



STUDENT-ATHLETE HANDBOOK

Welcome to Southwestern Oklahoma State University, home of the Bulldogs! SWOSU is a proud member of the NCAA Division II as well as the Great American Conference.

In the following pages you will find helpful information concerning your role as a SWOSU student-athlete.

Any questions concerning your eligibility should be directed to Todd Helton, Director of Athletics at 580.774.3227 or todd.helton@swosu.edu

Go Bulldogs!

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Alma Mater

Standing firmly on the hill top,
Clearly outlined 'neath the blue,
Emblem of the best and noblest,
Alma Mater true.

Hail, all hail to thee, Southwestern,
Alma Mater true,
We will ever sing our praises to the
White and Blue.

Foster mother, friend so loyal,
Honor, love, and faith we bring,
With thy spirit ever near us,
This our song shall ring.

Hail, all hail to thee, Southwestern,
Alma Mater true,
We will ever sing our praises to the
White and Blue.

Fight Song

Stand up and cheer
Cheer loud and long for dear Southwestern
For today we'll raise
The White and blue above all others
Our sturdy band now is playing
and we are sure to win the fray
We've got the vim;
We're here to win;
For this is old Southwestern's day

SWOSU Administration

President

Provost, Vice President for Academic Affairs

Vice President for Administration & Finance

Vice President for Student Affairs

Dean of Students

Director of Student Activities

Director of Assessment

Director of Admissions & Recruitment

Director of Student Financial Services

Director of Center for Health and Well-Being

Director of Student Housing and Activities

International Student Affairs

Registrar

Bursar

Dr. Diana Lovell

Dr. Joel Kendall

Ms. Brenda Burgess

Dr. Adam Johnson

Dr. Wendy Yoder

Ms. Lesley Alvarado

Ms. Jan Kliever

Ms. Taler Alexander

Ms. Jennifer Baker

Ms. Susan Ellis

Ms. Alyssa Bane

Ms. Mihaela Roxana Ifrim

Ms. Jennifer Cook-Johns

Ms. Kaylee Wendt

<i>NAME</i>	<i>TITLE</i>	<i>PHONE</i>	<i>EMAIL ADDRESS</i>
<i>ADMINISTRATION</i>			
<u>Todd Helton</u>	Athletic Director	580-774-3227	<u>todd.helton@swosu.edu</u>
<u>Josh Collins</u>	Head Volleyball Coach / Assistant Athletic Director for Gameday Operations	580-774-3050	<u>josh.collins@swosu.edu</u>
<u>Edwin Detweiler</u>	Assistant Athletic Director for Sports Medicine (MA, ATC, PTA)	580-774-3073	<u>edwin.detweiler@swosu.edu</u>
<u>Jon Chidester</u>	Assistant Athletic Director for Media Relations	580-774-7162	<u>jonathan.chidester@swosu.edu</u>
<u>Pam Nichols</u>	Athletic Operations Manager / Senior Woman's Administrator	580-774-3068	<u>pam.nichols@swosu.edu</u>
<u>Kaitlyn Dillon</u>	Assistant Volleyball Coach / Compliance Coordinator	580-774-3701	<u>kaitlyn.dillon@swosu.edu</u>
<u>Allie Hoang</u>	Athletics Advancement Coordinator	580-774-6330	<u>allison.hoang@swosu.edu</u>
<u>Bo Pagliasotti</u>	Faculty Athletic Representative (FAR)	580-774-7089	<u>bo.pagliasotti@swosu.edu</u>
<u>Cindi Albrightson</u>	Title IX Coordinator	580-774-3108	<u>cindi.albrightson@swosu.edu</u>
<i>ATHLETIC TRAINING</i>			
<u>Edwin Detweiler</u>	Assistant Athletic Director for Sports Medicine (MA, ATC, PTA)	580-774-3073	<u>edwin.detweiler@swosu.edu</u>
<u>Kalyp Oliver</u>	Assistant Athletic Trainer (MEd, ATC, LAT)	580-774-3740	<u>kalyp.oliver@swosu.edu</u>
<u>Randa Castleberry</u>	Assistant Athletic Trainer	580-774-3072	<u>randa.castleberry@swosu.edu</u>
<u>Brianna Neely</u>	Assistant Athletic Trainer	580-774-6023	<u>brianna.neely@swosu.edu</u>
<i>MEDIA RELATIONS</i>			
<u>Jon Chidester</u>	Assistant Athletic Director for Media Relations	580-774-7162	<u>jonathan.chidester@swosu.edu</u>
<u>Grant Kopycinski</u>	Sports Information Graduate Assistant		<u>kopycinskiga@student.swosu.edu</u>
<u>Colby Bryer</u>	Student Creative Media Coordinator		
<i>GAMEDAY OPERATIONS</i>			

Staff Directory Members By Category/Department

<i>NAME</i>	<i>TITLE</i>	<i>PHONE</i>	<i>EMAIL ADDRESS</i>
<u>Josh Collins</u>	Head Volleyball Coach / Assistant Athletic Director for Gameday Operations	580-774-3050	<u>josh.collins@swosu.edu</u>
<u>Joshua Cobb</u>	Gameday Operations Graduate Assistant		<u>cobbj@student.swosu.edu</u>
<i>STRENGTH & CONDITIONING</i>			
<u>Oscar Ramos</u>	Head Strength & Conditioning Coach		
<u>Dakota Olson</u>	Assistant Strength & Conditioning Coach		
<u>Brantley Eastman</u>	Assistant Strength & Conditioning Coach		
<u>Ryan Mroczka</u>	Assistant Strength & Conditioning Coach		
<i>BASEBALL</i>			
<u>Zack Saunders</u>	Head Baseball Coach	580-774-7196	<u>zack.saunders@swosu.edu</u>
<u>JR Head</u>	Assistant Baseball Coach / Recruiting Coordinator		
<u>Garrett Davis</u>	Assistant Baseball Coach		
<i>MEN'S BASKETBALL</i>			
<u>Brett Weiberg</u>	Head Men's Basketball Coach	580-774-6053	<u>brett.weiberg@swosu.edu</u>
<u>Dan O'Dowd</u>	Assistant Men's Basketball Coach	580-774-7108	<u>daniel.odowd@swosu.edu</u>
<u>Kamden Gipson</u>	Assistant Men's Basketball Coach		
<i>WOMEN'S BASKETBALL</i>			
<u>Jeff Zinn</u>	Head Women's Basketball Coach	580-774-3290	<u>jeff.zinn@swosu.edu</u>
<u>James Bagwell</u>	Assistant Women's Basketball Coach	580-774-7109	<u>james.bagwell@swosu.edu</u>
<u>Kaytlen Johnson</u>	Assistant Women's Basketball Coach		
<i>CROSS COUNTRY / TRACK & FIELD</i>			
<u>Jennifer Johnson</u>	Head Cross Country / Track & Field Coach	580-774-6555	<u>jennifer.johnson@swosu.edu</u>
<u>Lexy Maroney</u>	Assistant Cross Country /Track Coach		
<u>Brent Bell</u>	Assistant Track Coach		

