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A T H L E T I C S

# STUDENT-ATHLETE HANDBOOK

2022-2023

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## INTRODUCTION

### UC Davis Mission Statement

#### Philosophy of Purpose

UC Davis is dedicated to academic excellence and serving the public good. As a major research institution, UC Davis takes a holistic approach in addressing the most critical issues faced by the region, state, and the world. The university embraces the principles of diversity, inclusion, and equity to sustain a culture of mutual respect.

### UC Davis Intercollegiate Athletics Mission Statement

The purpose of Intercollegiate Athletics (ICA) at UC Davis is to mirror the mission of the University by providing a student-centered program dedicated to excellence. ICA empowers student-athletes to compete at the highest level academically and athletically while preparing them to become the next generation of leaders. As ambassadors of UC Davis and the community, our student-athletes, coaches and staff are committed to excellence, integrity, diversity, respect, and accountability.

### UC Davis Intercollegiate Athletics DEI Philosophy Statement

UC Davis Athletics believes in the power of intercollegiate athletics to build trust, unity, and togetherness among people from all backgrounds. We also acknowledge that the sports world is not immune to the impact of bias or discrimination. Accordingly, we accept that it is our responsibility to take action to reduce the impact of bias and discrimination so that our student-athletes, coaches, and staff from all backgrounds are provided with the best opportunity to be successful.

We view diversity, equity and inclusion (DEI) as mission critical elements of a top-tier Division I intercollegiate athletics program. In alignment with the UC Davis Principles of Community, we are committed to fostering an environment of equity and mutual respect where student-athletes, coaches, and staff of all backgrounds are empowered to engage, educate, grow, compete, and lead together.

### UC Davis Principles of Community

The University of California, Davis, is first and foremost an institution of learning, teaching, research and public service. UC Davis reflects and is committed to serving the needs of a global society comprising all people and a multiplicity of identities. The university expects that every member of our community acknowledge, value, and practice the following guiding principles.

We affirm the dignity inherent in all of us, and we strive to maintain a climate of equity and justice demonstrated by respect for one another. We acknowledge that our society carries within it historical and deep-rooted injustices and biases. Therefore, we endeavor to foster mutual understanding and respect among the many parts of our whole.

We affirm the right of freedom of expression within our community. We affirm our commitment to non-violent exchange and the highest standards of conduct and decency toward all. Within this context we reject violence in all forms. We promote open expression of our individuality and our diversity within

the bounds of courtesy, sensitivity and respect. We further recognize the right of every individual to think, speak, express and debate any idea limited only by university regulations governing time, place and manner.

We confront and reject all manifestations of discrimination, including those based on race, ethnicity, gender and gender expression, age, visible and non-visible disability, nationality, sexual orientation, citizenship status, veteran status, religious/non-religious, spiritual, or political beliefs, socio-economic class, status within or outside the university, or any of the other differences among people which have been excuses for misunderstanding, dissension or hatred. We recognize and cherish the richness contributed to our lives by our diversity. We take pride in all our achievements, and we celebrate our differences.

We recognize that each of us has an obligation to the UC Davis community of which we have chosen to be a part. We will strive to build and maintain a culture and climate based on mutual respect and caring.

## CONTACTS AND RESOURCES

### Sport Administrators

Rocko DeLuca, Director of Athletics

[rdeluca@ucdavis.edu](mailto:rdeluca@ucdavis.edu)

M&W Basketball, Football, M&W Tennis

Josh Flushman, Senior Associate Athletic Director, Sports Administration

[jeflushman@ucdavis.edu](mailto:jeflushman@ucdavis.edu)

Football (Day-to-Day), Equestrian, Indoor Volleyball, Softball, M&W Water Polo

Maggie Fenton, Senior Associate Athletic Director, Facilities, Operations & Capital Projects

[mafenton@ucdavis.edu](mailto:mafenton@ucdavis.edu)

Lacrosse, M&W Basketball (Day-to-Day), M&W Cross Country, M&W Track & Field

Liz Martin, Senior Associate Athletic Director, Development & Alumni Engagement

[emartin@ucdavis.edu](mailto:emartin@ucdavis.edu)

Gymnastics, M&W Golf

Danielle Shank, Senior Associate Athletics Director, External Relations

[dms Shank@ucdavis.edu](mailto:dms Shank@ucdavis.edu)

Field Hockey, Swimming & Diving

Heath Senour, Senior Associate Athletics Director for Compliance

[hsenour@ucdavis.edu](mailto:hsenour@ucdavis.edu)

Courtney Randall, Associate Athletics Director for Diversity, Equity, and Inclusion

[ckrandall@ucdavis.edu](mailto:ckrandall@ucdavis.edu)

Mike Lorenzen, Associate Athletics Director, Leadership & Professional Development  
[mlorenzen@ucdavis.edu](mailto:mlorenzen@ucdavis.edu)  
Baseball, Beach Volleyball, M&W Soccer

Olivia Pennell, Interim Chief Financial Officer  
[kopennell@ucdavis.edu](mailto:kopennell@ucdavis.edu)

## Student-Athlete Advising Services

On behalf of the Student-Athlete Advising staff, welcome to another academic year! Whether you are a first year, a transfer, or a returning student-athlete, we look forward to working together as you pursue your academic, career and athletic goals at UC Davis.

Each team is assigned to a student-athlete advisor. We are here to help you navigate your UC Davis degree requirements, meet your NCAA academic eligibility requirements, and think about your post-college career options. We are only one member of your “advising team” here on campus though. You also have advisors in your college, and if you have a declared major, in your major, that are also interested in and invested in your success.

### Appointments

You can schedule an appointment to meet with your advisor through the campus appointment system here: <https://appointments.ucdavis.edu>. Choose “Student-Athlete Academic Services” from the drop-down menu to access your advisor’s calendar. Appointments can be scheduled up to thirty days in advance with the calendar rolling out on a continual basis.

ICA policy requires first-year (freshmen and new transfers) student-athletes to meet with their advisor in an appointment at least once per academic quarter, and returning student-athletes to meet with their advisor in an appointment at least once per academic year. Student-athletes who have medically retired, or are receiving 5<sup>th</sup> year or other student-athlete opportunity funds must meet with their advisor in an appointment at least twice per academic year.

During an appointment, we might discuss choosing a major or minor, adjustment to college, scheduling classes, calculating the number of allowable electives for athletic eligibility, preparation for graduate programs, career goals, study abroad, taking summer classes at a community college, mentoring for national awards and scholarships, and other athletic eligibility rules specific to your academic history.

### Other Ways to Contact Your Advisor

If you need assistance and are unable to reach your Student-Athlete Advisor in person, email is the best way to reach us. Our contact information can be found [here](#).

## Important Websites / Phone Numbers

These campus resources and phone numbers may be especially helpful during your college career:

<a href="#">Academic Assistance and Tutoring Centers (AATC)</a>	
<a href="#">Aggie Compass Basic Needs Center</a>	(530) 752-9254
<a href="#">Aggie Evo Website</a>	



<a href="#">Athletic Department (Main ICA Website)</a>	(530) 752-1111
<a href="#">Athletic Insurance Representative</a>	(530) 752-9200
<a href="#">Athletic Training Room (UCU Center)</a>	(530) 752-7515
<a href="#">Bookstore</a>	(530) 752-6846
<a href="#">Campus Recreation</a>	
<a href="#">Center for Advocacy Resources and Education</a>	(530) 752-3299
<a href="#">Center for African Diaspora Student Success</a>	
<a href="#">Center for Chicanx and Latinx Academic Student Success</a>	
<a href="#">Center for the Educational Opportunity Program (EOP)</a>	
<a href="#">Center for Leadership Learning</a>	
<a href="#">Center for Student Involvement</a>	
<a href="#">College of Agricultural &amp; Environmental Sciences</a>	(530) 752-0108
<a href="#">College of Biological Sciences</a>	(530) 752-0410
<a href="#">College of Engineering</a>	(530) 752-1979
<a href="#">College of Letters &amp; Science</a>	(530) 752-0392
<a href="#">Cross Cultural Center</a>	
<a href="#">Equipment/Locker Room</a>	(530) 752-0259
<a href="#">Financial Aid</a>	(530) 752-2390
<a href="#">General Campus Information</a>	(530) 752-1011
<a href="#">Global Learning Hub (Study Abroad)</a>	
<a href="#">Harassment &amp; Discrimination Assistance and Prevention Program</a>	(530) 747-3864
<a href="#">Health Professions Advising</a>	
<a href="#">Internship &amp; Career Center</a>	
<a href="#">LGBTQIA Resource Center</a>	
<a href="#">Mobility Shuttle</a>	(530) 752-1084
<a href="#">MyBill</a>	
<a href="#">Native American Academic Student Success Center</a>	
<a href="#">NCAA</a>	(317) 917-6222
<a href="#">Pre-Graduate/Professional School Advising</a>	
<a href="#">Real Response – text “SHARE” to 66595</a>	
<a href="#">Registrar’s Office</a>	(530) 752-3639
<a href="#">Residence Hall Advising &amp; Drop-In Tutoring</a>	
<a href="#">Safe Rides (Campus Security Escort)</a>	(530) 754-2677
<a href="#">Student Accounting</a>	(530) 752-3646
<a href="#">Student Code of Conduct</a>	
<a href="#">Student Disability Center</a>	(530) 752-3184
<a href="#">Student Health &amp; Counseling Services (SHCS)</a>	(530) 752-2349
<a href="#">Student Housing Office</a>	(530) 752-2033
<a href="#">Transportation &amp; Parking Services</a>	(530) 752-8277
<a href="#">UC Davis Parent &amp; Family Programs</a>	
<a href="#">Undergraduate Research Center</a>	
<a href="#">Undergraduate Scholarships</a>	
<a href="#">University Honors Program</a>	
<a href="#">Women’s Resources &amp; Research Center</a>	



## Campus Resources

These campus resources are especially useful for intercollegiate student-athletes:

### **Student Health and Counseling Services (SHCS)**

<https://shcs.ucdavis.edu/>

219 North Hall, (530) 752-2349

SHCS offers free confidential individual and group counseling for all UCD students. Drop-in service available for crisis situations (Student Health & Wellness Center location only).

### **Sport Psychology**

Consulting with a sport psychologist can assist student-athletes with improving athletic performance as well as coping with the stresses inherent in being a college student. Student-athletes may contact a sport psychologist to:

- Improve performance or enhance the experience of being a student-athlete
- Deal with the pressures of competition at the Division I level
- Discuss injury rehabilitation and return to play
- Address personal challenges or issues that affect academic performance, athletic performance, or holistic wellbeing
- Optimize transitions (into UC Davis, after completion of athletic eligibility, etc.)

Your first point of contact for any physical, mental, or emotional health issues should be your team's Athletic Trainer, but you may also seek help directly from a psychologist in the Applied Sport Psychology group:

### **INDIVIDUAL SPORT PSYCHOLOGY APPOINTMENTS FOR STUDENTS:**

To make an appointment, students or staff can email [sportpsych@ucdavis.edu](mailto:sportpsych@ucdavis.edu) directly to request, a Sport Psych team member will send a health e-message back to the student through our secure system to coordinate scheduling.

Students can also schedule online via the health e-message system <http://shcs.ucdavis.edu/hem> to meet with any counselor who is available for a One Time Visit (OTV) or an Initial Consultation (IC), or by calling our reception at 530-752-0871.

### **CRISIS:**

If there is an emergency and a student needs immediate assistance, please call 911 or go to your nearest hospital.

### **24/7 crisis services are also available to students in the following ways:**

#### During business hours:

Between 9 am – 5 pm, student-athletes may drop-in to the Acute Care check-in on the first floor of the Student-Health & Wellness Center (a staff member can accompany if needed).

Between 11 am – 4 pm, drop-in crisis consultation appointments are available at North Hall.

**After Hours:**

Call 530-752-0871 and follow the prompts to speak to a counselor (student-athlete can call or staff can call for consultation).

**Text Crisis Line:** Text RELATE to 741741

**Yolo County Davis Crisis Line:** 530-756-5000

**Internship & Career Center**

<http://icc.ucdavis.edu/>

215 South Hall

(530) 752-2855

Offers career advising, paid and unpaid internships, free workshops on resume writing, job search strategies, interviewing skills, and more. Coordinates Handshake and transcript notation for internships. Sponsors quarterly internship and career fairs.

**Academic Assistance and Tutoring Centers (AATC)**

<https://tutoring.ucdavis.edu/>

2205 Dutton Hall

(530) 752-2013

Offers free workshops on study skills, time management, active reading, note taking, test taking, developing your academic motivation, overcoming procrastination, and more. Provides free general and subject specific academic assistance to all registered UC Davis students with additional services specifically for international students. See the “Free Undergraduate Tutoring Resources” section for more information.

**University Credit Union Advisory Center**

<https://www.ucu.org/Access/Locations/Advisory-Centers/UC-Davis-Advisory-Center>

Memorial Union 246 (2<sup>nd</sup> floor)

(800) UCU-4510 (800-828-4510)

As the official credit union of UC Davis Athletics, University Credit Union is excited to help student-athletes by offering various products and services to give you a financial advantage. Visit the new advisory center and find out how University Credit Union can assist with financial needs and wellness planning for your future.

## Additional Resources

**Diversity, Equity, and Inclusion**

As part of our commitment to fostering an environment of equity and mutual respect, student-athletes are encouraged to engage in the various workshops, internships, student-athlete resource groups, and other leadership opportunities provided.

Student-athletes interested in UCD’s DEI resources and efforts should contact:

Courtney Randall, Associate Athletics Director for Diversity, Equity, and Inclusion.

[ckrandall@ucdavis.edu](mailto:ckrandall@ucdavis.edu)

(530) 219-5509

## NCAA

The [NCAA's website](#) is an excellent resource for student-athletes.

For information on rules and officiating, sports committees, statistics, and other sport-specific information, see: <http://www.ncaa.org/championships>

For information on [concussions, drug testing, sports injuries, and wellbeing](#).

To look at current [employment opportunities](#) in athletic departments across the U.S.

[After The Game Career Center](#) is designed to connect companies with former student-athletes seeking entry-level, midcareer and executive positions across diverse professions, industries and locations.

## Title IX Information

If you need information on Title IX compliance or have questions or complaints regarding Title IX issues, please contact:

### Intercollegiate Athletics

Heather Hunter

Senior Associate Athletics Director/SWA

[hlhunter@ucdavis.edu](mailto:hlhunter@ucdavis.edu)

### UC Davis Campus Title IX Compliance

Wendi Delmendo

Chief Compliance Officer

Chancellor & Provost Office

4<sup>th</sup> Floor Mrak Hall

(530) 752-9466

[compliance@ucdavis.edu](mailto:compliance@ucdavis.edu)

Title IX program information is available online: <https://compliance.ucdavis.edu/title-ix>. A copy of the UC Davis Equity in Athletics Disclosure Act may also be reviewed at [www.ucdavisaggies.com](http://www.ucdavisaggies.com) (under "Athletics" then "EADA Report") or in person in 264 Hickey Gym.

## Sexual Violence and Sexual Harassment Resources

ICA as part of the UC Davis community place a high priority on the safety of its students and all members of its community. UC Davis prohibits all forms of sexual harassment and sexual violence, including sexual assault, dating and domestic violence, and stalking. Such conduct violates University policy and may violate California law. Please visit the campus resource page online, which contains information on how to get help and file a report: <http://sexualviolence.ucdavis.edu/>

## Reporting Procedures for Discrimination, Bias or Hate Speech

Intercollegiate Athletics (ICA) does not tolerate the use of hate speech or discrimination of any kind. Coaches and ICA staff members who encounter any instances of hate speech or discrimination are required to follow the UC Davis and ICA Policy for reporting.

### Reporting procedure

1. You can report directly to the Harassment and Discrimination Prevention and Assistance Program (HDAPP), which is completely independent of ICA. HDAPP provides online, phone and in-person reporting options. Here are the different ways to contact HDAPP:
  - a. Email: [hdapp@ucdavis.edu](mailto:hdapp@ucdavis.edu)
  - b. Phone: (Davis: 530-747-3864 Sacramento: 916-734-3417) during business hours.
  - c. In-person: Call (Davis: 530-747-3864 and Sacramento: 916-734-3417) during business hours to schedule an appointment. Drop-in appointments are available when schedules permit (but are on hold now due to COVID-19).
  - d. For further information about HDAPP reporting options, [please follow this link](#).
2. You are also strongly encouraged to communicate the incident to any ICA personnel with whom you feel comfortable disclosing. This can be a staff member, a coach, your sport supervisor, or the Director of Athletics.
3. Upon receiving your communication, all ICA staff are mandated to inform their direct supervisor and report the incident to HDAPP for appropriate follow up or investigation, in accordance with ICA and UC Davis policy.
4. HDAPP also provides [anonymous reporting options](#). Please make sure to consider the possible impacts and/or limitations that come with reporting anonymously. If you have questions about these impacts and/or limitations, please contact HDAPP; HDAPP can discuss this with you so you can determine the best reporting option for you.

