA, Conference, and university rules.
- Complete academic satisfactory progress and degree progress requirements in accordance with NCAA, Conference and university rules.
- Attend all classes and perform all course assignments in a diligent and conscientious manner.
- Utilize the services of the departmental academic counselor, study table, and/or tutorial assistance as needed.

STUDENT-ATHLETE & ATHLETIC PERFORMANCE

The student-athlete, in acknowledging the privilege of participation in intercollegiate athletics and in support of the quest for excellence in athletics, shall be expected to do the following:

- Conduct himself/herself in a sportsmanlike manner at all times during practice and competition.
- Conduct himself/herself in a manner befitting a highly visible member of the university community at all times.
- Conduct himself/herself in accordance with all university rules regarding student conduct.
- Abide by all disciplinary and training rules established by his/her coach and/or the athletic department.
- Abide by the standards and goals established by his/her coach including:
 - Attend all meetings as required.
 - Attend all practice sessions, unless excused.
 - Attend all conditioning and/or weight training sessions, unless excused.
 - Attend all study tables as required.
 - Attend all contests, unless excused.
 - Report for all treatment/rehabilitation sessions as recommended by the athletic trainers.
 - Be prompt and courteous when attending all practices, meetings, contests, or appointments, both home and away.

PENALTY

Failure in meeting the listed expectations of student-athletes may result in suspension from practice or contests, dismissal from the team, cancellation of athletic grant, or other disciplinary action deemed necessary by the coach, athletic department or university.

Upon voluntary withdrawal (i.e. quitting) from your respective team, your athletic aid maybe be terminated immediately in accordance with NCAA rules, and you will be responsible for the pro-rated portion of your athletic aid from the day of voluntary withdrawal through the end of the semester. Department-issued equipment should be returned immediately to the coaching staff, athletic director or equipment room.

Walk-ons are subject to all rules and regulations that are in place for every team member. A walk-on's role is determined solely by the coaching staff, specifically the head coach; that role may be increased or decreased according to the head coach's expectations and determination of the walk-on's contribution to the team.

STUDENT OMBUDSMAN OFFICE:

The Ombudsman Office provides students confidential consultation on any University-related problem, concern, and/or grievance. The Ombudsman Office advocates for students and can assist in resolving academic and non-academic issues. If you have an issue and you need assistance, contact the Ombudsman Office. Office hours: 8:00 a.m. to 5:00 p.m. Monday through Friday, or by appointment after 5:00 p.m.; 330-672-9494; 250 Kent Student Center.

ADMINISTRATIVE POLICY AND PROCEDURES REGARDING RIGHTS AND RESPONSIBILITIES OF STUDENT-ATHLETES

Every student who participates in intercollegiate athletics becomes a member of a team. By accepting this privilege of team membership, the student-athlete is responsible for conduct which does not bring discredit to the university, the department of intercollegiate athletics, teammates or self. To that end the student-athlete must behave in a sportsmanlike manner and in a manner befitting a representative of the university.

Each student-athlete must comply with:

- Rules governing academic eligibility as established by the university, the NCAA, MAC, or other appropriate governing body.
- All other rules and regulations for student-athletic conduct as established by the university, the NCAA, MAC, or other appropriate governing body.
- Training and discipline rules established by the head coach and the department of intercollegiate athletics for the sport in which the student-athlete participates.
- By declaring himself/herself a candidate for a team membership, the student-athlete assumes the following responsibilities, in addition to his/her regular responsibilities as a student.

ACADEMIC DISCIPLINE

The student-athlete is subject to all rules for academic eligibility as required by the NCAA, MAC, and the University. These rules are on file in the offices of the director of intercollegiate athletics and of each head coach.

The department of intercollegiate athletics views the student-athlete as a student first. The major purpose at the university is to obtain an undergraduate and graduate degree. The athletic department has a great interest in the general welfare and academic achievement of every student-athlete. Because of this concern, the department has designated individual coaches to follow the academic progress of each student-athlete. In addition, the athletic department strongly recommends that each student-athlete establish communication with his/her faculty advisor within the student-athlete's area of academic major. The athletic department also expects that each athlete attend all classes and perform all assignments, unless illness or other extreme emergencies arise. Further, the student-athlete is encouraged to consult with instructors on an individual basis concerning academic problems.

CONDUCT DISCIPLINE

CODE OF STUDENT CONDUCT- Kent State University is a student-centered institution offering a broad array of academic programs to engage students in diverse learning environments that educate them to think critically and to expand their intellectual horizons while attaining the knowledge and skills necessary for responsible citizenship and productive careers. To maintain high standards, the university must furnish an atmosphere conducive to study and educational growth, as well as one that enables and assists students in developing in a positive manner. University rules and regulations form parameters for individual behavior on and off campus, and follow the normative standards of behavior adhered to by the City of Kent and Kent State University communities. By virtue of a student's enrollment at Kent State University, he/she consents to follow the policies and procedures of the University, including those outlined in this Code of Student Conduct. It is the student's responsibility and in his/her interest to be familiar with all applicable conduct-related policies.

The student-athlete is subject to all rules regarding student conduct established by the university. These rules are contained in the university policy register, and are also available in the Office of the Director of Intercollegiate Athletics.

As a highly visible member of the university community, the student-athlete should strive to set an example for fellow students in complying with the standards of behavior established by the university.

As ambassadors of the university to the public, team members accept a higher standard of conduct than other students. Actions off-campus, including but not limited to violations of local, state, and federal laws, will subject the student-athlete to review for possible discipline and sanctions of this policy.

HAZING

Kent State University students as individuals, members of registered student organizations or any other recognizable groups, teams, or associations of students are expressly prohibited from engaging in hazing. Pursuant to Ohio law under Ohio Revised Code Section 2903.31 "hazing" is defined as committing any act of initiation individually or with any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

In addition to Ohio law, Kent State University defines "hazing" as any action or situation intentionally created, whether on or off university (premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule.

Students and/or organizations charged with violating this rule are subject to disciplinary action under the code of student conduct, rule 3342-4-02 of the Administrative Code and this register.

The Kent State University Department of Athletics constitutes that such activities may include, but are not limited to the following:

- Brutality of any nature, including whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, drug, liquor, or other substance, or any other forced physical activity that could adversely affect the physical health and safety of the individual.
- Any activity that would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or any other forced activity that could adversely affect the mental health or dignity of the individual, or any willful destruction of public or private property.
- Paddling in any form; creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips or any other activities carried out on or off campus, compulsory servitude.
- Wearing in public, apparel which is conspicuous and not in normally good taste; engaging in public stunts and buffoonery, morally degrading or humiliating games and activities; and any other activities which are not consistent with the laws and policies of the educational institution.
- Forced tattooing or branding.
- Student-athletes found to be in violation of this policy are subject to suspension from practice and competition, dismissal from the team, and removal of grant-in-aid.

BODY PIERCING

In addition to the rules that are in place in the Sports Medicine Handbook for the sports of field hockey, football, soccer, volleyball, and wrestling, the Kent State Athletic Department as of February 1, 2005 and effective immediately, specifically prohibits facial piercing ornamentation, including tongue studs, worn during competition, practices or community service activities.

In addition, (applicable to all sports), all jewelry or ornamentation that could cause injury to the wearer or other participants is strictly prohibited; coaches and athletic trainers are urged to stress compliance with this policy.

Coaches are encouraged to develop and enforce team rules that are specific to their sports regarding the wearing of jewelry or body ornamentation during any team, department or university related activities.

ATHLETIC DISCIPLINE

The student-athlete is subject to the athletic disciplinary and training rules pertaining to his/her particular sport/s, as established by the head coach and the athletic Administration. Each head coach will inform the student-athlete involved on the squad of expectations relating to team rules. The coach and team members should come to an understanding about any issues relating to team rules.

Each student-athlete is responsible for having read and being familiar with the rules outlined in this handbook. The rules referred to regarding the NCAA, MAC or other appropriate governing body, are on file and available in the office of the Director of Intercollegiate Athletics and may also be obtained from the head coach of each sport. The rules regarding training and discipline will be provided to the student-athlete at the time he/she tries out for a sport.

The establishment and recitation of the above rules does not set the limits as to the coach's authority to coach a student-athlete. Coaching a student-athlete necessarily involves the coach's establishment of standards, expectations, and goals; giving directions, guidance and orders; and the student-athletes accepting and following those rules. The student-athlete is therefore expected to comply with the directives of the coach.

A student-athlete is a public figure and conduct, both on and off the field/court, reflects on self, teammates, coaches, and the institution. The athlete is expected to conduct himself/herself so as not to bring discredit to the above and must act in a sportsmanlike manner during competition.

DEPARTMENTAL DISCIPLINE POLICY

The KSU Athletic Department expects student-athletes to be model citizens. Student-athletes will be held to a higher standard than non-athletes because of their public visibility; student-athletes' behavior on and off the playing field or court is reviewed more closely by the media. It is important that our student-athletes receive counseling and assistance specific to the prevention of problems concerning law enforcement agencies and/or the University's Office of Student Conduct

POLICY

Every incident of a student-athlete who is arrested and/or who is brought before Kent State University Student Conduct will be reviewed by the Athletic Director, Sport Administrator and Head Coach to determine the appropriate disciplinary action that will be taken in addition to the due process of the legal system and/or the University's Office of Student Conduct.

All incidents involving a Kent State student-athlete, upon acceptance of his/her admission offer, and continuing throughout the entire calendar year (365 days) until the student-athlete is no longer a member of his/her team or exhausts his/her eligibility, will be reviewed in a manner consistent with this policy.

Student-athletes who have exhausted eligibility, receive departmental financial support in their fifth year, and are involved in an incident (on or off campus) will be subject to disciplinary action determined by the Head Coach, Sport Administrator (of the student-athlete's prior sport membership) and Athletic Director.

Student-athletes who represent the athletics department at special events, conferences, and community service activities etc. are held to higher standards of ethical conduct. Student-athletes involved in incidents of misconduct or lack of respect for their institution may be asked to resign their position(s) of leadership and/or face additional sanctions determined by the Head Coach, Sport Administrator and Athletic Director.

A student-athletes' failure to report any and all incidents to their Head Coach (or a department administrator) within 24 hours will result in additional disciplinary sanctions, immediate suspension or a sanction(s) imposed at the discretion of the Athletic Director. This directive is consistent with the KSU Athletic Department's mission with the intention to guide the student-athlete, as quickly as possible, to appropriate resources (i.e., legal advice and counsel).

NOTE: Kent State reserves the right to review the conduct of any prospective student-athlete (PSA) who has signed a National Letter of Intent (NLI), or letter of financial aid and who has been involved in any incident relative to the legal system beginning with the date the PSA has accepted the offer of athletic aid (NLI, MAC, Financial Aid Award Letter).

YEAR-ROUND STUDENT-ATHLETE DISCIPLINARY POLICY

Student-athletes who are charged with criminal misdemeanors, criminal minor misdemeanors (which include but are not limited to disorderly conduct, open container of alcohol in a public venue and possession of marijuana) and operating a vehicle under the influence of alcohol or drugs, will be suspended for the next immediate contest (excluding exhibitions and scrimmages.)

All non-criminal minor misdemeanors (which comprise but are not limited to traffic offenses), noise or nuisance party violations and any allegation of criminal conduct in which a charge has not been filed against a student-athlete will be discretionary and reviewed by the head coach, sport supervisor, and athletic director.

Any student-athlete arrested and charged with a felony on or off campus will be immediately suspended from any practice and/or contest activity pending the outcome by the legal system and/or reviewed by the Athletic Director and Sport Administrator. Financial aid, academic and sports medicine services will continue pending the outcome by legal and University Student Conduct.

Any student-athlete brought before University's Student Conduct will be reviewed by the Athletic Director, Sport Administrator and Head Coach involved and any additional disciplinary action will be determined.

Student-athletes are not permitted to consume alcohol at any university-sponsored functions, regardless of their chronological age.

NOTE: Incidents involving student-athletes who are arrested or charged with a violation of the law during university observed holidays, vacation periods, summer sessions etc. will be reviewed on a case-by-case basis by the Head Coach, Sport Administrator and Athletic Director, and appropriate action(s) will be taken.

STUDENT CONDUCT/ WEAPONS

Consistent with the University's Code of Student Conduct: Students are not permitted to:

Possess, store or use a dangerous weapon or firearm (included but not limited to clubs, dangerous knives, dirks or martial art weapons), dangerous chemicals, explosive devices of any description, incendiary devices specifically modified to be used as a weapon on university premises or at a university-sponsored activity. This Policy should not prohibit persons from possessing, storing or using weapons for the purpose of meeting requirements of a recognized educational or recreational program sponsored by the university.

For more information regarding regulations for student conduct, see link below:
<http://www.kent.edu/studentconduct/code-student-conduct>

INFRACTIONS OF RULES

Failure to comply with any rules regarding academic or conduct discipline will subject the student-athlete to those sanctions contained in the general university policies including those which affect the privilege of participating in athletics. Such failure will also cause the student-athlete to be subject to all sanctions which may be imposed by the coach, the athletic director or designee, or the president or designee, when such failure is deemed to be detrimental to the team or the athletic program.

Failure to comply with any rules regarding athletic discipline will subject the student-athlete to suspension or dismissal from the team.

PROCEDURE FOR APPEALING SANCTIONS

Academic and Conduct Appeals- If the student-athlete alleges a violation of student rights in an academic sanction, conduct sanction or financial aid reduction/cancellation, he/she may seek redress under the procedures set forth in the general university policy under which he/she was sanctioned. (See procedure for financial aid appeal*.)

Athletic Appeals- The student-athlete is encouraged to maintain a dialogue with his/her coaches in order to aid in the informal resolution of problems involving discipline or sanctions. However, only the following discipline or sanctions may be appealed beyond the coach:

- Suspension from the team
- Dismissal from the team
- Any discipline or sanctions in retaliation for use of the appeals process
- Systematic use of discipline in an unreasonable or discriminatory manner.
- Athletic appeal procedures

The student-athlete and coach should make every effort to resolve the issue prior to instituting the formal appeals process. The student-athlete must contact the coach within fourteen (14) days after he/she knew, or through the exercise of reasonable diligence, should have known of the issue.