Staff Directory Members By Category/Department

<i>NAME</i>	<i>TITLE</i>	<i>PHONE</i>	<i>EMAIL ADDRESS</i>
<i>FOOTBALL</i>			
<u>Ruzell McCoy</u>	Interim Head Football Coach	580-774-7118	<u>ruzell.mccoy@swosu.edu</u>
<u>Bob Majeski</u>	Assistant Football Coach / Offensive Coordinator	580-774-7190	<u>robert.majeski@swosu.edu</u>
<u>Austin Jackson</u>	Assistant Football Coach / Defensive Coordinator	580-774-6556	<u>austin.jackson@swosu.edu</u>
<u>Calton Bakker</u>	Assistant Football Coach / Offensive Line & Recruiting Coordinator	580-774-7189	<u>calton.bakker@swosu.edu</u>
<u>Cordell Upshaw</u>	Assistant Football Coach / Defensive Line	580-774-7189	<u>ira.upshaw@swosu.edu</u>
<u>Aaron Jeffreys</u>	Assistant Football Coach		
<u>Jayce Martin</u>	Assistant Football Coach		
<u>Trey Brown</u>	Assistant Football Coach		
<u>Collin Leyden</u>	Assistant Football Coach		
<u>Marquise Cunningham</u>	Assistant Football Coach		
<i>GOLF</i>			
<u>Brad Fleetwood</u>	Head Men's & Women's Golf Coach	580-774-3739	<u>brad.fleetwood@swosu.edu</u>
<u>Jace Edelen</u>	Assistant Men's & Women's Golf Coach		
<i>RODEO</i>			
<u>Mike Visnieski</u>	Head Rodeo Coach	580-774-3710	<u>michael.visnieski@swosu.edu</u>
<u>Sierra Smith</u>	Assistant Rodeo Coach		<u>sierra.smith@swosu.edu</u>
<i>SOCCER</i>			
<u>Mark Persson</u>	Head Soccer Coach	580-774-7047	<u>mark.persson@swosu.edu</u>
<u>Adam Fowler</u>	Assistant Soccer Coach		
<i>SOFTBALL</i>			

Staff Directory Members By Category/Department

<i>NAME</i>	<i>TITLE</i>	<i>PHONE</i>	<i>EMAIL ADDRESS</i>
<u>Jessica Boone</u>	Head Softball Coach	580-774-7178	<u>jessica.boone@swosu.edu</u>
<u>Kayli Grove</u>	Assistant Softball Coach		
<u>Hayley Paul</u>	Assistant Softball Coach		
<i>VOLLEYBALL</i>			
<u>Josh Collins</u>	Head Volleyball Coach / Assistant Athletic Director for Gameday Operations	580-774-3050	<u>josh.collins@swosu.edu</u>
<u>Kaitlyn Dillon</u>	Assistant Volleyball Coach / Compliance Coordinator	580-774-3701	<u>kaitlyn.dillon@swosu.edu</u>
<u>Carmen Kinsey</u>	Assistant Volleyball Coach		

SWOSU

Department of Athletics

SWOSU Athletics
 100 Campus Drive
 Weatherford, OK 73096
 Office: 580-774-3068
 Fax: 580-774-7106

Eligibility Information

General Eligibility Requirements

At the beginning of the year, each student-athlete is required to sign several documents prior to being permitted to practice and compete. Your signature on the **NCAA D II Student-Athlete Statement** indicates that you have been given the opportunity to read the **NCAA D II Summary of Regulations** and ask questions. You also certify that to the best of your knowledge; you have not been involved in any NCAA violations. You must also affirm that you have not tested positive for a banned substance by a non-NCAA athletic organization. **Finally**, you must sign the NCAA Drug-Testing Consent Form, which grants permission for random drug testing.

NCAA CONTINUING ELIGIBILITY INFORMATION

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall maintain progress toward a baccalaureate or equivalent degree at that institution.

Progress Toward Degree Consists of:

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete must earn **9**-semester hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full time at any collegiate institution.

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete must complete **18**-semester hours since the beginning of the previous fall term or since the beginning of the certifying institution's preceding regular two semesters. Credit hours earned in the period after the regular academic year at the institution (e.g., hours earned in summer school) shall not be used to satisfy the academic credit-hour requirements of this regulation.

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete must earn **24**-semester hours of academic credit during any year in which the student-athlete is enrolled full time in at least one academic term (no more than **6** hours may be during the summer). A student-athlete may satisfy this requirement based on the student-athlete earning:

- 24-semester hours since the beginning of the previous fall term;
- 24-semester hours since the beginning of the certifying institution's preceding regular two semesters or three quarters; or
- 48-semester hours during the first two years of collegiate enrollment (the certifying institution's first four semesters following the student-athlete's initial full-time enrollment in a collegiate institution).