In accordance with UC Davis policy, ICA explicitly prohibits retaliation of any nature or degree from being directed towards individuals who report an instance of discrimination, bias, or hate.

For the purpose of this policy, we utilize the following definitions, provided by HDAPP:

**Discrimination:** Discrimination is defined as an illegal or prohibited adverse employment or educational action, or harassment based on race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services.

**Harassment:** Harassment is defined as verbal or physical conduct that unreasonably interferes with a person's work or education, or creates a hostile or offensive working or educational environment, when that conduct is based on the categories identified above.

**Hate and Bias:** Hate and bias incidents are acts of conduct, speech, or expression that target individuals and groups based on their real or perceived membership in a protected category or protected characteristic. Bias incidents are non-criminal acts of conduct, speech, or expression that target individuals and groups based on certain protected characteristics. Some bias incidents may violate University policies, while others may not be severe enough to violate policy or may be protected expressions of speech. These incidents become hate crimes when they: result in injury, however slight; include verbal threats of violence that apparently can be carried out; or result in property damage.

**Retaliation:** Threats, intimidation, reprisals, or adverse actions taken against a person who reports discrimination or harassment, helps someone with a report of discrimination or harassment, or takes part in an investigation or resolution of a complaint.

## GENERAL POLICIES AND PROCEDURES

### The Standard of Conduct for Student-Athletes at UC Davis

#### Baseline Principles

Student-athletes at UC Davis are expected to conduct themselves in a manner that is commensurate with the University's [student behavioral standards](#), including adherence to the UC Davis Principles of Community, UC Davis Policy on Student Conduct and Discipline, and UC Davis Code of Academic Conduct.

Since participation in Intercollegiate Athletics at UC Davis is an extracurricular privilege (i.e., participation in intercollegiate athletics is not a right), there are additional standards of behavior and compliance that UC Davis student-athletes are obligated to meet, and there exists the possibility of additional penalties for misconduct.

Student-athletes are expected to conduct themselves in a manner that reflects positively upon themselves, along with their teammates, coaches and the University. Student-athletes must follow the rules and regulations set forth by their respective teams, ICA, UC Davis, and the Big West Conference (and affiliate conferences), and must also abide by federal, state, and municipal laws.

ICA works in cooperation with the Office of Student Support and Judicial Affairs (OSSJA) on administrative actions related to student-athlete misconduct. The ICA leadership team, under the supervision of the Director of Athletics, has the administrative authority to manage disciplinary matters for ICA and may impose penalties in addition to those imposed by the campus administrators.

Upon notification of any alleged violation of the UC Davis Policy on Student Conduct and Discipline, the coach or ICA administrator must report the allegations to the director of athletics and the Director of the Office of Student Support and Judicial Affairs (OSSJA). Upon OSSJA's resolution of the issue, ICA will work with the affected student-athlete and other athletic administrators as needed to determine any additional issues that should be addressed and resolved by ICA.

All student-athletes are also subject to the University of California Policy on Sexual Violence and Sexual Harassment. Upon notification of an alleged incident of sexual violence or sexual harassment involving a student athlete, any University employee, including coaches and ICA staff, must report the allegations to the University's Title IX Officer. The Title IX Officer will determine whether an investigation will be

conducted into the alleged conduct. All investigations into such conduct will be conducted by the Title IX Office (part of the Office of Compliance and Policy) consistent with the Policy on Sexual Violence and the UC Davis Adjudication of Student Cases of Sexual Violence and Sexual Harassment. Upon resolution of the issue by the Title IX Officer and OSSJA, ICA will determine any additional issues that should be addressed and resolved by ICA.

Student-athletes are notified of the expectations set forth in this Code of Conduct on an annual basis by way of this acknowledgement. In addition, sport administrators discuss this Code of Conduct with all teams at the beginning of each academic year.

In addition to the obligations set forth in this Code of Conduct, additional team rules, as approved by the Sport administrator and head coach that are aligned with this Standard of Conduct may be established. A violation of these team rules is also considered an act of misconduct.

### **Academic Integrity**

Student behavioral standards at UC Davis include the [Code of Academic Conduct](#) which requires students to be honest and act fairly in all academic work. ICA and its Student-Athlete Advising office are aligned with the UC Davis commitment to fostering an environment of uncompromising academic integrity.

Student-athletes are members of the academic community with attendant rights and responsibilities. Accordingly, student-athletes are responsible for knowing and complying with University policies regarding academic misconduct. This includes, but is not limited to, understanding what constitutes cheating on exams, plagiarism, and appropriate collaboration on graded coursework.

Suggestions for reducing the chances of being involved in academic misconduct includes, but is not limited to:

- Study throughout the quarter and keep up with your work in classes.
- Do not sit next to friends or study partners during exams.
- During exams, focus on your own work and take the initiative to shield your work from others.
- Keep your computer passwords, user ID, and passwords confidential for your own use.
- Understand what constitutes plagiarism.
- Do not upload, download, or share an instructor's course materials without the explicit permission of the instructor.
- Carefully read and review your course syllabi and consult with instructors for any clarifications you may need.

Reports of suspected academic misconduct by students, including student-athletes, are addressed through the disciplinary process administered by the Office of Student Support and Judicial Affairs. ICA also reserves the right to suspend student-athletes who are accused of academic misconduct from participation in athletics activities while a referral is investigated.

Student-athletes who are found responsible for academic misconduct are subject to dismissal from their team and/or a reduction or removal of athletic aid.

## Hazing

There is no tolerance for hazing at UC Davis.

UC Davis Athletics further interprets hazing as any act, whether physical, mental, emotional or psychological, that subjects another person, voluntarily or involuntarily, to anything that may abuse, mistreat, degrade, humiliate, harass or intimidate the person, or which may in any fashion compromise the inherent dignity of the person. In addition, any action by a member of a group or team which compels another member of a group or team to participate in any activity in violation of university policy, or in violation of state or federal law, will be defined as hazing.

Prohibited activities related to hazing include, but are not limited to, the following:

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

Student-athletes who are involved in hazing are subject to investigation and discipline, as administered by OSSJA. However, ICA also reserves the right to suspend student-athletes who are accused of hazing from participation in athletics activities while an instance of hazing is being investigated.

Student-athletes who are found to be involved in hazing are subject to dismissal from their team and subject to a reduction or removal of athletic aid. In addition, to discourage passive bystanding during instances of hazing, there may be punitive consequences for an entire team if any of its members are



found to be in violation of this hazing policy.

## **Alcohol, Drug & Tobacco Use**

No alcohol or drugs are allowed at team functions sponsored or endorsed by UC Davis Athletics. An official team function is any event in which team members are requested to participate and/or the coach is present.

If there are any doubts about the applicability of this policy, the Director of Athletics should be consulted. The only exception to this policy is when alcoholic beverages are served during UC Davis Athletics special events, when consumption of alcoholic beverages is governed by campus policy.

UC Davis is a member of the NCAA and will adhere to all drug policies as established and published in the NCAA manual and on the current NCAA website. A partial list of banned substances is available in this student-athlete handbook. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list.

The most current list of banned substances is located on the NCAA website at:

<https://www.ncaa.org/sports/2015/6/10/ncaa-banned-substances.aspx>.

Any student-athlete who violates the UC Davis campus drug and alcohol policy for all students will be treated like any other student. Violators of the NCAA and/or the UC Davis Athletics alcohol and drug policy will be required to meet with the sports administrator and head coach where appropriate disciplinary action may be assessed. In addition, the student-athlete may be referred to OSJA for review. Punitive actions will be determined on a case-by-case basis under the guidance of the NCAA and UC Davis policies.

UC Davis is a smoke and tobacco free campus. All forms of tobacco – including but not limited to cigarettes, cigars, pipes, water pipes, electronic cigarettes, and all forms of smokeless tobacco – are banned. This policy applies to all University property including campus buildings, athletic facilities, parking structures and lots, University vehicles, open spaces, grounds, and off-campus University-owned or leased residential facilities. For more information, see <https://healthy.ucdavis.edu/smoke-tobacco-free>.

## **Violations of Criminal Law**

As is the case with all UC Davis students, student-athletes are expected to abide by all federal, state, and municipal laws.

Student-athletes who are arrested or charged with a crime are subject to the criminal justice system and the University discipline process; however, ICA also reserves the right to suspend student-athletes who are arrested or charged with a crime from participation in athletics activities while crime is being investigated or while a matter of criminal activity is reaching resolution through our legal system.

Student-athletes who are convicted of a misdemeanor or felony are subject to being dismissed from their team and the reduction or elimination of athletic aid. UC Davis is governed by California Education Code Section 67362.

## **Sexual Harassment, Sexual Violence, and Title IX Violations**

Issues of sexual violence, dating violence, sexual harassment, and other Title IX related offenses have become increasingly prevalent on university campuses. UC Davis Athletics takes these matters very seriously and is committed to prevent them from occurring, to the extent possible.

Student-athletes who are accused of offences related to sexual violence, dating violence, or sexual harassment are subject to investigation and discipline, as administered by the University Title IX office (Office of Campus Compliance) and the Office of Student Support and Judicial Affairs. However, ICA also reserves the right to suspend student-athletes from participation in athletics activities while these matters are being investigated or while the judicial affairs and legal processes are ongoing. For more information, see <https://sexualviolence.ucdavis.edu/>.

Student-athletes who are convicted of a misdemeanor or felony, or are found responsible for a behavioral offense related to Title IX following a University investigation, will be subject to dismissal from their team and the elimination of athletic aid.

## **Other Instances of Misconduct**

There are other instances not specified above that are classified as misconduct according to a reasonable standard. For example, using inappropriate language during media interviews or on social media could be considered misconduct. Similarly, consistently not putting forth the commitment and effort that is reasonably expected of a Division I student-athlete – e.g., not attending practice, doing the bare minimum to stay on the roster – can also be considered misconduct.

In instances of possible misconduct that are not defined above, the Sport administrator and head coach will meet with the student-athlete to discuss the incident or pattern of behavior, consult with the Office of Student Support and Judicial Affairs, and then use their reasonable judgment to determine appropriate disciplinary measures, if necessary.

## **Student-Athletes and Freedom of Expression**

Independent thought and diversity of opinions are the essence of the University. The University's commitment to freedom of expression is necessary for producing and disseminating knowledge. Occasions may arise when UC Davis student-athletes wish to reflect on their personal values, engage in public dialogue on contentious subjects, and decide if/when/how to voice their opinions. When student-athletes choose to express their views on social, cultural, or political issues, the University has the responsibility to respect student-athletes' rights.

### ***For this reason, ICA provides the following guidance:***

Like all students, student-athletes have the right to exercise their constitutionally protected freedom of expression, even in instances where the positions expressed may be viewed as controversial or even offensive. Unpopular speech alone is not an appropriate basis for limiting freedom of expression. When student-athletes exercise their rights to free speech or peaceful protest, ICA is committed to respecting those rights.

For student-athlete expression that takes place while engaging in UC Davis Intercollegiate Athletics activities, we will support all student-athletes, including those engaging in freedom of expression as well

as other members of the team and athletic community. We will promote respect and civility in all discussions concerning student-athlete expression.

At the same time, however, ICA has a responsibility to protect all students from unlawful discrimination and harassment and will take appropriate corrective action as required by University policy. Student-athletes are members of the University community and Intercollegiate Athletics, with respective rights and responsibilities.

Like all UC Davis students, student-athletes may not engage in conduct that obstructs or disrupts Intercollegiate Athletics activities. Such activities include (1) practice, competition, or administration of the athletics program; (2) the authorized and permissible use of University facilities by Intercollegiate Athletics staff, student-athletes, and official guests; and (3) the exercise of the rights and privileges of other members of the athletic and University community.

If a student-athlete engages in conduct that obstructs or disrupts Intercollegiate Athletics activities, the University administration and relevant coaches will evaluate and implement appropriate responses within the parameters of University, conference, and NCAA rules and regulations.

## **Big West Conference and UC Davis Policy on Sportsmanship**

All student-athletes at UC Davis and in the Big West Conference are expected to conduct themselves in the arena of athletic competition with fairness, honesty, and responsibility and treat their opponents with civility and respect. Unfavorable conduct will be handled in accordance with the policies set forth by the UC Davis Athletics, the Big West Conference (or its affiliate conferences) and UC Davis.

Unsportsmanlike conduct includes but is not limited to:

- "Trash talking";
- Finger pointing;
- Unprovoked acts of physical violence towards other student-athletes, coaches, officials, school representatives, and fans;
- Fighting as defined by the NCAA (i.e., "an attempt to strike an opponent with the arms, hands, legs, or feet, or a combative action by one or more players, a coach, or other team personnel");
- Being critical publicly of any game official, Conference personnel, another university or its personnel or student-athletes.

## **Big Sky Conference Serious Misconduct Policy – Football Only**

The Big Sky Serious Misconduct Rule (SMR) prohibits institutions from offering athletically-related aid, or allowing a prospective or current student-athlete to practice or compete, if they have been convicted of or pled guilty or no contest to a felony or misdemeanor involving sexual violence, domestic violence, dating violence, stalking, sexual exploitation, or any assault that employs the use of a deadly weapon or causes serious bodily injury. Further, any prospective or current student-athlete which has been subject to official University or athletic department disciplinary actions at any collegiate institution due to the above will also be prohibited from practicing, competing or receiving athletically-related financial aid.

Each current and prospective student-athlete will be asked to complete a questionnaire which will ask specific questions to give the athletic department information regarding possible misconduct issues in

the student-athlete's background. Student-athletes are not permitted to practice, compete or receive aid until the questionnaire has been completed and the institution has certified that the student-athlete is in compliance with the rule.

Waivers can be requested in the case of unique and compelling circumstances. If a waiver is requested, a panel of individuals outside the athletics department will review and determine if the request warrants approval. Each decision will be reviewed by the chancellor of the institution and the Big Sky Commissioner.

This rule was effective for all prospective student-athletes beginning with the December 19, 2019, signing period.

## Extracurricular Eligibility at UC Davis

By participating in extracurricular activities at UC Davis, you can benefit from numerous opportunities for educational, personal, cultural and social enrichment. In general, registered and enrolled UC Davis students may participate in extracurricular activities sponsored by the campus. Some activities have additional eligibility criteria, so you are encouraged to inquire about the particular requirements of the groups and programs that interest you.

## Social Networking Websites Policy

Student-athletes, as members of the UC Davis community, are permitted to have profiles on social networking websites such as Facebook, Twitter, Instagram, Snapshot, etc. provided that:

- No offensive or inappropriate pictures are posted.
- No offensive or inappropriate comments are posted.
- Any information placed on the website(s) does not violate the ethics and intent behind both the UC Davis student code of conduct AND the student-athlete code of conduct.

Additionally, do not respond to any media requests received via social media. Please refer all media requests to Athletics Communications.

Student-athletes should remember that they are ambassadors of the University of California and always in the public eye. With this said, we ask that you conduct yourself in a positive, courteous and respectful manner. Content posted by student-athletes at other institutions or even other students on campus may not be acceptable by ICA standards.

Questions regarding acceptable content per ICA policy should be directed to the head coach, sport supervisor, or Director of Athletics.

## Social Media – Senate Bill 1349

### Guidelines for California's Social Media Account Law

#### A. Senate Bill 1349: Social Media Privacy Act

In September of 2012, Governor Jerry Brown signed into law, Senate Bill 1349 *Social Media Privacy: Postsecondary Education Act* ("Social Media Privacy Act"). This Act amended the Education Code by adding sections 99120-99122. Specifically, the Social Media Privacy Act Public and private

postsecondary educational institutions, and their employees and representatives, shall not require or request a student, prospective student, or student group to do any of the following:

1. Disclose a username or password for accessing personal social media.
2. Access personal social media in the presence of the institution's employee or representative.
3. Divulge any personal social media information.

A public or private postsecondary educational institution shall not suspend, expel, discipline, threaten to take any of those actions, or otherwise penalize a student, prospective student, or student group in any way for refusing to comply with a request or demand that violates this section. Cal. Educ. Code § 99121.

The Social Media Privacy Act does not affect a postsecondary educational institution's right to: 1) protect against and investigate alleged student misconduct and violations of the law, or 2) to take adverse action against a student, prospective student, or student group for any lawful reason. See Cal. Educ. Code § 99121.

The Act defines social media broadly as "an electronic service or account, or electronic content, including, but not limited to, videos, or still photographs, blogs, video blogs, podcasts, instant and text messages, email, online services or accounts, or Internet Web site profiles or locations." Cal. Educ. Code § 99120. This definition encompasses websites and services where electronic content is typically created, shared, and viewed (e.g., Facebook, Twitter, Instagram, Flickr, YouTube, Google+, Gmail, and Hotmail). It also includes electronic content (e.g., photographs, videos, text messages, and emails) on personal computers and mobile devices that has not been posted online.

