



# STUDENT-ATHLETE HANDBOOK

NORTHERN STATE UNIVERSITY ATHLETICS



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## NORTHERN STATE ATHLETICS MISSION STATEMENT

Northern State Athletics is committed to providing a balanced and transformational intercollegiate athletic experience that prepares student-athletes to be successful in academics, athletics, and life. NSU Athletics also strives to be an active and engaged partner of the campus, local and regional communities.

## STUDENT-ATHLETE RESPONSIBILITIES AND EXPECTATIONS

The Athletic Department is committed to providing each student-athlete with the opportunity to earn a degree while participating in Intercollegiate Athletics. With this opportunity comes specific academic and athletic responsibility along with the expectation that each student-athletes conduct will be appropriate and representative of NSU on and off the field of competition ***It is a privilege, not a right, to be a student-athlete and to represent NSU***, and once you accept the privilege of being a NSU student-athlete, you also accept the responsibilities of representing the University.

Furthermore, you are part of a larger team, made up of all the members of the Intercollegiate Athletics teams at NSU. Student-athletes are expected to abide by all policies, guidelines, and rules set forth by NSU and the Athletic Department, as well as the Northern Sun Intercollegiate Conference (NSIC) and the NCAA. Student-athletes are also expected to abide by individual team rules, which supplement the University, NSIC, or NCAA rules.

Student-athletes at this institution are willing participants who elected to be representatives of NSU. Thus, the Athletics Department imposes a higher standard of conduct on a student who chooses to be an athlete. As a representative of NSU, and a member of the Aberdeen community, student-athletes agree to follow this higher standard of conduct, which is embodied by the following responsibilities.

## ACADEMIC RESPONSIBILITIES

- Attend all classes and complete all academic assignments.
- Consult with academic counselors and attend tutoring sessions, as directed.
- Follow coach-directed requirements for mandatory study table.
- Maintain an academic load of at least 12 credit hours per semester and make satisfactory progress toward a degree, as stipulated by NCAA bylaws.
- Accept responsibility for maintaining academic eligibility.
- Follow institutional policies on academic integrity.
- Actively pursuing the ultimate goal of obtaining a Baccalaureate or Graduate degree.
- NSU has a culture of academic excellence, with a long-standing tradition of student-athlete average GPA over 3.0. Understand and embrace this culture of excellence!

## ATHLETICS RESPONSIBILITIES

- Abide by all NCAA, NSIC, University, and team rules.
- Abide by team practice and sport competition rules and regulations.
- Promptly report any knowledge of a violation of NCAA rules and regulations.
- Maintain self in top physical condition, within accepted health standards.
- Strive to meet coach-defined performance goals and expectations.
- Report promptly to and attend all organized and required practices, games, rehabilitation and medical evaluation sessions, travel, and meetings unless officially excused.
- Treat teammates, officials, opponents, and coaches with respect—display good sportsmanship!

## **APPROPRIATE AND ETHICAL CONDUCT RESPONSIBILITIES**

- Understand and comply with the NSU Student Handbook.
- Abide by all local, state, and federal laws.
- Demonstrate through appearance, behavior, and interaction with others your desire to be a member of a NSU athletics team.
- Display appropriate conduct while interacting with University faculty, administrative and athletic training staff, coaches, and members of the Aberdeen community. Your conduct should not bring a negative image to the team, the Athletic Department or Northern State University.
- Sexual harassment/hazing/misconduct will not be tolerated.
- Participation in hazing activities is prohibited.
- Be honest, truthful, and avoid fraudulent or deceitful acts.
- Abide by all institutional rules, policies, and regulations.
- Abide by coaches' reasonable directives.
- Abide by department's Alcohol and Drug Education and Testing Program policies.
- Make a sincere effort to wear NSU apparel as opposed to apparel from other schools while in attendance at athletic events or in the Barnett Center. Be proud of the fact that you are a part of the Wolves family!

## **CRIMINAL ACTIVITY POLICY**

A student-athlete arrested for misdemeanors or felonies will be suspended from practice and play pending a prompt investigation. The Athletic Department may suspend a student-athlete from participating in intercollegiate practice and or competition at NSU or effectuate other appropriate penalties if charged by a law enforcement agency for any violation of public law or if the Athletic Department determines that a certain behavior is not appropriate for a student-athlete representing NSU. Any student-athlete arrested is required to report the arrest to his or her coach immediately. All misdemeanor or felony arrests will be reported to the Student Rights and Responsibilities Office.

Any serious misconduct, which is a violation of public law or the NSU Student Handbook, team, Conference, or NCAA rules and regulations, is subject to sanction. Depending upon the severity and the repetitiveness of the misconduct, mitigating circumstances, and jurisdiction, sanctions include the following:

- Loss of travel privileges
- Referral for professional assistance/counseling
- Suspension from practice
- Suspension from competition
- Reduction or termination of athletic scholarship
- Dismissal from team

Student-athletes may be accountable to both civil authorities and to the University for acts that constitute violations of the law and the NSU Student-Athlete and NSU Student Handbook.

For the purposes of this policy, suspension from the team means that student-athletes may not practice, compete, or travel with any NSU Intercollegiate Athletics team. However, suspended student-athletes may, with the approval of the coach and designated sport administrator, attend team meetings and retain privileges to access the athletic training room, academic support services and individual use of weight training. Exceptions to any of these terms may be made by the Athletics Director or his/her designee.

## UNSPORTSMANLIKE CONDUCT

Acts of unsportsmanlike conduct shall be determined by the NSIC Commissioner and include, but are not limited to, the following:

1. Strikes or physically abusing an official, opposing coach or player, or another person in attendance
2. Intentionally inciting an official, opposing coach or player, or other person in attendance to violent or abusive action
3. Using obscene gestures or profane or unduly provocative language or action towards an official, opposing coach or player, or other person in attendance

***A person who commits an act of unsportsmanlike conduct shall be subject to such disciplinary action deemed appropriate by the NSIC Commissioner, including, but not limited to...***

1. A private reprimand with a copy to the member's President and Director of Athletics.
2. A suspension of one or more games of the next possible contest or contests particularly in the event of a flagrant violation or multiple offenses.
  - In the case of a student-athlete, suspension means that he or she may not participate in the prescribed number of contest(s) or practice.
  - In the case of a suspended student-athlete, such suspension shall, if insufficient contests remain in a given year, carry over to the next season. If the student-athlete has no eligibility remaining, he or she is disqualified for athletic-related awards of recognition or awards from the Conference.

## PROGRESS TOWARD DEGREE REQUIREMENTS

- All athletes must pass 24 credits at the end of each academic year to be able to compete the following year. If they do not pass 24 credits, they have the option of attending summer school. Only 6 hours of summer schoolwork may be used for the actual method of eligibility. Student-athletes must pass 9 credit hours each semester in order to be eligible for the next semester.
- Before the 5th full-time semester of attendance, the athlete needs to declare a major and he/she must be working toward that degree.
- A student-athlete must always be in good academic standing in order to stay eligible; at NSU good academic standing is a 2.0 GPA.
- Student-athletes not meeting these GPA criteria are eligible for practice but ineligible for intercollegiate competition.
- If a student-athlete is not eligible for competition, they cannot dress for competition or travel with the NSU team.
- A student-athlete may become eligible for competition at the end of the fall semester if the required GPA and hours are attained at that time.
- If a student-athlete is academically ineligible, all athletically related financial aid may be withdrawn.

## ACADEMIC PROBATION AND SUSPENSION

**Probation.** Students will be placed on academic probation at the end of a term in which the student's cumulative grade point average falls below minimum progression standard 2.00. Any transfer student whose cumulative grade point average is less than a 2.2, or who has been on probation at or suspended from the transferring institution will enter Northern State University on probation. Students will remain on probation until their cumulative GPA reaches 2.0.

**Suspension.** Students on probation who fail to maintain a system term GPA of 2.0 will be academically suspended from the University. Academic suspension is for two terms, contingent upon student appeals process outcomes and administrative action by the university.

**Notification and Reinstatement Appeal Process.** Students will be notified they are on probation by letter at the end of the term. Notification of suspension will be made by letter from the dean of the student's major area of study or by the Registrar. Appeals for reinstatement must be made to the dean of the major area of study or to the Director of the University College if a major area of study has not been declared.

**Transfer Students.** All transfer students are required to submit evidence of eligibility to return to their former school. Any transfer student whose total academic record is less than a C average will either be admitted on academic probation or denied admission. Students who are not eligible to return to the school from which they are transferring will not be admitted to Northern State University. Students suspended by another college for academic reasons may be admitted to Northern State University after the lapse of two terms.

## **NSU CODE OF ETHICS FOR STUDENT-ATHLETES**

The purpose of intercollegiate athletics is to provide an opportunity for you to develop your potential as a skilled athlete in an educational setting. NSU has highly visible and successful Division II NCAA and NSIC athletic programs.