Application to a Midyear Enrollee. A student-athlete entering the institution at the beginning of the second semester or the second of an academic year (e.g., midyear transfer) shall be subject to the credit hours required for the fall term immediately following the student-athlete's initial full-time enrollment at the certifying institution; however, the annual credit hours may be adjusted to require completion of 12 units per term of actual attendance during the initial regular academic year of attendance.

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete must achieve a **minimum cumulative grade point average of 2.00** prior to the beginning of each fall term. The eligibility of a student-athlete who does not satisfy the grade-point average requirement prior to the fall term may be recertified prior to the next regular academic term.

Additional Progress Toward Degree Provisions

The student-athlete shall:

- Be enrolled in at least a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the institution, which shall not be less than 12-semester hours, regardless of the institution's definition of a minimum full-time program of studies.
 - A student-athlete with athletics eligibility remaining may compete or practice while enrolled in less than a minimum full-time program of studies, provided the student-athlete is enrolled in the final semester of the baccalaureate program and the institution certifies that the student-athlete is carrying (for credit) the courses necessary to complete the degree-requirements. Thereafter, the student-athlete shall forfeit eligibility in all sports, unless the student-athlete completes all degree requirements during that semester and is eligible to receive the baccalaureate diploma on the institution's next degree-granting date.
 - A student-athlete may practice or compete while enrolled in a full-time graduate program as defined by the institution for all graduate students in that program.
- During the first two years of enrollment, the calculation of credit hours (**9, 18 and 24**) to meet the requirements shall be based on hours earned or accepted for degree credit toward any of the institution's degree programs. Beginning with the student-athlete's fifth semester of collegiate enrollment, credits used to meet the hour requirements (**9, 18 and 24**) must be degree credit toward the student-athlete's designated degree program.
- Designate a program of studies leading toward a specific baccalaureate degree at the certifying institution by the beginning of the third year of enrollment (fifth semester) and thereafter shall make progress toward that specific degree. This provision shall be applicable to the eligibility not only of a continuing student, but also of a transfer student from a four-year or two-year collegiate institution who is entering his or her third year of collegiate enrollment even if the student has not yet completed an academic year in residence or used a season of eligibility in a sport at the certifying institution.
- A student-athlete who has designated a specific degree program may use credits earned in a minor to fulfill the credit-hour requirements for meeting progress toward degree if the minor is a required element for all students to obtain the original baccalaureate degree. A student-athlete who has designated a voluntary or optional minor (a minor that is not a required element of the original baccalaureate degree program for all students) may use a maximum of **6** credit hours per term earned in the minor to fulfill the credit-hour requirements for meeting progress toward degree.
- A student-athlete who is in the final academic year (final two semesters) of his or her designated degree program may use credit hours acceptable toward any of the institution's degree programs to satisfy the nine-semester hour requirement, provided the institution certifies, through review by appropriate academic officials, that the student-athlete is carrying (for credit) the courses necessary to complete degree requirements at the end of two semesters or three quarters. Thereafter, the student-athlete shall forfeit eligibility in all sports, unless the student athlete completes all degree requirements during the final two semesters or three quarters and is eligible to receive the baccalaureate diploma on the institution's next degree-granting date.
- For student-athletes beginning their 3rd year of collegiate (5th semester) must complete the Declaration of Degree Program and Advising Forms from the Athletic Compliance Office. Classes taken must be approved and signed by the advisor on the Advising Form in order to count for satisfactory progress.
- Be able to change a designated degree program and comply with satisfactory progress requirements if (1) the change in programs is documented appropriately by the Registrar's Office and Athletic Compliance Office, (2) the credits earned prior to the change are acceptable toward the degree previously sought and (3) the credits earned from the time of the change are acceptable toward the new desired degree.

Remedial, tutorial or noncredit courses may be used by the student to satisfy the minimum academic progress requirement **only** if they meet all of the following conditions:

- The courses must be considered by the institution to be prerequisites for specific courses acceptable for any degree program;
- The courses must be given the same weight as others in the institution in determining the student's status for full-time enrollment;

- Noncredit courses may not exceed the maximum institutional limit for such courses in any baccalaureate degree program (or the student's specific baccalaureate degree program once a program has been designated). For example, a varsity sport class (football) can only be counted twice for satisfactory progress; and
- The credit in such courses shall not exceed 12 semester hours, and the courses **must be taken during the student's first academic year of collegiate enrollment.**

Repeated Courses. Credit for courses that are repeated may be used by a student-athlete to satisfy the progress-toward-degree requirements only under the following conditions:

- A course repeated due to an unsatisfactory initial grade may be used only once and only after it has been satisfactorily completed;
- Credit for a course that may be taken several times (e.g., a physical education activities course) shall be limited by institutional regulations; and
- Credits earned in courses that may be taken several times may not exceed the maximum institutional limit for credits of that type for any baccalaureate degree program (or for the student-athlete's specific baccalaureate degree program once a program has been designated).
- A repeat of a previously passed course will not count toward the hours required for progress toward degree requirements

- A repeat of a previously passed course will count toward the cumulative GPA requirement.

• **Declaration of Major/Minor**

The NCAA requires a student-athlete to designate a specific program of studies (major/minor) leading toward a baccalaureate degree by the beginning of his/her third year or fifth semester of collegiate enrollment. This does not mean your third year or fifth semester at SWOSU; it means your third year or fifth semester of full time enrollment at any college since your high school graduation. The "Declaration of Major/Minor" form is available in the forms section of this manual. It must be signed by you and returned to the Compliance Coordinator's office at the start of your third year or fifth semester of collegiate enrollment. The advisor form for a student-athlete includes a space for you to specify your major/minor. Your advisor will sign this form also to certify you are taking courses toward your desired major/minor. It is important to use this form to assure you are taking the correct classes. You will turn in the advisor's form to the Compliance Coordinators office each semester by the dates designated on the form.

One-Time Transfer Release, NLI Release

If you decide to transfer within your first year of attendance after signing an NLI you will also need a release from your NLI.