## B. Practical Implications of the Social Media Privacy Act

All UC Davis employees and representatives, including members of the Athletic Department, are prohibited from requiring or requesting a student, prospective student, or student group to disclose, access, or divulge personal social media information.

The following is a non-exhaustive list of conduct UC Davis employees are prohibited from engaging with a student, prospective student, or a student group:

- Sending a "friend" request on Facebook or request to connect on LinkedIn;
- Requesting to follow a student on Twitter or Instagram who has a private or protected account;
- Engaging another individual (including another student) to send friend/connection/follow requests and report back on social media content;
- Requiring students to accept friend/connection/follow requests;
- Asking for usernames, account names, Twitter handles, passwords;
- Requiring or asking students to share email communications or text messages on personal email or text message accounts;
- Requiring or asking students to share photographs, videos, emails, or text messages stored on personal cell phones, iPods, iPads, tablets, laptops, desktops, or other mobile devices;

- Requiring or asking students to install software that monitors social media activities;
- Requiring or asking students to sign waivers allowing access to social media.

UC Davis employees may not use student employees and/or interns as conduits to obtain information they cannot obtain directly. For example, Athletic Department employees cannot ask student employees and/or interns to send friend/connection/follow social media requests to other prospective or current athlete students.

The following is a non-exhaustive list of conduct UC Davis employees may not engage in:

- Request or require the disclosure of passwords for electronic devices issued by UC Davis;
- Review or monitor social media content on UC Davis sponsored sites or accounts;
- Review or monitor social media content on UC Davis social media platforms (e.g., OrgSync and Collegiate Link).

## Restricted Travel – Assembly Bill 1887

Effective January 1, 2017, California State Law Assembly Bill (AB) 1887 prohibits state-funded travel to states with discriminatory practices based on sexual orientation, gender identity and gender expression or have the enacted laws that have the effect of voiding or repealing any of these protections. In addition, UC cannot require travel to these states, regardless of funding source. Therefore, there can be no repercussions if a student-athlete declines to travel to any state that is on the list of states where state funded travel is prohibited. UC Davis ICA does not utilize state funding for team travel to these states.

Complete information about AB 1887 is available: <http://oag.ca.gov/ab1887>

Student-athletes will be sent a *Travel Authorization* form via ARMS prior to traveling to the states impacted by AB 1887. Student-athletes will have the choice to authorize travel or to decline travel.

## Athletic Award Appeal Policy, Guidelines and Procedures

### Policy

In accordance with National Collegiate Athletic Association (NCAA) regulations, a student whose Athletic Award is not renewed, is reduced, or is cancelled, is entitled to an appeal. If ICA decides to change the Athletic Award, the student will be notified by the Financial Aid and Scholarships office and provided with information on the appeals process. If the student appeals ICA's decision, the Financial Aid Scholarships office will review the appeal as outlined below.

### Committee

A Financial Aid Appeal Committee (FAAC) will be formed and shall consist of three members: staff from the Financial Aid and Scholarships office (including either the Director or Senior Associate Director who will serve as Chairperson for the Committee).

## Appeal procedures

The student will have two weeks from the date of the notification from the Financial Aid and Scholarships office to file an appeal using the Athletic Award Appeal Form, along with any required documentation. The form is available online at:

<http://financialaid.ucdavis.edu/undergraduate/forms/appeal.html>

A student shall submit the appropriate appeal documentation to the Director of Financial Aid and Scholarships, and must include:

- A completed Athletic Award Appeal Form;
- Description of any extenuating circumstances (if applicable); and
- Copies of any relevant supporting documents. May include emails and correspondence with coaches.

Upon receipt of the appeal, the Financial Aid and Scholarships office will submit the student's documentation to ICA. The head coach will have seven days to submit a written statement and appropriate documentation to the Financial Aid and Scholarships office. An In-Person Hearing will be completed within 30 days of receipt of all appeal materials by the FAAC members.

## In-Person Hearing

The following parties should attend the hearing: student, head coach, Faculty Athletic Representative (FAR), a representative from ICA Compliance Services and the FAAC members. The FAR and an ICA compliance representative will be in attendance to answer any NCAA bylaw questions of the committee or student-athlete. One other individual (e.g. a parent, advisor, or faculty member) may accompany the student to offer support, but cannot act as a legal representative.

The support person will not be allowed to address the committee; however, he or she may confer with the student if necessary. The FAAC reserves the right to approve the presence of other parties as appropriate (e.g., both parents). In the event that the student or head coach cannot attend the in-person hearing, they will be permitted to participate via telephone, videoconference (e.g., Zoom).

The student will present their reasons why the cancellation, reduction or non-renewal should be overturned. The head coach will present reasons for the cancellation, renewal or non-renewal. The FAAC will be allowed to question all participants.

## Appeal guidelines

At the conclusion of the hearing, the FAAC shall confer. Once testimony is given, the committee will consider its decision in private. The representative from ICA Compliance Services and the FAR may be present during the Committee's deliberations to respond to inquiries or questions posed by members of the Committee; however, they shall not vote on the appeal. Only members of the FAAC shall vote on the decision.

The FAAC shall reach a decision and notify both parties in writing within seven days of the date of the hearing. One of two actions will be taken:

- If the FAAC finds that the decision to reduce, cancel or not renew is consistent with applicable rules, regulations or institutional policies, and the Committee does not find that whatever extenuating circumstances may be present warrant a different decision, the Appeal will be denied.



- If the Committee finds that the decision is not consistent with applicable rules, regulations or institutional policies, or that whatever extenuating circumstances may be present warrant a different decision, the decision may be reversed or modified as the Committee deems appropriate, and the Committee will direct that some level of aid be made available to the student-athlete.

The decision of the FAAC shall be binding to ICA. Any student who wishes to appeal the decision of the FAAC shall be entitled to do so in accordance with the University's student grievance policies and procedures.

## Student-Athlete Transfer Policy

If a student-athlete decides at any point during his/her athletic career to transfer from UC Davis to participate in intercollegiate athletics at another 4-year school, the following policies and procedures must be followed:

### Division I, II, III Institutions

To initiate the process of being placed on the NCAA Transfer Portal, the following procedures must be followed:

1. Student-Athlete completes and submits the *Declaration of Intent to Transfer* form via ARMS. The student-athlete will have the option to allow their contact information to be added to the NCAA Transfer Portal. Additionally, the student-athlete may opt to have other institutions notify them.
2. Submission of this form will trigger an email notification to ICA Compliance Services and sport administrator. It is highly recommend that the student-athlete meet with their coach to discuss their intent to transfer prior to submitting the formal request.
3. UC Davis will have two (2) business days following the receipt of the student-athlete's request to be placed on the NCAA Transfer Portal.
4. The ICA Compliance Services staff will provide the student-athlete making the request with information on regulations affecting the transfer. Different rules apply to each student-athlete so we encourage the student-athlete also meet with their ICA Compliance Services Liaison before they submit the formal request.
5. The student-athlete may request to remove their name from the NCAA Transfer Portal at any time after providing official notification of transfer. However, this action does not guarantee the student-athletes future place within a sports program.

Pursuant to NCAA regulations, once a student-athlete provides written notification of transfer and submission to the NCAA Transfer Portal their athletic financial aid may not be canceled or reduced until the end of the regular academic term in which the transfer notification was received (e.g., fall quarter). After the term in which notification of transfer was received, their athletic financial aid award may be cancelled or reduced for the remaining period of the athletic award. If notification is received during a vacation period (Winter break or Spring break) during the regular academic year, athletic aid may be reduced or canceled immediately.

### Services and Policies for all Types of Transfer/Permission to Contact Requests

1. If a student-athlete requests to be placed on the NCAA Transfer Portal (Divisions I, II, III) or requests permission to contact another institution (NAIA) but will be remaining on their team at UC Davis, all services provided to active student-athletes will continue to be provided.
2. If a student-athlete requests to be placed on the NCAA Transfer Portal (Divisions I, II, III) or requests permission to contact another institution (NAIA) and has either voluntarily quit the team or has been cut/dismissed from the team, the following will either be available or not available:

#### Available services provided to the student-athlete

- a. Sports medicine services solely for continuing treatment of an existing condition; and
- b. Academic advising services to assist with eligibility for transfer.

#### Unavailable services provided to the student-athlete

- a. Priority registration;
- b. Undergraduate tutoring services funded by ICA;
- c. Aggie EVO events and services;
- d. Issuance of apparel and equipment;
- e. Sports medicine services unrelated to continuing treatment of an existing condition;
- f. Weight room/strength and conditioning services; and
- g. Use of ICA controlled facilities that are not open to all members of the student body.

### **Granting the One-Time Transfer Exception**

Once a student-athlete has transferred to another 4-year school, NCAA rules require the athletic department at that school request, in writing, information from UC Davis regarding the student-athlete's academic standing and whether the student-athlete would have been eligible had they remained at UC Davis. At UC Davis, requests for academic information on a student-athlete transferring away from UC Davis are received by and completed by ICA Compliance Services and the certifying eligibility officer in the Office of the Registrar.

Per NCAA regulations, in order to qualify for the one-time transfer exception a student-athlete must provide written notification of transfer to UC Davis by the following dates:

#### Fall and Winter Sports: May 1<sup>st</sup>

- Basketball, cross country, equestrian, field hockey, football, gymnastics, indoor track and field, soccer, softball, swimming and diving, men's water polo, volleyball

#### Spring Sports: July 1<sup>st</sup>

- Baseball, beach volleyball, golf, lacrosse, softball, tennis, outdoor track and field, women's water polo

Note that there are separate NCAA regulations for student-athletes who transfer from UCD to a two-year school. See ICA Compliance Services or your athletic advisor.

UC Davis regulations require that a student officially withdraw from UC Davis before transferring to another school or risk being responsible for additional fees at UC Davis. A student must process the appropriate paperwork with the Office of the Registrar by the required deadlines to officially withdraw.

To access the cancellation/withdrawal form and learn more about leaving UC Davis, please go to the following web address: <http://registrar.ucdavis.edu/registration/leave/cancellation-withdrawal.cfm>

NCAA Bylaw 14.5.5 details the regulations for 4-year college transfers, including the conditions under which the one-time transfer exception may be applied. To read Bylaw 14.5.5, please see the current NCAA Division I Manual. Manuals are available in your coach's office and in the compliance offices on the first floor of Cowell. You can also access the NCAA manual online at <https://www.ncaapublications.com/>

## Automated Eligibility Process Instructions

UC Davis Athletics uses an online system to facilitate the athletic eligibility process. Part of the athletic eligibility process consists of a series of forms that are available and submitted online. The forms are available one month prior to a team's first practice or first permissible out-of-season activity whichever comes first. Student-athletes must be on the roster to receive forms. Below are instructions on how to access all online eligibility forms through ARMS, which is our student-athlete database system.

1. Go to: [www.sso.armssoftware.com](http://www.sso.armssoftware.com)
2. In the Organization Name box start by typing 'Davis' and choose University of California (Davis), then click continue.
3. Sign in using your UC Davis Kerberos username and passphrase.
4. Once you are logged on, click on the "Forms Hub" link located on the left.
5. You will see 13 or 14 forms to complete.
6. Click on the first form (orange link).
7. Complete the form in its entirety.
8. Once you have completed the form, click the submit button to submit form back to ICA Compliance Services. You can also save a form and come back to it later.
9. Repeat steps 6-8 for all remaining forms.

Some of the forms require your parent or legal guardian to sign the form as well if you are under 18 years of age. Once you have signed the form, it will prompt you to print the form, get your parent's signature, and scan the form back in and attach it to your original form. Please do NOT attach photos. Use a scanner, or download an app such as CamScanner to your phone. Please attach PDF files only.

The forms do not have to be completed in one trip to the web site. In order to practice and compete, however, the required forms must be completed at least two weeks prior to your sport's first practice or other permissible workout or by September 28, 2020 whichever is earlier.

A physical examination by our team physician is required for all student-athletes on an annual basis. Per NCAA rules, all incoming student-athletes must present their sickle cell solubility test results to the athletic training staff before being cleared to participate in any practice activities. All medical forms and instructions can be found on the Athletic Training website at: <https://ucdavisaggies.com/sports/2018/5/29/school-bio-ucda-ath-training-forms-html.aspx>

## Complimentary Admissions Procedure

NCAA, conference, and institutional rules govern complimentary admissions to intercollegiate athletic events at UC Davis.

All active student-athletes for admission sports (baseball, men's basketball, women's basketball, football, gymnastics, men's soccer, women's soccer, softball, and volleyball) can receive up to four complimentary admissions to events in their sport. All complimentary admissions are General Admission. Availability of complimentary admissions at away contests is limited based on the host institution's policies. Complimentary admissions may not always be available to student-athletes or may be reduced in number.

To receive your complimentary admissions:

1. Log on to ARMS at [www.sso.armssoftware.com](http://www.sso.armssoftware.com)
2. In the Organization Name box start by typing 'Davis' and choose University of California (Davis), then click continue.
3. Sign in using your UC Davis Kerberos username and passphrase.
4. Click on the "Complimentary Tickets" link located on the left.
5. For the game you want to assign tickets to, click on the orange "Request" tab.
6. Initially, you will need to "Request a New Guest." Provide first and last name and relationship of your guest.
7. Click the "Submit Request" button or the "Submit & Request Another" button.
8. Once you have entered your guests into ARMs, you can now choose your guest from the drop down under "Choose from your Approved Guest List."
9. Deadlines will be strictly enforced. Please submit requests within the window time frame. Only those guests assigned to the comp pass list through this system will receive a comp admission on the day of the event. If a person is not on the comp pass list, they will need to purchase a ticket.
10. You may also choose to transfer some or all of your comp admissions to your teammates. Click the white "Transfer" button. Select your teammate from the Recipient drop down menu and select number of tickets. Click on the orange "Transfer Tickets" tab.

First name, last name and relationship guests are required. When your guests arrive, and sign for their tickets. Once they check in, they will receive a hand stamp and/or a ticket stub.

### Notes

- The system may not accept names after the deadline.
- For technical difficulties, questions and deadlines, please contact Charlotte Noto at [cyoung@ucdavis.edu](mailto:cyoung@ucdavis.edu)

## Equitable Access Book Program

1. All full athletic scholarship recipients will automatically be placed in the Equitable Access (EA) book program. Students who receive a financial aid package will not be eligible to have their books covered via the EA program. Some partial scholarship recipients may have their EA fees covered upon the request of the head coach.

2. EA provides students with digital textbooks at a price of \$169 per quarter. The digital textbooks will be loaded into a student's Canvas account by the first day of classes. Required lab manuals and readers from Reprographics are included in the EA program. These materials can be picked up at the bookstore.
3. If a student-athlete must purchase a required book from an off-campus source (i.e. readers at Davis Copy Maxx or online e-books), the student must bring the receipt of payment and course syllabi to ICA Compliance Services. If approved, the amount of the book will be credited to the student-athlete's account. Deadlines for all reimbursements are the 20-day drop deadline each quarter or the final deadline of June 1.
4. EA only includes undergraduates for the 2022-23 academic year. Graduate students will need to follow the reimbursement process in order to receive a credit on their student-athlete.
5. If books are part of your athletic aid award you are required to opt into EA for your required textbooks and you may not opt out of the program unless you receive approval from ICA Compliance Services.



# BOOK LOAN PROGRAM & EQUITABLE ACCESS



## HOW DOES EQUITABLE ACCESS WORK IF MY BOOKS ARE COVERED BY MY ATHLETIC SCHOLARSHIP?

As you may have heard, the university has adopted a new program called Equitable Access that began in Fall 2020. The program will provide every UC Davis undergraduate student access to their course materials (aka text book, e-books) by the first day of class, all for \$169 per quarter. **If you are a student-athlete that has books as part of your athletic scholarship, that fee will be covered for you.** We strongly encourage you to spend some time on the Equitable Access website as it has a lot of great information on the program, including a short video on how it works and a comprehensive Q&A section.

<https://ucdavisstores.com/equitableaccess>

## IS THERE ANYTHING I NEED TO DO?

Nope! All students are automatically "opted in," but you can choose to opt out if you would like. In other words, you only need to take action if you do not want to be part of the program. **As a student-athlete on book scholarship, please do NOT opt out of the program unless you meet the following criteria:**

1. You do not have any required textbooks for the quarter; or
2. All of your textbooks can only be purchased from another provider other than the campus bookstore.
  - a. If this is the case, you **need to notify the ICA Compliance Services office first** to re-confirm these books are all not available via EA.