The first recourse for the student-athlete is to appeal in writing to the coach or university official imposing the sanction. The written appeal shall be filed within thirty (30) calendar days after the coach was contacted, or in the case of a university official, within thirty (30) calendar days after the student-athlete knew of the sanction, or through the exercise of reasonable diligence, should have known of the sanction. Such notice shall state the events upon which the appeal is based, the reason for the appeal, and the specific relief or remedy sought.

The student-athlete shall receive a written response within four working days after receipt of the appeal by the coach or university official.

- If no agreement is reached, the student-athlete may appeal in writing to the Athletic Director. The Athletic Director shall give the student-athlete a written statement of his/her decision regarding the student-athlete's appeal within four working days following receipt of the appeal.

If the sanction has been imposed by a University Vice President or the University President, the student athlete may bypass this level appeal and appeal directly to the ad hoc appeals committee.

- If no agreement is reached after the student-athlete has appealed to the Athletic Director, the student-athlete may make a written notice of appeal to the chair of the Intercollegiate Athletic Committee within thirty (30) calendar days after receipt of the written response from the athletic director. The chair of the athletic committee will notify the designated Faculty Athletics Representative, who will establish the ad hoc appeals committee within five working days of the written notice of appeal by the student-athlete. The ad hoc committee will review submitted materials from the student and from the athletic department staff to determine whether an in-person appeal is warranted. The decision of the ad hoc committee is final. The student will receive a written response within 30 days of submitting the appeal to the committee chair. All proceedings are confidential, and all documents and agenda of hearing will be kept on file.
- The composition of this committee shall be as follows:
 - Faculty Athletics Representative as chairperson.
 - One faculty member of the athletic committee to be determined by lot by the committee chair.
 - One student member of the athletic committee to be determined by lot by the committee chair. The individual should not be a member of the sport involved.
 - One member of the intercollegiate athletic coaching staff not representing the sport of the student-athlete making the appeal, selected by the athletic director.
 - One faculty member selected by the student making the appeal.

The student should include the following information with his/her appeal:

- Student's name, Banner ID, year in school, sport
- Reasons for believing that cancellation/reduction in aid was unfair, including names of institutional staff members, such as coaches) with whom the student has discussed the aid;
- Copies of any relevant documents that support the student's position

Committee Procedure

A hearing shall be held on the matter within five working days following the establishment of the appeals committee. The hearing shall be guided by the following procedures:

- The hearing shall be closed unless mutually agreed to be open by the student-athlete bringing the appeal, and the coach or university official imposing the sanction.
- The coach or university official imposing the sanction shall make a statement, in writing, orally, or both, of the facts and basis for imposing the sanction or discipline.
- The student-athlete may make a statement in writing, orally, or both.
- Both the coach or university official and student-athlete may ask questions of the other at an appropriate time during the hearing.
- Both may present witnesses.
- Both have the right to hear all testimony and examine all evidence.
- The student-athlete may be accompanied by one other person of his/her choice. That person may act as an advisor to the student-athlete, but may not participate in the hearing procedure in any manner whatsoever. No party may be represented by legal counsel.
- All matters pertaining to the conduct of the hearing will be under the sole authority of the chairperson of the appeals committee.

Appeals Committee Decision

- The appeals committee will hear all the statements and have all the documents, which support the claim.
- Following the hearing, the appeals committee will prepare a short statement in writing of the facts as they are judged to be true.
- The appeals committee will, within ten working days make the decision and, in writing, provide a summary of the reasons for upholding, reducing, or dismissing the sanction.
- The chairperson of the appeals committee will provide the student-athlete with the statement of facts, decision and summary of the reasons.
- The decision of the appeals committee will be final and not subject to further appeal.

If a student fails to appear after proper written notice, he/she will be deemed to have waived his or her right to a hearing. The hearing will proceed in absentia.

Student Ombuds Office

The Ombudsman Office provides students confidential consultation on any University-related problem, concern, and/or grievance. The Ombudsman Office advocates for students and can assist in resolving academic and non-academic issues. If you have an issue and you need assistance, contact the Ombudsman Office. Office hours: 8:00 a.m. to 5:00 p.m. Monday through Friday, or by appointment after 5:00 p.m.; 330-672-9494; 250 Kent Student Center.

EDUCATIONAL RIGHTS AND PRIVACY ACT (BUCKLEY AMENDMENT)

At the beginning of each year, as part of NCAA eligibility, student-athletes are required to have a current Buckley Amendment consent form signed and on file. By signing the consent form, the student-athlete grants permission for authorized representatives of Kent State University, the Mid-American Conference and the NCAA access to the following documents or information:

- NCAA Student-Athlete Statement
- Results of NCAA Drug Tests
- Transcripts from any high school, junior college or four year institution attended.
- Pre-college test scores and supporting documentation.
- Records concerning financial aid.
- Any other documents necessary pertaining to NCAA eligibility.

It is understood that these records may only be accessed to determine athletic eligibility, eligibility for athletically related aid, and for NCAA research and/or statistical purposes.

In addition, student-athletes will be asked permission to release grade point information to the public, media and award sponsors in support of nomination or recognition for academic honors.

Rights of Student-Athletes Involved in Infractions Investigations:

Kent State University, the Athletic Department, support staff, coaching personnel, student-athletes and associated groups such as the Blue and Gold Club and the Varsity K Club strive to provide a competitive athletic environment of the highest integrity. Abiding by Athletic Department policies, university regulations, Mid-American Conference rules and NCAA regulations is the responsibility of all persons associated with the Kent State University athletic program.

The Department of Athletics, through its compliance authority and responsibility, must investigate all allegations of violations of institutional, conference and NCAA regulations. The investigation may involve interviews with student-athletes, coaches or other parties who may have knowledge of alleged infractions.

The rights described below are intended to help the student-athlete understand the investigation procedures, to emphasize the necessity of complete and honest disclosure of information, and to aid the student-athlete in understanding the consequences of not cooperating fully and honestly with the investigation, or understanding the possible consequences if it should be determined that the student-athlete did commit a violation of institutional, conference or NCAA regulations.

Student-athletes have the following rights in an investigation:

- To be informed of the reason for the inquiry.
- To be provided with an explanation of how the information is being gathered and how the information will be used if the investigation proceeds.
- To be informed of the possible consequences for failure to cooperate fully and honestly, or for having been involved in an infraction.
- Ineligible to participate in a specified number of contests.
- Repayment of excessive income or benefits.
- Ineligible to participate in athletics.
- Loss of scholarship.
- To be provided with a complete explanation of the regulations and the specific details of the alleged infraction.
- To have an advisor/counselor present during any interview. (An attorney other than University Counsel may attend an interview to provide advice to the student-athlete, but may not represent the student-athlete or directly question or cross-examine witnesses.)
- To have the opportunity to review information given in the interview and to make additions or corrections.

SEASON-END EVALUATIONS

The athletic administration will conduct confidential interviews/surveys with each full team at the conclusion of each sport season. Student-athletes will have the opportunity to provide input regarding the value of the student's athletics experiences, the extent of the athletic time demands encountered by the student-athletes, proposed changes in intercollegiate athletics, and concerns related to the administration of the student-athlete's specific sports. A summary of the information gained through this process helps the athletic department better assess individual sport programs and the effectiveness of departmental policies, and is used by the Athletic Director in each coach's annual performance review.

EXIT INTERVIEW

Exit Interviews will be collected from graduating seniors, student-athletes who have exhausted their eligibility (or forfeited any remaining eligibility, i.e. signed a professional contract) and students who have notified the athletic administration of their decision to transfer and enroll in another collegiate institution. Every effort will be made by the athletic administration to conduct these exit interviews before the student-athlete leaves the Kent State University community. It is incumbent upon the student-athlete to contact the appropriate sport administrator to schedule his/her exit interview before they leave the immediate community. Notes or written documents will be destroyed by July 1 of each year after specific concerns have been addressed. Each student will sign a form stating that the exit interview was completed.

WALK-ON POLICY

The head coach of the respective sport has the authority to determine who will be selected for a team. Cutting/dismissing a walk-on is the coach's prerogative, and the walk-on should understand early in the process what criteria will be in place if he/she expects to make the team.

A walk-on will be expected to meet all expectations of high behavior and academic progress, meeting all eligibility standards for Division I student-athletes; a strong academic record is not the sole basis for remaining on a team. All compliance and athletic training paperwork should be completed ASAP by any student who participates in a try-out or who is a walk-on.

Try-outs are held at the discretion of a head coach. Coaches of some teams choose not to hold try-outs.

Athletes are expected to meet with a head coach, with an assistant coach present, if they have concerns or questions about playing time, scholarship opportunities, etc. Parents should not be calling or emailing on behalf of the student-athlete. Playing time, scholarship opportunities, etc. are not guaranteed as a walk on.

Student-Athlete Conduct Policy Regarding Involvement in Internet-Based Social Networking

Social Media sites provide individuals with an opportunity to interact with an amazingly expansive universe of new people and connect with current friends. Postings on personal profiles, groups and chat rooms are in the public domain and easily accessible by anyone including reporters, parents, coaches, groupies, predators, employers and graduate school admission officials. Once information is posted, it can be retrieved by computer-savvy individuals even after it has been deleted.

Athletic Department Policy

Participation in intercollegiate athletics at Kent State University is a privilege, not a right. Athletic Department conduct policy currently states, *"Student-athletes shall conduct themselves in a manner befitting highly visible members of the university community at all times, and abide by all rules established by the university, department, and head coach."* While the Athletic Department does not prohibit student-athlete involvement with internet-based social networking communities, this Department reserves the right to take action against any currently- enrolled student-athlete engaged in behavior that violates University, Department, or team rules, including such behavior that is evidenced in postings on the internet. This action may include education, counseling, team suspension, termination from the varsity

team and reduction or non-renewal of any athletic scholarships. Athletes are prohibited from blocking coaches or athletic department staff from viewing their sites.

Recommendations

Immediately review any internet websites you may have posted on the internet to ensure that the postings are consistent with University, Department, and team rules and that they present you in a way you want to be portrayed. For your safety and privacy, you should refrain from posting and should promptly remove any personally identifiable information such as telephone number, address, class schedule and places frequented as well as any photos you may have posted. Alert the Compliance Services Office of any sites that falsely appear to be yours as this constitutes identity theft, and the University will assist your efforts to have the offensive site removed. Be cautious about which chat groups you join to be sure you want to be publicly associated with that group. Once you become a member, you are linked to the discussion that takes place within that group. Only the group's administrator is able to delete your group membership or postings made to the group site.

TRANSFER PROCEDURES

NOTIFICATION OF TRANSFER

If a student-athlete wishes to permissibly speak with the coach at another NCAA member institution in order to explore attendance and participation in their sport, the following procedures must be followed.

All student-athlete wishing to enter the NCAA transfer portal must meet with a member of the compliance office during which time the staff member of the compliance office will review - the process to enter the transfer portal (detailed below), the workflow of communication to the coach, and all NCAA ramifications of entering the portal, which are also detailed in the Intent to Transfer from the student-athlete will receive and sign.

The compliance office will make all attempts to conduct this meeting in-person if time and schedules permit, but without delaying the process. Virtual and/or telephone sessions may be conducted with the student-athlete if an in-person meeting is not possible. However, if the student-athlete is unwilling to meet, or make themselves available for a video or telephone call to review this process, the compliance office will provide the Intent to Transfer form and link to the NCAA video module via email to the student-athlete and detail all requirements that must be completed in order to enter the student in the transfer portal.

Pursuant to NCAA bylaws, unless the student-athlete is meeting one of the exception, the student-athlete may only be entered into the transfer portal during the sport specific permissible window.

Procedure to Enter the NCAA Transfer Portal

- The student-athlete must complete the Intent to Transfer form.
- The student-athlete must watch the NCAA transfer education module.
 - A link for the video module will be provided to the student-athlete via email, along with the Intent to Transfer form following the meeting with a member of the compliance office.
- Once the Intent to Transfer form is complete and returned to the compliance office, and the compliance office confirms the NCAA video module has been watched, **this will constitute that written notification of transfer has been received.**
 - From this date, the compliance office has two (2) business days to enter the student-athletes into the transfer portal.
- Upon the compliance office receiving the completed Intent to Transfer form, and confirmation the NCAA video module has been watched, the compliance office will promptly notify the student-athlete's head coach, and will provide the head coach with the copy of the Intent to Transfer form for them to complete the coaching section.
- **Once this form is returned to the compliance office from the head coach or designee, the compliance office will immediately enter the student-athlete into the transfer portal.**
 - If the head coach or designee does not return the Intent to Transfer form within the two-business day period, the compliance office will enter the student-athlete into the transfer portal no later than 5:00 pm on the second business day, but not before
- Immediately upon entering the student-athlete into the transfer portal, notifications will be sent to the student-athlete and other designated individuals within the athletic department, that the student-athlete is now in the portal and may communicate with other institution's coaches.

Once a student-athletes information is entered into the National Transfer Database, that information becomes searchable by all other NCAA institution's coaches. If the student-athlete has made a decision where he or she intends to transfer, he or she may request the database to be updated to indicate the student-athlete no longer wishes to be contacted. Student-athletes may also withdraw their name from the database at any point.

The Head Coach is under no obligation to keep a student-athlete who enters the transfer portal on their active roster, or permit them to continue to participate with the team. If the student-athlete is then cut from the roster due to entering the portal, they will no longer be permitted access to any athletic weight-rooms, practice or competition facilities. Access to athletic training services, and academic resources may continue to be offered so long as the student remains enrolled at the university on a case by case basis.

While it is not required, the Compliance Office strongly recommends student-athletes meet with their head coach prior to submitting notification of transfer. The institution is still required to enter the student-athlete's information into the national transfer database within two business days regardless.

