

UNC Pembroke Athletics



Student-Athlete Handbook

Updated March 2021

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Welcome to #BraveNation

Welcome to the University of North Carolina at Pembroke and Braves Athletics. As athletics director, I can proudly say that it is the character and dedication of our people that truly makes this the Home of the Brave. Every day, our coaches and staff work tirelessly to provide a Championship Experience where you, as student-athletes, can get a top-flight education, compete against the best in NCAA Division II and develop life skills that will allow you to become successful adults who contribute to the state of North Carolina and beyond.

UNC Pembroke sponsors 16 varsity sports that compete for championships in the Peach Belt Conference (PBC), Mountain East Conference and National Collegiate Athletic Association (NCAA) Division II. Men's sports include baseball, basketball, cross country, football, track & field, and wrestling. Women's sports include basketball, cross country, golf, soccer, softball, swimming, track & field, and volleyball.

At UNC Pembroke, we live by five core values. They are accountability, integrity, excellence, sportsmanship and loyalty. These aren't just words, but are how we approach every game, practice, class, meeting and interaction. Only YOU are responsible for your personal conduct, academic progress, eligibility, and athletic success.

Not only should you be striving to compete for championships in the athletic arena, but you should be determined for success inside the classroom and reaching your academic goal of graduation in your field of choice. Student-athletes are competitive in the classroom, it is no coincidence that the academic performance of our student-athletes often outpaces that of our general student body.

As a student-athlete, you are subject to UNC Pembroke rules and regulations that apply to all students (*many of these rules are outlined in the UNCP Student Handbook.*) You are expected to familiarize yourselves and abide within these rules and regulations set forth by the Institution, Conference and NCAA. While enrolled at UNC Pembroke, as student-athletes you will be subject to time commitments, physical demands, and public visibility, which the general student body will not experience; as such, your responsibilities exceed those of other students.

The Student-Athlete Handbook is not intended to replace the UNC Pembroke Student Handbook but is rather an additional resource and procedural manual. Please make full use of the resources that are offered at UNC Pembroke and do not be afraid to ask for help if you need it.

I look forward to watching you develop both inside and out of the playing arena during your time at UNC Pembroke. Thank you for deciding to join the #BraveNation family.

A handwritten signature in black ink, appearing to read "Dick Christy", with a stylized flourish at the end.

Dick Christy
Athletics Director



UNC Pembroke Braves Athletics Values & Vision Alignment

University Vision Statement

Changing Lives through Education

Athletics Vision Statement

Championship Experience

University Values

- Accountability
- Commitment
- Integrity
- Collaboration
- Innovation
- Service

Athletics Core Values

- Accountability
- Excellence
- Integrity
- Loyalty
- Sportsmanship

Our Primary Goal

Develop Successful Adults Academically, Athletically, & Socially



Section 1: Intercollegiate Athletics Affiliations

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

The National Collegiate Athletic Association is the organization through which the nation's colleges and universities speak and act on athletics matters at the national level. The NCAA's three divisions were created in 1973 to align like-minded campuses in the areas of philosophy, competition and opportunity. The NCAA is comprised of 1,117 institutions that has 100 athletics conferences and 40 affiliated sports organizations.

The University of North Carolina at Pembroke is a Division II member of the National Collegiate Athletic Association (NCAA).

The Association - through its member institutions, conferences and national office staff - shares a belief in and commitment to these seven core values:

- **The collegiate model of athletics** in which students participate as an avocation, balancing their academic, social and athletics experiences.
- **The highest levels of integrity and sportsmanship.**
- **The pursuit of excellence in both academics and athletics.**
- **The supporting role that intercollegiate athletics plays** in the higher education mission and in enhancing the sense of community and strengthening the identity of member institutions.
- **An inclusive culture** that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.
- **Respect** for institutional autonomy and philosophical differences.
- **Presidential leadership** of intercollegiate athletics at the campus, conference and national levels.

Nearly half a million collegiate student-athletes make up the 19,500 teams that send more than 52,500 participants to compete each year in the NCAA's 90 championships in 24 sports across 3 divisions.

DIVISION II PHILOSOPHY

Members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a University or college and that the educational welfare of the participating student-athlete is of primary concern.



PEACH BELT CONFERENCE

VISION STATEMENT

The Peach Belt Conference is committed to providing through its dependent collegiate members, a forum for student participation in athletic, academic and co-curricular events under the auspices of the National Collegiate Athletic Association, Division II.

The PBC will exemplify the characteristics of a premier intercollegiate conference that prides itself on the inclusion of students of all demographic groups who wish to participate in a well-rounded sports program. Our institutions, our academic goals, our athletic aspirations reflect a commonality of purpose and a commitment to excellence in the classroom and on the playing field.