## WHAT IF I CAN'T GET A REQUIRED TEXTBOOK THROUGH EQUITABLE ACCESS?

If you have a required textbook that you cannot get through the equitable access program, please let ICA Compliance Services know and they will work with the bookstore staff to get that textbook to you. Please connect with us if you have questions before purchasing books from an outside provider as you cannot be reimbursed for books AND be part of the Equitable Access program.

## WHAT IF I WANT TO OPT OUT OF EQUITABLE ACCESS?

We strongly encourage you to take advantage of the Equitable Access program, however, if you plan on opting out, please notify ICA Compliance Services as soon as possible and we can discuss your options.



## EQUITABLE ACCESS ONLY COVERS REQUIRED COURSE MATERIALS (I.E. E-BOOKS & TEXTBOOKS). CAN I BE REIMBURSED FOR OTHER MATERIALS LIKE ICLICKERS, LAB COATS, ETC.?

No. Per NCAA legislation, we can only provide you with required textbooks and required lab manuals. You will need to purchase all other course supplies on your own.



**[HTTPS://UCDAVISSTORES.COM/EQUITABLEACCESS](https://ucdavisstores.com/equitableaccess)**



PLEASE REACH OUT TO ICA COMPLIANCE SERVICES FOR ANY TEXTBOOK RELATED QUESTIONS.



## COMPLIANCE RULES AND REGULATIONS

### Ensuring Compliance with NCAA Rules

UC Davis is responsible for ensuring that its coaches, student-athletes, faculty, staff, alumni, donors, boosters and friends adhere to governing legislation of its member conferences and the NCAA. As an NCAA student-athlete, you have an obligation to report information concerning potential or known violations of NCAA rules. You should report any potential or known violations to Heath Senour, Senior Associate Athletic Director for ICA Compliance and Intercollegiate Services on the first floor of the Cowell Building. You may contact Heath by phone at 530-752-7146 or by email: [hsenour@ucdavis.edu](mailto:hsenour@ucdavis.edu).

### Amateurism

#### Helpful Tips

- You should keep your head coach and ICA Compliance Services informed of all activities during the process.
- You should coordinate all activities yourself in conjunction with your head coach or athletics department staff at UC Davis. You may receive the assistance of your family members, provided they are not working with any individual who is marketing your athletics ability (e.g., contacting NBA teams, setting up tryouts with NBA teams).
- You should remain enrolled in school and complete academic courses while "testing the waters."

### Student-Athlete Employment

#### Employment

Student-athletes may work during the academic year provided:

1. Compensation paid is only for work actually performed; and
2. Compensation is at a rate commensurate with the going rate in that locality for similar services.

Compensation for work performed may not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame, or personal following that they have obtained because of athletics ability.

All jobs you hold either during the academic year or during the summer must be documented in the online eligibility system, ARMS.

#### Self-Employment

You may establish your own business and use your name, image, or likeness (NIL) to promote the business. Examples include but are not limited to, personal appearances or being a brand ambassador on social media. For NIL specific employment, opportunities please submit an NIL form in ARMS.

#### Athletics Equipment Sales

You may be employed to sell equipment related to your sport.

## **Modeling**

As a student-athlete, you may receive income or allow the use of your name or picture to advertise or promote the sale or use of a commercial product or service.

## **Camps and Clinics**

You are permitted to work at camps/clinics, regardless of whether they are institutional or operated by an outside organization, provided the following requirements are met:

1. You perform duties that are of general supervisory character, in addition to coaching or officiating assignments;
2. Your pay is commensurate with the going rate for camp/clinic counselors of like teaching ability and camp or clinic experience and may not be paid on the basis of the value that you may have for the employer because of the athletics reputation or fame you have achieved or on your level of athletics skill; and
3. If you only lecture or demonstrate at a camp/clinic, you may not receive compensation for your appearance at the camp/clinic.
4. You may receive actual travel expenses (including lodging and meals in transit and prepaid plane tickets or cash advances) only if such travel expenses are paid and procedures for reimbursement of expenses are used for all employees of the camp/clinic. You may not receive credit cards to pay such expenses.

## **Employment at a Sports Club**

Your employment in a local sports club or organization owned or operated by a coaching staff member in your sport does not, in and of itself, constitute a countable athletically related activity. Therefore, it is permissible for an institution's coaching staff member who owns or operates a local sports club or organization to employ a student-athlete, who is a member of their team, in the club or organization outside the institution's playing season, provided no countable athletically related activities occur as a result of the employment.

## **Employment as a Coach**

You may serve as a coach at a two-year college, high school, preparatory school, grade school or sports club, provided you do not recruit prospective student-athletes while serving in that capacity.

## **Fee-for-Lesson Instruction**

You may receive compensation for teaching or coaching sport skills or techniques in your sport on a fee-for-lesson basis provided ALL of the following conditions are met:

1. Institutional facilities are not used.
2. Playing lessons are NOT permitted – you may not be paid to simply play with the lesson recipient. Specific sport skills and/or techniques must be taught.
3. The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year.
4. The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity.
5. Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time.

If you would like to provide a fee-for-lesson instruction, please see your coach or contact ICA Compliance on the first floor of the Cowell Building. You must complete a Fee-for-Lesson Form via ARMS PRIOR to the lesson.

## **Name, Image, Likeness ("NIL")**

The NCAA Board of Governors adopted in interim NIL policy on June 30, 2021. The policy allows for the following:

- Individuals can engage in NIL activities that are consistent with the law of the state where the school is located. Colleges and universities may be a resource for state law questions.
- College athletes who attend a school in a state without an NIL law can engage in this type of activity without violating NCAA rules related to name, image and likeness.
- Individuals can use a professional services provider for NIL activities.
- Student-athletes should report NIL activities consistent with state law or school and conference requirements to their school.

Please consult the [ICA NIL policy](#) for guidance on the use of university logos and facilities.

## **Extra Benefits and Boosters**

A student-athlete may not receive any impermissible extra benefit as defined by the NCAA. Receipt of an award, benefit or expense allowance not authorized by NCAA legislation will render you ineligible for competition. The NCAA defines an "extra benefit" as any special arrangement by a UC Davis employee or a representative of UC Davis' athletics interest ("booster") to provide a student-athlete (or a student-athlete's relative or friend) a benefit that is not generally available to other UC Davis students or their relatives or friends or to a segment of the student-body determined on a basis unrelated to athletics ability.

### **IF YOU WANT TO PROTECT YOUR ELIGIBILITY ASK:**

1. *Is it available to you because you are a student-athlete?* – **NOT PERMISSIBLE**  
OR
2. *Is it available generally to ALL "UC Davis" students or the general public determined on a basis unrelated to athletic ability?* – **PERMISSIBLE**

A UC Davis employee or UC Davis booster MAY NOT provide you with extra benefits or services, including but not limited to:

- Cash or loan of money, including signing/cosigning for a loan;
- Birthday, graduation or holiday gifts;
- Special discounts, payment arrangements or credit on purchases or services (e.g., airline tickets, dry cleaning, laundry);
- Entertainment services such as movie tickets, dinners, use of car from commercial agencies (theaters, restaurants, car dealers) without charge or at reduced rates;
- Free or reduced-cost admission to professional athletics contests from professional sports organizations, unless such services are available to the student body in general;
- Arrangement for employment of relatives or friends of an enrolled student-athlete;
- Free or reduced rates for services (e.g., auto repair, tutoring, typing);
- Free or reduced rent or housing at any location;
- Use of a telephone without charge or at a discounted rate;

- Free or reduced-cost athletic equipment, supplies or clothing directly from a manufacturer or commercial enterprise;
- Preferential treatment, benefits or services based on your athletics reputation or skill or payback potential as a future professional;
- Use of personal property (boats, summer homes, cars, computers, etc.);
- Promise of employment after college graduation;
- An automobile or the use of an automobile;
- Payment or arrangements for payment of transportation costs that you incur; or
- More than the allotted number of complimentary admissions.

## Sports Wagering Policy

As a student-athlete at UC Davis, you must follow NCAA rules. **NCAA Bylaw 10.3 specifically prohibits sports gambling. In simple terms, you may not place a bet of any sort on any college, professional, or amateur sports event.** Additionally, you may not give information to anyone who does place bets on college or professional sports.

That means...

- NO wagers for any tangible item (e.g., cash, shirt, dinner) on ANY professional, college, or amateur sports event, even those that don't involve UC Davis.
- NO sports "pools" even those run by your friends in the dorm. Includes fantasy leagues, sports pools and March Madness brackets (if an entry fee is required and a prize is awarded)
- NO internet gambling on sports events, including FanDuel and Draftkings
- NO fantasy leagues that award a prize and require a fee to participate.
- NO sports wagering using "800" numbers.
- NO exchange of information about your team with ANYONE who gambles. In other words, no information about injuries, new plays, team morale, discipline problems, or anything else. Some examples of exchange of information that you can't do include: talking to reporters, tweeting or posting on your Facebook wall (or other social networking sites and blogs), and talking to your roommate, friend or anyone.

### Resources

NCAA Website on Sports Wagering: <http://www.ncaa.org/enforcement/sports-wagering>

## Tobacco

UC Davis campus and all sporting venues are smoke-free and tobacco-free. The use of cigarettes, cigars, chewing tobacco and all other tobacco products, as well as electronic cigarettes, is prohibited on UC Davis' campus.

## Seasons of Competition

### Five-Year Clock

In NCAA Division I athletics, students have five years to compete four years of competition. The student's clock begins the semester or quarter in which the student is first registered for a minimum full-time program of studies in any collegiate institution. The NCAA defines full-time enrollment as any regular term in which the student was enrolled full-time on the first day of classes and attended a class, even if the student later dropped classes.

## Season of Competition Used

A student-athlete utilizes a season of competition if, at any time during an academic year, they represent the institution in competition against individuals not on the institution's team. Any competition, regardless of time, counts as a season of competition in that sport. This could be one play, one inning, one second, etc.

## Examples of What Counts as Intercollegiate Competition

- Alumni contests
- Scrimmages
- Exhibitions – scheduled or not scheduled (i.e., tennis exhibitions)
- Practice or competition against an outside team
- Competing on a UC Davis club team in the same sport
- Competing or practicing against a UC Davis club team

## Exceptions to Using a Season of Competition

There are some exceptions that allow student-athletes to participate in outside competition without utilizing a season of competition:

- **Scrimmage Exception for Baseball, Beach Volleyball, Field Hockey, Lacrosse, Soccer, Softball, Volleyball, and Water Polo:** A student-athlete may engage in outside competition during the segment of the playing season that does not conclude with the NCAA championship without using a season of competition, provided the student-athlete was academically eligible during the segment that concludes with the NCAA Championship.
- **For Those Sports That Are Permitted Practice Scrimmages and Exhibitions (basketball, field hockey, soccer and volleyball only):** A student-athlete may compete in preseason exhibition contests and preseason practice scrimmages (as permitted in the particular sport per Bylaw 17) without counting such competition as a season of competition.
- **Alumni Game, Fundraising Activity or Celebrity Sports Activity:** A student-athlete may engage in outside competition in either one alumni game, one fundraising activity or one celebrity sports activity during a season without counting such competition as a season of competition, provided the event is exempted from the institution's maximum number of contests or dates of competition as permitted in the particular sport.
- **Football Exception:** In football, a student-athlete may compete in up to four contests in a season without using a season of competition. This went into effect with competition that occurs on or after August 1, 2018.

## Redshirt

A student-athlete "redshirts" when they do not use a season of competition (practice only). A coach may decide at any time during the season if they want to redshirt a student-athlete. At UC Davis, it is the discretion of the coach to determine whether or not they will redshirt a student-athlete.

Due to COVID-19 please reach out to your ICA Compliance Liaison if you have any questions.

## Medical Hardship Waiver

A student-athlete may be granted an additional year of competition if they suffer a season ending injury or illness. Medical hardship waivers are submitted to the Big West Conference (Big Sky for football) by ICA Compliance Services if all of the following conditions are met:

- The student-athlete gets injured during one of the four seasons of competition. The student-athlete must have competed. No competition means no season lost;
- The injury/illness must occur in the first half of season;
- The injury/illness must be a documented season-ending injury (post season is included if team participates);
- The student-athlete must not have participated in more than 3 contests or 30% of the total scheduled or completed contests;
- Contemporaneous medical documentation must be provided to the conference; and
- Waiver must be submitted to the Big West Conference within six months following the sport's last NCAA championship game.

If you think you meet the above criteria for a medical hardship waiver we strongly encourage you to see ICA Compliance Services to discuss this prior to the end of the season. A medical hardship does not extend your five year clock.

### **Clock Extension (6<sup>th</sup> Year)**

A waiver of the five-year period of eligibility is designed to provide a student-athlete with the opportunity to participate in four seasons of intercollegiate competition that extends one year beyond the five-year period. This waiver may be granted, based upon objective evidence, for reasons that are beyond the control of the student-athlete or the institution, which deprive the student-athlete of the opportunity to participate for more than one season in their sport within the five-year period. This waiver may be granted, based upon objective evidence under the following circumstances:

- a) The student-athlete did not use a season of intercollegiate competition in their initial year of full-time, collegiate enrollment due to an institutional decision to redshirt the student-athlete; the student-athlete was listed on the institution's squad list and was eligible for competition during the segment of the season that concludes with the NCAA championship; and the student-athlete was deprived of the opportunity to participate in intercollegiate competition in one other season due to circumstances beyond the control of the student-athlete or institution; or,
- b) The student-athlete is deprived of the opportunity to participate for more than one season in his or her sport within the five-year period of eligibility for reasons that are beyond the control of the student-athlete or the institution.

### **Medical Absence Waiver**

If a student-athlete becomes injured or suffers an illness that prevents them from finishing a quarter or enrolling in a full quarter (e.g., PELP), a medical absence waiver may be pursued. An approved medical absence waiver prorates 9 units per term to assist in the student-athlete's academic eligibility. Please see your Student-Athlete Advisor or ICA Compliance Services if you think you may need to apply for this waiver.

## **Outside Team Participation**

In all sports except basketball, a student-athlete may not participate on any outside team during the academic year, except during the time that your sport is not in season and only if it occurs during a UC Davis official vacation period (e.g., summer, Thanksgiving break, winter break, spring break). Official vacation periods must be published in the UC Davis Catalog. Some sports have limits on the number of student-athletes from one university that may participate on an outside team during these permissible

time periods. A student-athlete is permitted to practice on such a team at any time as long as they do not compete. There are limits on the number of student-athletes from one university that may practice on an outside team (same limits as competition). Please complete the Outside Competition form in ARMS for approval if you will be participating on an outside team during the academic year or during the summer.

## Limits for Participating on an Outside Team

Sport	Academic Year ( <i>during an official Vacation period &amp; outside playing season</i> )	Summer
Baseball	4	4
Cross Country	2	No Limit
Equestrian	No Limit	No Limit
Field Hockey	5	5
Football	5	May Not Participate
Golf	2	No Limit
Gymnastics	2	No Limit
Lacrosse	5	5
Soccer	5	5
Softball	4	4
Swimming & Diving	No Limit	No Limit
Tennis	2	No Limit
Track & Field	7	No Limit
Volleyball/Beach Volleyball	2	2
Water Polo	No Limit	No Limit

In basketball, a student-athlete may not practice or compete on any outside team at any time after they have become a member of the UC Davis team. There are limited exceptions to this during the summer. Please complete the Outside Competition form in ARMS for approval two weeks prior to your participation in outside competition in order to receive approval.

## Playing and Practice Rules

There are a number of NCAA regulations regarding how many hours a student-athlete may participate in athletically related activities (e.g., practice, competition, weight training and conditioning, discussion or review of game films, required participation in camps/clinics, etc.).

### During your sport's declared playing season (in season)

A maximum of 20 hours per week with 4 hours per day is permissible. You must be given one day off per week. Competition and any associated athletically related activities on the day of competition always count as 3 hours regardless of how long the actual competition lasts. If there are three games in a given week, your coach does not have to give you one day off for that week provided the prior week or the following week you are given two days off.

### Outside of your sport's declared playing season (conditioning and weight training)

A maximum of 8 hours per week of weight training and conditioning is permissible and you must be



given 2 days off per week. In sports other than football, of those 8 hours per week, participation in a maximum of 4 hours of required or individual skill instruction is permissible. In football, of the 8 hours per week, you are permitted to review game film for no more than 2 hours per week. All athletically-related activities outside of your sport's playing season may not occur during official vacations periods, and ***in sports other than football***, during final exam periods and one week prior to final exam periods.

### **Definition of a Week**

For most sports, a week is defined as Sunday through Saturday. It is up to the coach to define when a week starts and ends prior to the 20-hour segment.