You will be looked upon as a role model, particularly by young children, and it is important that your personal conduct be above reproach at all times.

Your public exposure in the competitive arena and in the media, place you among the most visible groups in the University community, the City of Aberdeen, and the area. What you do and the way in which you do it are often highlighted, placing you in a public position which requires exemplary behavior.

Remember, as a NSU student you are totally responsible for your own behavior. You are expected to obey the law, rules, and regulations of all these "communities;" and if you violate their laws, be prepared for the penalties that may be imposed.

Your behavior has a definite impact on the reputation of the Athletic Department and on the attitude that the "communities" have toward you and your fellow athletes. All student-athletes are expected to conduct themselves with integrity, sportsmanship, honesty, pride, and humility.

## **NCAA CODE OF ETHICS**

The NCAA Code of Ethics mandates that student-athletes conduct themselves with honesty and sportsmanship at all times. Student-athletes must represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

## **NCAA RULES AND REGULATIONS**

Prior to your participation in intercollegiate competition, an athletic department meeting will be held, and you will sign several NCAA forms as well as the NSU Drug and Alcohol Policy. You will also have an opportunity to ask questions, and, if you wish, refer to the NCAA and NSIC manuals.

At the beginning of the year athletic department meeting, you will be required to do the following:

- Submit information relating to your eligibility to compete by signing the Student Athlete Statement.
- Give your written consent to disclose your education records to an authorized representative by signing the Student-Athlete Statement.
- Give permission to be tested for drugs in any NCAA championship or post-season football game certified by the NCAA by signing the NCAA Drug-Testing Consent Form.

Failure to complete and sign the statement annually will result in your ineligibility for participation in all intercollegiate competition.

## **TEAM RULES**

You have a right and responsibility as an enrolled student-athlete to adhere to team rules as provided by the head coach and the Athletic Department. These rules are important because they potentially affect your status as a student-athlete at NSU. Within the intercollegiate athletic program, all decisions directly related to team performance (i.e., playing time, position, amount of athletic grant, traveling squad) are the decision of the head coach, and these decisions are final.

A copy of the team rules that refer to player appearance, training, curfew, and conduct will be given to each team member prior to the beginning of the season. If you have not received a copy of the team rules, we suggest that you obtain a copy immediately and keep it with this handbook. Not all sports have written rules.

You have a right to appeal any decisions concerning any alleged situation you consider being unjust. If you have a grievance or complaint concerning your personal rights or team rules, we suggest that you do the following:

1. Discuss the issue with your head coach.
2. If the issue is not resolved, discuss this matter with your sport administrator. The full listing of sport administrators is available on the staff directory page on [nsuwolves.com](http://nsuwolves.com).
1. If the issue or concern is not resolved, you may schedule a meeting with the Athletic Director or Senior Women's Administrator. You may bring another person to the meeting as an observer.

## **COMPLIMENTARY ADMISSION**

Athletes who participate in a sport at NSU, in which there is an admission charge to get into a game or event, are allowed four (4) complimentary admissions. Complimentary admissions are given only for home events on NSU's campus or facilities. NSU's Athletic Department reserves the right to allow or not to allow these free admissions for any particular event.

Complimentary admissions for athletes are only allowed for games and events of a particular sport in which the athlete participates. Complimentary admissions may only be given to the athlete's family or friends. In order to receive free admission, each athlete must follow the procedure on the following page.

### **Complimentary Admissions Procedure:**

1. Each athlete will fill out four names of family members or friends that may be requested for free admission throughout the season.
2. If any of the names change, the student-athlete must revise the passbook before 5:00 p.m. on the day before the game.
3. Recipients of the complimentary admissions will be required to show identification and sign their name in the passbook at the gate the night of the event.

## **TICKET POLICY: FREE STUDENT ADMISSION**

All students currently enrolled at Northern State can attend all athletic events held on NSU's campus by downloading a ticket for the event on their phone. For a detailed explanation on how to download tickets visit the Northern State Howling Wolves Student Fan Club page [HERE](#).

## **NSU ADVISORY COUNCILS**

There are two advisory councils that exist to assist the athletic director in making major decisions governing the athletic department or a particular program.

### **Student Athlete Advisory Committee (SAAC)**

A student-athlete advisory committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. The SAAC also offers input on the rules, regulations and policies that affect student-athletes' lives on our campus. The mission statement of the NSU SAAC is to support and enhance the experience of student-athlete welfare and promoting a positive student-athlete image.

The primary goal of SAAC is to:

- Advocate for student-athlete rights
- Share academic, financial and social information with teammates
- Service to each other, the campus community and the off-campus community
- Personal growth for student-athletes
- Community service involvement
- Providing a voice for student-athletes within the athletic department
- Promote special events for student-athlete

### **Athletic Committee**

The objective of this committee is to ensure that Northern State University student-athletes have the best opportunity to be successful in the academic arena. The members of this committee are made up of faculty members, the registrar, athletic director, and the senior woman's administrator and one SAAC member and one student who is a non-athlete. Its mission is to ensure that the interest of athletic department and its decisions are in correlation to the educational philosophy of NSU.

## **ATHLETICS RELATED FINANCIAL AID**

A financial award which is given to an athlete based upon athletic ability or sports performance is considered an athletic grant. According to NCAA regulations, athletic grants are limited to bona fide educational expenses including tuition, fees, room, board, and required course-related books or some part thereof.

An athletic grant is awarded for a period of one academic year. Selected varsity sports are provided a specific number of athletic grants within the guidelines of the NCAA, NSIC, and Department scholarship budget. They are allocated at the discretion of the head coach. In compliance with the NCAA, the Office of Financial Aid must notify you as to the status of your award on or before July 1, proceeding the academic year; giving you ample opportunity for a hearing and appeal to the Financial Aid Committee, if necessary.

If a student-athlete has a question about the term of an athletic grant, please contact the head coach of the specific sport or the Director of Athletics.



## **ATHLETIC GRANTS**

If you agree with the terms of the renewal, sign and return it promptly to the Office of Financial Aid. The signed renewal statement must be returned before registration. An athletic grant is awarded for a period of one academic year.

### **Reduction or Cancellation of an athletic award during the period of the award is not permitted:**

1. On the basis of athletic ability, performance or contribution to a team's success
2. Because of an injury, illness, physical or mental condition
3. For any other athletic reason
4. Depression or an eating disorder

### **Conditions that may cause your athletic award to be reduced or cancelled during the period of the award:**

1. You become ineligible for competition
2. Fraudulent misrepresentation (NSU application or financial aid agreement)
3. Serious misconduct
4. Voluntarily withdraw from team

## **SCHOLARSHIP RENEWAL PROCEDURES**

1. Head coaches will meet with each scholarship student-athlete in their sport before the end of the spring semester.
2. During this meeting, each student-athlete will be informed of the status of their athletic scholarship for the next year, the amount they will receive if renewed, or the reason for not being renewed.
3. The head coach will forward a list of all renewals and non-renewals along with scholarship amounts to the compliance office.
4. The financial aid office will generate letters to all student-athletes with eligibility remaining.
5. If a student-athletes financial aid is decreased or eliminated they will be notified in writing by July 1 and have the option to appeal this decision.
6. To appeal the reduction of athletic aid, contact our faculty athletic representative, and inform them that they plan to appeal this decision.
7. The FAR will then schedule an appeal hearing with the athletic committee. This appeal hearing must be scheduled within 30 days of the student request.
8. The student can then appear at the scholarship hearing or send a written statement of why they disagree with the reduction.
9. The NSU appeal committee will be the Faculty Athletic Representative (FAR), Head of Financial Aid, NSU Registrar and two members of the Athletic Committee.
10. The ruling of the appeal committee is final.

## **STUDENT-ATHLETE GRIEVANCE HEARING**

If a student-athlete's scholarship has been reduced or eliminated or they have been denied a transfer exception, they will have a right to a hearing. The athletic committee will consist of our Faculty Athletic Representative (FAR), financial aid director, registrar and two members of the athletic committee that are not associated with the athletic department. The director of compliance will sit in on the hearing but will not have a voice or a vote; they will be there to answer any NCAA questions.