Athletic Financial Aid Implications

- Student-athletes wishing to transfer should be aware, their athletic financial aid may be reduced or canceled beginning in the term *after* they provide written notification of transfer to the institution.
- If notification of transfer is provided in between academic semesters (i.e., Winter Break, Summer Break) the institution may reduce or cancel the student-athletes athletic financial aid immediately.
- The notification of transfer does not impact the student-athletes eligibility to receive athletic financial aid at another Division I institution.

Student-Athlete Academic Obligations

- Student-Athletes wishing to transfer will still be held to academic standards prior to departing Kent State. Student-Athletes should maintain all academic appointments as prescribed by their counselor.

Impermissible Recruiting

- If a student-athlete engages in impermissible recruiting contact with another institution's coach before they are entered into the National Transfer Database, he or she may become ineligible to represent that institution in intercollegiate athletics.

KENT STATE UNIVERSITY STATEMENT OF POLICY ON DRUG ABUSE

PURPOSE AND ADMINISTRATION

The Kent State Department of Intercollegiate Athletics ("Department") has a responsibility to help student athletes achieve and maintain their optimum health in a drug free atmosphere. It is the purpose of the Student-Athlete Drug Education, Testing, and Treatment Policy ("Policy") to fairly, reliably, and privately establish a drug free atmosphere among our student-athletes through education, identification, assessment, treatment, and rehabilitation of substance abuse including establishing and enforcing consequences to deter substance abuse. Maintenance of a drug free atmosphere is necessary because of the direct and indirect adverse health effects and other potential harm to the user as well as the potential of harm to others caused by acts resulting from impaired judgment of the user. In addition, the use of non-therapeutic drugs is illegal and, prohibited by NCAA, MAC and Kent State rules.

This Policy was adopted on January 1, 2018, became effective on that date, and applies to all student-athletes participating in intercollegiate athletics at Kent State and/or receiving athletics financial aid. It is administered, interpreted and enforced by the Department and not by any particular sport program within the Department. No team rules or other individual sports program activities may be established or enforced that are less restrictive than this Policy. However, team sanctions may be more stringent than those set for in this Policy.

DRUG EDUCATION PROGRAM

Kent State strives to educate student-athletes, coaches and staff members about the concerns and consequences related to the abuse of drugs. Because of the key role substance abuse education plays in creating a drug free atmosphere, all Department staff, coaches and student-athletes will be required to participate in education sessions to help prevent the occurrences of substance abuse and increase awareness regarding issues and concerns related to substance abuse.

DRUG TESTING PROGRAM

The testing component of KSU's comprehensive drug program was developed on the belief that drug testing, random and otherwise, serves as a deterrent to drug use. In addition to administering a comprehensive drug testing program, the Department strictly upholds and enforces NCAA and MAC regulations regarding substance abuse. Under University procedures for drug testing, there are immediate progressive rehabilitative and disciplinary consequences for a student-athlete found abusing drugs. In addition to Kent State testing, the NCAA conducts their own drug testing programs for every men's or women's sport. It should be understood that under some circumstances, the NCAA could declare a student-athlete who is found to have utilized a substance on the list of banned drugs 1.) ineligible for further participation in post season and regular season competition for a minimum of one season of competitions in all sports for 365 days from the time of their positive test, and 2.) to have lost one of their four years of eligibility. This rule may apply even if this is a first positive drug test.

Student-athletes are responsible for every substance they eat, drink, smoke, or otherwise consume whether they know its contents or not. Being unaware that a substance is banned is not an adequate defense for a positive drug test, under the NCAA, MAC or Kent State drug policies. The only drugs student-athletes should take are those that are appropriately prescribed to them by a physician. The student-athlete must notify his/her athletic trainer or team physician when any drug is prescribed by a physician or before taking any non-prescribed over the counter medication, vitamins, dietary supplement or the like. The banned drug list is subject to change from time to time leaving the student-athlete open for unknowingly taking a banned drug.

At the beginning of the academic year, all student-athletes will be informed of the purpose and implementation of the Policy. Student-athletes will be required to sign a form acknowledging that they have received a copy of the Policy and understand what is expected from them. Further, they will be required to consent to the administration of urinalysis testing and the release of results to a limited group of individuals directly involved in the implementation of this Policy. Failure to sign a consent form (copy attached) will result in prohibition from all intercollegiate athletics participation at Kent State.

Student-athletes will be subject to drug tests for the following categories of substances:

1. Opiates (Morphine, Codeine, Demerol, Heroin, etc.)	7. Natural and manufactured hallucinogens
2. Cocaine	8. Anabolic Steroids
3. Tetrahydrocannabinol (THC or Marijuana) and Synthetic cannabinoids (eg. spice, K2)	9. Diuretics
4. Drug analogs (Ecstasy, designer drugs)	10. Urine manipulators
5. Barbiturates and Benzodiazepines	
6. Stimulants/Amphetamines (including Ritalin, Adderall, Ephedra, ginseng, etc.)	

At any time, other drugs may be added to this list of substances for which drug testing is conducted. The NCAA publishes a list of banned drugs annually. It is conceivable that drugs from this list could be added or deleted from time to time. The present list, which is updated on the NCAA website, is at the end of this document.

Any missed scheduled drug test will be treated as a constructive positive drug test. In the event of a no-notification test, no selected student-athlete will be allowed to leave the facility after they have been notified or that will be counted as a constructive positive test. Inability to void at the time of the test will necessitate that the student-athlete being tested remain at the testing area until a sample can be obtained. Additionally, tampering with, diluting or in any way altering one's urine sample, will be viewed as a positive test. Moreover, such activities will also subject the student-athlete to additional sanctions at the discretion of the Athletic Director upon the recommendation,

Drug tests will be analyzed at an appropriately certified and accredited lab, utilizing procedures and cut-off parameters for determining positive test results.

Notification

Those student-athletes randomly selected for drug testing will be notified by a designated member of the athletic department. Notifications will be done by calling each student or speaking directly to the student-athlete in person or by phone, to notify the student of the date and time of the test. (Notification messages on voice mail) Failure of a coach to notify a student-athlete will result in an official written letter of reprimand, from the Athletic Director, to be placed in the coach's file. Student-athletes who will be randomly selected for testing include those receiving financial aid (including summer school and fifth year aid) during the calendar year (includes summer sessions) and/or any student-athlete who is on a roster during the calendar year (includes summer sessions.)

Consequences of Positive Test Results

First Positive Test

- The Athletic Director, Sports Supervisor, and Head Coach will be informed of positive test results by the Director of Compliance.
- The Head Coach, along with sport administrator and sports medicine representative, will then inform the student-athlete of the positive drug test result.
- Any student-athlete with a first-time positive drug test will be required to attend a mandatory assessment interview with a mental health professional to determine the type and extent of treatment that would be most appropriate.
- The mental health professional will recommend a plan for treatment and/or education. The treatment plan may involve one or more of the following: personal counseling, substance abuse counseling, referral to an intensive outpatient program, or referral to an in-patient treatment facility.
- The Head Coach will have the student-athlete place a phone call to the student-athlete's parents. This call must be made in the presence of the Head Coach.

- The student-athlete will be suspended from all team related activities (including practice and competition) until the phone call has been made and the student-athlete has made the appointment with the mental Health Professional, which can be done through the sports medicine staff.
- Failure to complete counseling within 2 weeks of notification will result in a second positive drug test.
- The Notification Form must be completed and returned to the Athletic Director, Sports Administrator and Director of Compliance prior to the student-athlete's suspension being lifted.

Note: Coach is not permitted to dismiss the student-athlete from team but may institute further consequences that are clearly defined prior to season in a team handbook and explained at a team meeting.

- Student-athlete will be subject to subsequent drug testing for the remainder of his/her athletic career.

Second Positive Test

Any student athlete with a second positive drug test will be required to participate in appropriate assessment and treatment as prescribed by a mental health professional. In addition, the student-athlete will be immediately suspended from 20% of the competitive season play. All suspensions must be approved by the Athletic Director or an assigned designee. The suspension shall be served in consecutive competitions starting with the next scheduled competition and will be in effect for both regular season and post-season competition. In the event, multiple student-athletes on the same team are suspended at the same time, the sanctions may not be "staggered" but rather served concurrently. Ticketed, prescheduled exhibition contests may count as part of the sanction but not for more than 50% of the sanction. In no event may non-ticketed scrimmages, or foreign tour competitions or other non-traditional contests count as part of the sanction. For student-athletes competing in multiple competitions on the same day (i.e. a double header), each competition listed on the team's official schedule will count towards the sanction. A competition that has multiple competitors (such as a track or wrestling meet) is considered to be a single competition regardless of how many different opponents are competing in it or how it is scored. If the positive drug test result occurs during the off-season, the suspension will be served at the start of the next season of competition. Furthermore, if a student-athlete tests positive outside their competitive season and participates in more than one sport, the suspension will be served during the upcoming competitive season. Suspensions for competitions shall include those where a student is allowed to compete unattached where KSU is providing the resources to participate in the competition. In the event that the sanctions cannot be completed by the end of a current season, the sanctions will rollover to the next season. At the discretion of the attending mental health professional the student-athlete may be drug tested not subject to discipline as part of the assessment and/or treatment, however, during and after the assessment and treatment the student-athlete will be subject to increased random testing subject to discipline. The student-athlete is also required to call their parents in the presence of the Head Coach.

Third Positive Test Result

Any student-athlete with a third positive drug test will serve a suspension for a period of one calendar year commencing immediately with revocation of athletic scholarship at semester's end, in accordance with all NCAA, conference, and institutional rules and regulations. In order to be reinstated to athletic participation, the student-athlete will be required to undergo re-entry drug testing and must test negative. The student-athlete would then be reinstated with two positive test results and be subject to increased random testing subject to discipline. The reinstatement of the student-athlete's scholarship would be at the discretion of the Athletic Director upon advice of the Senior Administration and Head Coach. Should a student-athlete have another positive drug test at any time after being reinstated, the student-athlete will be immediately and permanently suspended from all future athletic competition and his or her scholarship will be immediately revoked.

TREATMENT COMPLIANCE

A student-athlete who has been referred to treatment as a result of a positive test must attend the prescribed sessions with mental health professionals and complete any requirements as outlined as part of their treatment. Any student-athlete who does not follow the prescribed treatment, and/or who is not making satisfactory treatment progress, will be subject to further disciplinary action. Discipline may include suspension from future participation in a specified number of contests or other disciplinary action as deemed appropriate by the Director of Athletics or his or her designee.

SAFE HARBOR PROGRAM

A student-athlete eligible for the Safe Harbor Program may refer himself/ herself for voluntary evaluation, testing and treatment for substance abuse problems by executing the attached Safe Harbor Policy and Procedures Acknowledgement Form and providing it to the Director of Sports Medicine. A student-athlete is not eligible to enter the Safe Harbor Program:

1. More than one (1) time;
2. After he/she has been informed of an impending drug test;
3. Thirty (30) days prior to NCAA postseason competition.

A student-athlete is able to enter the Safe Harbor Program after a positive test, or after second positive test, or after the third positive test but they must have to meet the requirements of the positive tests and the above still apply.

KSU, through a Mental Health Professional, will work with the student-athlete to prepare a Safe Harbor treatment plan. All Safe Harbor treatment plans will include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and a positive initial test will not result in any administrative sanction except those listed in this section (the athletics

staff may suspend the student-athlete from play or practice if medically necessary). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan.

Failure to comply with the Safe Harbor Program treatment plan or evidence of new substance use (as determined by follow-up testing) after entering the Safe Harbor Program, will result in a positive drug test and be subject to appropriate sanctions. The student-athlete will also be removed from the Safe Harbor Program. While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of student-athletes eligible for random drug testing by KSU. However, student-athletes in the Safe Harbor Program may be selected for drug testing by the NCAA and the MAC Conference. A student-athlete's participation in the Safe Harbor Program may be communicated to the Director of Athletics, the Head Coach, and the supervising Athletic Trainer. Other university employees may be informed only to the extent necessary for the implementation of this policy.

CONFIDENTIALITY STATEMENT

KSU recognizes the confidential nature of information received in the administration of its drug testing policy, and will make every effort to maintain the confidentiality of such information.

THE NCAA BANS THE FOLLOWING CLASSES OF DRUGS:

*Note to Student-Athletes: There is no complete list of banned substances. Do not rely on this list to rule out any supplement ingredient. Check with your athletics department staff prior to using a supplement. Some Examples of NCAA Banned Substances in Each Drug Class:

Stimulants:

Amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, "bath salts" (mephedrone); octopamine; DMBA; etc. Exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione):

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine, stanozolol; stenbolone; testosterone; trenbolone; SARMS (ostarine); etc.

Alcohol and Beta Blockers (banned for rifle only):

Alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:

Bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs:

Heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073).

Peptide Hormones and Analogues:

Growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1; etc.

Anti-Estrogens:

Anastrozole; tamoxifen; formestane; ATD; clomiphene; SERMS (nolvadex); etc.

Beta-2 Agonists:

Bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

Additional examples of banned drugs can be found at www.ncaa.org/drugtesting.

Note: Any substance that is chemically related to the class, even if it is not listed as an example, is also banned.

Drugs and Procedures Subject to Restrictions:

- a. Blood Doping.
- b. Gene Doping.
- c. Local Anesthetics (under some conditions).
- d. Manipulation of Urine Samples.
- e. Beta-2 Agonists permitted only by prescription and inhalation.

NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with your athletics department staff! Dietary supplements are not well regulated and may cause a positive drug test result. Student-athletes have tested positive and lost their eligibility using dietary supplements. Many dietary supplements are contaminated with banned drugs not listed on the label. Any product containing a dietary supplement ingredient is taken at your own risk. It is your responsibility to check with the appropriate athletics staff before using any substance.

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesport.com/rec (password: ncaa1, ncaa2 or ncaa3). It is your responsibility to check with the appropriate athletics staff before using any substance.