### **Multi-Sport Student-Athletes**

Student-athletes who compete in two or more intercollegiate sports are limited to 20 total hours of practice and competition per week and a maximum of 4 hours per day in all sports combined (you may not practice 20 hours in one sport and 20 hours in the second sport each week.) Additionally, multi-sport student-athletes must have one day off per week. If both sports are outside the playing season (8-hour segment), a multi-sport student-athlete is limited to a total of 8 hours of weight training and conditioning with no more than 2 hours total of skill instruction per week with 2 days off per week required.

### **Pre-Season and Official UC Davis Vacation Periods (e.g., Thanksgiving break, winter holiday, etc.)**

Weekly and hourly limitations do not apply during these periods. For fall sports, after your first competition, weekly and hourly limitations apply even if classes have not started.

## **Time Management Plans**

Every sport program must have a Time Management Plan (TMP) that it provides to its student-athletes. TMPs are intended to provide student-athletes adequate advance notice of future athletically related activities in order to effectively plan their academic and non-athletically related activities.

As a member of the Big West Conference (BWC), UC Davis must opt into the TMP legislation for all Big West sponsored sports. For those sports outside of the BWC that UC Davis sponsors, UC Davis will also follow the policy in spirit. These sports programs will be provided additional flexibility to request exceptions to the legislation by their sports administrator and notifying ICA Compliance Services.

### **Countable Athletically Related Activities (CARA)**

CARA includes any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by, one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations. Such activities include, but are not limited to, the following:

- Practice
- Competition
- Report time
- Skill Instruction
- Tryouts
- Team Meetings
- Film

- Strength and Conditioning
- Cross Training

## **Required Athletically Related Activities (RARA)**

RARA includes CARA and any other activities that are required of a student-athlete. There are no limits on RARA except that they may not occur on the student-athlete's day off. Such activities include, but are not limited to, the following:

- Compliance Meetings
- Organized Team Promotional Activities
- Recruiting Activities, Including Student-Host Duties
- Media Activities
- Fundraising Events
- Community Service Events
- Team-Building Activities
- Travel To and from Away-from-Home Competition

## **Voluntary Athletically Related Activities (VARA)**

VARA includes an activity that meets the conditions of "voluntary." VARA may occur at any time with no limitations on hours per day or hours per week. In order for any activity to be considered "voluntary," all of the following conditions must be met:

- a) The student-athlete must not be required to report back to a coach or other athletics department staff member (e.g., strength coach, trainer, manager) any information related to the activity. In addition, no athletics department staff member who observes the activity (e.g., trainer, manager) may report back to the student-athlete's coach any information related to the activity;
- b) The activity must be initiated and requested solely by the student-athlete. Neither the institution nor any athletics department staff member may require the student-athlete to participate in the activity at any time. However, it is permissible for an athletics department staff member to provide information to student-athletes related to available opportunities for participating in voluntary activities (e.g., times when the strength and conditioning coach will be on duty in the weight room or on the track). In addition, for students who have initiated a request to engage in voluntary activities, the institution or an athletics department staff member may assign specific times for student-athletes to use institutional facilities for such purposes and inform the student-athletes of the time in advance;
- c) The student-athlete's attendance and participation in the activity (or lack thereof) may not be recorded for the purposes of reporting such information to coaching staff members or other student-athletes; and
- d) The student-athlete may not be subjected to penalty if they elect not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives (e.g., awards) to a student-athlete based on their attendance or performance in the activity.

## **Activities that May Occur on Your Day Off**

- Meeting with Your Student-Athlete Advisor
- Study Hall
- Medical Appointments

- Physicals
- Rehab
- Other Medical Related Activities
- Student-Athlete Outcome Programming with Multiple Sports (e.g., Aggie EVO)
- SAAC Meetings and Related Events
- Safety Exception Practices (must be voluntary and not required)
- Team Meals
- Aggie EVO events (e.g., career fair, road trips, core clinics)

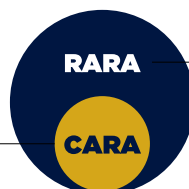
For a detailed explanation of what activities fall under CARA, RARA or VARA and when they may occur, please see the next two pages. Student-athletes are encouraged to provide feedback to their coaches and sport administrators. We will also be discussing TMPs with SAAC throughout the year. At the end of the academic year, we will be reviewing the TMPs and will seek feedback from student-athletes. An annual report of our findings will be shared with the Chancellor.

## TIME MANAGEMENT LEGISLATION

- **Countable Athletically Related Activities**
- Has not changed in any way.
- **Refers to any required activity with an athletic purpose**
- Counted against the daily and weekly hour limitations.

**Examples include:**  
practice, strength and conditioning, competition, film, skill instruction.

**20 HRS PER WEEK  
4 HRS PER DAY**



- **Required Athletically Related Activities**
- **Definition:** Any activities, including CARA, that are required as a student-athlete.

**NO HOUR LIMIT**

**Examples include:**  
compliance meetings, promotional activities, student hosting, recruiting activities, fundraising community service, travel to and from competition, media activities, team building

**CARA and RARA are (usually) not permitted during any time off** (see below for specific time off rules)

<p><b>DAILY</b> 8 CONTINUOUS HOURS OFF BETWEEN 9 PM – 6 AM</p> <p><b>✓ APPROVED</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Medical</li> <li>• Academics</li> <li>• Voluntary Athletic Activities</li> <li>• Student Host Activities are unique to daily time off periods and are not approved in any other time off.</li> <li>• Life skills and Team-building activities</li> <li>• Promotional practice activity</li> <li>• Regular season multi-day contest, event or tournament, conference championship, other post-season championship or NCAA Championship</li> <li>• Home competition is approved, <b>but:</b> 8 continuous hours off must be provided upon release.</li> <li>• Activities in locale of away competition on the day prior to competition</li> <li>• Travel home from away competition <b>but:</b> must provide eight continuous hours off upon release</li> </ul> <p><b>✗</b></p> <p>Except for what is specifically indicated above, <b>no other CARA/RARA is permitted</b> during the continuous 8 hour period between 9 P.M. and 6 A.M.</p>	<p><b>WEEKLY</b> 1 DAY OFF PRE- AND IN-SEASON 2 DAYS OFF OUT-OF-SEASON</p> <p><b>✓ APPROVED</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Medical</li> <li>• Academics</li> <li>• Voluntary Athletic Activities</li> <li>• Multi-Sport Life Skills programming</li> <li>• Return Travel from away competition - <b>but:</b> only if you return no later than 5 A.M. <b>and</b> provide a continuous 24 hour period upon release.</li> </ul> <p><b>Notes</b> Includes vacation periods in-season. Exceptions for conference, post-season, NRT or NCAA Championship participation.</p> <p><b>✗</b></p> <p>Except for what is specifically indicated above, <b>no other CARA/RARA is permitted</b> during weekly days off.</p>	<p><b>SEASON END</b> 7 CONSECUTIVE DAYS AFTER LAST CONTEST IN CHAMPIONSHIP SEASON</p> <p><b>✓ APPROVED</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Medical</li> <li>• Academics</li> <li>• Voluntary Athletic Activities</li> <li>• CARA for SAs who have qualified for elite competition</li> <li>• One-on-one meetings between SA and coach provided they do not engage in any CARA (eg: film review, chalk talk, etc.)</li> <li>• Multi-sport SAs may participate in CARA/RARA for their other sport(s)</li> </ul> <p><b>✗</b></p> <p><b>No other CARA/RARA is permitted.</b></p>	<p><b>ADDITIONAL</b> 14 ADDITIONAL DAYS OFF THROUGHOUT THE ACADEMIC YEAR WHEN CLASSES ARE IN SESSION*</p> <p><b>✓ APPROVED</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Medical</li> <li>• Academics</li> <li>• Voluntary Athletic Activities</li> </ul> <p><b>Notes</b> May be given during vacation periods in-season. Does <b>not</b> include vacation periods out-of-season. May be offered consecutively, but not required.</p> <p><b>✗</b></p> <p><b>No other CARA/RARA is permitted.</b></p>
<p><b>HOW DOES TRAVEL WORK?</b></p> <p><b>General:</b> Any calendar day on which travel associated with CARA occurs may not be considered a day off.</p> <p><b>Exception:</b> Travel day may be considered a day off if return to campus travel occurs between 12:00 A.M. and 5:00 A.M. provided no RARA occurs for a continuous 24-hour period starting from the time all student-athletes have been officially released following the return to campus.</p>		<p><b>WHEN CARA AND RARA IS ALLOWED:</b></p> <p>CARA/RARA is permissible, other than during required time off. Note that CARA restrictions apply.</p>	

**All of the above must be on a Time Management Plan\***

\* For more information on Time Management Plans, please refer to Time Management Activity Chart

## ACTIVITY CHART

Activity	Category	Can be Voluntary?	Must be in TMP?	Allowed on Day off?	Description
Academic Advisor Meetings	Academic	N/A	No	Yes	Including meetings with athletic-specific academic counselors/advisors or those who work with the general student population
Academic Assessments	Academic	N/A	No	Yes	Nelson Denny, learning disability assessments, etc.
General Academic	Academic	N/A	No	Yes	Includes professor meetings, class, review sessions, class group meetings, tutor/mentor/learning specialist meetings
Study Hall	Academic	N/A	No	Yes	Could include individual or team mandatory study hours
Competition	CARA	No	Yes	No	Includes regular season, post-season, exhibition, scrimmages, and alumni games
Cross Training	CARA	Yes	Yes	No	Yoga, Swimming, Zumba, etc.
Film	CARA	Yes	Yes	No	Individual or team required film sessions with a coach
Foreign Tour Practices	CARA	No	Yes	No	The answers to time management questions may be dependent on when the foreign tour and practices occur and teams should consult the Compliance Office
Mental Performance Sessions	CARA	Yes	Yes	No	Golf swing coaches, visualization, etc. CARA if they are part of practice or otherwise required
Practice	CARA	No	Yes	No	This includes Summer Access practices for those sports allowed to do so
Skill Instruction	CARA	No	Yes	No	As defined by NCAA rules
Team Meetings	CARA	No	Yes	No	Entire team meets for athletically-related purpose, such as chalk talk, discuss practice, competition with coaches present
Tryouts	CARA	No	Yes	No	Tryouts are likely to take place as part of a regular practice (CARA); for those who have special events only for non-team members (e.g., tennis tournament), NCAA rules would not yet apply to non-student-athletes
Strength & Conditioning	CARA	Yes	Yes	No	Activities performed by a certified strength coach
Summer Camp Employment	Employment	N/A	N/A	N/A	If a student-athlete is paid to work summer camp, she/he is an employee and the employment status trumps her/his student-athlete status; therefore the activity is not CARA, RARA, or VARA. However, if a student-athlete is required to be at summer camp but is not being paid, that activity could be considered CARA
Drug Testing	Medical	No	No	Yes	Institutional or NCAA drug tests
Individual Nutrition Meetings	Medical	Yes	No	Yes	This category includes individual student-athlete meetings with a nutritionist whether required for medical purposes or voluntary
Medical Appointments	Medical	N/A	No	Yes	Orthopedic or GP appointment
Medical Diagnostics	Medical	N/A	No	Yes	X-rays, MRIs, ADHD testing
Medical Procedures	Medical	N/A	No	Yes	Surgery
Mental Health Appointments	Medical	Yes	No	Yes	Any individual mental health appointment whether related in any way to athletics or not
Physical Assessments	Medical	No	No	Yes	Baseline concussion testing, DART, sleep/wellness surveys, etc. This might also include sport specific medical assessments, such as pitching, golf swing, etc. but such testing is CARA if performed during practice
Physicals	Medical	No	No	Yes	Pre-participation physicals
Preventative Medicine	Medical	N/A	No	Yes	Tape, stim, ice baths, ultra sounds, etc.
Recovery	Medical	No	No	Yes	Stretching, ice baths, Normatech, foam rolling, massages under the direction of athletic trainer, strength coach; recovery practices and other activities with coaches are CARA
Rehabilitation	Medical	N/A	No	Yes	Performed by Athletic Trainer and/or rehabilitation specialist; easing a student-athlete back into practice is CARA
Academic Team Meetings	RARA	No	Yes	No	Only RARA if these are required team meetings to discuss academics and include coaches
Ceremonies and Banquets	RARA	Yes	Yes	No	End of year team banquets or award ceremonies are generally mandatory, departmental wide celebrations are more likely to be voluntary
Community Service	RARA	Yes	Yes	No	Community service can be categorized in many ways and institutional policy should address various scenarios. For example, a coach who requires a certain number of community service hours could convert a voluntary activity to required

## Summer Workouts

### General Rule

- Student-athletes may not participate in any countable athletically related activities outside the playing season during any institutional vacation period and/or summer.
- Generally, coaches and noncoaching staff members may not organize, observe or participate in sport-specific activities with student-athletes outside the playing and practice season. Required meetings and workouts for student-athletes would be considered a violation of NCAA rules. This also includes requiring student-athletes to submit summer workout logs and progress reports. Exceptions are listed below for the safety exception, individual sport requests during the summer and required summer access in the sports of football and basketball.
- Student-athletes may meet individually with a coach, provided it is at the student's request and no practice activities occur.

### Involvement of Strength Coach

- Strength and conditioning coaches may design and conduct specific workout programs for student-athletes, provided such workouts are voluntary and conducted at the request of the student-athlete. Conditioning drills may simulate game activities, provided no offensive or defensive alignments are set up and no equipment related to the sport is used.
- Swimming & Diving – A student-athlete may be involved in in-pool conditioning activities and use swimming specific equipment (e.g., starting blocks, kickboards, pull buoys).
- Indoor/Outdoor Track & Field and Cross Country – Conditioning activities (other than weight training) are limited to normal running activities and may not include any equipment related to the sport (e.g., starting blocks, batons, hurdles).

### Safety Exception

The safety exception may be used for the following sports: Equestrian, Gymnastics, Swimming & Diving, Water Polo and Track and Field (field events, hurdles and steeplechase only). A coach may be present during voluntary individual workouts in the institution's regular practice facility (without the workouts being considered as CARA) when the student-athlete uses equipment related to the sport. For example, in the sport of water polo, the coach may only be present when the student-athletes are participating in water polo. The coach could not be present if they were swimming laps. The coach may provide safety or skill instruction but may not conduct the individual's workout.

### Individual Sports

A coach may practice in individual workout sessions with student-athletes from the coach's team during institutional vacation periods and/or summer, provided the student-athlete initiates the request for such assistance. The following are individual sports: Cross Country, Equestrian, Golf, Gymnastics, Swimming and Diving, Tennis, Track and Field.

### Summer Access

In the sports of basketball and football, student-athletes and prospective student-athletes who are enrolled in summer classes at UC Davis may participate in eight hours per week of strength and conditioning with their coaches present. Of the eight hours per week, 4 may be skill instruction (basketball only) or 2 hours may be film review (football only). Summer access may last a maximum of eight weeks during the summer.



## Recruitment of Prospective Student-Athletes

### Permissible Recruitment Activities by Student-Athletes

- Off-campus, in-person contacts that are unavoidable incidental contacts between enrolled student-athletes (or other enrolled students) and a prospective student-athlete (PSA) is permissible if such contacts do not occur at the direction of a coaching staff member. If unavoidable incidental contact occurs between a student-athlete and a PSA (even at the PSA's high school), such contact is permissible, provided the institution had no prior knowledge of the occurrence of the contact.
- An enrolled student-athlete is permitted to engage in written correspondence, provided it is not done at the direction or expense of the member institution.
- An enrolled student-athlete may not make or participate in telephone calls to PSAs at the direction of a coaching staff member or financed by the institution or representative of its athletics program.
- An enrolled student-athlete or other enrolled students may receive telephone calls at the expense of the PSA on the date on which an institution may begin placing telephone calls to a PSA.
- An enrolled student-athlete may receive telephone calls made at the expense of a PSA prior to the date on which an institution may begin placing telephone calls to a PSA, provided there is no direct or indirect involvement by athletics department staff including your coaches.
- Off-campus, in-person contact between an enrolled student-athlete and a PSA is permissible, provided such contact does not occur at the direction of an institutional staff member or coach.
- The University may not provide an enrolled student-athlete with transportation or expenses to recruit a PSA except for those expenses specified in Bylaw 13.6.7.5 when the student-athlete serves as a student host.

### Publicity

If you are friends with an individual who is a PSA, you may continue your relationship on social platforms. You are permitted to comment on social media about a PSA, provided the comments are not made at the direction of an institutional staff member.

## Student Host Official Visit Guidelines

Current student-athletes may be asked to serve as hosts for prospective student-athletes. Intercollegiate athletics strongly encourages your participation as a host. As a host you will be considered a representative of UC Davis and carry a great responsibility in hosting prospects. **Failure to abide by UC Davis, NCAA, and the State of California rules could result in disciplinary action to the host, and/or subsequent loss of eligibility for the prospect. The drinking age in the state of California is 21. Therefore, no alcohol should be served to an underage recruit at any time.** Each host should have emergency information (coach's home and office phone numbers as well as parental information). Friends or roommates who entertain the prospect should also have this information. Under some circumstances a host may be given money to entertain the prospect. This money is for entertaining the prospect only and must not be given to the prospect. Hosts are entitled to one complimentary ticket per athletic event when accompanying the prospect; this ticket must not be sold or given to anyone else.