The student-athlete must do the following:

1. Contact the Faculty Athletic Representative. (FAR).
2. Once our FAR has been officially notified they will schedule a hearing with the athletic committee.
3. This must be done within 30 calendar days.
4. The student-athlete would then have an opportunity to explain their point of view in this hearing. If they cannot attend the hearing they can communicate with the committee via zoom or a written statement.
5. The head coach will also have an opportunity to present their reasoning for the reduction/ cancellation or denial. They can do so via zoom or appear at the hearing.
6. The committee will review all materials in the case and release their decision.
7. The voting members will be the FAR, Head of Financial Aid, Registrar, and two members of the NSU Athletic Committee.
8. Once the decision is made the decision is final

## **TRAVEL POLICY**

All athletes will travel from campus and return to campus on school-provided transportation with the following exceptions:

1. Any athlete can depart from a contest with parents/guardians/spouse after contacting and receiving permission from the head coach. At this point, the university is no longer responsible for the athlete.
2. An athlete with the head coach's permission may travel to and from a contest completely separate from the team travel party providing they will spend one night in their parents'/guardians' home and their home is in close proximity to the contest site.
3. At the athletic director's and head coach's discretion, special arrangements may be made if the contest date is immediately prior to or during a major school calendar break (Thanksgiving, Christmas, Spring Break, Easter, or Summer Vacation).
4. An athlete may be dropped off at a designated point and picked up by parents/guardians/spouse on the return trip providing the drop-off point is on the return trip route and the athlete has the head coach's permission.

All student/athletes need to realize that the university is responsible for the student/athlete when they leave campus and until they have safely returned to campus, when the purpose of the travel is an athletic contest. An athlete who has been released to their parents'/ guardians'/spouse's care or who meet the conditions of exception of exceptions 2 and/or 4, are no longer the responsibility of the athletic department.

Under any and all circumstances, the use of alcohol or any illegal drug by any athlete from the time they depart campus for an athletic contest until they return to campus will be a violation of department policy that may result in the loss of athletic aid, suspension from the squad, and/or other discipline measures determined by the athletic department.

### **Travel Squad Sizes:**

Northern State University will follow the travel squad size limits as set by the NCAA and NSIC for all contests (including non-conference contests)

**Athletes' Accommodations:**

In respect of the personal privacy of student athletes and to maintain appropriate health standards, it is recommended that all persons, while traveling as members of a university team, shall be accommodated in individual beds. The accommodation standard for all teams shall be three persons per room. In the event that a hotel, in a specific instance, cannot accommodate three persons per room (insufficient rollaway beds available, etc.), the accommodation standards shall be two persons per room in that instance only. It is the intent of this policy to ensure that all student athletes at Northern State University are accommodated in an equitable fashion, regardless of their sport or gender.

**GAMBLING**

Student-athletes, coaches and staff may not, under NCAA Bylaw 10.3, participate in gambling activities. The following activities must be avoided as it may render a student-athlete ineligible.

- Providing information to individuals involved in organized gambling activities concerning intercollegiate athletic competition.
- Soliciting a bet on any intercollegiate team.
- Accepting a bet on any team representing NSU.
- Soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value.
- Participating in any gambling activity that involves intercollegiate athletics or professional a bookmaker, or any other method by organized gambling.

**MEDIA RELATIONS**

The Athletic Communications Office handles the publicity and media relations for all 15 intercollegiate programs at Northern State University. The Athletic Communications office maintains nsuwolves.com, the department social media accounts, in-game statistics and record keeping, and live web streaming. In addition, members of the Athletic Communications office work closely with the marketing department in the promotion of on and off campus events and competitions.

The department offers the news media assistance in covering the University's intercollegiate athletic programs. The staff makes every effort to work cooperatively with media outlets as well as the student-athlete. Northern fans are interested in Wolves student-athletes, and thus student-athletes may be called upon to interact with the media. This is an opportunity to develop and refine an individual's communication skills which can be beneficial in the classroom, with fellow athletes, and in future business and professional careers.

NSU student-athletes have a responsibility to the University, the coaches, and their teammates to have a positive relationship with the media. Since this is a learning experience for many, the following hints may provide some guidance in developing a successful relationship:

- Members of the Athletic Communications Office will always check with you concerning the day, time, and location of an interview (personal or via telephone) before it is scheduled.
- Be on time for scheduled interviews. If you have a problem with a scheduled appointment, notify the Athletic Communications Office so appropriate action can be taken.
- Be courteous with the media. They are professional journalists who have been assigned to cover athletics. They should also treat you with professional courtesy.

Tips for Interviews with Media Members:

- Be personal. Show them your personality & who you are.
- Be prepared. There will always be a question about the game & your performance, have an answer or two ready in the back of your mind.
- Be engaging. Have a conversation with the interviewer, avoid yes or no responses.
- Be professional, respectful & accommodating.

## **BOB OLSON STRENGTH AND CONDITIONING CENTER**

### **RULES AND REGULATIONS**

All current full-time students who have paid the activity fee and all full-time faculty and staff may utilize the facility provided the applicable waiver form is completed and signed and a valid Northern ID is presented on each occasion.

The Bob Olson Strength and Conditioning Center promotes and encourages the pursuit of a healthy lifestyle by providing tools and opportunities to achieve each individual's personal fitness goals, providing an active environment, all while maintaining a friendly, safe, and positive atmosphere. The facility is 1,000 square feet, outfitted with a wide variety of equipment that includes:

- Cardiovascular equipment which includes Stationary Bikes, Elliptical Trainers, and Treadmills
- Free weight and strength equipment
- Select weight training equipment

#### **Rules and Regulations**

- All students, faculty, and staff must complete and sign waiver form prior to entering the facility.
- Proper ID is required to enter facility. All students, faculty and staff must swipe their ID card to enter the facility. Only current full-time students who have paid the activity fee are allowed to use the fitness facility. Only full-time faculty and staff are allowed to use the fitness center. Faculty can contact the Finance Office to have an ID printed.
- All individuals work out at their own risk.
- Patrons should place all belongings in a locker or locker area, near main entrance. The staff is not responsible for lost or stolen articles. Lockers are available in the entrance of facility.
- Due to personal safety, safety of others including the staff, hygiene, and maintaining the life of the equipment absolutely no unsupervised lifting.
- Patrons should observe proper spotting procedures and lifting techniques.
- Patrons are to show respect to facility equipment and staff.
- Collars must be used on all free weight lifts.
- Food, drink (other than water), and tobacco products are not allowed in the weight room.
- Patrons must bring their own water bottle into facility.
- Patrons are required to clean up after themselves (e.g., return weights when finished, clean-up chalk and wipe down machines with spray bottles and rags after use). The spray bottles and rags with are located at various locations around the facility.
- Report any damaged or broken equipment to Fitness Center Supervisor or fitness center staff.
- No bikes allowed in the weight room. Roller blades and scooters must be left in the cubby storage area, or your locker.
- Proper dress attire must be always adhered to.
  - Appropriate = T-shirts, athletic shorts, sweats, and athletic shoes (closed toe and heel).
  - Inappropriate = jeans, lewd/disrespectful graphics on t-shirts (alcohol brands, poor language etc.), open toe shoes or boots.

***The Bob Olson Strength and Conditioning Center reserves the right to revoke privileges to anyone who refuses to comply with the policies.***

## **STUDENT SUCCESS CENTER**

NSU's Student Success team is here to cheer you across the academic finish line and support you throughout your college experience. Our team works to ensure the academic, professional and personal success of all students. Student Success offers services in tutoring, advising, career services, Cangleska Waste' Circle Program, TRIO Student Support Services, TRIO Upward Bound and Supplemental Instruction. No matter what your goal is, we've got the tools and resources to help you achieve it.

Northern State University is dedicated to your academic and personal success. NSU offers a variety of services to help you do your best in your classes, find the programs that meet your interests and balance schoolwork and college life, as well as connect with our campus community.

**Academic Advising.** Northern's dedicated team of academic advisors is here to help you transition into college life and succeed academically. Advisors can assist you with finding the best courses and programs for your interests, acquiring academic support resources, getting involved in campus life and identifying a plan of study for graduation.

**Academic Support.** Achieve your academic goals with strategies that match your learning style with the help of NSU's academic support team. Our trained and friendly support professionals offer services to help you be better at time management, test preparation, organization and planning, goal setting, and note-taking.

**Cangleska Waste' Circle Program.** NSU's Cangleska Waste' (Good Circle) Program uses a holistic model to provide a family-centered orientation of tribal life for American Indian students. This program seeks to build connectedness and a sense of community for Northern's American Indian and Alaska Native students.

**Career Services.** Prepare for success with professional development workshops, individualized career appointments and community job and graduate school fairs. Gain experience in your desired profession with local and regional internships, as well as part- and full-time job positions.

**Supplemental Instruction.** Northern's Supplemental Instruction (SI) is a free program offering weekly collaborative reviews led by Northern students who serve as Supplemental Instruction (SI) leaders. SI leaders provide academic support for certain courses and will help you understand the subject and develop better study strategies.

To learn more about the Student Success Center visit: [northern.edu/student-life/student-success-center](https://northern.edu/student-life/student-success-center)

## **STUDENT INVOLVEMENT & LEADERSHIP**

Northern State University offers a variety of options for students outside of the classroom and competition. From supporting student organizations to creating opportunities for connection, Student Involvement & Leadership (SIL) offers you a community of belonging - you're encouraged to find your place at Northern.