- **See Athletic Policies section in this manual for release information**

Study Hall Policy

The head coach of your sport sets study hall attendance policies. The coach has the authority to set rules and regulations on who must attend study hall, when and where the study hall will be held, and what services (if any) will be offered during the study hall. If you need any type of help, please contact your coach, and help will be provided. Tutoring is available online through Upswing and through individual academic departments.

Student-Athlete Advisory Council

The Student-Athlete Advisory Council SAAC is dedicated to providing an avenue for student-athletes to share ideas and suggestions with each other and with the athletic administration. It serves as an advisory body to the athletic administration on matters such as student life, athletic event attendance, student body involvement in athletics, academic services, community service, and other issues which affect and involve athletes.

SAAC Policies and Procedures include:

Membership The committee shall consist of two representatives from each sport and an athletic administrator. These representatives are selected by their coaches or team. The representatives shall be current team members who are eligible for competition.

Meetings The committee shall meet monthly. This meeting shall occur no later than the third week of the fall semester. At that meeting, the committee shall set the dates and meeting places for the academic year.

Attendance Each sport shall have at least one representative at each meeting. It is your responsibility as a member of your team, to make sure your representatives are attending the meetings and voicing your ideas, concerns, and feelings as well as those of your entire team. If a sport is not represented at two consecutive meetings, the athletic administration shall discuss the problem with the team representatives and the head coach.

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

**Athletic
Financial Aid
Information**

FINANCIAL AID INFORMATION

Athletic Scholarships. SWOSU guidelines for athletics aid provide you must be a student athlete in regular attendance as an undergraduate or graduate with competition remaining within your 10-semester period of eligibility. **The scholarship is a one-year or one-semester agreement. It is not a four-year scholarship.** The head coach makes all scholarship decisions, consistent with NCAA rules.

Full Grant-in-Aid and Cost of Attendance. The NCAA provides for a maximum total number of scholarships, with the dollar amount being divided among any number of student-athletes as long as the total value of all scholarships awarded does not exceed the institutional limit. The maximum athletics scholarship (which is called a full grant-in-aid by the NCAA) covers tuition, room, board, fees and books. **If you exceed your individual limit, you are ineligible for practice, competition, and athletics aid.** If you receive an award that will place you over the NCAA limits, you will have your athletics aid reduced. You must notify the Student Financial Services Office and the Compliance Coordinator of any change in your financial aid. All aid must be administered through SWOSU's Student Financial Services Office. The Compliance Coordinator or the Director of Student Financial Services can answer any of your financial aid questions.

Reduction and Cancellation of Athletics Aid during Term of the Award. Your scholarship may be written for one academic year or for one semester. It cannot be canceled or reduced during the term of the award unless it is for one of the reasons permitted under NCAA rules. Your scholarship may be canceled or reduced during the period of award for any of the following reasons:

1. Renders himself or herself ineligible for intercollegiate competition.
2. Fraudulently misrepresents any information on an application, letter of intent, historical report, or financial aid agreement. This can include not reporting to practice and/or only making token appearances.
3. Engages in serious misconduct that warrants substantial disciplinary penalty. Violations of the following constitute serious misconduct or manifest disobedience:
 - a. University academic and citizenship rules and regulations.
 - b. Rules and regulations of the Department of Intercollegiate Athletics and specific rules of the recipient's sport as defined by the head coach as they apply
4. Exceeding the NCAA limits.
5. Voluntarily withdraws from a sport at any time for personal reasons.
6. Attendance at classes, squad or individual meetings, study hall, assemblies, tutoring sessions and participation in athletic practice sessions and scheduled contests as specified by the sport coach.
7. Personal conduct, appearance and dress, both on and off the University campus, and accepted uniform for athletic contests, when such violations bring discredit to the athletic program.
8. Failure to adhere to training rules and regulations.

Athletics performance, illness, injury or physical or mental medical condition may not serve as a basis for cancellation or reduction of athletics aid during the term of the award.

Renewals, Reductions and Non-renewals of Athletics Aid after the Term of the Award. After the term of the award, NCAA rules permit the head coach to cancel or reduce aid for any reason. Your head coach will notify you of your renewal, reduction or cancellation. If your aid is renewed, you will receive an athletic scholarship form from your head coach. If your aid is reduced or not renewed, a letter of notification will be sent to you by the Director of Student Financial Services within 14 days of the cancellation of aid during the award. The rules require SWOSU to notify you in writing by July 1, prior to the year in which the award is to become effective, whether your aid is renewed, reduced, or canceled for the following year. It also must specify the amount of the reduction. Your notification will also include a statement of your right to appeal the reduction or non-renewal to a committee that is independent of the athletics department.

- **See Athletic Policies Section for Financial Aid appeals information**

Cost to Attend SWOSU

- **Resident Tuition**

1-4000 Level Courses

\$232.29

Tuition Lock

\$248.80

Reach Higher (ORGL Courses)

\$283.97

5000 Level Courses

\$285.58

Pharm.D. Courses

\$687.39

Non-Resident Tuition

1-4000 Level Courses (\$232.29 + \$1.00)

\$233.29

Reach Higher (ORGL Courses)

\$284.97

5000 Level Courses (\$285.58 + \$1.00)

\$286.58

Pharm.D. Courses (\$687.39 + \$1.00)

\$688.39

Mandatory Fees

In addition to tuition per credit hour, students must also pay these mandatory fees.

Event Center Fee

\$6.50

Facility Fee

\$7.50

Student Activity Fee

\$11.50

Technology Service Fee

\$3.70

TOTAL \$29.20

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- **Nursing Tuition**

LPN

\$238.69

RN/BSN

\$238.69

Traditional Nursing

\$232.29

Master's of Nursing

\$365.03

Non-Resident Nursing Tuition

LPN (\$238.69+\$1.00)

\$239.69

RN/BSN (\$238.69+\$1.00)

\$239.69

Traditional Nursing (\$232.29+\$1.00)

\$233.29

Master's of Nursing (\$365.03+\$1.00)

\$366.03

LPN & RN/BSN Fees

In addition to tuition per credit hour, LPN and RN/BSN students must pay the following fees.