Acting as a student host is an important service to the institution and the department of athletics. Appropriate conduct is required of you by institutional, conference and NCAA standards:

1. You must be a student-athlete enrolled full-time (seniors in their final quarter who are certified eligible are also permitted to serve) at this institution. If you are a freshman you **MUST** be a NCAA Qualifier.
2. You will be provided money with which to entertain only yourself, the prospect, the prospect's parents (legal guardians) or spouse. Other students may assist with hosting the prospect but shall pay for their own entertainment. Meal cards are to be used by you and the prospect only during the official visit. Any unused cards must be returned to your coach immediately.
3. A maximum of \$75 for each day (24-hour period) of the visit (maximum of \$150 for two 24-hour periods) may be provided to cover the entertainment expenses of both yourself and the prospect. You may be provided with an additional \$40 per day for each additional prospect entertained by you.
4. **No cash may be given to the visiting prospect or anyone else. Receipts must be kept and submitted for all expenses.**
5. You may not use entertainment funds to purchase, or otherwise provide the prospect with gifts of value (e.g., souvenirs or clothing).
6. You may not use vehicles provided or arranged for by the institution staff member or booster of the athletics interest.
7. You may not transport the prospect or anyone accompanying the prospect more than 30 miles from the campus.
8. You should not allow recruiting conversations to occur, on or off campus between the prospect and a booster of the athletics program. (If an unplanned meeting occurs, only an exchange of greetings is permissible).
9. You may receive a complimentary admission (no hard tickets) when accompanying a prospect to a campus athletics event.
10. **In regard to alcohol and other drugs, you may not: 1) purchase, provide or supply in any fashion to a prospect; 2) personally consume while acting in the role of student host.**

If you have any questions, please contact ICA Compliance Services.

## ACADEMIC ELIGIBILITY

### Summary of NCAA, Conference, & UC Davis Academic Eligibility Rules

The list below is a summary of NCAA, Big West Conference, and UC Davis academic eligibility rules. A complete list of rules and regulations can be found on the web at <http://www.ncaa.org>. If you have a question about NCAA rules or eligibility, ask your coach, your Student-Athlete Advisor, or ICA compliance services.

*Please pay attention to updates from your coaches and your Student-Athlete Advisor. Updates will be sent to your UC Davis e-mail account (@ucdavis.edu) so please check this account at least once daily.*

#### **All UC Davis student-athletes are required to:**

- Know their eligibility status and the NCAA rules.

- Be enrolled in 12 units in order to practice or compete (waitlist units do not count toward full-time enrollment).
- Have a cumulative UC GPA of 2.00 or higher. Only courses completed at UC Davis or another UC count towards this GPA.
- Declare a major before the 7th term of attendance (if you're thinking about changing your major, please meet with your Student-Athlete Advisor to determine how this will affect your eligibility).
- Pass a minimum of 6 degree-units during each academic quarter. Football student-athletes are required to pass a minimum of 8 degree-units during fall quarter.
- Complete an average of 12 units over all quarters of attendance.
- Complete an academic plan form (APF) each year.

**In addition to the general eligibility rules above, NCAA Division I student-athletes must:**

- Pass a minimum of 27 units during fall/winter/spring combined (summer coursework cannot count toward this requirement).
- Complete at least 36 units before the start of the 2<sup>nd</sup> year in school.
- Complete 40% of degree requirements before the start of the 3rd year in school.
- Complete 60% of degree requirements before the start of the 4th year in school.
- Complete 80% of degree requirements before the start of the 5th year in school.

**In general, all student-athletes should understand that the following can result in loss of eligibility:**

- Participation on an outside team during the season.
- Receipt of impermissible extra benefits.
- Gambling on sports of any kind.
- Use of drugs on the banned substance list.
- Association with any professional sports organization or agent.
- Practice or competition while enrolled in less than 12 units.
- Practice or competition after the 10th day of instruction without fees paid.

## UCD GPA Requirements for Competition

All student-athletes must meet NCAA GPA requirements for competition. In addition, *in order to miss classes for competition (or travel to competition) all student-athletes must maintain a cumulative GPA of 2.00 or higher.*

The Office of the University Registrar (OUR) at UC Davis will use NCAA Bylaw 14.4.3.3, **Fulfillment of Minimum Grade-Point Average Requirements** to determine academic eligibility for student-athletes.

Even if they are academically eligible under NCAA standards, student-athletes will also be required to have a minimum cumulative GPA of 2.00 in order to miss class for a competition (or travel to competition).

Student-athletes should meet with their student-athlete advisor if they have questions or concerns regarding this policy.

## UCD Code of Academic Conduct & NCAA Academic Misconduct

The Office of Student Support & Judicial Affairs (OSSJA) supports the educational mission of UC Davis by upholding standards of academic honesty and responsible behavior, promoting student development, and assisting students in need. See <https://ossja.ucdavis.edu/>.

The NCAA prohibits academic misconduct and requires that UC Davis report impermissible academic assistance obtained by a student-athlete. Academic misconduct by a student-athlete may have penalties at both the campus and the NCAA level. These penalties could affect your athletic eligibility. It is important to act with honesty, learn the proper way to cite references, and do your own writing and academic work at UC Davis.

The Code of Academic Conduct at UC Davis (<https://ossja.ucdavis.edu/code-academic-conduct>) is based on a student honor code established in 1911. Examples of academic misconduct that may be referred to OSSJA include:

- Receiving or providing unauthorized assistance on exams
- Using or having unauthorized materials out during an exam
- “Wandering eyes” (looking around the room during an exam)
- Plagiarism (using materials from a source without proper citations)
- Altering an exam and submitting it for re-grading
- Fabricating data or references used in a paper or assignment
- Using false excuses to obtain an extension of time from an instructor
- Unauthorized collaboration (working with others on graded coursework in class or at home without the specific permission of the course instructor)
- Submitting the same paper for more than one class (including classes in different quarters)

In addition to academic misconduct, OSSJA receives reports from instructors, students, and other members of the UC Davis community or law enforcement agencies when social misconduct occurs. Some examples of social misconduct are listed at <https://ossja.ucdavis.edu/social-misconduct>. OSSJA has off-campus jurisdiction in any misconduct case that involves a UC Davis student even if it occurs outside the geographic boundaries of the campus. OSSJA shares information with UC Davis Athletics in reported cases that involve a student-athlete.

## UC Davis E-Mail Account

E-mail is considered the official means of communication from UC Davis to all students. All students are responsible for establishing a campus computing account, activating and managing their UC Davis e-mail account, and *reading* the messages sent to their UC Davis e-mail account. ***You should check and read your UC Davis e-mail every day.*** To communicate with anyone on campus (staff, coaches, professors, etc.), you should ONLY use your UCD e-mail account. Due to federal privacy regulations, campus staff may not be able to respond to messages that you send from other e-mail accounts.

You will receive messages from professors, teaching assistants, and campus advisors; you will also receive messages from your coach, your student-athlete advisor, and other staff in Student-Athlete Advising and Compliance Services through your UC Davis e-mail account. Student-athletes will also receive information about athletic eligibility from the Registrar's Office via your UC Davis e-mail.

## UC Davis Degree Requirements, College & Major Advisors

The *UC Davis General Catalog* contains information on all of your degree requirements (including major, minor, general education (GE) and other college and University requirements) as well as all of the UC Davis academic rules and regulations that apply to all students at UCD: <https://catalog.ucdavis.edu/>.

Student-athletes are encouraged to review the *Catalog*, as well as the various college and major websites, for the most up to date information on University, college, and major requirements. Student-athlete are also encouraged to meet with their college and major advisors at least once per academic year, to ensure that they are completing their degree requirements in a timely manner. Please see your Student-Athlete Advisor if you are unsure how to contact your college and/or major advisors.

## Declaring or Changing a Major

As a student-athlete, you are required to declare your major before the beginning of your third year (the beginning of your 7<sup>th</sup> quarter). In your third and fourth years, only units applicable to your degree count towards the 6 degree units that you are required to complete each quarter to be eligible for the next quarter. This is why you must declare your major by your third year – depending on your major, not all units that you take may be degree-applicable. Check in with your advisor if you are unsure which units are degree-applicable.

Student-athletes who are unable to declare their majors or are unable to change into their desired major by their third year must complete the Intent to Declare form and send it to their advisor. The form must be signed/approved by the major advisor for the intended major.

Changing your major in your third year and beyond can affect your eligibility. Check with your advisor before filing the Change of Major petition in OASIS.

## Graduation for UC Davis Student-Athletes (4 years vs. 5 years)

There are a number of NCAA Division I rules that regulate student-athletes' academic progress and athletic eligibility to ensure that student-athletes graduate. One NCAA Division I rule states that the 5-year "clock" begins with your first full-time enrollment anywhere. You must complete your four seasons of athletic eligibility within that 5-year clock. You must also graduate within five years. Although many UC Davis student-athletes choose to graduate in four years, it may be possible to graduate during the fifth year.

Student-athletes who are planning to stay for a fifth year must continue to meet minimum progress each year to remain in school at UC Davis. Student-athletes are expected to discuss their graduation plans regularly with their Student-Athlete Advisor and their Head Coach regularly.

Student-athletes impacted by recent changes to the NCAA "clock" and season of competition rules due to COVID-19 exceptions must work closely and proactively with their Student-Athlete Advisors to ensure continued compliance with both NCAA and UC Davis rules and regulations.

## Part-Time Status

Seniors in their final quarter may take less than 12 units and be certified eligible to practice, compete, and/or receive an athletic scholarship *only if they have filed for graduation with the Registrar's Office and have units remaining that are REQUIRED to complete their degree.*

If you have completed all the requirements for your major and your degree, NCAA rules will not allow you to stay at UC Davis and go part-time just to complete your eligibility (you would, therefore, be required to enroll full-time).

Seniors who take 10 units or less must file for part-time status at the Registrar's Office (see <https://registrar.ucdavis.edu/registration/part-time>) to pay reduced fees for the part-time quarter. Student-athletes must file for part-time status well before the quarter begins due to the amount of time it takes to certify eligibility for competition and/or athletic aid. Part-time enrollment in the final quarter will not change the room and board award for full athletic aid recipients (i.e., if you receive a full athletic scholarship, you will receive your full room and board award in your final quarter regardless of whether you go full-time or part-time).

**If you plan to take less than 12 units in your final quarter and have athletic eligibility remaining OR are receiving an athletic scholarship, you must discuss your plan at least two quarters in advance with your Student-Athlete Advisor**

Your advisor will help you review the part-time checklist for student-athletes to ensure that you meet the NCAA rules in addition to the UCD deadline to file to graduate (<https://registrar.ucdavis.edu/graduate>).

**For seniors planning to go part-time in the final quarter, here are the recommended deadlines by which you need to meet in an appointment with your Student-Athlete Advisor to verify your plan:**

During fall quarter	if you plan to graduate in the spring
During winter quarter	if you plan to graduate the following fall
During spring quarter	if you plan to graduate the following winter

If you receive an athletic scholarship, it is recommended that you talk with the Compliance Services staff at least 1-2 months before your final quarter, to verify how (or if) part-time status will affect your aid.

**If you receive other forms of state or federal financial aid (loans, grants, etc.), please talk with Financial Aid, 1st floor Dutton Hall, before you file for part-time status.**

## Academic Plan Form (APF)

To certify athletic eligibility under NCAA Division I rules, all student-athletes at UCD are required to complete an Academic Plan Form (APF) approved by a college or major advisor each year. The APF is used by the Office of the University Registrar to verify the reason(s) a student-athlete is taking each course and calculate progress toward their major and degree. First year and transfer student-athletes complete a first APF early in their initial quarter at UCD for the current academic year. Returning student-athletes must complete an APF each spring for the upcoming academic year.



Student-athletes can develop the APF on their own, in a scheduled appointment with an Student-Athlete Advisor, or directly with a college or major advisor. *The APF must be approved by a college or major advisor.* Appointment calendars for Student-Athlete Advisors, major advisors, and college advisors fill quickly, so student-athletes should plan to get their APF completed early in the quarter.

APF's are created through the student-athlete's OASIS account. To complete the APF, student-athletes submit the Academic Plan on OASIS to their major or college advisor for approval. Student-athletes are encouraged to meet with their Student-Athlete Advisor to review the steps to complete their APF.

**Make sure to check with your Student-Athlete Advisor about the deadline for filing your APF. Student-athletes who fail to turn in an APF by the deadline will be declared ineligible for practice and competition until the APF is completed.**

## Missed Class Policy and Procedures

### Student-Athlete Responsibilities:

Student-athletes are required to meet with each instructor DURING THE FIRST FIVE INSTRUCTION DAYS OF CLASSES to discuss all potential missed classes for the quarter due to travel and competition for their sport. To help facilitate this conversation, Student-Athlete Advisors email their teams a copy of a letter from ICA's Faculty Athletic Representative and the UC Davis Guidelines Concerning Scheduling Conflicts with Academic Requirements in advance of each quarter.

While the student-athlete and instructor may discuss possible accommodations, *Academic Senate policy at UCD states that instructors are NOT required to accommodate absences.* Approach each instructor with a plan for accommodation and seek their help – do NOT demand accommodation or ask them to come up with a plan for you (see "Tips for Talking with Instructors" below). You must receive written confirmation from all your professors (email is acceptable) of any accommodations made. Your Student-Athlete Advisor can explain your options for making up exams, having them proctored while traveling, or otherwise completing assignments missed due to official ICA travel.

Student-athletes should not miss class other than for competition or extreme extenuating circumstances (e.g., severe illness, death in the family, etc.). Illness of a severity that affects class attendance must be reported to the athletic trainers.

Student-athletes are required to attend all classes that end 2 hours or more before travel departure from campus for an away competition.

### UC Davis Athletics Scheduling of Competitions and Practice

1. Competitions will be scheduled to minimize missed classes (i.e., minimize competitions during the middle of the week).
2. No competitions will be scheduled during finals week each quarter (except conference or NCAA championships outside institutional control).
3. Coaches will track all competitions that occur during the final week of the quarter (week 10) and the midterm weeks of the quarter (weeks 4, 5, and 6), and work to minimize away competitions during these weeks.
4. Coaches will work to accommodate student-athletes who must take required courses that conflict with scheduled practice times.

## Tips for Talking with Instructors

Faculty members and teaching assistants at UC Davis are reasonable people who enjoy teaching undergraduate students. They are also extremely busy and often face numerous requests for changes, exceptions, extensions, individual help, etc. from the students in their classes.

If you are talking with an instructor about accommodations due to your participation in Intercollegiate Athletics at UC Davis, here are some suggestions.

### DO:

- Be respectful, cordial, and courteous. Ask for factual information and use "I" statements (e.g., "I wanted to check my grade on the midterm") rather than becoming emotional and using "you" statements (e.g., "Why did you fail me on that test? You made me ineligible!").
- Go to office hours or schedule an appointment to discuss missing class, turning assignments in late, taking exams at an alternate time, etc. due to team travel. At the beginning of a class, the instructor may be trying to review a lecture or set up equipment for the class. At the end of class, the instructor may need to vacate the room for the next instructor or rush off to teach another class in a different building.
- Go to office hours prepared. If you are asking for an accommodation, bring a copy of the missed class time form (available from your coach or in 264 Hickey) and your athletic competition schedule (available at [ucdavisaggies.com](http://ucdavisaggies.com)). Remember that they do not owe you an accommodation so you must negotiate for it by building a productive relationship and being prepared with a proposed solution to your problem.
- Talk to an instructor during the first week of the quarter if you anticipate missing class due to team travel at any point during that quarter. The missed class form should be completed during the first five days of the quarter.
- Do not expect a response (or an immediate response) via e-mail. Faculty and TA's are responsible for teaching hundreds of students each quarter. They sometimes cannot respond to e-mail messages or may prefer to see students in their office.
- Be proactive. Ask for help if you are struggling or have questions in a class. Faculty and TA's want to help students understand and succeed.
- Share personal information as appropriate. Instructors want to know if you have a learning (or other) disability that requires accommodation, a family or medical emergency that requires you to miss class, etc.
- Express your enthusiasm and interest for a lecture, reading, assignment, etc. that you enjoy. Instructors put many hours into preparing for each class; a sincere compliment from a student is a gift.
- Invite your instructors to attend a competition in your sport and share a copy of your team schedule.

### DO NOT:

- Approach an instructor or TA to discuss a teammate's grade or advocate for a teammate who is struggling in class. Instructors can only discuss grades with the student who earns them.
- Treat instructors or TAs as you would a friend or family member – they are professionals and all correspondence should be business formal with appropriate language.
- Ask an instructor or TA to change your grade so you can be eligible.