SIL oversees recognized student organizations, Campus Activities Board, Homecoming, Student Government Association, WAVE, Aware Wolves, New Student Programs, Multicultural Student Affairs, and leadership initiatives. To learn more about SIL visit: [northern.edu/student-life/student-involvement-](https://northern.edu/student-life/student-involvement-)

[leadership](#)

## NSU COUNSELING CENTER

Northern State University professionally trained counselors are specialists in the concerns, problems, and issues of college students. Whether you are adjusting to college for the first time, experiencing "sophomore slumps," or are an older returning student balancing school, work and a family, you will find the staff able to help with the challenges you are facing.

The Center staff has extensive experience in working with students who have concerns with:

- Increasing self-understanding
- Improving confidence and self-esteem
- Creating healthy relationships
- Coping more effectively with stress
- Healing the effects of sexual, physical, digital or emotional abuse
- Exploring sexual orientation in a safe environment
- Resolving conflicts
- Learning about addiction and self-destructive behaviors
- Overcoming feelings of depression and anxiety
- Coping with an eating disorder
- Coping with grief and loss
- Dealing with loneliness and isolation
- Homesickness

The NSU Counseling Center views college as part of the journey towards personal growth and development. At times, this journey may call for guidance and support. The NSU Counseling Center offers individual and group counseling, as well as substance abuse prevention, education and early intervention to assist in this journey. Our services are free and confidential to NSU students and their families. Full counseling center information can be found here: [northern.edu/student-life/health-and-wellness/counseling-services](http://northern.edu/student-life/health-and-wellness/counseling-services)

**Mission Statement:** The mission of the Counseling Center, a department of the Division of Student Affairs at Northern State University, is to help students resolve personal difficulties which may interfere with optimal personal and academic functioning and acquire skills, attitudes, abilities, and knowledge that will enable them to succeed in attaining their educational and personal goals.

## ACCESSIBILITY SERVICES

Student Accessibility Services is committed to providing equal access to all university programs, as mandated by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

**Vision Statement:** Student Accessibility Services will assist Northern State University in creating an institutional climate in which students with disabilities can thrive. Students will receive appropriate services without regard to race, ethnicity, religion, nationality, sexual orientation, socioeconomic status, gender or disability. Students will view Student Accessibility Services as a strong resource for disability awareness, advocacy and student development. Student Accessibility Services staff are strong proponents of equal access for all.

**Mission Statement:** The mission of Student Accessibility Services is to provide equal access to university programs as mandated by the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Student Accessibility Services coordinates academic support services, advocates for students with disabilities and promotes student development and self-advocacy while serving as a resource on disability awareness and accommodations.

Learn more by visiting: [northern.edu/student-life/health-wellness/student-accessibility-services](https://northern.edu/student-life/health-wellness/student-accessibility-services)

## **VOLUNTARY DISCLOSURE/SAFE HARBOR**

A student-athlete who has engaged in prohibited drug or alcohol use is encouraged to seek assistance from the Athletics Department by voluntarily disclosing his or her use.

If the student-athlete seeks assistance prior to being identified as having violated this policy or being notified that he or she must undergo testing, the impermissible use will not be deemed an offense for the purpose of determining sanctions under these procedures. A student-athlete will not be permitted to enter the Safe Harbor Program 30 days prior to NCAA or Conference post-season competition.

- The student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed 30 days, as determined by the treatment plan. However, the student-athlete may not be permitted to return to participation in intercollegiate athletics if the Director of Athletics and the consulting physician determine that there is an associated health risk and will only return when it has been determined that re-entry into intercollegiate sports is appropriate. The student-athlete will be required to undergo drug and/or alcohol testing as part of the re-entry evaluation. Failing to complete the required drug education/counseling program as designated by the Director of Athletics, having a positive drug test after entering the Safe Harbor Program, or having a positive result on a re-entry drug test will be deemed a second offense under this policy.
- If the student-athlete regains his or her eligibility to participate in intercollegiate sports, he or she may be required to undergo periodic unannounced follow-up tests for a 12-month period at the discretion of the Director of Athletics and the consulting physician or head athletic trainer.
- These voluntary Safe Harbor program provisions apply only one time per student-athlete, and only to the first-time disclosure of personal use of banned substances for the student-athlete him- or herself and not to any other activity or conduct, whether or not related to the personal use disclosed.
- It is important to reaffirm that it's a violation of NCAA Bylaw 10.2 if a member of an institution's athletics department fails to report the knowledge of a student-athletes use of banned substances designated on the NCAA Banned Drugs list to the head athletics trainer or Director of Athletics.

## **HARASSMENT INCLUDING SEXUAL HARASSMENT**

Northern State University (NSU) is committed to maintaining a respectful, inclusive, and discrimination-free environment for students, employees, and campus visitors. The university prohibits all forms of harassment or discrimination, including sexual harassment, in accordance with South Dakota Board of Regents Policies 1:4.1 and 1:4.3. Harassment undermines the expectation that every individual at NSU deserves fair treatment and respect for their personal dignity. Accordingly, no form of harassment involving employees, students, or others associated with the university is permitted under any circumstances.

All reported incidents will be investigated promptly. Acts of prohibited behavior may result in corrective action, including disciplinary measures in accordance with the South Dakota Board of Regents' Human Rights Complaint Procedures. Sanctions for students may include disciplinary probation, suspension, or expulsion.



## REPORTING OPTIONS

To better support student-athletes, NSU requires that any violations of these policies be reported to the **Director of Human Resources** or the **Title IX Coordinator**. Student-athletes may also choose to report concerns to the **Director of Athletics** or the **Senior Woman Administrator** as an initial point of contact.

**Online Reporting Form:** [northern.edu/student-life/concerns-and-complaints](https://northern.edu/student-life/concerns-and-complaints)

### Contact Information:

- Susan Bostian  
Director of Human Resources  
Krikac Administration Building, Room 213  
[susan.bostian@northern.edu](mailto:susan.bostian@northern.edu) | 605-626-2520
- Krista Bau  
Director of Student Rights and Responsibilities / Title IX Coordinator  
Student Center, Room 222  
[krista.bau@northern.edu](mailto:krista.bau@northern.edu) | 605-626-3007

## HAZING

Hazing is strictly prohibited at NSU and is defined under the Student Code of Conduct (SDBOR Policy 3:4.1) as: Any intentional, knowing, or reckless act—whether committed individually or with others—against a student or students, regardless of their willingness to participate, that:

- Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- Causes or creates a risk, above the reasonable risk encountered in the course of participation in an institution or organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including:
  - Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
  - Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
  - Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
  - Causing, coercing, or otherwise inducing another person to perform sexual acts;
  - Any activity against another person that includes a violation of Board or Institutional policy or a criminal violation of local, State, Tribal, or Federal law;
  - The express or implied permission of the individual being hazed does not make the behavior acceptable.

**To Report Hazing:** Contact the **Director of Athletics**, the **Senior Woman Administrator**, or submit an online report using the Incident Reporting Form: [northern.edu/student-life/concerns-and-complaints](https://northern.edu/student-life/concerns-and-complaints)



## SPORTS MEDICINE

The Athletic Department is responsible both morally and legally to provide the best possible medical care. Northern State University partners with Sanford Health for all sports medicine needs outlined in the following section.

**Mission Statement:** The Northern State University athletic training program is predicated upon the belief that all athletes, regardless of age, race, or gender are treated equally. Each athlete has the right to pursue his or her sport(s) in a safe and equitable manner. The athletic training program provides an environment that facilitates both the mental and physical wellbeing of all Northern State University intercollegiate athletes. In doing this, we strive to deliver the highest quality of care to the student/athletes. This care includes injury prevention, evaluation, first aid and treatment, appropriate medical referral, and rehabilitation. We fulfill our mission by:

- Creating a comfortable and caring environment.
- Assuring that each physician and staff member maintains a pleasant, caring, and professional attitude.
- Scheduling and organizing medical referrals when appropriate (i.e., physicians, dentists, optometrists, chiropractors, counselors).
- Maintaining and operating our athletic training facility in an organized, professional and efficient manner.
- Maintaining the most current emergency procedures, thus assuring safe, efficient, and expedient care.
- Guaranteeing that each athlete is carefully and professionally counseled regarding his or her injury or illness and options are explained when appropriate.
- Ensuring that each athlete has the best possible opportunity to participate in intercollegiate athletics in a physically healthy environment.

### Training Room Rules & Regulations

In order for the athletic training room to run at peak efficiency, certain rules must be adhered to at all times. These rules will ensure that ALL student-athletes receive optimal care in the most expedient way possible.