Notification of Positive Drug Result after Transfer:

NCAA rules (Bylaw 13.1.1.3.5 and 18.4.1.5.1.3) stipulate that the certifying institution (Kent State University) must notify the next institution that the student-athlete is ineligible as a result of a positive drug test received through an NCAA administered drug test. The certifying institution (Kent State University) is not required to report the results of the institutional drug testing policy to the next institution and will not do so without written consent of the student-athlete. (Revised January 1, 2018)

Kent State

2025-2026 Drug Testing Consent Form

Student-Athlete (Please Print) _____ SID # _____

The Department of Intercollegiate Athletics strongly believes that substance abuse can negatively affect both your academic and athletic performance, as well as your physical and mental well-being. Therefore, the Department has instituted a comprehensive program of drug education, testing, counseling, and rehabilitation to deal with the growing problem of substance abuse in intercollegiate athletics.

In consideration for participation, each student-athlete understands, accepts, and agrees that the student-athlete may be required to submit to drug testing at any time. The Athletic Department can schedule drug screening at any time and the schedule of drug testing is subject to change without prior notice. Currently, drug testing may be scheduled at any time, even without prior notice. Failure to submit to an immediate drug test will be considered an automatic positive test and all corresponding sanctions will apply.

I understand the following:

1. That I have received, read, and agree to abide by, the enclosed policy statement regarding sport enhancing drugs and drug abuse as provided by the Department of Intercollegiate Athletics in the Student-Athlete handbook. Additional policy information is available online at www.kentstatesports.com under the athlete services tab.
2. That urine samples for testing will be collected randomly throughout the academic year and other periods of official organized practice and participation.
3. That all urine samples will be sent only to a licensed medical laboratory for actual testing and that samples will be coded to provide confidentiality.
4. That I authorize the release of the initial urine testing results to only the Head Trainer and myself.
5. That a "positive" test can be the result of detection of a true chemical substance, or as the result of my failure to appear for any phase of the testing and that positive test results are not negated at the end of the academic year but are cumulative through out my athletic career at Kent State University.
6. That I agree to abide by the provisions outlined in the policy relating to professional counseling and suspensions.
7. That I am free to withdraw this consent for urinalysis testing. However, I also understand that should I refuse to submit to testing at the time requested, I will not be permitted to participate in any intercollegiate sport program at Kent State University.
8. That I release and hold Kent State University, its trustees, officers, employees, and agents harmless from legal responsibility or liability for the release of such information and records as authorized by this form.

B. I acknowledge that I have read, understand and agree to abide by the policy and purpose of this testing and the consequences of a confirmed positive test result as outlined.

-A student-athlete testing positive the first time will undergo a mandatory assessment to determine the type and extent of drug use counseling and will be subjected to additional drug-testing in accordance with the provisions of the policy.

-A student-athlete testing positive a second time will be suspended for multiple competitions in accordance with the provisions of the policy.

-A student-athlete who tests positive three times will serve a one year suspension with revocation of the athletic scholarship at semester's end.

***In the event of an appeal of a positive test, the corresponding sanction shall not be imposed while a student-athlete appeal is pending.**

You agree to allow Kent State to test you in accordance with the provisions of the Kent State's Student-Athlete Drug Education, Testing and Treatment Policy, which was provided to you for your review.

You understand that the results of the University's Student-Athlete Drug Education, Testing and Treatment Policy are part of your education records. These records are protected by the Family Educational Rights and Privacy Act of 1974, and they may not be disclosed without your consent. **By signing this consent form, you provide your consent to disclose the results of your drug tests to the President of the University, Director of Athletics, Athletic Trainer, Head Coach, your parents (or legal guardians), and any other authorized representatives of the University as deemed appropriate by the Director of Athletics.**

You agree to disclose the University's drug test results only for purposes related to your eligibility for participation in regular and post-season competition and for your eligibility to receive athletically related financial aid.

You affirm that by signing this consent form, you understand the provisions of the Kent State's Drug Testing Policy and this corresponding consent form and agree to the terms and conditions set forth in the policy and consent form and do so by your own free will and choice.

Student-Athlete Signature

Date

Parent Signature (If less than 18 years of age)

Date

Kent State

Safe Harbor Policy and Procedures Acknowledgement Form

Student-Athlete (Please Print)_____

SID #_____

I _____ understand that, according to the Kent State Student-Athlete Drug Education, Testing and Treatment Policy, I may self-refer into the Safe Harbor Program once during my intercollegiate athletic career for voluntary evaluation and counseling.

I further understand that I am not eligible for the Safe Harbor Program after being informed of an impending test or thirty (30) days prior to NCAA or Conference post-season competition.

Kent State will work with me to provide a treatment plan which may include confidential impermissible substance testing not subject to discipline. I will be furnished with a copy of the treatment plan and guidelines after an initial meeting with a substance abuse counselor to evaluate the extent of any of my substance use.

I understand that if I test positive for an impermissible substance while in the Safe Harbor Program, the test result will not result in any disciplinary action. I also understand that I may be suspended from play or practice if it is medically warranted. Otherwise, I will be allowed to participate in team activities, including competitions, so long as I am successfully participating in the Safe Harbor Program. I will be permitted to remain in the Safe Harbor Program for a reasonable period as determined by the Mental Health Professional and the treatment plan.

If I fail to comply with the treatment plan, I will be removed from the Safe Harbor Program. While in the Safe Harbor Program, I will not be included in the regular random testing program, but may be selected for drug testing by the NCAA and/or MAC Conference.

My participation in the Safe Harbor Program will be kept confidential unless the Department's Head Athletic Trainer determines that notifying a particular person or persons is medically indicated.

Signature: _____
(Student-Athlete)

Date: _____

Signature: _____
(Head Athletic Trainer)

Date: _____

NCAA DRUG TESTING

USE OF BANNED SUBSTANCES

The NCAA has established a list of banned substances. Failure to share with appropriate University authorities the knowledge of use of any banned substance is improper. Student-athletes should not assume that the list is limited to street or illegal drugs. Some of the banned substances can be found in prescription and over-the-counter medications such as cold remedies. Therefore, before taking ANY medication, even those prescribed by a physician, student-athletes are advised to consult with their team trainer or team doctor.

Strict penalties have been established for first and subsequent violations of the NCAA banned substances rules. In addition, student-athletes who refuse to participate in mandatory drug testing or who attempt to manipulate a drug test to cause an incorrect result will also receive a penalty.

The NCAA Board of Governors has final authority over the procedures and implementation of the NCAA drug-testing program. The NCAA Committee on Competitive Safeguards and Medical Aspects of Sports will recommend policies and procedures to the Board of Governors and will hear drug-testing appeals (NCAA Drug Testing Program 2017-18). Student-athletes are tested randomly during the regular season, summer, and prior to or immediately following post-season competition or bowl football games.

BANNED DRUG CLASSES

A complete list of drugs in each of the categories below is available in the Office of Student Athlete Academic Services, the Athletic Training Room, or from the Team Physician.

GAMBLING

Illegal sports wagering is believed to exist in one form or another on every college campus. The growth and popularity of sports wagering has caused a significant increase in the number of NCAA sport wagering-related infractions cases in Division I. Student-athletes must be aware of NCAA regulations regarding gambling activities, and shall not knowingly:

- Provide information concerning intercollegiate athletics competition (injuries, starters, game strategy, and suspended players) to individuals involved in organized gambling activities.
- Solicit a bet on any intercollegiate or professional team.
- Accept a bet on any team representing the institution.
- Participate in any gambling activity that involves intercollegiate or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling.
- Solicit or accept a bet for a non-monetary material item (shirt, dinner, drink) that has tangible value. Institutions that play against each other may agree to compete for a tangible item (trophy, wagon wheel), provided no student-athlete receives any tangible item.

Penalties:

- The NCAA Division I Committee on Student-Athlete Reinstatement and the NCAA Student-Athlete reinstatement staff will review instances of Sports Wagering on a case-by-case basis and consider the totality of the circumstances before issuing a penalty for student-athletes who engage in the following activities:
 - A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins (i.e. point shaving) or who solicits or accepts a bet or participates in any gambling activity through a bookmaker, a parlay card or any other method employed by organized gambling that involves wagering on the student-athlete's institution; and
 - A student-athlete who solicits or accepts a bet or participates 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.
- An appellate opportunity will be provided after the committees decide a penalty.

AGENTS, RUNNERS AND FINANCIAL ADVISORS

An individual shall be ineligible for participation in an intercollegiate sport if he/she has ever agreed (orally or in writing) to be represented by an agent, a runner (person who works for an agent and may make the initial contact for the agent), or a financial advisor for the purpose of marketing his/her ability or reputation in that sport. An individual shall also be ineligible if he/she enters into a verbal or written agreement with an agent, runner, or financial advisor for representation in future professional sports negotiations that are to take place after the individual has completed his/her eligibility in that sport. However, a coach may contact agents on behalf of a student-athlete provided no compensation is received for such services.

Additionally, an individual shall be ineligible if he/she (or relatives or friends) accepts transportation, meals, or other benefits from any person who wishes to represent the individual in the marketing of his/her athletics ability.

Potential Pitfalls for Student-Athletes

- Accepting benefits from an agent, runner or financial advisor. These benefits include (but are not limited to) transportation, meals, money and gifts, regardless of the value of the benefit.
- Agreeing (orally or in writing) to be represented by an agent or runner before eligibility has ended, including post-season competition.

- Agreeing (orally or in writing) to be represented by an agent or runner at a future time (after eligibility is exhausted).
- Agreeing (orally or in writing) to be represented by an agent, runner or financial advisor for the purpose of marketing the student-athlete's athletics ability or reputation in that sport.
- Once an agreement (oral or written) is made with an agent or runner to compete in professional athletics, the student-athlete is ineligible for participation in that intercollegiate sport, regardless of the legal enforceability of the contract. (An agent contract that is not specifically limited in writing to a particular sport shall be applicable to all sports).
- Retaining professional services (legal advice) for personal reasons at less than the normal charge.

PROMOTIONAL ACTIVITIES

The use of a student-athlete's picture and/or name in commercial promotions is restricted under NCAA rules. Before agreeing to any promotional activities (calendars, modeling, product endorsements, or posters), a student-athlete must check with the Athletic Department to determine permissibility of the activity and to obtain permission; failure to do so can result in loss of eligibility for the student-athlete.

Additionally, a student-athlete's name or picture may not be used in a "name-the-player" contest conducted by a local business for promotion and may not be used by an athletics equipment company in publicity, however, a student-athlete may receive a prize for winning a promotional activity (i.e., half-court shot, money scramble, etc.) held in conjunction with a member institution's intercollegiate competition provided the participants in the activity or the prize winners were selected through a legitimate random drawing.

RECRUITING

As a result of several allegations of inappropriate recruiting activities at institutions across our country, and in response to the NCAA Recruiting Task Force designed to recommend acceptable recruiting activities, Kent State University has taken steps to more clearly identify the athletic department's position on the recruitment of prospective student-athletes.

The information identified below is the first step in these revisions and will be updated on an on-going basis. The athletic department will notify you and your coaches of any additional revisions through future copies of this handbook and team meetings throughout the academic year.

"Some unfortunate and unacceptable behaviors have developed within the recruiting process and official visits at some institutions. A culture of entitlement pervades the experience, and we have to turn that around by holding each campus accountable for setting expectations and monitoring behavior." President, NCAA

Due to the heightened awareness of recruiting problems nationwide, and to reinforce Kent State's commitment to a standard of excellence both on and off the playing surfaces the following expectations, once implicit, are now explicit. **All NCAA, MAC, and KSU rules still apply.**

The use of alcohol in recruiting activities is strictly prohibited. Per Kent State Athletic Department policy: Under no circumstances shall a coach, student-athlete, PSA, or any representative of athletics interest utilize alcoholic beverages for entertainment.

Excessive Entertainment defined: Per Kent State Department Policy: Excessive entertainment shall include the promotion of sexually related activities; including but not limited to: exotic entertainment, erotic entertainment, and promiscuous innuendos are all strictly prohibited.

Head coach responsibility: Per Kent State Department Policy: The head coach is duly responsible for all activities during the official visit. Head coaches that elect to delegate recruiting duties to an assistant coach are still accountable for any NCAA, MAC, and KSU rules that may be violated during the process. It is also the Head Coach's responsibility to educate assistant coaches, student-hosts, PSA and parents, on all applicable rules regarding the official visit. Failure to monitor activities may result in disciplinary action, including dismissal from position.

Administrative Responsibility: Per Kent State Department Policy: The senior administrative staff is duly responsible for setting expectations, monitoring behavior, and educating the campus community about University, Mid-American, and Association wide issues as they pertain to the recruiting process. This shall include the ongoing monthly education of head coaches and the Intercollegiate Athletics Committee.

Student Host: Student-athletes will be asked, on occasion, to assist their coaches in recruiting prospective student-athletes for the next year by acting as a Student Host during a prospect's official campus visit. Acting as a student host is an important service to KSU and the Department of Intercollegiate Athletics. Appropriate conduct is required of you by KSU, Mid-American Conference, and NCAA standards. All activities should be planned and approved by the head coach. These activities should always promote the University and its values. It is important to know the NCAA rules that apply to such visits. Taking a recruit to a bar or to a party where alcohol is served is strictly prohibited.

An exit interview of all prospective student-athletes who have visited Kent State University on an official visit will be conducted. This document will be issued to head coaches and filed in the Business Office for two years from the date of issuance.

All recruiting visits need to emphasize the academic aspects of Kent State University. Every effort should be made to allow the recruit to meet with faculty or other academic representatives within the recruits' areas of interest.

Permissible activities for enrolled student-athletes

- Off campus incidental, unavoidable contact with a prospect if such contacts do not occur at the direction or suggestion of a Kent coaching staff member. These contacts may occur at the prospect's high school provided Kent staff had no prior knowledge of the contact occurring.
- Telephone calls made by a prospect to an enrolled student-athlete and at the expense of the prospect as long as the call is made after July 1 of the prospect's junior year in high school.
- Written correspondence between a prospect and an enrolled student-athlete is permitted as long as it is not done at the direction or expense of Kent State University.

Serve as a student host for an official on-campus visit by the prospect. The enrolled student-athlete may:

- Receive \$40 for each day of the visit to cover the cost of entertaining the prospect and family members.
- Receive an expense paid meal at a restaurant facility with the prospect.
- Receive a complimentary admission to a campus athletics event if accompanying a prospect to that event.
- Provide lodging to a prospect on an unofficial visit, provided the prospect pays a legitimate rate for such lodging.