Online Technology Service Fee

\$3.70

Nursing Academic Fee

\$70.00

Distance Learning Fee

\$40.00

TOTAL \$113.70

Traditional Nursing Fees

In addition to tuition per credit hour, Traditional Nursing students must pay the following fees.

Nursing Academic Fee

\$70.00

Masters of Nursing Fee

The tuition rate for the Master of Nursing program includes an Online Technology Service fee.

Online Technology Service Fee

\$3.70

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• Academic Enhancement Fees

Academic Service Fee (per hour
under Arts & Sciences,
Prof & Grad, Sayre Courses)

\$15.00

Business & Technology Academic Fee
(per hour on School of Business courses)

\$15.00

Pharmacy Academic Service Fee
(per hour on Pharmacy courses)

\$6.00

Other Course Fees

Alpine Adventure Fee(per course)

\$325.00

Elementary Bowling Fee (per course)

\$80.00

Distance Learning Fee
(per hour plus regular tuition charges)

\$40.00

Emergency Vehicle Operation Fee
(per course)

\$400.00

Remedial Course Fee
(per hour)

\$40.00

Testing Fees

Program admissions and certification exam fees vary (see [SWOSU Marketplace](#)). Proctoring fee at a remote location is at the discretion of the proctoring Institution.

ACT On-Campus Exam

\$75.00

Advanced Standing Credits (per credit hour)

\$5.00

CLEP Exams (CLEP \$93, CLEP Adm. \$20)

\$113.00

CLEP Comp. 1 Essay

	\$15.00
CLEP Comp. 2 Essay	
	\$25.00
English Proficiency Exam	
	\$25.00
GED HS Diploma Equivalency Exam	
	\$136.00
Hiset HS Diploma Equivalency Exam	
	\$101.25
Medical Terminology Exam	
	\$50.00
Proctoring Fee (SWOSU Students)	
	\$20.00
Proctoring Fee (Non-SWOSU Students)	
	\$40.00

Miscellaneous Fees

Students enrolled in online academic programs only will not be charged the Parking & Safety Fee.

Audit (without credit) each credit hour	
	Same as tuition charge
International Application Fee	
	\$25.00
Parking & Safety Fee (Fall and Spring)	
	\$25.00
Graduation Application Fee*	
	\$100.00

*The Graduation Application Fee is a one-time, non-refundable fee of \$100 per degree (applied to bachelors and graduate degrees). The fee covers administrative costs associated with completing the graduation review, providing academic regalia, as well as printing and shipping your diploma.

Applied Music Charges

Instruments rented as available

Choir Music Accompanist (per course)

\$100.00

Music Accompanist I Fee (per course)

\$45.00

Music Accompanist II Fee (per course)

\$75.00

Private Lessons in music (per hour)

\$75.00

Semi-private Lessons in Music (per hour)

\$35.00

Traditional-styled Residence Hall

per semester | academic year contract
Semi-private room

\$1600

Traditional-styled Residence Hall

per semester | academic year contract
Private room

\$2400

Mann Hall South

per semester | academic year contract
Semi-private room

\$2000

Mann Hall South

per semester | academic year contract
Private room

\$2700

Black Kettle Hall

per semester | academic year contract
Semi-private

\$2100

Black Kettle Hall

per semester | academic year contract
Private room

\$3075

Mary Mabry Savage Apartments

per semester | academic year contract
Unrenovated

\$2500

Mary Mabry Savage Apartments

per semester | academic year contract
Renovated

\$3200

Prices listed are per person, per semester and subject to change without prior notice.

Standard

- 8 meals per week \$1650
- 10 meals per week \$1815
- 14 meals per week \$1950
- 19 meals per week \$2105

Low Flex Plans

10 meals per week \$1915, incl. \$100 flex

14 meals per week \$2025, incl. \$75 flex

19 meals per week \$2155, incl. \$50 flex

Mid Flex Plans

10 meals per week \$1990, incl. \$175 flex

14 meals per week \$2075, incl. \$125 flex

19 meals per week \$2180, incl. \$75 flex

High Flex Plans

10 meals per week \$2065, incl. \$250 flex

14 meals per week \$2125, incl. \$175 flex

19 meals per week \$2205, incl. \$100 flex

Summer Flex

Half the per semester rate

Athletic Policies

Southwestern Oklahoma State University Policy on Financial Aid Appeals

NCAA Bylaw 15.5.2.4

COMMITTEE

- The SWOSU Athletic Council Committee will hear all appeals.
- Consists of faculty athletics representative, student-athletes and nonathletics faculty/staff members.
- Chaired by the faculty athletics representative.

APPEAL HEARING REQUEST

- If SWOSU's Department of Athletics cancels or reduces a student-athlete's aid from the previous academic year the student must be notified no later than **July 1** of his/her right to a hearing.
- If a student-athlete's aid is cancelled during the award the student must be notified **in writing** within **14 consecutive days** of the date of the notification of the cancellation.
- To request a hearing, the student -athlete must notify the Athletic Director (Todd Helton) **in writing** within **14 consecutive days** of the date of the cancellation/reduction letter. The letter should contain name, SWOSU Student ID#, current mailing address, email address, local, and cell phone numbers.
- The hearing will be conducted within **30 consecutive days** after the appeal is received.

HEARING PROCEDURES

- The individuals allowed in the hearing are the student-athlete, the Athletic Director, the head coach, a representative from the Office of Student Financial Services, and the Compliance Coordinator. Others must be approved by the chair.
- The student-athlete will present his/her case to the committee members independent of the head coach and/or Athletic Director.
- The appeals committee will also meet with the head coach and/or Athletic Director who will present their reasons for denial.
- The Compliance Coordinator and the Student Financial Services representative will be present only to provide any necessary rule interpretations.
- The committee may request additional documentation from the student-athlete or the head coach or the Athletic Director that may be relevant to the appeal.