1. The athletic training room is a medical facility and must be treated as such.
2. After any physical activity, all athletes MUST shower BEFORE entering the athletic training room with the exception of an emergency situation.
3. All athletes MUST shower BEFORE using the whirlpools.
4. Treat everyone with courtesy and respect, and you will be treated accordingly.
5. Ask permission from a staff member before using the phone.
6. Athletes must wear shorts, shirts, or other appropriate clothing when receiving treatment.
7. Do NOT remove supplies without permission of the athletic training staff.
8. Do NOT use equipment without permission of the athletic training staff.
9. Horseplay and improper language will not be tolerated.
10. No equipment or grass shoes/spikes/cleats are allowed in the athletic training room.
11. No tobacco products are permitted in the athletic training room.
12. No food or beverages are permitted in the athletic training room with exception of bottles with lids.

## **Health Examination**

No athlete will practice or participate in a game unless his/her physical examination has been completed as well as provide the results from a sickle cell test and written permission to participate is filed in the Athletic Training Room.

Under recommendation from the NCAA, NSU athletes will be required to receive one physical examination prior to participating in athletics at NSU. After this, only a medical update will be required each year. It is the responsibility of the student-athlete to schedule a physical examination with a physician of their choice. If the student-athlete needs assistance scheduling a physical examination upon arriving on campus, he/she should contact the Athletic Training Staff. The doctor who performs the exam must complete the NSU physical form and the athlete must provide a copy to the sports medicine staff prior to participation. The physical form is available for download from the NSU athletics webpage under the Sports Medicine section. Please contact the athletic training staff if you have any questions.

Transfer athletes or an NSU athlete who has not participated in athletics for a year or more will be required to have another physical or show proof of a physical examination within the last 6 months. In addition, all transfer and incoming student-athletes must provide sickle cell test results with their physical examination paperwork.

## **Injury Care**

- The team physician has final authority in all cases concerning athletic injury or illness.
- All treatment will be through the team physician and the athletic trainer unless they refer the athlete to other care.
- All injury evaluation and treatment needs to be conducted and arranged by the Athletic Training Staff. Communication with the Athletic Training Staff is essential to ensure that appropriate insurance claims are filed, and athletic-related medical bills are paid.
- The Athletic Department's injury policy will be in effect only when the athlete is sent to the doctor by the athletic trainer or in the case of an emergency, by other university personnel.
- An injury report will be completed on each athletic injury that is serious enough to require medical attention.
- An athlete must be accompanied to the hospital emergency room by a coach, athletic trainer, or an athletic trainer appointed aide.
- After injury or illness requiring medical attention, the athlete cannot renew participation (practice or games) without the permission of the doctor in charge.

## **Insurance**

- The athlete must have in effect insurance covering his/her participation.
- The athlete must provide proof of insurance by completing necessary paperwork provided by the athletic training staff that lists the insurance company covering him/her, ID number or policy number, and a copy of the insurance card.
- Participation in practice or games will not be permitted until the insurance policy requirement has been fulfilled.
- The insurance company of the athlete is the primary insurer.
- The Athletic Department will not be responsible for medical bills related to injuries. Student-athletes will bear the responsibility of all medical costs relating to participation in varsity sports.
- The University will not be responsible for injuries occurring before the athlete became an athlete at Northern State University.

- The Athletic Department will verify each athlete's primary insurance coverage once per semester. If insurance is not active, the athlete will be removed from participation until proof of proper insurance is verified.
- The University will not be responsible if the injury occurred at a time when there was no direct supervision by a coach.
- The athlete will always be listed as the person of record in all medical transactions.

***The following types of insurance are not recommended:***

- Insurance that covers only emergency and/or life stabilizing situations.
- Primary insurance that exceeds a \$2,500 deductible (not advised).
- Insurance that is in affect for less than the school year: Insurance must be in affect from the first day of practice or first day of school through the last day of tests in May or the last day of competition.
- HMO insurance that is effective only in your home state which enforces care through HMO physicians and/or HMO medical facilities. Student athlete with an HMO may be required to return to their home network for non-emergent medical treatment. This could potentially cause delays in treatment and return to participation.
- For questions or concerns please contact Janelle Haas at Barnett Center 77 or call 605- 626-7733.
- The NCAA has a catastrophic injury policy that covers all expenses over \$90,000.

## **DRUG TESTING POLICY AND PROCEDURES**

- I. **Statement of Purpose:** It is the purpose of this policy to protect student-athletes from the detrimental effects of drug use and abuse. Substance abuse poses a danger, not only to the student-athlete, but also to the health and safety of other student-athletes. Furthermore, substance abuse damages the reputation, dignity and integrity of all student-athletes, administrators, faculty members and other members of the NSU Athletic Department. The drug testing program aims to discourage the use of drugs and illegal substances. Appropriate intervention will take place should drugs or illegal substances be detected during random drug testing.

It is the intent of the NSU Athletic Department to protect the health and well-being of all student-athletes within athletics at NSU. NSU Athletic Department personnel are required to cooperate with the administration of the drug testing program. This program will operate at all times in a consistent and non-discriminatory manner, while remaining separate and distinct from the NCAA drug testing policy.

- II. **Applicability:** All NSU student-athletes currently participating in intercollegiate athletics are subject to random team and follow-up drug testing. This will include redshirts, medical redshirts and student-athletes who are academically ineligible. Testing may occur at any time on-campus.

Each student-athlete must read and sign the drug testing consent statement before their first official day of practice. In the event a student-athlete is a minor, parents or legal guardians will be notified of the drug testing policy and procedures. The parent or legal guardians will be sent a copy of the drug testing policy and procedures to read and sign a drug testing consent statement which gives the NSU Athletic Department permission to drug test their child. Student-athletes who do not wish to sign the consent statement will not be permitted to participate in NSU intercollegiate athletics.

- III. **Banned Substances:** The list of banned drug classes was provided to the student-athlete. Questions regarding the legality of a specific substance should be directed to the NSU Athletic Training Staff. Ignorance of the legality of a substance is no excuse for a positive test.

*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 Athletic Department staff prior to using a supplement.*

## **PROHIBITED SUBSTANCES**

**Street Drugs:** Heroin; Marijuana; Tetrahydrocannabinol (THC); Synthetic Cannabinoids (eg. spice, K2, JWH- 018, JWH-073)

**Performance-Enhancing Drugs:** Performance-enhancing drugs are medically harmful and are expressly prohibited by NSU and the NCAA. State and federal laws also prohibit the sale, distribution, and/or use of many of these substances. Performance-enhancing drugs include steroids and other anabolic agents identified on the NCAA Banned Drugs list included at the end of this section or agents used to block/mask detection. Examples of blocking/masking agents are included on the NCAA Banned Drugs list in Section (d): Diuretics. Student-athletes who take these substances are not only endangering their own health and safety but are also jeopardizing the health and safety of the student-athletes with whom they participate.

**Social Drugs (e.g., street drugs, stimulants, etc.):** Social drugs (e.g., marijuana, amphetamines, opiates, ecstasy, etc.) have the potential to cause harm and dependence. The use of these drugs may impair performance and reaction time, possibly resulting in injury to the student-athlete or others during an athletic activity. Social drugs are medically harmful and are expressly prohibited by NSU and the NCAA. State and federal laws also prohibit the sale, distribution, and/or use of many of these substances.

Socially used drugs that are banned by NSU, and the NCAA are identified on the NCAA Banned Drugs list included at the end of this section. Student-athletes who take these substances are not only endangering their own health and safety but are also jeopardizing the health and safety of student-athletes with whom they participate. NSU reserves the right to test for substances not listed on the NCAA Banned Drugs list, and to test for substances at cut-off levels that may vary from the NCAA testing protocol.

**Dietary/ Nutritional Supplements:** Northern State University and its athletics personnel may provide permissible nutritional supplements to a student athlete for the purpose of providing additional calories and electrolytes. Permissible nutritional supplements do not contain any NCAA banned substances and are identified according to the following classes:

- carbohydrate/electrolytes drinks
- energy bars
- carbohydrate boosters
- vitamins, minerals, and protein

Many other dietary/nutritional supplements contain substances that are banned by NSU and the NCAA and pose a substantial health risk to student-athletes participating in intercollegiate athletics. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the dietary/nutritional supplement industry; therefore, purity and safety of dietary/nutritional aids cannot be guaranteed. Impure substances may lead to a positive NCAA drug test. State and federal laws may also prohibit the sale, distribution, and/or use of these substances.

Dietary/nutritional substances that are specifically banned by NSU and the NCAA are identified on the NCAA Banned Drugs list included at the end of this section. Student-athletes who are taking a dietary/nutritional substance that contains banned substances or are taking permissible substances while not properly supervised by a physician are endangering their own health and safety and the health and safety of the student-athletes with whom they participate.