Non-permissible activities for enrolled student-athletes:

- Receiving expenses to assist in recruiting of prospects other than student host money during an official visit.
- Making or participating in phone calls to prospects at the direction of a coaching staff member or financed by anyone other than the prospect.
- Being provided use of an automobile by institutional staff members or boosters for use in transporting a prospect at any time.
- Serving as a student host while not enrolled at Kent State.
- Serving as a student host while a non-qualifier during the first academic year in residence

Transgender Policy

Kent State University Athletics Department prohibits discrimination on the basis of gender identity and gender expression. In accordance with the principles of equity and inclusion, the Kent State University Athletics Department maintains the following policies to facilitate and encourage the participation of transgender and nonbinary students, staff, faculty, and visitors. These policies cover: participation in intercollegiate athletics, and accommodation for trans and nonbinary people who attend and participate in athletic activities that take place at within the Kent State University Athletics Department

Definitions

- **Transgender or trans** is sometimes used as an umbrella term to describe anyone whose identity or behavior falls outside of stereotypical gender norms. More narrowly defined, it refers to an individual whose gender identity does not match their assigned birth gender. Being transgender does not imply any specific sexual orientation (attraction to people of a specific gender.) Therefore, transgender people may additionally identify as straight, gay, lesbian, or bisexual.
- **Sex assigned at birth** refers to the assignment and classification of people as male, female, intersex, or another sex assigned at birth often based on physical anatomy at birth and/or chromosomal makeup.
- **A Male-to-Female (MTF)** transgender person is someone who was assigned male at birth, but who identifies as a girl or a woman.
- **A Female-to-Male (FTM)** transgender person is someone who was assigned female at birth, but who identifies as a boy or a man.
- **Nonbinary (also non-binary)** is an umbrella term for all genders other than female/male or woman/man, used as an adjective (e.g. Jim is a nonbinary person). Not all nonbinary people identify as transgender and not all transgender people identify as nonbinary.

NCAA Guiding Principles

- Participation in intercollegiate athletics is a valuable part of the education experience for all students.
- Transgender student-athletes should have equal opportunity to participate in sports.
- The integrity of women's sports should be preserved.
- Policies governing sports should be based on sound medical knowledge and scientific validity.
- Policies governing sports should be objective, workable, and practicable; they should also be written, available and equitably enforced
- The legitimate privacy interests of all student-athletes should be protected.
- The medical privacy of transgender students should be preserved.
- Athletics administrators, staff, parents of athletes, and student-athletes should have access to sound and effective educational resources and training related to the participation of transgender and gender-variant students in athletics.
- Policies governing the participation of transgender students in athletics should comply with state and federal laws protecting students from discrimination based on sex, disability, and gender identity and expression.

NCAA Bylaws Related to Transgender Student-Athlete Participation

- NCAA rules do not prohibit transgender student-athletes from competing in the NCAA.
- NCAA guidelines are to follow the gender classification that student-athletes have from their state (driver's license, taxes, voter registration, etc.) and their conference/institution. Transgender student-athletes who compete in the NCAA must compete in the gender classification that matches their state classification.

The following policies clarify participation of transgender student-athletes *undergoing hormonal treatment for gender transition*:

1. A trans male (FTM) student-athlete who has received a medical exception for treatment with testosterone for diagnosed Gender Identity Disorder or gender dysphoria and/or Transsexualism, for purposes of NCAA competition may compete on a men's team, but is no longer eligible to compete on a women's team without changing that team status to a mixed team.
2. A trans female (MTF) student-athlete being treated with testosterone suppression medication for **Gender Identity Disorder or gender dysphoria and/or Transsexualism**, for the purposes of NCAA competition may continue to compete on a men's team but may not compete on a women's team without changing it to a mixed team status until completing on calendar year of testosterone suppression treatment.

The following policies clarify participation of transgender student-athletes who are *NOT undergoing hormonal treatment for gender transition*:

- A trans male (FTM) student-athlete who is not taking testosterone related to gender transition may participate on a men's or women's team.
- A trans female (MTF) transgender student-athlete who is not taking hormone treatments related to gender transition may not compete on a women's team.

Banned Substances – NCAA Bylaw 31.2.3 identifies testosterone as a banned substance and provides for medical exception review for a demonstrated need for use of a banned medication. It is the responsibility of the NCAA institution to submit the request for a medical exception (see www.ncaa.org/drugtesting) for testosterone treatment prior to the student-athlete competing while undergoing treatment. In the case of testosterone suppression, the institution must submit written documentation to the NCAA of the year of treatment and ongoing monitoring of testosterone suppression.

Recommendations for Students Identifying Outside the Gender Binary Not Taking Hormones

A student-athlete who identifies as gender fluid, genderqueer, nonbinary, agender or another gender outside the gender binary not taking hormones may participate in sex-separated sports activities in accordance with the individual's assigned birth sex.

- A student assigned female at birth who is not taking hormones related to gender transition may participate on a women's team.
- A student assigned male at birth who is not taking hormones related to gender transition may not compete on a women's team.

Student-Athlete Responsibilities

1. In order to avoid challenges to a transgender and/or nonbinary student's participation during a sport season, a student-athlete who has completed, plans to initiate, or is in the process of taking hormones as part of a gender transition should submit the request to participate on a sports team in writing to the director of athletics upon matriculation or when the decision to undergo hormonal treatment is made.
2. The request should include a letter from the student's physician documenting the student-athlete's intention to transition or the student's transition status if the process has already been initiated. This letter should identify the prescribed hormonal treatment for the student's gender transition and documentation of the student's testosterone levels, if relevant.

Kent State University Responsibilities

1. The director of athletics should meet with the student to review eligibility requirements and procedure for approval of transgender and nonbinary participation.
2. If hormone treatment is involved in the student-athlete's transition, the director of athletics, or designee, should notify the NCAA of the student's request to participate with a medical exception request.
3. To assist in educating and in development of institutional policy and practice, a Transgender Participation Committee should be established. Members of the committee should represent a cross section of the institutional staff with student well-being interests, and include representation from the following departments: office of general counsel, health and counseling, faculty/academic affairs, and athletics.
4. All discussions among involved parties and required written supporting documentation should be kept confidential, unless the student-athlete makes a specific request otherwise. All information about an individual student's transgender identity and medical information, including physician's information provided pursuant to this policy, shall be maintained confidentially.

DEPARTMENT INCLUSION POLICY

The Kent State University of Intercollegiate Athletics opposes all forms of discrimination against individuals on the basis of race, color, religion, gender, sexual orientation, national origin, ancestry, disability, genetic information, age, military status, or identity as a disabled veteran. Refer to policy **5–16** UNIVERSITY POLICY REGARDING UNLAWFUL DISCRIMINATION AND HARASSMENT.

If you feel that unlawful harassment or discrimination has occurred, you should contact:

The Office of Compliance, Equal Opportunity/Affirmative Action
Phone: 330-672-2038 E-mail: aa_eo@kent.edu - Website: www.kent.edu/sss

STUDENT-ATHLETE HANDBOOK

PRACTICE AND COMPETITION REGULATIONS AND PROCEDURES

PRIVILEGE OF TEAM MEMBERSHIP AND PARTICIPATION

It is the philosophy of the Kent State University Department of Athletics that no student has the right to be an intercollegiate athlete, but that membership on an athletic team, with all its related benefits, is a privilege, which must be earned and maintained through positive academic, athletic and citizenship performance.

HONESTY, FAIR PLAY, ETHICAL CONDUCT

In accordance with the philosophy, regulations and expectations of Kent State University, the Mid-American Conference and the National Collegiate Athletic Association, student-athletes shall act with honesty, fairness and proper ethical conduct at all times so that intercollegiate athletics as a whole, the university, and the individual student-athlete, shall represent the honor and dignity of fair play and generally recognized high standards associated with wholesome intercollegiate sports competition.

SPORTSMANSHIP

Intercollegiate athletics has the opportunity to promote positive character development of participants, spectators, coaches, officials and contest administrators, enhance the integrity of higher education and promote civility in society by demonstrating, encouraging and adhering to the fundamental values of respect, fairness, civility, honesty and responsibility. Student-athletes have a heightened responsibility to behave with good sportsmanship in that they serve as role models for so many impressionable young fans, and their behavior is often the key element in how spectators react to and treat opponents.

Unsportsmanlike Conduct - Acts of unsportsmanlike conduct include, but are not limited to, the following:

- Striking or physically abusing an official, opposing coach or player.
- Intentionally inciting participants or spectators to violent or abusive action.
- Using obscene gestures or profane or provocative language or actions toward officials, opponents or spectators.
- Being publicly critical of game officials, opposing players or coaches, other universities or their personnel, and/or conference personnel.
- Engaging in negative recruiting by making statements to a prospect, parent, high school coach or other person that are derogatory of another university, its student-athletes or its personnel.
- Taunting, teasing or trash talking.
- Engaging in unnecessary and prolonged acts of self or team celebration.
- Demonstrating loss of temper by throwing equipment or implements, kicking or hitting objects, knocking things over, damaging equipment or facilities.

Penalties for Poor Sportsmanship - Unsportsmanlike conduct shall subject the student-athlete to disciplinary action by the coach, athletic department, university, MAC and/or NCAA. Violators may be subject to reprimand, suspension from contests, dismissal, loss of scholarship, or other actions deemed appropriate.

AMATEURISM

As a member of the MAC and the NCAA, Kent State University adheres to the principle of amateurism for student-athletes where participation is motivated primarily by education and by the physical, mental and social benefits to be derived. A student-athlete retains amateur standing and eligibility for intercollegiate competition unless he/she becomes involved in any of the following:

- Receives pay or the promise of pay for participating in an athletic contest.
- Signs a contract or commitment to play professional sports.
- Plays on a professional team even if no pay or expenses were received.
- Enters into an agreement (verbally or in writing) with an agent, runner or financial advisor.
- Uses athletic skill for pay in any form (TV commercials, superstar competition, cash prize, demonstrations, fee for lesson).
- Receives more than actual and necessary travel, room and board expenses for practice and games while participating on an amateur sports team.
- Enters into a professional draft in any sport except basketball, which allows a player to enter a professional league's draft one time during his or her collegiate career if certain restrictions are followed.

REQUIREMENTS FOR PRACTICE/COMPETITION ELIGIBILITY

- Incoming freshman must be a qualifier.
- Must be enrolled at the University.
- Must maintain a minimum 12-hour credit load throughout the year.
- Must complete and have on file all Compliance Forms.
- Incoming freshmen and junior college transfers must have final eligibility determined within a specified time period.
- Must have required medical history and medical insurance forms on file, and be cleared by the Team Doctor.

Temporary Certification

Per NCAA rules, a student-athlete is permitted to practice, but not compete, for a maximum period of 45 days while their amateur status is pending in the NCAA Eligibility Center. If eligibility is still pending after the 45-day period, the student-athlete must be withdrawn from all athletically related activity until they receive a final certified amateur status.

Contest Eligibility - In addition to requirements for practice, a student-athlete must be fully academically eligible and name must appear on an Affidavit of Eligibility for that sport for that semester, signed by both the Registrar and Faculty Athletics Representative.

SEASONS OF COMPETITION

Defined - A season of competition (year of eligibility) is utilized when a student-athlete in either a two-year or a four-year collegiate institution does one of the following:

- Participates for any length of time against outside competition (scrimmage, exhibition, joint practice sessions with another institution's team) while representing the institution.
- Competes in the uniform of the institution or utilizes any apparel or equipment from the institution that includes institutional identification (travel bag).
- Competes and receives transportation, meals, room or entry fee expenses from the institution for the competition.
- Maximum - A student-athlete shall not engage in more than four seasons of competition in any one sport.
- Five Year Clock Rule - A student-athlete shall complete his or her seasons of competition within five calendar years after the student initially registers as a full-time student in a regular term of an academic year, and attends the first day of classes for that term. The five-year clock may be interrupted and extended only for time spent in the military, on official church missions, with recognized foreign aid services of the U.S. Government (Peace Corps), or for females, a one-time pregnancy exception.

REDSHIRT

If for any reason (injury, ineligibility, illness, not enrolled, discipline, coaches choice) a student-athlete does not participate in any portion of any contest against outside competition during the year, that year is designated as a redshirt year and the student-athlete is not charged with using a year of eligibility. It is possible for a student-athlete to be redshirted more than one year, however, there is no extension allowed on the five-year rule.

MEDICAL HARDSHIP

A student-athlete who has participated in a contest in any given year may have the year of eligibility restored if an incapacitating injury or illness:

- Occurs during one of the four permissible seasons of competition.
- Occurs prior to the completion of the first half of the playing season.
- Results in incapacity to compete for the remainder of that playing season.
- Occurs before the student-athlete has participated in more than contests or dates of competition, or thirty percent of the institution's completed contests or dates of competition in that sport.

UNATTACHED COMPETITION

The Mid-American Conference requires that student-athletes in individual sports (wrestling, golf, track and field, cross country, gymnastics) who wish to participate in outside competition as an individual during the academic year, may do so as long as the student-athlete:

- Represents only himself or herself in the competition, not Kent State University.
- Does not participate in the competition as a member of an outside team.
- Does not receive any benefits or expenses (transportation, meals, lodging, entry fees) from Kent State University or an outside team.
- Does not wear a Kent State University uniform or utilize equipment labeled with the University name.
- Is eligible to compete as a regular member of the intercollegiate team during that sport season.
- Receives written permission from the Office of Student Athlete Academic Services at least ten days in advance of the competition.

OUTSIDE COMPETITION

A student-athlete in any sport who participates during the academic year as a member of any outside team in any non-collegiate competition becomes ineligible for intercollegiate competition in that sport unless:

- The competition occurs during any official vacation period.
- The student-athlete participates in field hockey, soccer, or volleyball (outdoor doubles tournaments) and the participation occurs no earlier than May 1, no class time is missed, and approval is given by the Director of Athletics through the Office of Compliance.
- The student-athlete participates in one high school alumni game, which except for basketball, must be during a vacation period.