COMMITTEE DECISION

- The committee will render a decision on the matter.
- The appeals committee decision is final.
- The decision will be mailed to the student-athlete and the Athletic Director in writing within **7 consecutive days** of the date of the hearing.

NLI APPEALS PROCESS

NLI Penalty

A student who does not attend the signing institution for at least one academic year (two semesters or three quarters) must serve one academic year in residence and will lose one season of competition in all sports upon enrollment at another NLI member institution.

NLI First Appeal

Before filing an appeal, the student must first receive the institution's release decision. If an institution determines a "No Release" decision, the student may appeal that decision to the designated NLI Committee **no later than 30 days after an institution has denied the release request** (date noted on the NLI Release Request PDF) by submitting the following information to the NLI office:

- Copy of the NLI Release Request PDF found in the student's online release request record;
- NLI Appeals Form (available on the NLI website) outlining the extenuating circumstances the student believes warrant a reduction of the NLI Penalty; and
- Any supporting documentation which clarifies the extenuating circumstances.

After a completed NLI Appeals Form is received by the NLI office, the signing institution will receive the student's NLI Appeals Form and any supporting documentation. The institution will have an opportunity to respond to the student's appeal in writing to the NLI office.

Following receipt of the institutional response, all documents are reviewed and presented to the NLI Committee for review and decision.

NLI Second Appeal

In the case of the NLI Committee's denial of the student's first appeal, a second and final appeal opportunity is available. This second appeal must be submitted to the NLI Office at NLI@ncaa.org within 30 days of the date of the first appeal decision letter. The student must provide the reason for appealing with any new supporting documentation of extenuating circumstances. This new information will be provided again to the signing institution for an institutional response. The NLI Appeals Committee will be provided all documentation from the first and second appeal. The NLI Appeals Committee is a separate body from the previous NLI Committee and will conduct its own review of the information provided, including giving the student the opportunity to speak to the Committee members via telephone conference call.

An NLI appeal takes approximately 6-8 weeks to complete.

The time frame may vary depending on the nature of the appeal.

National Letter of Intent Program
PO Box 7132
Indianapolis, Indiana 46207-7132
Phone: (317) 223-0706

See the following link for drug testing policy/information
<https://swosuathletics.com/sports/2018/3/26/drug-testing.aspx>



Southwestern Oklahoma State University
Student Host Instructions



Your role as a STUDENT HOST is very important in the recruiting process for our SWOSU athletic teams. Student-athletes who serve as hosts must understand that they are official representatives of the Department of Athletics and the University. Therefore, appropriate conduct is expected at all times. A prospective student-athlete's initial visit to our campus provides an opportunity for us to showcase the high standards that we hold ourselves to as ambassadors of SWOSU.

You have a responsibility to understand and abide by NCAA Student Host Guidelines and all SWOSU regulations. The following list has been established to ensure that hosting of prospective student-athletes is conducted in a manner consistent with NCAA and SWOSU regulations.

Please **carefully** review the following rules.

1. Several students may host a prospect, but only one student host per prospect may be provided a free meal if restaurant facilities are utilized. A non-qualifier may not serve as a student host in his/her first academic year in residence.
2. A maximum of \$30 for each day of the visit may be provided to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardians, or spouse), excluding the cost of meals and admission to campus athletics events. It is permissible to provide the student host with an additional \$15 per day for each additional prospect the host entertains.
3. NO cash may be given to the visiting prospect or to anyone else accompanying the prospect.
4. You may not use vehicles provided by or arranged for by any institutional staff member or representative of our athletics interests. **Never** allow the prospect to use your vehicle.
5. You should not allow recruiting conversations to occur off campus between the prospect and a representative of our athletics interests. (If an unplanned meeting occurs, only an exchange of a greeting is permissible). It is your responsibility to ensure that such contact does or take place when they are entertaining prospective student-athletes.
6. A visiting prospect may participate in physical workouts or other recreational activities provided such activities are not organized or observed by the coaching staff, and are not designed to test the athletic abilities of the prospect.
7. You may receive a complimentary admission (no hard tickets) when accompanying a prospect to a campus athletics events.
8. Underage drinking (under the age of 21) is illegal in the State of Oklahoma. Prospective student-athletes are not allowed to engage in this activity. It is the student host's responsibility to discourage and report transgressions of this law.
9. If a prospective student-athlete is of legal age (21) and may enter a local bar, it is the student host's responsibility to ensure that the prospective student-athlete is aware that alcohol abuse will **NOT** be tolerated.
10. SWOSU will not tolerate sexual harassment by anyone associated with our athletic teams. Student hosts must be aware of the University's prohibition of this type of activity and work to ensure that prospects they are hosting conduct themselves appropriately.
11. It is the responsibility of the University to ensure the safety and well-being of prospective student-athletes visiting our campus. At the same time, it is the prospective student-athletes and their student hosts to avoid any situation or activities that would jeopardize their safety or would be against NCAA, SWOSU, or local laws, rules, and regulations.

SWOSU Athletic Policy on Nondiscrimination, Sexual Harassment, and Sexual Violence

Southwestern Oklahoma State University (SWOSU) is committed to providing a safe and nondiscriminatory learning, living, and working environment for all members of the University community. The University does not discriminate on the basis of sex (gender) or gender identity in any of its education or employment programs and activities.

This policy prohibits specific forms of behavior that violate Title IX of the Education Amendments of 1972 or Title VII of the Civil Rights Act of 1964. Such behavior also requires the University to fulfill certain obligations under the Violence Against Women Reauthorization Act of 2013 (VAWA) and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

The University prohibits forms of gender discrimination or sexual misconduct which includes, but is not limited to, sexual violence, sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation, stalking, domestic violence, dating violence, complicity in the commission of any act prohibited by this policy, and retaliation against a person for the good faith reporting of any of these forms of conduct or participation in any investigation or proceeding under this policy. Gender discrimination or sexual misconduct by any member of the university community may be a violation of federal or state law, as well as policy of the Regional University System of Oklahoma, and will not be tolerated.