- Approach an instructor in the 9th or 10th week of the quarter to ask if they could design an extra credit assignment for you because you are failing.
- Tell an instructor that they need to accommodate your travel schedule because you are a student-athlete.
- Ask an instructor if you missed anything on the day(s) you were not in class (assume you missed a lot).
- Ask for an incomplete just because you are failing. UC Davis strictly regulates incompletes. See the UC Davis Catalog or <https://registrar.ucdavis.edu/records/grades/incomplete.cfm> for more information on incompletes.
- Intimidate, threaten, or verbally harass an instructor because you got a lower grade than you expected.

## Tutoring

ICA, in conjunction with the Academic Assistance and Tutoring Center (AATC) provides limited individual tutoring exclusively for undergraduate student-athletes on an official intercollegiate sport roster. This service is free to student-athletes. ICA pays the cost of the tutors. Tutors are hired, trained, and supervised by AATC staff; each tutor is governed by the regulations of the tutor union and must meet stringent academic guidelines. Although AATC staff will try to hire a tutor in that subject, there is no guarantee that a tutor who meets union regulation guidelines can be hired in every instance.

Each student-athlete is allowed to request a tutor in one class per quarter. Student-athletes can request to meet with their tutor for one hour or two hours (two separate one-hour sessions) per week. Those sessions are then scheduled for the entire quarter (so you might be scheduled to meet with your tutor at 4:00 pm on Mondays and 11:00 am on Thursdays each week throughout the quarter).

You will receive a quarterly e-mail that gives instructions on how to request an individual tutor. Tutor requests are submitted electronically through the AATC's online portal. After you submit a request, the AATC will recruit tutor applicants, interview, hire, train, and schedule the tutor at the hours that you indicated that you were free to meet with a tutor. **Once the tutor appointments have been scheduled, you may not change your tutor request for that quarter.** ICA is charged for tutoring for the length of the quarter so you MUST stay current and active with your tutor or your eligibility for future tutoring may be affected.

Please be aware that it takes the AATC approximately 2-4 weeks to recruit, hire, train, and schedule a tutor after receiving your tutor request form. You should submit your tutor requests during the as soon as possible every quarter, but the deadline for tutor requests is usually the end of the 4<sup>th</sup> week of each quarter.

### Tutors will:

- Expect you to be an active participant in the tutoring session.
- Ask questions to determine your understanding of material and concepts.
- Use practice problems or questions to check that you are learning the material.
- Hold you accountable for completing your own work.
- Explain concepts that you find confusing or have difficulty understanding.
- Use alternate methods and examples to explain content and help you understand.

- Share successful study strategies in that specific class or subject based on their experience and training.
- Give positive reinforcement and feedback on strategies you could use to improve your academic performance in a specific class.
- Help you review before midterms and final exams.
- Contribute to helping you improve your academic self-confidence (but you will need to put in the hours of work for each class that will help you build your academic self-confidence).
- Discuss good problem-solving strategies.
- Track attendance at each tutoring session and report absences. (Absence due to travel for competition is excused if you report the absence in advance. If you have three unexcused absences, you will be dropped from individual tutoring for that quarter.)
- Assist you in becoming a more independent learner.

### **Tutors will NOT:**

- Do your homework or write your papers.
- Supply all the answers to your written or online homework.
- Help you learn everything the night before an exam.
- Teach you everything you missed when you didn't feel like going to class.
- Act as your personal editor (but they will give you feedback so you can identify parts of an assignment or paper where you can improve).
- Help you with take-home exams.
- Attempt to offer an opinion or guess how your work might be graded by the professor

Additional tutoring and study support resources are available through the AATC and the Office of Educational Opportunity and Enrichment Services (OEOES). Please see their websites (<https://tutoring.ucdavis.edu/> and <https://opportunity.ucdavis.edu/>) and speak with your Student-Athlete Advisor if you have questions regarding additional academic support options.

## **Enrolling in Non-UC Davis Courses**

Student-athletes who choose to take classes during the summer through another institution need to speak with their Student-Athlete Advisor before enrolling in the classes.

If you hope to take a course at another school during the academic year, you will need to petition your College Advising office BEFORE YOU REGISTER for approval for simultaneous enrollment. Per NCAA rules, you will need to take at least 12 units at UCD while being enrolled in any course at another school. You do not need to request approval for summer courses.

If you take a course through an institution OTHER than a California community college (another 4-year institution or an out-of-state community college, etc.), you need to get a syllabus and catalog description from the other school BEFORE YOU REGISTER to have the course evaluated for transfer to UC Davis. You might also need to meet with a major advisor, a college advisor, or a faculty member, depending on how you hope to use the course in your degree. Your Student-Athlete Advisor can help you determine where you will need to get approval based on your individual reason(s) for taking the summer work.

California community colleges have an online transfer guide called ASSIST (<http://www.assist.org>). Please meet with your Student-Athlete Advisor if you have questions about ASSIST or how California community college classes transfer to UCD.

## Transcripts for Summer Courses

Campus policy requires that you submit official transcripts for summer classes at other schools to UC Davis before September 1<sup>st</sup>. You may need to send the transcript much earlier in the summer if you need the summer units for athletic eligibility.

UC Davis is currently accepting electronic transcripts via one of two methods:

- Electronically, via the following approved vendors: [Parchment](#), Naviance or JST DoD Military Transcripts
- Electronically, in a secured PDF format, to [uga-operations@ucdavis.edu](mailto:uga-operations@ucdavis.edu) from any e-transcript vendor other than those listed above.

If an official, paper transcript is requested, we recommend that student-athletes send it directly to your Student-Athlete Advisor so it can be processed quickly. The address for your Student-Athlete Advisor is:

[NAME OF ADVISOR]

Intercollegiate Athletics, 264 Hickey Gym  
UC Davis  
One Shields Ave.  
Davis, CA 95616

Due to NCAA academic eligibility rules, student-athletes who are interested in study or internship abroad opportunities should meet with their Student-Athlete Advisor, in an appointment, at least one calendar year before the start of the global learning opportunity. It is best to start researching and planning your schedule around this possibility in your first year to make sure you do not interrupt critical sequences of coursework or seasons of competition/eligibility:

<https://globallearning.ucdavis.edu/pathways/academics/studyabroad>.

For those student-athletes on athletic aid *please note that there is NO guarantee that your athletic scholarship may be used toward a global learning opportunity*. Student-athletes interested in this possibility must meet with their Student-Athlete Advisor EARLY in their planning process to discuss their options, as the application to apply athletic scholarships to a Global Learning opportunity is due one calendar year before departure. Student-athletes should reach out to their Student-Athlete Advisor if they have questions or concerns.

## STUDENT-ATHLETE DEVELOPMENT

### Athletics Communications

As a UC Davis student-athlete, Athletics Communications welcomes the opportunity to work alongside you to represent yourself, your family, your team and your school in a positive manner when interacting with the media. For much of the public, its only exposure to UC Davis takes place on social media, or through traditional outlets (television, radio and newspaper).

**Athletics Communications staff will never release your personal information, schedule an interview without contacting you first, and will only provide biographical information as it relates to your sport. Please contact your coach or respective Athletics Communications representative if any member of the media tries to schedule an interview.**

Typically, interviews with the media occur after games or practices. Interviews taking place outside these time periods are arranged by Athletics Communications staff. **Per NCAA policies, Athletics Communications staff will not schedule interviews during class. Staff members will work with student-athletes to find a day and time that best fits their academic, athletic and social schedules.**

During interviews, Athletics Communications asks that you:

- Never criticize teammates, coaches, staff, officials or opponents
- Remain positive, humble and look presentable
- Respect your opponents, coaches, teammates and the University
- Do not divulge injuries or medical issues without proper permission
- The student-athlete should leave roster and playing time questions for the coaching staff

An Athletics Communications staff member will accompany you during in-person and telephone interviews to ensure that everyone involved enjoys a professional experience.

## **Social Media**

UC Davis Athletics uses social media as a means of engaging and connecting with fans, alumni, recruits, parents, and the public. Social media platforms can provide powerful and meaningful two-way communication and an opportunity to strengthen relationships through the use of personal, honest and continuous dialogue.

As a UC Davis student-athlete you are a representative of the college and community. As leaders, you are responsible for portraying UC Davis, your team, and yourself in a positive manner at all times. Sometimes this means doing things that are personally inconvenient but benefit the team.

Student-athletes should know that third parties such as the media, faculty, future employers, and NCAA officials could easily access your profile and view all personal information. This includes all pictures, videos, postings and comments — material others may find inappropriate, which affects the perception of the student-athlete, athletic department, and school.

Examples of inappropriate materials and offensive behaviors include:

- Photos, videos, postings, or other representations of a sexual nature, personal use of alcohol, drug-related activity and tobacco (holding plastic cups, cans, funnels, shot glasses etc.)
- Content that is derogatory, demeaning or unsportsmanlike toward an individual, institution or team
- Comments on injuries, officials, team matters or confidential information to UC Davis Athletics or the University (travel plans/itineraries, eligibility status or tentative/future team schedules)
- Communication with prospective student-athletes as a result of their recruitment by UC Davis
- Material that would constitute a violation of NCAA, Big West Conference, UC Davis Athletics or team rules



For your own safety, please keep the following recommendations in mind when using social media:

- **Do not post if your judgment is impaired**
- **Adjust your security settings so that only friends can view your profile**
- **DO NOT post personal information such as your e-mail, home or local address, telephone number or other personal information as it may lead to unwanted and undesired attention**
- **Use caution when adding or inviting someone to become your friend.** Many individuals are looking to take advantage of student-athletes to give themselves a sense of membership, gain information about you, your teammates and/or team for sports gambling purposes or negative publicity
- **What you post may affect your future!** Employers and graduate school admissions officers review social networking sites as part of their overall evaluation of an applicant. Information can be misinterpreted easily, carefully consider how you want people to perceive you
- **To protect your privacy, disable your mobile device's ability to geotag photos**

Social media is a great opportunity to further enhance relationships, share your thoughts, opinions, experiences, personal/team success, and highlight accomplishments garnered by your friends, family or loved ones. If you are unfamiliar with social media, its everyday etiquette, or are unsure about the appropriateness of material you would like to post, do not hesitate to speak with a member of the Athletics Communications staff.

## Student-Athlete Advisory Committee (SAAC)

The Student-Athlete Advisory Committee (SAAC) is a leadership group made up of 2-3 SAAC representatives from each team. SAAC representatives serve an entire academic year and head coaches select their representatives by team.

SAAC reps attend biweekly SAAC meetings, maintain information flow between SAAC and their teams, communicate suggestions to athletic administration on issues of importance to student-athletes, and serve as a liaison between SAAC and their teammates and coaches. SAAC encourages student-athlete participation in community outreach activities and sponsors service events for all teams during the academic year.

SAAC officers (chosen through an application process) coordinate the agendas for SAAC meetings, lead SAAC-sponsored community service and social events, serve on campus-wide committees as representatives of Intercollegiate Athletics, and participate in the Big West Conference SAAC. They may also be asked by the director of athletics to represent UC Davis student-athletes in media interviews, at outreach events, or in other public relations venues.

SAAC also provides oversight and leadership over Student-Athlete Resource Groups (SARGs). These groups are intended to provide leadership and experiential learning opportunities for athletes, but also act as vehicles to build community through shared interest in identities, issues, and professional paths. Existing SARGs include Athlete Guidance and Support (A.G.S. - working to support emotional and mental wellness), Athlete Ally (doing advocacy and education with members of the LGBTQIA community and allies), and the Coalition of African Diaspora Student-Athletes (CADSA). New SARGs may be formed by student-athletes with ideas and interests relevant to professional development or community building.

If you are interested in becoming a SAAC team representative or a SAAC officer, please talk to your head coach, the current SAAC officers, or SAAC Advisors Dr. Mike Lorenzen ([mlorenzen@ucdavis.edu](mailto:mlorenzen@ucdavis.edu)) and Maggie Fenton ([mafenton@ucdavis.edu](mailto:mafenton@ucdavis.edu))

## Senior Exit Interview and Program Evaluations

### Student-Athlete Program Evaluations

The sport administrator will meet with each team following the team's championship season. Each team will be asked to complete an end-of-year survey using Real Response to give an opportunity for each student-athlete to reflect back on their experiences and provide valuable feedback for coaches, administrators and support staff. We also hope to constructively examine the strengths and opportunities of the current academic and athletic services offered to student-athletes. A summary of the results from the surveys will be shared with the head coaches.

### Senior Exit Interviews

The senior exit interview process enables ICA to gain insight and knowledge into the student-athletes' athletic experience at UC Davis. The process provides an avenue for the student-athlete to voluntarily share information about their personal athletic experience. One-on-one interviews will be conducted with the student-athlete by the sport administrator upon request by student-athletes.

## Student-Athlete Outcomes – The Aggie EVO System

### The Aggie EVO System

Think about it like this...colleges are really good at graduating student-athletes and keeping them eligible. At UC Davis we don't think that's enough. Our mission is to use every day of the student-athlete experience to get ready for a "Here we go!" moment when athletic careers end, so student-athletes are prepared for a successful launch after graduation.

Student-Athlete Outcomes is about "evolving" (get it, EVO?) young people over four years using a system, working with coaches, other resources at the university, and alums to move student-athletes along academic, life, and career paths that lead to financial and social well-being as quickly as possible after graduation.

There is a set of requirements in four buckets that every Aggie has to complete. We know employers and graduate schools want to see these in our graduates:

- Skills
- Knowledge
- Opportunities
- Tools

The 2022-23 Academic Year is the sixth year of the Aggie EVO System so there are some things we have changed and added as we learn about what works best for student-athlete success. You are registered for "UC Davis Athletics Aggie EVO System" in Canvas and you should check where you are throughout the year so you are working towards completing all of the requirements in each year. It is really important to check and make sure you are set up in the right section and year – if not, reach out to Tianna Sinnott ([tediaz@ucdavis.edu](mailto:tediaz@ucdavis.edu)). If you do not finish all the required material by the first day of

class of the next academic year, you will not be permitted to participate in athletics. It should not take more than 10 hours or so over 12 months so if you just chip away at it a bit (think about doing one thing per month), you should be fine.

## Skills

We've looked at the National Association of Colleges and Employers' (NACE) survey data on the qualities that employers seek in new graduates. We identified four "competencies" that athletes have and we want to develop these to help you enhance your story as you seek opportunities in employment, pro sports, and graduate school. You will have the opportunity to dig deeper on a core competency each year in a way that will make you both a better athlete and a more desirable candidate for employers or graduate schools. "Self-awareness", or personal intelligence, is the first competency and our focus for first year students. It is also the first step in developing emotional intelligence, social intelligence, and leadership (which are the other three competencies). The DiSC Profile is your first step in that journey. Email Tianna ([tediaz@ucdavis.edu](mailto:tediaz@ucdavis.edu)) or Mike ([mlorenzen@ucdavis.edu](mailto:mlorenzen@ucdavis.edu)) to get a link to complete your profile.

Second year students take a survey called Agile EQ that evaluates something called emotional intelligence (EQ), which is your ability to know what you're feeling, why you're feeling it, and choose an appropriate response. Third year students focus on sociocultural intelligence (also called cultural competence) and fourth year students have the opportunity to further develop their leadership skills.

## Knowledge

We know that students graduating from college are employed at a higher rate and report much greater satisfaction with their employment when they have learned as much as possible about all the job paths open to them. We have around 100 majors at UC Davis that lead to an infinite variety of professional possibilities, so we want to teach you as much as we can about the World of Work while you are on campus. This will include everything from career fairs to informational interviews and networking opportunities with alums and supporters who are dedicated to helping the current generation of Aggies get traction after graduation.

## Opportunities

While we give first-year students the chance to get their feet under them on campus, we do require at least one experiential learning opportunity (ELO) per year for the rest of your time on campus (second, third, and fourth years). These could be anything from summer-long internships to jobs to volunteering to study abroad to leadership of clubs or SARGs. Student-athletes have a great deal to offer just from their dedication to athletic careers, but we need to build resumes by adding meaningful experience not related to their primary sports. This helps evaluate what job fields and roles both fit and do not fit and counts as critical "practice" for the World of Work.

## Tools

There are some basic tools in your career kit that are required for networking and application for internships, jobs and graduate and professional schools. We teach student-athletes how to create them and use them to their benefit, including resumes, cover letters, and LinkedIn profiles.

## **Required Departmental Programming**

Each student-athlete is required to attend occasional department-wide programs each academic year. To comply with University of California Office of the President guidelines, one of those programs will

include training on violence intervention/prevention and healthy relationships. Others may relate to your career or building cultural competence through training and conversation related to Diversity, Equity, and Inclusion (DEI).