- The student-athlete is participating in tryouts or competition for the Olympic Games, Pan American games, U.S. National Teams, World Championships, World Cup Teams, or recognized state and national multi-sport events

USE OF TOBACCO PRODUCTS

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who used tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

Baseball ban - No baseball player, coach or game official may use any form of tobacco during practices or games in NCAA approved summer baseball leagues.

PLAYING AND PRACTICE SEASONS

To minimize interference with the academic program of its student-athletes, NCAA member institutions limit athletically related activities, the length of playing seasons, the number of regular season contests or dates of competition, and the extent of allowable participation in non-collegiate sponsored athletics activities.

Length

- 132 days - baseball, field hockey, soccer, softball, volleyball
- 144 days - cross country, golf, gymnastics, wrestling
- 156 days - indoor and outdoor track combined
- Published starting date of preseason practice through the end of the regular playing season - basketball and football.

Athletically Related Activities

- Practice: Meeting, activity or instruction involving sports related information with an athletics purpose, held for one or more student-athletes at the direction of, or supervised by, any member of the coaching staff.
- Any field/floor/court/mat/course activity
- Setting up/walking through offensive or defensive alignments
- Chalk talks
- Lecture/discussions on sport strategy
- Activities using equipment related to the sport.
- Discussion/review of game films, motion pictures, or videotapes related to the sport.
 - Competition
 - Required weight training and conditioning
 - Required participation in camps, clinics or workshops.
 - Individual workouts required by and/or supervised by a member of the coaching staff.
 - Captain's practice, if participation is expected or required.
 - Visiting the site of competition in cross-country and golf.
 - Involvement of an institution's strength and conditioning staff with enrolled student-athletes in required conditioning programs other than to monitor voluntary individual workouts for safety

Time and Activity Limits for Athletically Related Activities

- Playing Season
 - Day Limit: Four hours per day maximum, except the actual time for a golf practice round.
 - Week Limit: Twenty hours per week maximum for all sports including golf.
 - Day Off: During one calendar day per week, all athletically related activities shall be prohibited.
 - Missed Class Time: No class shall be missed for practice activities except those associated with authorized athletic travel.
 - Competition Day: Is three hours regardless of actual time
 - Practice may not be conducted at any time following the conclusion of competition
- Out of Playing Season
 - Week Limit: Eight hours per week of weights, conditioning and of that, only four hours may be skill instruction/film.
 - Two Days off per week required.
- Safety Exception - Coach may be present in gymnastics, field events in track, and wrestling during voluntary workouts to provide safety or skill instruction but not conduct the workout, provided the workouts were requested by the Student Athlete themselves.

STUDENT-ATHLETE HANDBOOK

ATHLETIC SUPPORT SERVICES

POLICY REGARDING ATHLETIC INSURANCE COVERAGE

Kent State University has an established policy and procedure regarding athletic insurance coverage for injuries sustained while participating in one of our intercollegiate sports. The Kent State University Intercollegiate Athletic Insurance Coverage is offered on an "excess" or "partial excess" basis. Under the terms of the policy, the coverage is considered secondary to all other valid and collectable group medical insurance policies such as, parental insurance coverage through the parent's place of employment under which the student-athlete is covered as an eligible dependent. Therefore, Kent State University athletes will be expected to do the following with all insurance claims:

- Submit insurance claims to their own insurance company first, immediately upon receipt of statement.
- If they have no personal, family or work-related insurance, or if their insurance does not cover the entire claim, then submit the claim to Kent State University's Athletic Insurance within 90 days of service at address below.

Michelle Rura MS, ATC, LAT
Assistance Athletic Director for Sports Medicine
MACC Annex Athletic Training Room
Kent State University
Kent, OH 44242-0001
(330) 672-8439
(330) 672-9328 fax
Mrura1@kent.edu

NCAA CATASTROPHIC INJURY INSURANCE COVERAGE

As a benefit of NCAA membership, the Association provides catastrophic injury insurance coverage for student-athletes of member institutions. The policy provides benefits to student-athletes who incur devastating injuries resulting in partial (paraplegic) or total (quadriplegic) paralysis.

ATHLETIC INJURY AND MEDICAL POLICY

Eligibility for Athletic Participation: All students desiring to participate in Intercollegiate Athletics must be examined and approved by the Athletic Team Physician(s) before being permitted to work out with any intercollegiate team. The examination is effective for one year; however, the Athletic Team Physician(s) may re-examine and change the athlete's eligibility status at any time. The athlete must receive final clearance from the athletic training staff that his/her medical status, Health Appraisal (medical pre-history), General Medical Exam (Initial entrance only) and a Participation Clearance, Consent/Informed Risk Form, and Insurance Information Form, have been approved prior to any participation with an athletic team and drawing of athletic equipment.

ATHLETIC INJURY AND MEDICAL POLICY

INTERCOLLEGIATE ATHLETICS, KENT STATE UNIVERSITY

Section I - Eligibility for Athletic Participation

All students desiring to participate in Intercollegiate Athletics must be examined and approved by the Athletic Team Physician(s) before being permitted to work out with any intercollegiate team. The examination is effective for one year; however, the Athletic Team Physician(s) may re-examine and change the athlete's eligibility status at any time. The athlete must receive final clearance from the athletic training staff that his/her medical status, Health Appraisal (medical pre-history), General Medical Exam (Initial entrance only) and a Participation Clearance, Consent/Informed Risk Form, Authorization to Release Medical Information, and Insurance Information Form, have been approved; prior to any participation with an athletic team and drawing of athletic equipment.

Students who have sustained significant injuries (one year prior to becoming a team candidate) are required to report these injuries to the Athletic Trainer(s) or Athletic Team Physician(s). Student-athletes who have had an infectious disease during the previous calendar year must report this illness to the athletic trainer or team physician. An athlete reporting such an injury or infectious illness is subject to examination by the Athletic Team Physician(s) prior to being given permission to become a team candidate. Failure to report such injuries or infectious illness relieves the University of all liability, in the event that the athlete sustains a subsequent injury or re-injury to the affected part, provided the original injury was a contributing factor to the subsequent injury in the opinion of the Athletic Team Physician(s). Loss of one of any paired organs (ex. eye, kidney, testicle, etc.), shall disqualify one from participation on any intercollegiate team sponsored by the Athletic Department unless the athlete receives written permission to participate from the Athletic Team Physician(s).

Section II - Liability

The University's liability for medical expenses resulting from injuries sustained by athletes is defined as follows:

Liability is extended to cover only those injuries reported to the Athletic Team Physician or Athletic Training Staff within 48 hours from the injury producing accident. Liability is further restricted to those injuries received during periods of official, organized athletic participation which, in the opinion of the Athletic Team Physician, Athletic Director and Athletic Training Staff, are **DIRECTLY ATTRIBUTABLE TO PARTICIPATION IN INTERCOLLEGIATE ATHLETICS WHILE A FULL-TIME STUDENT AT KENT STATE**

UNIVERSITY. Periods of official, organized athletic participation includes all regularly scheduled practice and games while under the general supervision of authorized University personnel or outside practice in preparation for intercollegiate participation. No liability is assumed by the University for the treatment of such injury/conditions not directly attributable to participation in Intercollegiate Athletics (even though occurring during periods of official, organized athletic participation), illnesses (as common colds, sore throats, respiratory infections, gastrointestinal disorders, pulmonary conditions, etc.) or non-athletic injuries, etc.

1. Liability limited to full payment of authorized expenses not covered by the athlete's parents' own surgical and hospital insurance.
2. Liability limited to payment of expenses resulting from breakage of eyeglasses broken or damaged while participating in a game or a regular supervised practice period.
3. Liability limited to the replacement of lost or damaged prescription contact lenses provided the athlete has on deposit with the Athletic Trainer one extra pair of contact lenses at the time of loss or damage.
4. Liability limited to payment of expenses resulting from damage to whole and sound natural teeth or damage to permanent bridges. The terminology "permanent bridges" refers to those bridges, which cannot be removed.
5. Liability is not extended for expenses associated with non-participation related examination or testing. **THE ATHLETIC MEDICAL STAFF MAY ASSIST THE STUDENT-ATHLETE IN EXPEDITING CARE BY MAKING NON-PARTICIPATION RELATED APPOINTMENTS; HOWEVER, IT SHOULD NOT BE ASSUMED THAT THE ATHLETIC DEPARTMENT WILL COVER THE EXPENSES FOR SUCH APPOINTMENT(S).**

Section III - Authorization for Medical Services

1. Authorization for medical services as a result of an injury attributable to participation in Intercollegiate Athletics must be obtained in advance of such services. THE ATHLETIC DEPARTMENT WILL NOT ASSUME ANY LIABILITY IN COVERING MEDICAL SERVICE EXPENSES WITHOUT PRIOR APPROVAL BY THE ATHLETIC TEAM PHYSICIAN OR Director of Sports Medicine.
2. Arrangements for the care of injuries requiring medical attention following the athlete's dropout or graduation must be made prior to his/her dropout or graduation. Authorization is obtained by procuring from the Athletic Team Physician or Head Athletic Trainer a written referral authorizing the needed medical services.
3. In instances of NON-ATHLETIC INJURY/ILLNESS the athlete should obtain medical attention on his/her own through the University Student Health Center. However, the Athletic Team Physician or Athletic Training Staff must be notified by the athlete within **48 hours** of obtaining such services. In instances of athletically-related injuries, the athlete should contact a member of the Athletic Training Staff or an Athletic Team Physician immediately. However, if this cannot be accomplished, the athlete should obtain medical attention on his/her own at the University Student Health Center, then he/she must notify the Athletic Team Physician or Athletic Training Staff within **48 hours** of obtaining such services.

Section IV - Second Opinions

All injuries sustained during athletic participation will be cared for by the Athletic Medical Staff of the athletic department. The Athletic Medical Staff consists of the Associate Athletic Director for Sports Medicine, Assistant Athletic Director for Sports Medicine, Team Physicians and the Assistant Athletic Trainers. If the athlete and/or parent is not satisfied with the diagnosis and treatment of any athletic injury, another medical opinion may be obtained. However, the following guidelines must be followed:

1. The second opinion may be rendered by a physician of the athlete's choosing. Prior to diagnosis, this physician should first consult with the Associate Athletic Director for Sports Medicine and Assistant Athletic Director for Sports Medicine for history, mechanism, and treatment of injury implications.
2. The second diagnosis and plan for treatment will be communicated to the department's team physician. He or she will then make recommendations regarding the course of action for the injury.
3. Should the athlete decide on a treatment plan contrary to that of the team physician, it is understood that in all instances the department's athletic team physician will have the final say as to whether or not the athlete continues participation with Kent State University's Department of Intercollegiate Athletics.

THE RESPONSIBILITY FOR ANY AND ALL EXPENSES INCURRED WITH THE SECOND OPINION WILL BE THAT OF THE ATHLETE. THE ATHLETIC DEPARTMENT WILL ASSUME NO FINANCIAL RESPONSIBILITY FOR THESE ADDITIONAL CONSULTATIONS.

The medical specialists utilized for additional opinions must have a good working knowledge of athletes and sports-related injuries. This will reduce the possibility for miscommunication in the results of additional opinions.

Section V - Optional Surgery

The responsibility for any and all expenses incurred with an optional surgery will be that of the athlete. The Athletic Department will assume no financial responsibility for an optional surgery. An optional surgery is any surgery that is **not** deemed necessary for athletic participation at Kent State University by the Athletic Team Physician(s).

Section VI - Pre-Existing Conditions/Injury

All pre-existing injuries or medical conditions must be reported to the Athletic Medical Staff (Associate Athletic Director for Sports Medicine, Assistant Athletic Director for Sports Medicine, Athletic Team Physicians, and Assistant Athletic Trainers) at the time of the

Initial Participation Clearance. As mandated by the NCAA, the Athletic Department cannot be financially responsible for any bills incurred due to pre-existing conditions.

Section VII – Billing Insurance for Athletic Training Services

Kent State University Sports Medicine department is billing for their medical services. These services include: evaluation, treatment, and rehabilitation of injuries. The student-athlete's primary medical insurance will be billed for services rendered by the Sports Medicine staff and the Kent State University Secondary policy will be billed for the remaining balance. If you have any questions regarding this process, please contact the Associate or Assistant Athletic Director for Sports Medicine.

Section VIII – Medical Necessity of Banned Substances

Kent State University Athletics is governed by NCAA rules and regulations. As a result, the following NCAA statement guides the medical use of banned substances:

"The NCAA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such drug. Exceptions may be granted for substances included in the following classes of banned drugs: stimulants, beta blockers, diuretics, and peptide hormones." (NCAA Bylaw 31.2.3.1)

Consequently, if a banned substance is being used by the student-athlete the following procedure must be followed:

PROCEDURE FOR EXCEPTIONS:

1. Alternative non-banned medications for the treatment of various conditions exist and should be considered before an exception is pursued.
2. In the event that the student-athlete and the physician (in coordination with the Athletic Medical Staff at Kent State University) agree that no alternative to the use of the banned substance is available, the decision may be made to continue the use of the banned substance (i.e. stimulant {such as Ritalin ®}, beta blocker, diuretic or peptide hormone).
3. Kent State University will maintain in the student-athlete's medical record (in the Athletic Training Room) a letter from the prescribing physician that documents that the student-athlete has a medical history demonstrating the need for regular use of such drug. The letter must contain the following information:
 - a. Description of the evaluation process which identifies the assessment tools and procedures.
 - b. Statement of the Diagnosis, including when it was confirmed.
 - c. History of ADHD (or other condition) treatment (previous/ongoing)
 - d. Statement that a non-banned ADHD (or other condition) alternative has been considered if a stimulant is currently prescribed.
 - e. Statement regarding follow up and monitoring visits.
 - f. Copy of most recent prescription (as documented by the prescribing physician).
4. This information should then be forwarded by the prescribing physician to the Head Athletic Trainer at Kent State University for review by the Athletic Team Physician and inclusion in the student-athlete's athletic medical file.