The University adopts this policy with a commitment to: (1) eliminating, preventing, and addressing the effects of sexual misconduct; (2) fostering the University's values, vision, and mission; (3) cultivating a climate where all individuals are well-informed and supported in reporting gender discrimination or sexual misconduct; (4) providing a fair and impartial process for all parties; and (5) identifying the standards by which violations of this policy will be evaluated and disciplinary action may be imposed. Employees or students who violate this policy may face disciplinary action up to and including termination or expulsion. The University will take prompt and equitable action to eliminate gender discrimination or sexual misconduct, prevent its recurrence, and remedy its effects. The University conducts ongoing prevention, awareness, and training programs for Employees and Students to facilitate the goals of this policy.

It is the responsibility of every member of the University community to foster an environment free of gender discrimination and sexual misconduct. All members of the University community are encouraged to take reasonable and prudent actions to prevent or stop an act of gender discrimination or sexual misconduct. The University will support and assist community members who take such actions. The University provides active bystander training through the Title IX offices.

This policy applies to all reports of sex gender discrimination or sexual misconduct occurring on or after the effective date of this policy.

SWOSU is a zero tolerance environment related to any kind of discrimination or harassment. This includes sexual and gender related discrimination and sexual harassment and/or violence as covered by Title IX. It states: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.”

Title IX Officer

Cindi Albrightson serves as the Title IX officer for the entire SWOSU community. Any Title IX related concerns should be immediately reported to her by e-mailing cindi.albrightson@swosu.edu ; or calling 580-774-3108.

Methods to Report Sexual Violence Report

Anyone who feels victimized should contact Title IX Coordinator cindi.albrightson@swosu.edu (Employees may also choose to notify law enforcement, the proper supervisory personnel, chairperson, and/or academic dean, who must notify the Office of Human Resources.)

Complainant and Respondent Rights

- The Victim and/or Complainant and Respondent will be treated with respect by University officials throughout the entire process.
- The Victim and/or Complainant and Respondent will be informed by University officials of options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by University officials in notifying such authorities, if the student/employee so chooses. This also includes the right not to report, if the complainant chooses.
- The Victim, the Complainant or the Respondent may request a campus "No Contact" condition against each other or against any other student/employee who has engaged in or threatens to engage in any threatening, harassing or other improper behavior.
- The Victim, Complainant or Respondent may request a change in academic/work/living situations. If such changes are requested, reasonable and are reasonably available, the University will support the request. Neither a criminal conviction nor an investigation need be completed before a student/employee requests that this interim measure be put in place.
- The Victim and Respondent will be provided with information regarding available mental health and student services, both on campus and in the community.
- It is the goal of the University to ensure that victims, complainants, and respondents have access to needed resources, services, and information. Victims and respondents will be given timely notice of the alleged violation(s) and investigation, and fully informed of the nature, rules, procedures, including possible sanctions.

- Neither the Victim and/or Complainant nor Respondent will have the option to mediate a complaint of sexual misconduct.
- The Complainant and the Respondent will each be able to review documentary information available regarding the complaint, and be informed of all witnesses participating in the investigation unless a witness has been granted anonymity for compelling safety reasons.
- The Complainant and Respondent may each request that any person investigating be removed on the basis of demonstrated bias.
- The Victim and/or Complainant and the Respondent may each participate in the investigation and hearing process and each may have an advisor of their choosing to accompany and assist them. The advisor may give guidance and/or provide support to the participant, but may not take part directly in the investigation and/or processes. The University will provide assistance to and consider the concerns and rights of both the victim and the respondent throughout the process.
- Irrelevant prior sexual history will not be considered in any investigation or other procedures.
- The Victim and/or Complainant and Respondent may each make an impact statement during any point in the process and have the statement considered in determining potential outcomes.
- The Complainant and Respondent will each be informed simultaneously and in writing of the outcome and appeal processes.

Additional Rights/Support Guidelines for the Victim and Complainant:

- University officials will not discourage the Victim or Complainant from reporting sex/gender based discrimination, harassment, and/or sexual misconduct offenses. The victim may cooperate in a University investigation, seek criminal charges with campus or local law enforcement, seek civil action with a civil trial, choose multiple options, or choose not to take any action.

Additional Rights/Support Guidelines for the Respondent:

- The respondent will be given a clear statement of the allegations against them and the opportunity to respond to those allegations by accepting or denying responsibility, or standing mute.
- The respondent will receive a fundamentally fair process and they may refuse to answer some or all questions during an investigation or hearing to avoid self-implication. This silence may not be used against the respondent.

Strategies to Create Safe Environments

- Safety and security training programs for college security and safety chiefs focusing on and addressing sexual harassment and violence, assault, domestic and relationship violence and allegations of Title IX violations
- Internal meetings with campus leadership including but not limited to security directors, human resources, legal departments, faculty heads, Title IX coordinators and other administrators to ensure proper protocols, procedures and policies are in place
- External meetings with campus leadership and external partners including local police departments.
- Internal training sessions for campus leadership including but not limited to all responsible for Title IX compliance
- External coordinated training sessions with local police departments.
- Training presentations and programs on internal workplace culture and environment including issues related to safety and security
- Programs aimed at safety among students including driving, substance abuse and relationship violence

Responsible Employees

Any university employee who is not a confidential resource and who receives, in the course of employment, information that a student (undergraduate, graduate, or professional) has suffered sexual violence, sexual harassment, or other prohibited behavior shall promptly notify the Title IX Office or designee. This includes resident assistants, graduate teaching assistants, and all other student employees, when disclosures are made to any of them in their capacities as employees

Campus Security Authorities

“Campus security authorities” are designated by the institution and must report any incidents of sexual assault, domestic violence, dating violence and stalking in their Annual Security Reports and the Campus Safety and Security Survey. Demographics only are reported – victims’ names must be withheld.