Student-athletes are solely responsible for any substance they elect to ingest. Any dietary/nutritional supplement may contain banned substances, including substances labeled as vitamins/minerals. The discovery of such substances through a drug test will still result in the imposition of sanctions pursuant to this program. It is the recommendation of NSU that all student-athletes refrain from using any dietary/nutritional supplement without first consulting with the head athletic trainer.

Any student-athlete who has questions about dietary/nutritional supplements is encouraged to contact the Drug Free Sport AXIS webpage at [www.dfaxis.com](http://www.dfaxis.com) or by phone at 877-202-0769. Once on this site, select organization as NCAA Division II and enter the following password: ncaa2. Then you can click the tool tab to do a dietary/nutritional supplement inquiry. Resource tab provides information to a variety of topics.

**Other Substances:** The NCAA Banned Drugs list (located at the end of this section) identifies other substances that are banned. Student-athletes are responsible for understanding that all substances listed on the NCAA banned substance list are also banned by NSU. NSU reserves the right to test for substances not included on the NCAA Banned Drugs list and to test for substances at cut-off levels that may vary from the NCAA testing protocol.

**Prescription Medication:** Student-athletes who are taking medications that contain substances that appear on the NCAA Banned Drugs list must provide a documented medical history demonstrating the need for regular use of such substances. Substances designated on the NCAA Banned Drugs list (located at the end of this section) as category (a) Stimulants, (c) Substances Banned for Specific Sports, (d) Diuretics, and (f) Peptide Hormones and Analogues are permitted if student-athletes have a documented medical history demonstrating the need for regular use of such drugs.

**Alcohol:** NSU and its Athletics Department view the use of alcohol to be incompatible with the goals of athletic and academic excellence. Possession and consumption of alcohol by persons under the age of 21 in the State of South Dakota is illegal. Accordingly, student-athletes under the age of 21 are expected to abide by state law. Because of the potential to cause harm, student-athletes may not consume alcohol prior to practice or competition. Student-athletes are not allowed to participate in practice or competition activities if they have alcohol in their systems. Student-athletes are also prohibited from consuming alcohol during University-sponsored travel.

Student-athletes who consume alcohol frequently and/or in large quantities run the risk of harming themselves and others while participating in practice and/or competition. If such a risk is identified, the student-athlete will be subject to the sanctions proposed under the sanctions in the “Drug and Alcohol Policy” section of this handbook.

**Tobacco:** As defined by the NCAA, the use of tobacco products is prohibited by all game personnel (e.g., coaches, student-athletes, athletics trainers, managers, and game officials) in all sports during practice and competition. The use of tobacco products (e.g., cigarettes, cigars, pipes, vaporizer pens, and smokeless tobacco) poses a serious health threat to student-athletes. The U.S. Surgeon General,

National Cancer Institute, Centers for Disease Control, and the National Institute for Dental Research do not recommend the use of any tobacco products. Use of such products during practice and competition will result in a student-athlete being subject to this program's procedures for identifying, addressing, and treating drug and alcohol abuse problems.

## **DEPARTMENT WIDE EDUCATION AND INFORMATION**

1. Each team, its coaching staff, and sport administrator will be required to meet once a year with the head athletic trainer, or compliance officer, or designee, to review the program and to discuss the dangers of using performance-enhancing substances, illegal drugs, nutritional substances and dietary aids, and alcohol and how to recognize warning signs of drug use and abuse problems. Those who first attend NSU at midyear or who are added to a roster during the academic year will be required to attend a make-up session in early spring. Attendance at these meetings will be required and recorded. Student-athletes, coaches, and administrators missing a session will be required to participate in a make-up session. The head athletic trainer, or designee, will conduct an annual drug educational meeting with coaches and administrators to review the program and to provide educational support. Coaches and administrators will be notified that pursuant to NCAA rules and regulations and this program, they are required to report all knowledge of use of banned drugs to the head athletic trainer or Director of Athletics. Failure to do so is considered a violation of this policy and of NCAA rules and regulations. Other educational or support programs will be provided as needed.
2. The Compliance Office will provide current student-athletes with the latest NCAA Banned Drug List at the conclusion of each academic year and before the student-athlete leaves for the summer. In addition, the list for NCAA Banned Drug List is posted on the wall in the Barnett Center Athletic Training Room.

## **POLICIES TO TEST, ADDRESS, AND TREAT STUDENT-ATHLETE DRUG AND ALCOHOL PROBLEMS AND CONCERNS**

NSU's policy for drug testing is designed to be fair, to achieve reliability of testing results, and to respect the privacy of the student-athlete. Test results are confidential to the extent permitted by law and will be filed separately from a student-athlete's medical and academic records. Test results will not be released to anyone except in accordance with this policy and as otherwise required by law.

Student-athletes will receive notice of any amendments to the policy as they occur. These amendments will not take effect retroactively.

## **POLICIES AND SANCTIONS SUPPLEMENTAL TO OTHER REQUIREMENTS**

These policies and sanctions are in addition and supplemental to any and all policies, procedures, consent forms, rules, codes, requirements, and sanctions allowed and/or required by NSU, the NCAA, Conference, law, or any other legal authority or entity. Student-athletes continue to remain subject to these other requirements.

## **CONSENT AND RELEASE AS CONDITIONS OF PARTICIPATION**

Participation in intercollegiate athletics at Northern State University is a privilege, not a right. As conditions of being permitted to participate in NSU's athletics program, student-athletes must comply with this policy and all other applicable requirements and procedures, including complying with and consenting to the drug education program, random and reasonable suspicion drug testing procedures and requirements, and signing the Student-Athlete Consent Form indicating their understanding and voluntary consent to these requirements and procedures. Failure to consent to and/or to comply with the requirements of this program shall result in ineligibility for or suspension from athletic participation, or termination of eligibility to participate in intercollegiate athletics (i.e., practice and competition) at NSU.

## **NSU DRUG AND ALCOHOL TESTING COMPONENTS FOR BANNED SUBSTANCES**

Student-athletes may be selected to participate in any or all drug testing methods defined as follows:

- Random testing for performance-enhancing drugs
- Random testing for alcohol, social drugs and other substances
- Reasonable suspicion testing for performance-enhancing drugs
- Reasonable suspicion testing for alcohol, social drugs and other substances
- Team testing

## **RANDOM TESTING PROCEDURES**

Randomly selected teams, individuals selected randomly from all student-athletes, or a specific team selected by the Director of Athletics, or designee, may be subject to unannounced drug and alcohol testing at any time during the academic year.

1. The Director of Athletics will authorize the Senior Associate Athletic Director and head athletic trainer to facilitate a drug test.
2. All student-athletes have the possibility of being drug tested throughout the year. The process for choosing an athlete will be randomly selected using the injury management computer software utilized by the athletic training staff. A list will then be generated, choosing the student-athletes who will be tested. The student-athletes selected for the random drug testing will be notified the morning of the upcoming drug test.
3. NSU Athletic trainers will be conducting the drug testing via a urine collection. Samples are then sent to Drug Free Sport.
4. Student-athletes selected for drug testing will report to the NSU Drug Testing site at a designated time. The student-athlete will fill out the appropriate paperwork with the NSU Athletic Trainers, provide the urine sample, watch the athletic trainers seal the urine sample, initial and sign documentation, and ensure labels are matching from forms to urine samples to ensure the sample has not been tampered with.
5. Failure to report for drug testing will be treated as a positive test and consequences for a positive test will be enforced.
6. Drug Free Sport will notify the Director of Athletics and the Senior Associate Athletic Director/Head Athletic Trainer of the laboratory results. The Director of Athletics will then notify in writing the student-athlete, the Head Coach, and the Sport Supervisor in the event of a positive test within 24 hours.
7. Every effort will be made to ensure the confidentiality of all drug testing results.



## **TEAM TESTING**

An entire team could be subject to drug testing as part of a pre-season health screening or before entry into a NCAA-sanctioned championship. Pursuant to NCAA rules and regulations, all teams are subject to NCAA drug testing during the academic year and during NCAA championships. In order to ensure the health and safety of student-athletes initially reporting for practice and to ensure student-athletes will not be disqualified from NCAA championships for drug use, NSU is permitted to select and drug test an entire team.

## **REASONABLE SUSPICION DRUG TESTING AND PAST POSITIVE RESULTS**

Reasonable suspicion is intended to target situations when there are objective facts or specific occurrences that support the conclusion that a student-athlete may be using prohibited drug substances. Reasonable suspicion may also be triggered by a previous positive test within the preceding 12 months, any positive test during the student-athlete's enrollment at NSU, or any previous charge or violation of law regarding use of prohibited drug substances.