Section IX – Cardiac Testing/Screening

Cardiac conditions may be found during the annual participation clearance examinations, or at other times of physical examination. Cardiac conditions are not the result of athletic participation. The student-athlete is responsible for any and all expenses incurred with all Cardiac Testing/Screening. **THE ATHLETIC MEDICAL STAFF MAY ASSIST THE STUDENT-ATHLETE IN EXPEDITING CARE BY MAKING CARDIAC TESTING/ SCREENING RELATED APPOINTMENTS; HOWEVER, IT SHOULD NOT BE ASSUMED THAT THE ATHLETIC DEPARTMENT WILL COVER THE EXPENSES FOR SUCH APPOINTMENT(S).** The Athletic Department does not assume financial responsibility for this type of testing as it is not the direct result of athletic participation, even though these problems/conditions may have a direct bearing on the participation status in Intercollegiate Athletics.

Summary

Any and all questions regarding the Athletic Medical Policy or Athletic Insurance coverage direct those inquiries to the Associate Athletic Director for Sports Medicine and the Assistant Athletic Director for Sports Medicine. The Assistant Athletic Director's mailing address, phone numbers, and email address can be found on the cover page of this document.

If you become pregnant:

The team's certified athletic trainer and/or team physician should be notified as soon as you learn that you are pregnant. The sport's medicine staff will respect the student-athlete's confidentiality until such time when there is medical reason to withhold the student-athlete from competition. The student-athlete will not be forced by anyone in the athletic department to terminate a pregnancy because of financial or psychological pressure or fear of losing their institutional grants for school aid.

The Kent State Athletic Department supports the National College Athletic Association's (NCAA) policy on student-athletes who become pregnant. It's policies can be found here: <http://www.ncaa.org/sites/default/files/PregnancyToolkit.pdf>

Athletic Scholarship:

If you become pregnant, the NCAA rules permits one-year extension of the five-year period of eligibility for a female student-athlete for reasons of pregnancy.

Confidential Counseling:

Women's Center: 2-8264

College of Nursing: 2-7930

Health Center: 2-2322

College of Education

2-2202

Training and Competing:

It is impossible to provide a set of definitive recommendations that apply to the safe participation of all pregnant females in any type of competition or exercise. There is too much variability with respect to individual fitness levels, intensity and nature of the exercise and specifics of each individual pregnancy. If the student-athlete chooses to remain pregnant, the ACOG guidelines, along with their obstetrician, will be used in determining the participation status of the student-athlete. Each case will be addressed and evaluated independently and will remain confidential at the student-athlete's request. A signature release form must be signed stating that you are aware of the risks to you and the fetus.

Insurance

As with any other nonathletic-related medical condition, KSU's medical insurance coverage does not cover pregnancy-related care. The sports medicine staff will help the pregnant student-athlete to access the pregnancy and parenting support resources that are available to all students at KSU. If a pregnant student-athlete is enrolled in KSU's supplemental health insurance plan, she will be advised by Campus Health Services whether that plan covers pregnancy. If the student-athlete has her own private health insurance coverage, a healthcare provider can follow her on that insurance plan. If she has no health insurance coverage, she will be further advised of her options by KSU's Campus Health Services.

Male Student-Athlete

If your partner becomes pregnant, it can put emotional and psychological stress on you. If you have any concerns regarding yourself, partner, or the fetus our sports medicine staff encourages you to seek help within our support staff from above.

References:

National Collegiate Athletic Association. Pregnancy in the Student-Athlete. www.ncaa.org. Guideline 3b, June 2008.

American College of Obstetrics and Gynecology. Exercise and Athletic Participation. www.acog.org September 20, 2008.

Summary:

Direct any and all questions regarding the Athletic Medical Policy or Athletic Insurance coverage to the Assistant Athletic Director for Sports Medicine. The Assistant Athletic Director for Sports Medicine, mailing address, phone numbers, and email address can be found on the cover page of this packet.

TRAINING ROOM RULES AND PROCEDURES

All Kent State University Student-Athletes are advised of the following Athletic Training Room rules and procedures. These rules and procedures should be followed so that you, the student-athlete, receives the optimum in medical care.

Training Room Service Eligibility:

- A completed eligibility form must be on file with the Associate Athletic Director for Academic and Student Affairs.
- A completed insurance information form must be on file with the Athletic Training Room. Further information describing the Athletic Department's medical liability and insurance coverage is provided in the ATHLETIC INSURANCE COVERAGE POLICY and the ATHLETIC INJURY AND MEDICAL POLICY STATEMENT, which was issued with the insurance information form.
- A completed health appraisal and pre-entry physical examination form must be on file in the Training Room.
- A completed physical examination and subsequent clearance to participate or receive rehabilitation, as given by an Athletic Team Physician, must be on file in the Athletic Training Room.

COMPETITIVE SEASON CARE

Injury: The student-athlete is responsible for reporting to the Athletic Medical Staff (Associate Athletic Director for Sports Medicine, Assistant Athletic Director for Sports Medicine, athletic team physicians, assistant athletic trainers) all injuries associated with athletic competition (periods of official, organized athletic participation) as soon as possible. The staff athletic trainer will make the necessary medical referrals as indicated. In the event of emergency and contact cannot be made with the athletic medical staff, the student-athlete is to report to, or be taken to, the DeWeese Health Center. The student-athlete must make known that they are a Kent State athlete to insure notification of proper medical staff. The student-athlete should report the emergency situation to the Staff Athletic Trainer no later than 48 hours after the incident. EXCEPT IN CASES OF EXTREME EMERGENCY, THE STUDENT-ATHLETE IS NOT PERMITTED TO SEEK MEDICAL ATTENTION WITHOUT PRIOR AUTHORIZATION, IF MEDICAL ATTENTION IS SOUGHT WITHOUT THIS PRIOR AUTHORIZATION FROM THE ATHLETIC MEDICAL STAFF, COSTS OF SERVICES RECEIVED CANNOT BE COVERED BY THE ATHLETIC DEPARTMENT. THE ATHLETIC MEDICAL STAFF MAY ASSIST THE STUDENT-ATHLETE IN EXPEDITING CARE BY MAKING NON-PARTICIPATION RELATED APPOINTMENTS, HOWEVER, IT SHOULD NOT BE ASSUMED THAT THE ATHLETIC DEPARTMENT WILL COVER THE EXPENSES FOR SUCH AN APPOINTMENT.

Illness: The student-athlete is responsible for reporting to the Athletic Medical Staff all illnesses which may affect athletic participation, preferably, by 9:00am Monday-Friday, or as soon as possible. All illness will be cared for through the Athletic Team Physicians and/or DeWeese Health Center Staff. PAYMENT FOR ALL MEDICATION AND SPECIAL TESTS WILL BE THE RESPONSIBILITY OF THE STUDENT-ATHLETE. THE ATHLETIC MEDICAL STAFF MAY ASSIST THE STUDENT-ATHLETE IN EXPEDITING CARE BY MAKING NON-PARTICIPATION RELATED APPOINTMENTS, HOWEVER, IT SHOULD NOT BE ASSUMED THAT THE ATHLETIC DEPARTMENT WILL COVER THE EXPENSES FOR SUCH AN APPOINTMENT.

Treatment/Rehab The training room hours will be posted for each sport season. The training room will be open for morning treatment/rehab at 7:00am Monday-Friday during the traditional academic year. Additional, specific times will be posted related to various team practices. Treatment will be available to all student-athletes, however those student-athletes in their competitive season will be given priority. There will also be preference given to those student-athletes who have scheduled an appointment. Failure to report for treatment by an injured student-athlete will be interpreted as a lack of cooperation and lack of desire of an early return to athletic participation. The respective coach will be informed of such lack of cooperation by the student-athlete.

Practice/Contest Participation Status Decisions regarding the availability for practice or contest participation of an injured or ill student-athlete shall be the sole responsibility of the Athletic Medical Staff. Failure to comply with these decisions shall relieve the Athletic Medical Staff of any further responsibility to the injured or ill student-athlete.

Dental Care The Athletic Department will be financially responsible for injury to sound, natural teeth and/or permanent fixtures while participating in an official, organized athletic participation period, PROVIDING, the student-athlete is wearing a protective device in those sports in which such device is stated by rule. Dental cavities, extractions, and normal dental care not directly related to an athletic injury shall be the financial responsibility of the student-athlete. THE ATHLETIC MEDICAL STAFF MAY ASSIST THE STUDENT-ATHLETE IN EXPEDITING CARE BY MAKING NON-PARTICIPATION RELATED DENTAL APPOINTMENTS, HOWEVER, IT SHOULD NOT BE ASSUMED THAT THE ATHLETIC DEPARTMENT WILL COVER THE EXPENSES FOR SUCH AN APPOINTMENT.

Eye Care The Athletic Department assumes the responsibility for contact lens or eyewear replacement only when loss or damage occurs during periods of official, organized athletic participation. All student-athletes who wear corrective eyewear should have a copy of their prescription on file with the athletic medical staff, and in cases of contact lens, it is recommended to have a spare pair of lens, also on file.

Referral to Medical Specialists If, in the opinion of the Athletic Medical Staff, a student-athlete requires referral to a medical specialist for consultation due to an athletic injury; the following procedures will be followed:

- The Athletic Team Physician or Staff Athletic Trainer will make an appointment with the appropriate medical specialist.
- Arrangements for transportation to the specialist will be made by the staff athletic trainer in charge.
- The Athletic Department will not be responsible for any expenses incurred by examination of a specialist if this procedure is not followed.
- Refer to the ATHLETIC INJURY AND MEDICAL POLICY (Section III - Authorization for Medical Services, Section VI - Second Opinions, Section V - Optional Surgery, and Section VI - Pre-existing Conditions/Injury) for financial responsibility.

NON-COMPETITIVE SEASON INJURY OR ILLNESS

The Athletic Department will not be responsible for injury/illness when the student-athlete is not engaged in an official, organized participation period. The athletic training staff will give advice and provide care on an as available basis. Absolutely no charge can be made to the Athletic Department due to this non-competitive injury/illness. No preventative taping will be done in the off-season for non-competitive injury or recreational participation.

Health Center Services Each and every student-athlete is entitled to the full services provided by the DeWeese Health Center. This is adhering with the guidelines established for all students at Kent State University. The Health Center does provide some services for a

nominal charge to the student. Under no circumstances are any expenses (X-rays, prescriptions, lab work, etc.) to be charged to the Athletic Department without the prior approval of a Staff Athletic Trainer.

Massage Therapy Massage therapy has been recognized, by some, as a recovery component from strenuous practice and competition and is not intended to replace or aid any rehabilitation therapy provided by the athletic training staff. The athletic department respects the recovery value massage therapy provides but requires coaches and student-athletes abide by the following athletic department guidelines:

- Any massage therapist utilized by any Kent State University student-athlete should provide proof of current and appropriate massage certification.
- All massage therapy is coordinated in advance with the appropriate athletic training staff.
- Any massage therapy provided by any member of the athletic department staff is conducted in an approved location designated by the respective athletic trainer and sport administrator.
- Any expense associated with massage therapy is the responsibility of the student-athlete unless specifically directed by the appropriate athletic training staff member or team physician.

Medical Hardship If a student-athlete does not qualify for a medical hardship due to clearance by the Kent State medical staff, but he/she chooses not to practice/compete with their team, the athletic department is no longer under obligation to financially support the student-athlete.

These guidelines are in place to protect the student-athlete and to ensure that proper communication transpires regarding a student-athlete's injury and appropriate treatment.

STUDENT-ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) serves as a forum for expression for Kent State University student-athletes. The committee is comprised of approximately 40 student-athletes from each of the men's and women's intercollegiate sports programs. Athletes who have demonstrated leadership abilities are selected to the committee by the recommendation of the head coach. The main responsibility of committee members is to represent their teams in providing input to the Athletic Department regarding present and future issues affecting student-athletes on and off the Kent campus, and to disseminate informational items from committee meetings back to their teammates. In addition, the SAAC coordinates all functions and activities related to the CHAMPS/Life Skills Program.

MEDIA RELATIONS

The Role of the Athletic Communications Office:

- Servicing the media before, during and after games
- Compiling game and season statistics
- Producing media guides and programs
- Serving as information center/historian of athletics
- Design and maintain department web site and social media accounts

Media Interviews

- Don'ts
 - Don't take your complaints to the media. The coaches' office is the only place for these.
 - Don't let your guard down. Don't say anything you would not want to see in print or on air or on an opponent's bulletin board.
 - Don't think you are ever 'off-record', even if it is over the phone or a casual conversation.
 - Don't criticize. Don't blame officials; don't put down opponents.
 - Don't presume to know what someone else thinks. Speak only for yourself.
 - Don't grant interviews without Sports Information or coaches knowing.
 - Don't use humor to make a serious point. It may not look that way in print.
 - *Don't put anything on social media that you don't want seen by the public and/or the media, deleted posts can still be screen captured*
- Do's
 - Be neat. Personal appearance counts. (Wear KSU Warm up Gear)
 - Relax before you answer a question. Take a deep breath. Ask for a question to be rephrased if you do not understand it. Do not be afraid to take a minute to think out your answer.
 - Be yourself. Be honest. Be confident. Have a sense of humor.
 - Praise those who deserve it (teammates, coaches, opponents).
 - Be brief, but quotable. Short complete sentences allow reporters to easily edit your answer without distorting it. Talk about what you know, not about what you don't know.
 - Be straightforward and maintain eye contact (look at reporter, not camera for TV).
 - Be courteous. Remember you are representing both yourself and the University.
 - Face the music in tough times. You will gain the respect of reporters and their readers.
 - Keep appointments and return phone calls. Be on time.
 - Anticipate questions you might be asked and outline (in your head) appropriate answers.
 - Volunteer background information that the reporter does not know when appropriate.
 - Say thanks. Your final words may leave the strongest impression.
- General Policies
 - Student-athletes are entitled to a 10-minute cooling off period following any contest. If approached prior to that time, refer media personnel to the Kent State Sports Information staff.
 - All of Kent's athletic teams, men and women, maintain a closed locker room policy. Kent State Sports Information personnel will escort selected student-athletes to media areas.
 - Sports Information staff will not release a student-athlete's phone number without permission. An attempt will be made to have most interviews conducted at the practice or competition site. At other times, arrangements can be made to conduct interviews or phone calls in the Sports Information Office. If more convenient for the student-athlete, he or she may decide to have a reporter call at home.
 - As a scholarship athlete representing Kent State University, you sacrifice a certain amount of privacy. Publicity is important to the promotion of your sport and cooperation with the media is essential. Sometimes after a game, you may be in a hurry to go out with family or friends, but please give a few minutes of your time to reporters who cover Kent State University.
 - If a student-athlete receives a call at home or in the dorm that was not pre-arranged, the athlete should refer the caller to the Sports Information Office.