- Campus Police
- VP for Student Affairs
- Director of Human Resources
- Director of Residence Life
- Dean of Students

Federal Requirements for Reporting Sexual Violence Incidents

The University is obligated to provide a prompt, thorough and equitable investigation of any report of sex-based discrimination, sexual harassment or sexual violence. This obligation remains even in the absence of a formal complaint.

Title IX ensures that both parties in a reported event have equal opportunity to be heard and participate in a grievance process.

Prevention and Education

Southwestern Oklahoma State University provides annual training on sexual violence and sexual harassment prevention and response for all student athletes and athletic department staff. At SWOSU, the Title IX office 580-774-3108 aids in investigating and resolving complaints and provides education to the entire SWOSU community. Emphasis is on prevention and early resolution except where inappropriate, such as in cases of sexual violence or where the safety of the community may be at risk. Copies of SWOSU's policy and procedures prohibiting gender discrimination and sexual misconduct may be obtained at www.swosu.edu.

Retaliation

Threats, other forms of intimidation, and retaliation against a faculty member, student, or staff employee for bringing a complaint of harassment or discrimination or for assisting another in bringing a complaint are prohibited. Retaliation is itself a violation of SWOSU policy and applicable law, and is a serious offense. Complaints of retaliation may be brought through the nondiscrimination or sexual violence and sexual harassment complaint resolution procedures. Acts of retaliation may result in discipline.

Title II – Americans with Disabilities Act

The University may not refuse to allow a person with a disability to participate in a service, program, or activity simply because the person has a disability. Applies to survivors of sexual violence.

Student Athlete Mental Health Support

Counseling Information

The counseling process is designed to aid individuals who have the capacity to resolve their own problems with some assistance. Most students seek counseling because they recognize that they need some help in being able to face a certain challenge--or they find themselves stuck in a particular dilemma. **Typically Counseling Services sees clients an average of 4-6 weeks, however, in extenuating circumstances, the process may extend beyond this limit.** As a student, you are in complete control and may end the counseling relationship at any time. Your counselor will respect any such decisions and ask only that you inform him or her of your plans and resist the tendency to just “not show up anymore”. If counseling is successful, you should feel that you are more able to face similar challenges or dilemmas in the future without a counselor’s help. In other words, you will have taken some “tools” with you.

Normally, your session will last about 30 minutes. If you need to cancel your appointment for some reason, we ask that you inform our office **(580-774-3776)** as soon as possible.

This will permit us to reschedule your meeting promptly and will also allow for your vacated appointment to be used in a productive manner. The time spent with your counselor will most often be limited to your private counseling sessions; and when your counselor sees you in the community, you will be greeted as any other person would be. Your counselor will not discuss your sessions with you outside of the office. This “method” of greeting outside the office is intended to safeguard your privacy.

A professional code of ethics guides counselors in matters of confidentiality and the release of information. Information gained in counseling sessions will not be disclosed outside Counseling Services with the following exceptions: (1) you give written permission to your counselor to discuss a matter with another party, (2) your counselor determines you are a danger to yourself or others, (3) in the extremely unlikely event that your counselor is ordered by court of law to do so, or (4) if you are under the age of 18 and are experiencing abuse (the law requires abuse of minors to be reported.) In situations 2-5, your counselor will make every effort possible to inform you of the situation prior to making any such disclosure.

Your work with your counselor will be rendered in a competent manner and consistent with accepted ethical standards. While it is impossible to guarantee specific results regarding your counseling goals, you and your counselor will work together to achieve the best possible results for you. If, however, at any time you are dissatisfied with the services, please let your counselor know. Should you be unable to resolve the matter between you and your counselor, please report your situation to the Vice President for Student Affairs. If you have any questions concerning the information above, you may ask your counselor or the administrative assistant about them.

Emergency Procedures for the At-Risk Student

1. If you are concerned about the wellbeing of a student, contact Counseling Services at 580-774-3776. Additional contact numbers are listed below. In the event that someone from Counseling Services cannot be reached, use the following procedure. Students who are believed to be suicidal should be taken to the Red Rock Crisis Unit in Clinton or to the Weatherford Regional Hospital Emergency Room. If a student is believed to be dangerous to others, you should contact Public Safety 580-774-3785 for immediate assistance. Always error on the safe side.
2. Check the birth date of the student. If they are under 18, then you should try to contact the parents, and they can be included in the decision making process. If the student is 18, you can contact their parents only with the student's permission.
3. If it is determined to use Red Rock, give them a call at 580.323-6021 to let them know we are sending a SWOSU student. Ask for the Crisis Unit, and the counselor will visit with you about the situation and instruct you as to what to do.
4. A student can also be taken to the hospital emergency room, and they can perform the assessment and determine what is best for the student. The student will be charged emergency room fees.
5. Contact Public Safety for transportation to the hospital or to the crisis unit. They will determine if an ambulance is needed. **Do not personally provide transportation for the student.**
6. The at-risk student cannot be alone, if they want to take some personal belongings to the Crisis Unit, this is allowed, but someone must be with them at all times. Often resident advisors, student employees or a friend can wait with the student until the officer arrives.
7. If going to the Crisis Unit, they should take comfortable clothing such as sweats, t-shirts, slippers and toiletries. Belts, shoe strings or draw strings are not allowed in the Crisis Unit. Towels, bedding, soap, and shampoo are provided.
8. Students who go to the Crisis Unit can expect to be there 5 – 7 days. They are allowed visits and phone calls during appropriate times.
9. Wendy Yoder, Dean of Students, should be contacted and will send out an email to the student's instructors regarding the situation. The status of the absence (excused or unexcused) is at the discretion of the instructor.

Contact Information

Susan Ellis, Director, Counseling Services – 580.774.3776

Kendra Brown, Director, Public Safety – 580.774.3111

Dr. Wendy Yoder, Dean of Students – 580.774.3767

Alyssa Bane, Director, Residence Life – 580.774.3755

Dr. Adam Johnson, Vice President for Student Affairs – 580.774.7172

Weatherford Police Department – 580.772.7791