## Student-Athlete Fuel Station

The Fueling Stations located in the ICA weight room and the Sallaberry Strength and Conditioning Center service pre and post workout nutritional needs for student-athletes. The dietary supplement fueling plan provides all varsity teams access to one snack item prior to each workout and a Post Workout Recovery Shake or Bar (Gatorade® or Muscle Milk® product) after completing a resistance-training workout.

All Student-Athletes should sanitize their hands before taking a pre-workout snack or a post-workout recovery product. Student-athletes are allowed one item from the fueling station prior to any team assigned training session. This item must be consumed prior to the start of the training session. Student athletes with food allergies or dietary restrictions must communicate with their sports performance coach to find a suitable substitution. The use of the pre-workout snack item is to be used as fuel through a workout and not as a meal replacement.

Student-athletes are allowed one Gatorade® or Muscle Milk® protein bar or a Gatorade® or Muscle Milk® recovery shake after they complete a team scheduled training session in the weight room. The recovery supplement will be made available for student-athletes only on their team assigned training days and not for individual/extra workouts. The use of the bar or pre-packaged ready-to-drink shakes will be used solely as a recovery aid and not as a meal replacement.

Student-athletes and coaches who wish to have additional supplementation for away games or individual workout will be encouraged to purchase their own products. The use of the recovery station will be solely for student-athletes after they complete a scheduled team resistance-training session.

## Aggie Compass Basic Needs Center

Aggie Compass is a resource for all UC Davis students when facing challenges accessing adequate food, stable housing, or financial resources. Please submit a [Basic Needs Assistance](#) form that will be assessed to help individuals with resource suggestions that may include economic relief, case management and other resources. Please also visit their website for more detailed lists of resources and services: <https://aggiecompass.ucdavis.edu/>.

Aggie Compass resources include:

- **Financial Resources:** Housing Assistance Grants, Basic Needs Grant, Budgeting Resources.
- **Food Security:** The ASUCD Pantry, Aggie Meal Share program (Dining Commons swipes/meals), Davis Community Meals Program, CalFresh state program, Fruit Veggie Up! Program, and SHCS Teaching Kitchen classes.
- **Housing Resources:** Emergency/short term housing, Basic Needs Grants.

Please visit their website for frequently updated resources due to COVID-19.

## SPORTS MEDICINE

### Sports Medicine & Rehabilitation Policies and Procedures

The UC Davis Sports Medicine Department is committed to providing complete sports medicine services to Aggie student-athletes. These services include, but are not limited to, injury prevention, evaluation, therapeutic treatment and rehabilitation of injuries and illnesses, and pre-participation exams (physicals) in addition to referral for nutritional counseling and mental health counseling.

UC Davis Athletics and UC Davis Health have established an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of our primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions related to our student-athletes.

In addition to an administrative structure that assures such authority of primary athletics health care providers, UC Davis athletics has a designated Director of Medical Services Melissa Hughes, MS AT, who oversees the institution's athletic health care administration and delivery process.

#### TEAM PHYSICIANS

Intercollegiate Athletics has a full-time head team physician, Dr. Matthew Lynch, as well as a strong group of volunteer team physicians with a variety of sports medicine specialties available for the care of our student-athletes. There is a daily physician clinic offered Monday - Friday at the Edwards Family Athletic Center, Athletic Training Facility. ICA also utilizes the Student Health Wellness and Counseling Center for x-ray, musculoskeletal ultrasound and other specialty services. All student-athletes have the opportunity to see Dr. Burnham for any reason. We highly encourage you to communicate with your Athletic Trainer to schedule an appointment with Dr. Burnham.

#### MENTAL HEALTH

Mental health is a very important component of every student-athlete's holistic wellness at UC Davis. **The Student Health and Counseling Services has many groups available to students throughout the year.** <https://shcs.ucdavis.edu/services/counseling/group-services>

#### SCHEDULING AN APPOINTMENT WITH A PSYCHOLOGIST:

- Call 530-752-2349 or use Health e- messaging to schedule appointments with UCD Counseling Services. You can request anyone in Counseling Services

Or

- Communicate to your Athletic Trainer or Head Team Physician and they will help with a referral to Counseling Services

#### Sports Medicine Facilities

There are three athletic training facilities on campus: the UCU Center Athletic Training Facility on the first floor of the ARC/UCU Center; the UC Davis Health Stadium Athletic Training Facility; and, the Dick Lewis Athletic Training satellite facility located at Hickey Gym. These are co-ed facilities so please dress appropriately. The UCU Center Athletic Training Facility and UC Davis Health Stadium Athletic Training Facility are where ALL rehabilitation takes place Monday through Friday.

## GENERAL ATHLETIC TRAINING POLICIES (UCU Center/STADIUM)

1. Report ALL injuries, skin irregularities and illnesses to a certified athletic trainer IMMEDIATELY.
2. All athletes MUST shower before coming to the athletic training room unless urgent care is needed.
3. NO food in the athletic training rooms.
4. NO cleats in the athletic training rooms.
5. NO foul language.
6. NO shoes on tables.
7. NO BIKES in the buildings.
8. NO use of cell phones in athletic training rooms.
9. It is YOUR responsibility to communicate with us if your needs are not being addressed.

## GENERAL REHABILITATION POLICIES

1. Athletic Training Room hours are from 8:00am-6:00pm Monday through Friday.
2. Sign in for all services on the provided computer each time you enter for rehabilitation.
3. If classes prevent you from getting to rehabilitation, contact your athletic trainer to arrange for another treatment time.

## PRACTICE PREPARATION (HICKEY GYM / UCU Center/EFAC)

If you need pre-practice assistance, the athletic training room servicing your team should be open at least 45-60 minutes before your practice begins. Budget your time accordingly.

## TRAINING ROOM ASSISTANCE AFTER PRACTICE / GAMES

The athletic training facilities are open generally 30 minutes after the last practice of the day or end of the game for ice and any injury evaluation needs.

Please contact Melissa Hughes, MS ATC, Assistant Athletic Director, Sports Medicine, if you have additional questions or concerns regarding athletic training hours, policies or procedures.

## Student-Athlete Insurance Summary\*

### Who Is Eligible for Coverage?

Medical insurance coverage is provided for students who are injured while participating in scheduled, supervised and sponsored intercollegiate athletic competitions or authorized practice sessions as a player or trainer. **COVERAGE IS NOT PROVIDED FOR AN ILLNESS OR DISEASE** unless it results directly from an ICA injury.

### This Is an Excess Only Policy

The medical insurance provided by UCD ICA insurance is **EXCESS** coverage. This means it responds after your collectible health benefits have been utilized. All registered students are required by the University to have medical insurance coverage. You are advised to check with your primary medical insurance company about obtaining an up-to-date medical insurance card to keep in your possession. You are required to provide accurate and up-to-date primary medical insurance information to UC Davis Intercollegiate Athletics at all times. Students with HMO plans are advised to confirm with your health plan that you have access to and/or are assigned to a Primary Care Physician in the Davis/Northern California area.



## **Student-Athletes with Managed Care Networks**

Many students carry private medical insurance coverage through a Health Maintenance Organization (HMO), Preferred Provider Organization (PPO), Exclusive Provider Organization (EPO), Point-of-Service, or other managed care plan which requires members to utilize specific network physicians and facilities in order to receive the maximum benefit coverage from their plan. **PLEASE NOTE: If for any reason an athlete chooses not to utilize their HMO, PPO, EPO coverage and/or network providers, the athlete shall be financially responsible for any medical expenses incurred as a result of the injury.**

## **Student-Athletes with Student Health Insurance Plan (SHIP)**

SHIP does not provide coverage for injuries incurred while participating in an Intercollegiate Athletic competition or practice. Please refer to the “medical care that is not covered” section of the SHIP booklet.

## **UCD Excess Athletic Insurance Coverage Details**

*The UCD medical insurance includes the following:*

**Policy Limit:.....\$90,000 (combined benefits)**

**Coverage Period:.....2 years from the date of injury**

**When a student-athlete is injured while participating in UCD Intercollegiate Athletics, in actual play or authorized practice, the limit for medical expenses is \$90,000. For coverage to apply, the injured student-athlete MUST:**

- **NOTIFY THE ATHLETIC TRAINER OF THE INJURY WITHIN 30 DAYS FROM THE DATE IT OCCURRED.** Documentation of the injury by our certified athletic trainer is required in order to complete an Injury Report form. The information provided on the Injury Report form is necessary in order to obtain medical care for the injury.
- **SUBMIT THE CLAIM TO YOUR PRIVATE INSURANCE CARRIER(S).** The University is not responsible for processing a claim through an athlete’s private insurance. Once all available benefits have been exhausted and appropriate claims documentation has been received, the University’s coverage will take effect.
- **BE AWARE THAT ALL TREATMENT MUST BE REFERRED THROUGH THE ATHLETIC TRAINING ROOM BY A UC DAVIS TEAM PHYSICIAN. TREATMENT RECEIVED OUTSIDE THE UCD TEAM PHYSICIAN NETWORK WITHOUT PRIOR REFERRAL AND PRIOR AUTHORIZATION WILL NOT BE COVERED BY THE UNIVERSITY’S ATHLETIC INSURANCE PLAN.**
- **BE AWARE THAT TREATMENT MUST BEGIN, AND MEDICAL EXPENSES MUST BE INCURRED WITHIN 180 DAYS OF THE INJURY.**

## **Prescription Medication**

You are required to utilize your prescription drug benefit through your primary insurance plan for any medication prescribed for an athletic injury.

## **Catastrophic Insurance Coverage (Over \$90,000 in expenses)**

If medical bills for a covered injury exceed \$90,000 within two years from date of injury, catastrophic insurance may apply if the student-athlete has no other medical coverage.

## **Accidental Death and Dismemberment**

There is a \$50,000 Accidental Death & Dismemberment benefit for all qualified student-athletes.

## **Am I eligible for insurance coverage for athletic injuries?**

UC Davis ICA supplies medical insurance coverage for student-athletes injured while participating in scheduled, supervised and sponsored intercollegiate athletic competitions or authorized practice sessions and practice-related activities. ICA insurance coverage is provided at no cost to you. ***The medical insurance provided through UC Davis ICA Insurance is excess, or secondary, coverage.*** This means it responds after your health insurance benefits have been utilized. Please be reminded that ALL registered students are required by the University to have medical insurance coverage.

**Additionally, UC Davis ICA Insurance coverage is provided ONLY for treatment that is provided and/or referred through the UC Davis ICA Team Physician Network (TPN).**

## **What is the UCD ICA Team Physician Network (TPN)?**

As an integral part of the total Sports Medicine Program, the UC Davis Intercollegiate Athletics Team Physician Network (TPN) is dedicated to the health, welfare, and performance of all student-athletes. This is a multidisciplinary network with an expert medical staff of 8-12 physicians and includes primary care, sports medicine, orthopedic surgery, osteopathy, and physical medicine and rehabilitation. They are the primary care providers for all intercollegiate athletic-related injuries/illness and provide the highest quality of care in a very efficient, convenient and professional environment. The TPN is affiliated with UC Davis Student Health and Counseling Services, the UC Davis Medical Center Sports Medicine Clinic, the UC Davis Medical Center Department of Orthopedic Surgery, and other local medical groups.

## **Meet the TPN:**

[Kevin Burnham, M.D. Interim Head Team Physician](#)

[Marcia Faustin, M.D. Associate Team Physician](#)

[Christopher Bayne, M.D.](#)

[Eric Giza, M.D.](#)

[Julie Ingwerson, M.D.](#)

[Christopher Kreulen, M.D.](#)

[Cassandra Lee, M.D.](#)

[Richard Marder, M.D.](#)

[Peter Rinaldi, D.O.](#)

[Amy Sekhon-Atwal, M.D.](#)

[Jeffrey Tanji, M.D.](#)

[James Van Den Bogaerde, M.D.](#)

[Brandee Waite, M.D.](#)

## **NCAA Year-Round Drug Testing**

The NCAA has approved year-round drug testing in every sport. ***This includes summer.*** Before you leave campus in the spring, ICA Compliance Services will request your contact information for the summer. You may be selected for drug testing even if you are in another state (or another country) during the summer. The NCAA has planned for testing sites around the world and will require you to report to a site in a city near you.

Drug testing happens very quickly. You will be contacted by phone by a UC Davis athletics department staff member and given instructions. Typically, you will report for drug testing 24 hours later. Failure to report for drug testing is considered the same as testing positive. A student-athlete who tests positive (all drugs except street drugs) is deemed ineligible for one year; that year is also counted as one of your four seasons of eligibility. A student-athlete who tests positive for a street drug, results in being withheld from competition for 50 percent of the season (at least first 50 percent of all contests or dates of competition in the season following the positive drug test).

The NCAA maintains a list of banned drug classes and provides examples of banned substances in each drug class. The current NCAA Banned Drug List can be found at [www.ncaa.org](http://www.ncaa.org) or can be found on the following [page](#).

Please notify your athletic trainer if you are taking any medications or supplements. Any nutritional supplement use may present risks to your health and athletic eligibility. The nutritional supplement industry is not regulated. In some instances, not all ingredients are listed on the product. Additionally, cross contamination of banned substances can occur at the factories where supplements are made. For more information on nutrition supplements, please refer to the Nutritional Supplements/Ergogenic Aids/Creatine Statement in this handbook.

Any questions regarding NCAA banned drugs and the use of nutritional supplements should be referred to the institution's designated athletics department resource individual:

Melissa Hughes  
Asst. Athletics Director, Sports Medicine – ICA  
Phone: (530) 752-7515  
Email: [mmhughes@ucdavis.edu](mailto:mmhughes@ucdavis.edu)

## Nutritional Supplements/Ergogenic Aids/Creatine Statement

UC Davis student-athletes depend on the coaches and sports medicine staff to supply them with accurate and sound information on sports nutrition and help them discern media hype from fact in reference to supplements. The environment for today's student-athlete is filled with easy access to products which are legal, but which contain substances banned by the NCAA. **Many student-athletes assume incorrectly that if these products can be purchased at a health food store, they must be allowed under NCAA rules.** Reliance on the advice of the clerk at the store or the distributor at the gym or anyone who is not with the student-athlete's athletic program has resulted in erroneous information about whether the product contains an NCAA banned substance. Appeals based on this argument have not been successful in overturning a positive drug test penalty. Student-athletes are responsible for anything they ingest, and a positive drug test resulting from the use of a dietary supplement results in the loss of eligibility.

**Some common nutritional supplements are creatine, testosterone, DHEA, androstenedione, 19-norandrostenedione, glucosamine, ma huang (ephedrine), amino acids and ginseng. Many fat burners and weight gain products contain nutritional supplements. Also, weight loss products or products sold to reduce water retention may contain stimulants and diuretics, banned by the NCAA. Nutritional supplements can come in pills, powders, liquids, and bars. Some are NCAA banned substances and**

**some are not. They are all legal and may be obtained at grocery stores, pharmacies, health food stores, on the internet, and many other locations.**

Nutritional supplements are marketed to athletes to improve performance. Many athletes use nutritional supplements despite proof that the supplements are ineffective. In addition, such substances are expensive and may be harmful to health or performance. Creatine, for example, has been found in some laboratory studies to enhance short-term high intensity exercise capability, delay fatigue on repeated bouts of exercise and increase strength. Several studies have contradicted these claims and, moreover, the safety of creatine supplements has not been verified. Many compounds obtained from nutrition stores and mail order companies may not be subject to strict regulations set by the United States Food and Drug Administration. Therefore, many of these supplements do not accurately list all their ingredients and may contain impurities or banned substances. In fact, many athletes have tested positive while taking these "supplements" and have lost at least a year of athletic eligibility, even after appeals.

It is not permissible for an institution to provide nutritional supplements to its student-athletes unless the nutritional supplements are for the purpose of providing additional calories and electrolytes. Permissible nutritional supplements may not contain any NCAA banned substances and must be identified according to the following classes: carbohydrate/electrolyte drinks, energy bars, carbohydrate boosters, protein supplements, and vitamins and minerals. Additionally, it is not permissible for an institution or an institutional staff member to sell or arrange the sale of impermissible supplements to student-athletes.

Division I institutions are required to designate an individual to answer student-athlete inquiries about nutritional supplements and banned ingredients, and the NCAA provides members with an authoritative resource to assist with those inquiries – the Resource Exchange Center (or REC), which is staffed by the NCAA drug testing third party administrator. The REC is available online at <https://www.drugfreesport.com/education/axis/> - using password ncaa1, ncaa2 or ncaa3 -- or by calling 877-202-0769.

Any questions regarding NCAA banned drugs and the use of nutritional supplements should be referred to the institution's designated athletics department resource individual: Melissa Hughes, Assistant Athletics Director, Sports Medicine: [mmhughes@ucdavis.edu](mailto:mmhughes@ucdavis.edu)