EQUIPMENT SERVICES

EQUIPMENT ROOMS

The Athletic Department staffs and maintains three athletic equipment rooms for service to student-athletes.

- Dix Stadium – Football, Baseball, Men's Golf, Women's Golf, Women's Lacrosse.
- MAC Center – Men's Basketball, Women's Basketball, Gymnastics, Volleyball, Wrestling, Cheer & Dance.
- Field House – Soccer, Field Hockey, Softball, Track and Field, Cross Country.

EQUIPMENT PROVISION/ISSUE/RESPONSIBILITY

Student-athletes will be provided and responsible for all necessary equipment/apparel for participation in practice and competition throughout the academic year.

- Summer - A student-athlete may retain and use institutional athletics equipment during the summer if regular equipment check out procedures are followed.
- After Eligibility Expired - The coach and equipment staff may allow a student-athlete to retain athletics apparel items, but equipment items must be returned.
- Travel - In instances where the athletic equipment room staff packs travel bags for athletic travel, the individual student-athlete is responsible for checking to see that all required equipment/apparel has been included.
- All non-returned items - A charge will be placed on the individual's Bursar's account for all non-returned items for the replacement cost.

LAUNDRY

All equipment rooms offer full daily laundry service for student-athletes. Specific procedures will be covered by equipment room personnel.

EQUIPMENT STAFF STATEMENT ON COVID-19

Any athlete needing to visit the equipment room to pick up or drop off their equipment or needing to visit with their equipment manager must do so with a mask on and maintain the appropriate 6' distance unless the situation requires close contact (ex. fitting equipment).

WEIGHT ROOM'S USE/RESTRICTION POLICY

Facilities: The Athletic Department provides the latest in strength and conditioning equipment in either of two weight rooms located in the Field House and the basement level of the MAC Center.

WEIGHT ROOM RULES (ALL FACILITIES)

- No Unauthorized or Unsupervised use of the Weight Room.
- A member of the Sports Performance staff must be present with any team lifting.
- No horseplay of any kind or abuse of equipment will be permitted.
- Use collars at all times and a spotter when appropriate.
- Maintain control of your weights, no dropping of any dumbbell or weight (bumper plates excluded).
- All weights and equipment must be put back in assigned place when finished.
- No equipment leaves the weight room, unless by a Sports Performance staff member.
- Proper attire must be worn. There is NO other school's apparel allowed in the weight room.
- All additional clothing and bags must be placed in appropriate locations out of lifting area.
- No jewelry, including necklaces, earrings, and rings
- Water is the only drink allowed in the weight room. No food, gum, or chewing tobacco is permitted.

**Failure to comply can result in revoked weight room privileges*

**All rules subject to discretion of Sports Performance staff*

CLEARANCE

Student-athletes must be cleared through the athletic training room (insurance on file, completed physical exam) and be listed on a current KSU roster before being allowed to use either athletic weight room. *Athletes who have been suspended from or have quit a varsity team are not permitted use of the facilities.*

Athletes who have exhausted their eligibility may request to use the weight room. This may be granted under the following conditions:

- Permission from the Sports Performance staff;
- May not work out either during or with their former team;
- May only work out during posted open times that are not in conflict with any other team's lifting time; and
- Must adhere to all weight room rules and regulation, either posted or understood as good common sense rules of behavior.

Former Kent State University athletes who have the opportunity to pursue their athletic career beyond the time of their college eligibility may also request permission to use the facility. This would be limited to athletes involved in the following:

- Professional Team sports;
- Olympic competition/tryouts; and/or
- AAU sanctioned events or competitions.

Visitor: Occasionally a world-class athlete, coach, official or athletic administrator may request use of our facility. This courtesy can be extended with permission from the Sports Performance staff.

Staff: Each team will have a designated Sports Performance staff member to teach and supervise proper weight training techniques and workouts. No student-athlete is permitted to use either weight room until he or she has been instructed in the proper use of the equipment.

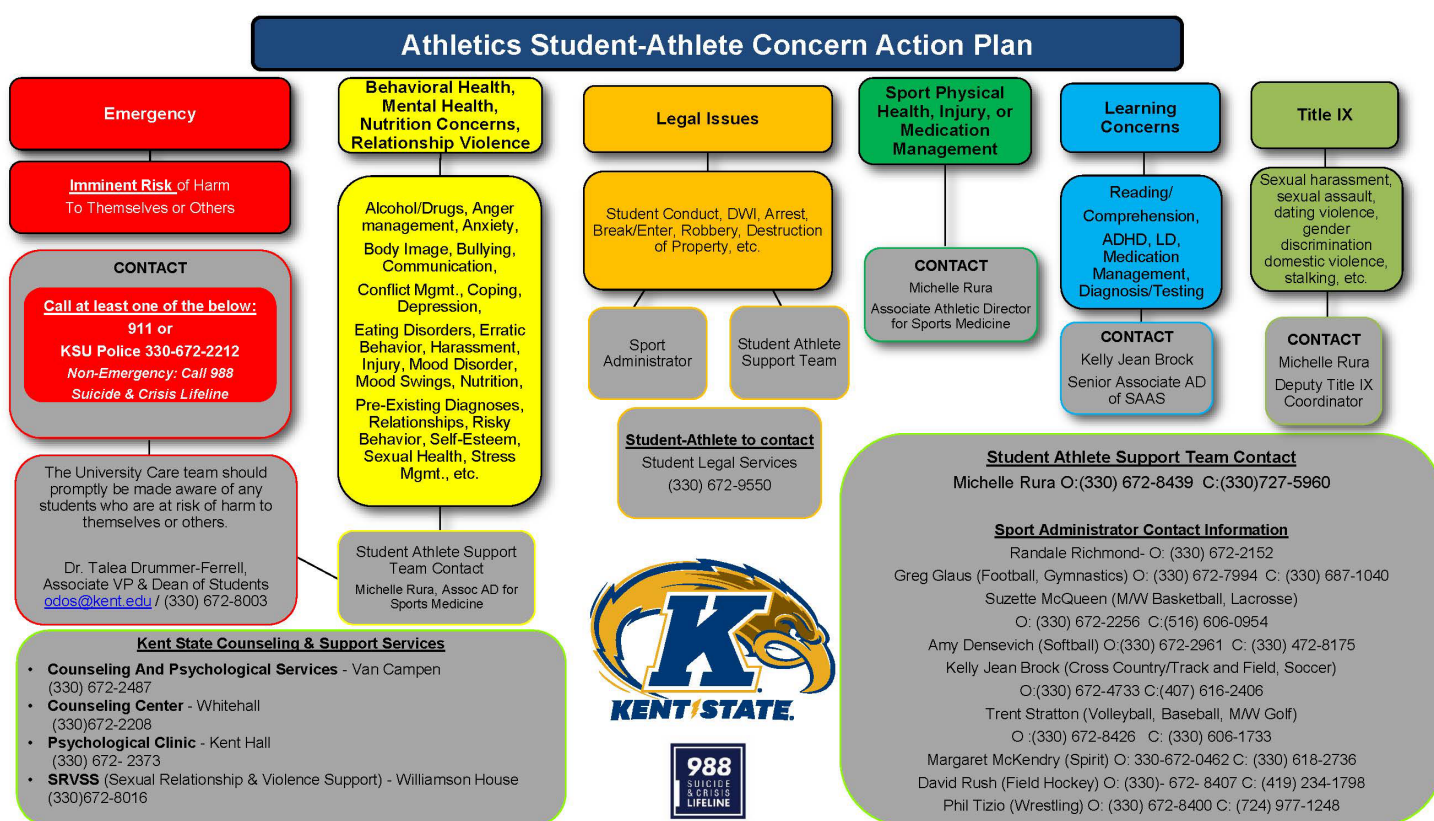
Safety/Discipline: Student-athletes who refuse to use spotters where required, or who violate other weight room policies or regulations shall have weight room privileges suspended. Conduct in the weight room should be a positive reflection on the University and specific sport.

Usage

- Athletes must bring a change of shoes to work out.
- Proper attire is required at all times. This includes athletic shoes, shorts, and T-shirts. No tank tops, sandals, cut-off shorts or hats are permitted. T-shirts or shorts should not advertise tobacco, alcohol or other colleges or universities.
- Before using equipment with which you are unfamiliar, ask the Sports Performance staff for instruction and assistance.

Athletics Crisis Plan

The following crisis plan, developed by the athletic department, should be referenced in the event of any of the following scenarios.



Helpful Hints

Guidelines for responding to student's concern via Email

- Sincerely express concern/empathy
- Direct Student toward appropriate resources
- Encourage students to continue reaching out
- Request that the student respond to your email so you know they received it
- Be transparent about your actions. Tell students you want to ensure you provide information about resources that will be able to help them appropriately, so you've reach out to those listed above.
- Encourage them to call you/give them a call to have a supportive conversation.

What to do while you wait (in person or on phone) with the student for assistance.

Question you might ask:

- How can I best support you right now?
- When you have experienced difficulties in the past what has helped?

Things you might say:

- You're not alone in this I'm here for you.
- While I might not understand exactly how you feel, I care about you and want to help.
- Share information about campus/community resources.

Listen without judgment

- Remain patient and accepting. The conversation might seem negative and uncomfortable but talking is always a positive step.
- It is not the time for you to try to talk them out of suicide as an option. It is the time to listen and offer hope.
- It is not about saying exactly the right words. The important thing to do is show you care.

Explain what to expect after 911 is called:

- Expect in case of medical emergency the police will respond.
- The officers will want to have a conversation to understand the situation in the needs of the student. A police vehicle may be present.
- If the student needs to be transported to the hospital, an ambulance will be called.
- Police officers care first and foremost for the safety and are here for support in these difficult situations. Explain to the student that they are not in trouble.
- Crisis Intervention Team—trained officers (on campus and City of Kent)—trained to manage these events

Gender Discrimination, Sexual Harassment, Sexual Misconduct, Intimate Partner Violence, and Stalking

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination on the basis of gender in programs or activities operated by recipients of federal financial assistance, such as Kent State University. Sexual harassment, which includes sexual assault, is a form of gender discrimination and can limit a student's ability to participate in, or benefit from, the university's programs. University policy reflects Title IX, and strictly prohibits unlawful discrimination on the basis of gender, including gender identity. The Violence Against Women Reauthorization Act of 2013 (VAWA) requires campus programs regarding prevention, awareness, and response to reports of dating violence, domestic violence, sexual assault, and stalking.

The university's policies regarding prohibition of sexual assault, domestic violence, dating violence, and stalking, as well as procedures for filing and investigating complaints of such offenses, can be found in Chapter 5, at 5-16 and 5-16.2 of the KSU policy register. The Code of Student Conduct is also a useful resource, as it contains information regarding prohibited student conduct, the student conduct adjudication process and the rights of students (including the rights of victims of sexual assault, domestic violence, dating violence, and stalking). It may be found on the Office of Student Conduct website.

Definitions from University Policy 5-16.2:

Sexual Harassment is unwelcome conduct of a sexual nature. It includes, but is not limited to: sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.

Sexual Misconduct is sexual contact with a person without their consent. It includes, but is not limited to: touching or fondling; rape (defined as vaginal, anal, or oral penetration with a body part or object without consent); sexual exploitation (e.g. videotaping sexual acts without consent); or letting someone else watch sexual acts without your partner's consent.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety, fear for the safety of others, or suffer substantial emotional distress.

Domestic violence is defined as acts of violence or intimidation committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim, or by any other person against an adult or youth victim who is protected from that person's acts by law.

Dating violence is defined as violence or intimidation committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

Consent is defined as the voluntary, unambiguous agreement to participate in an act, the nature of which is known to and understood by the consenter. Consent may be given verbally or nonverbally and may be withdrawn at any time before completion of the act. A person may be incapable of giving consent due to physical incapacitation, physical or mental disability, threat, coercion, the influence of alcohol or drugs, or age.

Reporting and Resources:

To report sexual harassment, sexual misconduct, intimate partner violence or stalking, contact:

Title IX Coordinator - Phone: 330-672-2038

E-mail: aa_eo@kent.edu - Website: www.kent.edu/sss

To report gender inequity in Intercollegiate Athletics, contact:

Phil Tizio Associate Athletic Director

Phone: 330-672-8400 E-mail: ptizio@kent.edu

For victim advocacy services and support:

- The Office of Sexual & Relationship Violence Support Services (SRVSS): SRVSS is a resource for victim advocacy by providing education, information, and referral program and services for both male and female victims of sexual assault, domestic violence, dating violence, and stalking. The SRVSS office can also assist with notification to law enforcement and/or the University Title IX Coordinator. The SRVSS website noted below is also a great resource.

Jennie O'Connell, Director Carriage House

Phone: 330-672-9230, Email: svss@kent.edu, Website: <http://www.kent.edu/srvss>

Disclaimer: This handbook is provided for informational purposes only and serves as a summary of institutional, conference, and/or NCAA policies, procedures, and regulations. It is not intended to be an exhaustive or authoritative source of rules, nor does it create any contractual rights, obligations, or guarantees. The contents of this handbook are subject to change at any time without prior notice. In the event of a discrepancy between this handbook and official policies, procedures, or regulations, the latter shall govern. Individuals are responsible for ensuring compliance with all applicable rules and should consult the athletic department for the most current and complete information. The institution assumes no liability for reliance on the information contained herein.