Reasonable suspicion is based on a commonsense conclusion upon which practical people ordinarily rely. These conclusions can be drawn from observed or reliably described human behavior that is determined to be warning signs for possible drug use (e.g., changes in emotional and physical condition and academic/athletics achievement, witnessed drug use, possession, etc.).

Additional substances that the University may screen for include synthetic cannabinoids (K2), Bath Salts (Synthetic Stimulants), Methylhexanamine (DMAA), beta-blockers, opiates, MDMA(Ecstasy), amphetamine/methamphetamine, and flunitrazepam (Rohypnol). The University reserves the right to test for substances not listed on the NCAA Banned Drug Classes List and to test at detection levels that vary from those of the NCAA.

All Athletics Department personnel are required, and other persons are encouraged, to report to a student-athlete's respective head coach, head athletics trainer, sport administrator, or the Director of Athletics specific facts or observable behaviors that indicate a particular student-athlete may be violating the policies expressed in this program.

It is a violation of NCAA Bylaw 10.2 if a member of an institution's athletics department fails to report the knowledge of a student-athletes use of a banned substance designated on the NCAA Banned Drugs list to the head athletic trainer or Director of Athletics.

All factual information and evidence relevant to a determination of reasonable suspicion must be presented to the Director of Athletics, or designee, in writing utilizing the Reasonable Suspicion Form. The Director of Athletics, or designee, will determine whether the facts are clearly articulated and reasonable. If so, the Director of Athletics, or designee, will submit all relevant facts in writing to a consulting physician or the head athletics trainer. The Director of Athletics, or designee, will then notify the student-athlete to meet with the Athletics Department's consulting physician or the head athletics trainer for an interview and evaluation. The consulting physician or the head athletic trainer will schedule the meeting and will specifically ask if the student-athlete is taking any substance to treat a medical condition and shall record this information in the consulting physician or head athletic trainer's written record.



After the evaluation and interview, the consulting physician or head athletic trainer will then determine whether or not the student-athlete should be subject to an immediate drug test pursuant to the reasonable suspicion policy. The consulting physician or head athletic trainer will schedule the date and time of a reasonable suspicion drug test.

## **SPECIMEN COLLECTION AND CHAIN OF CUSTODY**

- A urine sample will be collected for all drug testing methods.
- Upon notification by the consulting physician or head athletic trainer, the student-athlete must present him or herself at the specified collection site and at the designated time for testing. The NSU/Sanford Health Athletic Training staff will administer all drug tests under the supervision of the head athletic trainer or designee.
- The NSU/Sanford Health Athletic Training staff will follow all collection and chain of custody procedures prescribed by the National Center for Drug Free Sport.
- All testing of urine samples will be conducted by laboratories approved by the Substance Abuse for Mental Health Services Association (SAMHSA).

The Director of Athletics or designee will make the determination for sanctions for this policy, depending on the nature of the events surrounding the violation of this policy and the history of abuse of this policy.

Student-athletes removed from practice or competition for alcohol use, student-athletes who are found to have consumed alcohol during University-sponsored travel, student-athletes found in violation of any of the offenses listed in the "Violations of Law or NSU Policy" section of this handbook, or student-athletes who have been determined by the Athletic Department to have engaged in a certain behavior involving alcohol that is not appropriate, will be subject to the following sanctions.

## **SANCTIONS FOR POSITIVE DRUG TESTS AND MAJOR DRUG AND ALCOHOL VIOLATIONS**

Alcohol and drug related offenses are cumulative for the student-athlete's athletic career at Northern State University. Not meeting any or all of the sanction requirements will be considered another violation of this policy and shall count as an offense. Nothing in this policy precludes a head coach from enforcing a more restrictive team policy or team rule. Furthermore, for health and safety reasons, a team physician may withhold a student-athlete from practice and/or competition at any time.

Consequences for violating this policy may include treating the incident as a first positive drug test under the NSU athletics department Alcohol and Drug Education policy. Additional consequences may include, but are not limited to, the following:

1. Verbal and written warning
2. Participation in educational sessions
3. Required chemical dependency assessment and/or treatment
4. Suspension from the team
5. Loss of eligibility and dismissal from the team
6. Loss of athletics related scholarship aid
7. Dismissal from the University

Additionally, it is expected that the consumption of alcohol by student-athletes who are of legal age will be within the parameters of team, department and University policies and will be handled responsibly. Consequences for underage alcohol use, inappropriate alcohol use by student-athletes of legal age to

consume, or illegal drug use will be determined on a case-by-case basis. The head coach, Athletics Department Senior Administrative Team, and the Athletics Director may be involved in determining the sanctions for violating this policy. The Athletics Director has final approval for all decisions.

## **SANCTIONS TO POSITIVE DRUG TESTS**

A positive test by the laboratory does not automatically identify the student-athlete as having engaged in prohibited drug use. Results will be made available to the Athletics Department. The Athletics Department's consulting physician or the head athletic trainer will review the results and, if there is a positive drug test, they will notify the student of the positive test result and will set up a meeting for the student-athlete with the head athletic trainer and the Director of Athletics or designee. At this meeting, the student-athlete may explain findings and/or present evidence of any mitigating circumstances that he or she feels may be important to the outcome of the drug test. The Director of Athletics, or designee, in consultation with the head athletic trainer, will determine whether there is sufficient evidence that the student-athlete has violated the policy. If so, the Director of Athletics will impose the sanctions outlined in this policy.

If the laboratory reports a specimen as substituted, manipulated, or adulterated, the student-athlete will be deemed to have refused to submit to the testing, and it will be treated as if the test were positive for a banned substance.

Results of tests under these procedures will be released only pursuant to legal requirements and to those individuals with a legitimate need to know. Prior to release of any information or results, NSU's legal counsel will be notified.

### **Sanctions**

Each head coach may have team rules and sanctions regarding the use and/or abuse of drugs that may be more stringent than those required by this policy. These team rules may further affect the student-athlete's eligibility for practice and competition on his or her team. All positive drug test results will be forwarded to the NSU Director of Student Rights and Responsibilities Office and will follow all protocol in the NSU student Code of Conduct.

If a student-athlete refuses to be subject to an alcohol or drug test, the student-athlete will be treated as if he or she has tested positive for a banned substance and will automatically be assigned sanctions associated with positive tests for performance-enhancing drugs.

Student-athletes who test positive for a banned substance or who refuse to submit to a required drug test, will be subject to the following sanctions.

- **First Positive Drug Test:** The student-athlete will be suspended from 10% of all regularly scheduled competition. If the 10% of regularly scheduled competitions does not finish with the end of the season, the suspension will be carried over to the next sport season. The parents of the student-athlete will be notified. The student-athlete shall go through a mandatory counseling and/or treatment program as designated/determined by the Director of Athletics at the student-athlete's own expense. The student-athlete will be subject to periodic, unannounced drug testing for the duration of his or her athletic eligibility at NSU.

- **Second Positive Drug Test:** The student-athlete will be suspended from 50% of all regularly scheduled competition during the current or upcoming playing and practice season. If this 50% does not finish with the end of the season, the suspension will be carried over to the next sport season. The student-athlete will not be permitted to return to participation (e.g., practice or competition) until he or she has been evaluated and cleared for participation by the Athletics Department's consulting physician, or designee. The student- athlete will also not be permitted to return to competition until he or she has had a negative result on a re-entry drug test – at the student-athlete's expense. The parents of the student-athlete will be notified. During the time of the suspension and after, the student-athlete shall go through a mandatory counseling and/or treatment program as designated/determined by the Director of Athletics at the student-athlete's own expense. The student-athlete will be subject to periodic, unannounced drug testing for the duration of his or her athletic eligibility at NSU.
- **Third Positive Drug Test:** The student-athlete will be permanently banned from the Intercollegiate Athletics program at NSU and will not be eligible for reinstatement. The parents of the student-athlete will be notified. This will result in the nonrenewal of the student-athlete's athletic scholarship. The Director of Athletics will be responsible for imposing all sanctions. If a student-athlete's drug use is determined to be egregious, if a student-athlete has demonstrated a behavior that could be harmful to him- or herself or others, or if the student-athlete blatantly refuses to participate in drug testing, the Director of Athletics may impose alternative or more stringent sanctions. All violations of this policy are cumulative. For example, after an initial violation for use of a social drug, a subsequent offense for use of a performance-enhancing drug will result in sanctions imposed for a second offense for a performance-enhancing drug.

#### **Counseling/Education Sessions:**

If a student-athlete is required to attend and participate in counseling, treatment, or education sessions as part of a sanction, the student-athlete may be subject to immediate suspension from all team activities if he or she fails to attend and participate in these sessions. The term and period of the suspension will be defined by the Director of Athletics.

#### **NCAA Positive Drug Tests:**

Positive testing results from the NCAA or other outside sports testing agencies will be treated as a positive test obtained under this program. NSU sanctions will be in addition to any sanctions levied by the NCAA or other sport agencies. A student-athlete may appeal:

1. A consulting physician's (or designee) determination that a reasonable suspicion exists,
2. A determination of violation of this policy, and
3. The proposed sanctions.

The Appeals Committee consists of Vice President of Student Affairs or designee, the faculty athletics representative, and the director of the Counseling Center. Two members of the Appeals Committee shall constitute a quorum. If necessary, the third member will review the record of the appeal and cast the deciding vote if two committee members are unable to agree on a decision. The committee will reach a decision within one business day of each appeal and will notify the student- athlete, the Director of Athletics, and the head coach in writing of the decision. The decision of the Appeals Committee is final and may not be appealed. The Vice President for Student Affairs or designee will serve as chair of the committee. The student-athlete may attend the appeal process and may be accompanied by an advisor of his or her choice. The advisor may only speak to the student-athlete and may not play an active role in the appeal process. The student-athlete will be given an opportunity to present evidence to support his or her contentions, call his or her witnesses, or cross-examine other witnesses presented by the Director of

Athletics or consulting physician (or designee).

**Appeal of Reasonable Suspicion:**

The student-athlete may appeal the consulting physician's or head athletic trainer determination of reasonable suspicion by submitting a written appeal to the Director of Athletics by 4:00 pm the next business day following the determination. The student-athlete must still provide a urine specimen within the period allotted by the consulting physician. The specimen will still be sent to Sanford Health Hospital for testing. However, NSU will request that the result be held until the appeal is completed. If the Appeals Committee determines that reasonable suspicion does not exist, NSU will instruct Sanford Health Hospital to destroy the results and the sample.

For an appeal of a reasonable suspicion determination, all information presented to the Director of Athletics pertaining to specific facts, events, occurrences, or observed behaviors of the student-athlete will be presented to the Appeals Committee. Information gathered during the consulting physician's or head athletic trainer's interview and evaluation of the student-athlete will also be presented to the Appeals Committee. All evidence of a student-athlete's substance use, including all previous positive tests, will be presented to the Appeals Committee.

If the Appeals Committee determines that there is reasonable suspicion of improper substance use, the student-athlete and the Director of Athletics will be informed in writing and the sample will be tested.

If the Appeals Committee determines that there is no reasonable suspicion of improper substance use, the student-athlete will be informed in writing and the sample will be destroyed.

**Appeal of Determination of Violation of the Policy and/or Sanctions:**

If the Director of Athletics determines that a student-athlete has violated this policy (based on a positive test result) and if the student-athlete wishes to appeal the determination and/or sanctions, he or she shall submit an appeal in writing to the Director of Athletics by 4:00 pm of the next business day.

For an appeal of determination of a violation of the policy, all information pertaining to the urine collection procedure will be presented to the Appeals Committee. Copies of the chain of custody forms will be submitted to the Appeals Committee, and the committee shall be informed if a student-athlete refused to sign any testing forms. All evidence of a student-athlete's substance use, including all past or present positive tests, will be presented to the Appeals Committee. For an appeal of proposed sanctions, the Director of Athletics or his or her representative shall present to the Appeals Committee reasons why the sanctions should be imposed. Conversely, the student-athlete may present reasons why the proposed sanctions should not be imposed. All evidence of a student-athlete's substance use, including all past or present positive tests, will be presented to the Appeals Committee.

The Appeals Committee will rule as to whether or not the sanctions imposed shall be upheld or vacated. If the sanctions are vacated, the Appeals Committee must present credible reasons to the Director of Athletics for such a decision and make recommendations for lesser sanctions. The Director of Athletics will then impose these sanctions. All decisions of the Appeals Committee are final and cannot be appealed!

## **VIOLATIONS OF LAW OR NSU POLICY**

Student-athletes are required to conduct themselves in accordance with NSU policies and local, state, and federal laws. In addition to subjecting a student-athlete to the procedures and sanctions noted in this program, a violation, and/or conviction or pleas of guilty or nolo contendere of any of the following may also be deemed by the Director of Athletics, Associate AD, and Assistant AD, in conjunction with the consulting physician or head athletic trainer, to be an automatic offense under the drug and alcohol policy, depending on the specific offense:

- Driving or operating a vehicle under the influence or while impaired and/or other motor vehicle violations involving alcohol or drugs
- Public intoxication
- Drunk and disorderly conduct
- Possession or ingestion
- Other violations of local, state, or federal law involving alcohol or drugs, including possession
- Violations of Northern State University's Code of Student Conduct involving alcohol or drugs
- Minor in possession
- Reporting to practice or competition after consuming drugs or alcohol
- Consumption of alcohol or drugs during University-sponsored travel
- Other offenses of equivalent magnitude to any of the above

*\*Note that these are not exhaustive lists of drug or alcohol related offenses.*

The following offenses may result in immediate suspension and will result in a positive drug/alcohol test as outlined in the Sanctions for Positive Drug Tests and Major Drug and Alcohol Violations section of this policy:

- DWI/DUI,
- Assault and/or battery, including sexual assault, while under the influence of alcohol or drugs,
- Distribution of drugs or intent to distribute drugs.

The Senior Administrative team for the Athletics Department, in conjunction with the consulting physician or head athletic trainer, will evaluate each specific offense to determine if the offense warrants immediate suspension and/or placement into the Sanctions section of this policy.

In addition, the Athletics Department may suspend a student-athlete from participating in intercollegiate practice and/or competition at NSU or effectuate other appropriate penalties if charged by a law enforcement agency with any of the above or if the Athletics Department determines that a certain behavior is not appropriate for a student-athlete representing NSU.

For the purposes of this policy, suspension from the team means that student-athletes may not practice, compete or travel with any NSU Intercollegiate Athletics team. However, suspended student-athletes may, with the approval of the coach and designated sport administrator, attend team meetings and retain privileges to access the athletic training room, academic support services and individual use of weight training. Exceptions to any of these terms may be made by the Athletics Director or his/her designee.

### **Prospective Student-Athlete**

The requirements that student-athletes follow local, state, and federal laws also extend to prospective student-athletes when they visit campus. It should be understood that possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of South Dakota law. Likewise, it is illegal for anyone to supply alcoholic beverages to persons under the age of 21.

## **SOCIAL MEDIA ACCOUNTS**

Social media platforms are becoming the most widely used forms of communication across the world, country, and the NSU campus. This technology has connected NSU students with others in unprecedented ways, and the limits in how we can communicate and interact continue to be stretched.

There are important pieces however to keep in mind when using any of the social media accounts available to the public. While the information NSU students (and student-athletes) post on these outlets is typically first seen by those in their network, it is important to note that it can and will widely be seen by alumni, faculty, staff, parents, strangers and even potential future employers as well. It is recommended that you become sensitive to the information and pictures/videos you post (or others post about you).

### **Social Media Top-10 Tips to Follow**

1. It's a tool, not a toy. Social media isn't just for individual entertainment; if used effectively, it can be an asset to help a student-athlete's individual brand.
2. Nothing is truly private... ever. There are two types of social media users: Those who realize they are functioning in public and those who don't. Content can be captured in screenshots or saved by other users. Student-athletes NEED to keep in mind that posts, likes, and/or shares could end up being viewed by thousands of people.
3. If you share it you own it! Whether you typed it or not, the things shared by your accounts are ALWAYS going to come back to you and be perceived as your opinion.
4. Don't post emotionally and/or immediately. One great thing about social media is that it's fast, but this same feature can be a curse, too. Rather than working through our thoughts, we have the option to quickly punch a few keys and hit send — but that isn't always the best thing to do.
5. Outside perceptions may be different than your intent. It is not uncommon for receivers of a message to take away a different meaning than what the sender intended.
6. The viral speed of messaging. Social media messages move around at lightning speed, and many student-athletes have learned the hard way how quickly unintended receivers can learn about their content.
7. Take pride in who/what you represent. In addition to representing yourself, your family, and hometown, you also represent the university and your team. This includes the visual elements on your accounts, where many users develop their first impressions of you.
8. Avoid calling others out for their mistakes. Someone misspelled something, adding the wrong stat line, or had misinformation. Instead of sharing and putting them on blast, privately message to help resolve the issue, understanding that everyone can make a simple mistake.
9. Don't just do it for show. It has become all too easy to comment, share, and like things on social media. Remember that it is important to practice what you preach. If you would never say your comment to that person, in-person, then avoid doing it on social media.
10. Use social media in pro-social ways. Student-athletes can use social media for team building, generating excitement in the school/community, and with other altruistic experiences including helping others and volunteering. Use social media to share videos from games, promote upcoming events, promote your brand and NIL initiatives, and recognize coaches and teammates whenever possible.