HISTORY

The Peach Belt Conference enters its second quarter-century as one of the premier leagues in NCAA Division II. The league is home to 36 national championships and 28 national finalists. Starting with only two championships in 1991, men's and women's basketball, the conference has expanded to 15 championship sports with the addition of men's and women's track and field in the spring of 2013.

The seven charter members of the conference were Armstrong State University, Columbus State University, Francis Marion University, Georgia College, Lander University, UNC Pembroke and USC Upstate. The name Peach Belt Athletic Conference was adopted in January of 1990 and modified to Peach Belt Conference in May of 2000.

Additionally, the PBC welcomed associate members for the first time ever in 2012-13 with Nova Southeastern University and the Florida Institute of Technology continuing on for the 2016-17 year.

The conference currently holds championships in 15 sports, seven for men and eight for women. They are men's and women's cross country, men's and women's soccer, volleyball, men's and women's basketball, men's and women's tennis, baseball, softball, men's and women's golf and men's and women's track and field.

CONTACT INFORMATION

Peach Belt Conference
503 Blackburn Drive
Martinez, GA 30907
Phone: (706) 860-8499 Fax: (706) 650-8113
Website: <https://www.peachbeltconference.org>





PEACH BELT CONFERENCE SPORTSMANSHIP AND ETHICAL CONDUCT CODE

The Peach Belt Conference's member institutions unanimously agree that sportsmanship and ethical conduct are of paramount importance in intercollegiate athletics. It is agreed that the members of the Peach Belt Conference will in no way tolerate behavior or actions that do not exemplify sportsmanship and ethical conduct, both on and off the playing field. All student-athletes, coaches, administrators and spectators are expected to exhibit responsible conduct.

In conjunction with the NCAA, the Peach Belt Conference member institutions agree that taunting, vulgarity, fighting, cheating, profanity, obscene gestures, and any other unsportsmanlike or unethical behavior or actions could be brought to the attention of the conference. Further, it is understood that the conference may issue disciplinary sanctions against any individual, team, or institution that is found in violation of the PBC sportsmanship and ethical conduct code.

The Peach Belt Conference office will hear any complaints, render decisions and issue any needed disciplinary action regarding violations of the code. These sanctions could include, but are not limited to, suspension of individuals from league contests, player or team ineligibility for post-season play, or institutional fines.

In the fall of 2008, the Peach Belt Conference began sponsoring awards for sportsmanship. One team, in each of the 13 conference championship sports, is selected for the team sportsmanship award, based on a vote of their peers. This award is given to the team that best exemplifies the spirit of sportsmanship and generally conducted themselves with a high degree of integrity, character and class. Additionally, in May, the Senior Woman Administrators Council selects an Institution of the Year Sportsmanship award.

MOUNTAIN EAST CONFERENCE- ASSOCIATE MEMBERSHIP

The Braves will compete as early as the 2019-20 season in swimming & diving, as well as indoor track & field and wrestling, while football will begin MEC competition in Fall 2020. The partnership marks a historic point in the NCAA Division II era (1992-present) for UNC Pembroke Athletics in that all 16 of its varsity sports will now have conference homes for the first time.

VISION STATEMENT

The mission of the conference shall be to develop, perpetuate, and enhance the educational missions of its member institutions through a regional association of diverse, yet like-minded colleges and universities with a common dedication to excellence in intercollegiate athletics.

Member institutions are committed to enhancing our educational missions through mutual cooperation, and are committed to rules compliance, respect, and fair competition.

The mission of the Conference is to promote, conduct, and regulate competitive sports programs, which will assist student-athletes in their successful athletic, academic, and personal development.

HISTORY

The Mountain East Conference, upon its establishment in June 2013, began with the commitment to enjoin like-minded institutions to compete at the highest levels regionally and nationally in NCAA Division II.

All 12 Mountain East Conference member institutions have qualified at least one team for NCAA postseason play since joining the MEC.

As of Jan. 1, 2018, MEC teams have claimed over 100 team berths into NCAA postseason play since its inaugural year (2013).

In addition to the success on the field and court, MEC student-athletes have excelled in the classroom. More than 1,500 student-athletes have been recognized for having a grade point average of 3.25 or higher, with nearly half of those student-athletes posting a GPA of 3.70 or higher in 2016-17. With student-athlete success at the forefront, the MEC is proud to have accomplished a multitude of academic and athletic successes in a relatively short period of time.

CONTACT INFORMATION

Mountain East Conference
600 Marketplace Avenue, Suite 102
Bridgeport, WV 26330
Phone: (304) 924-1632
Website: <https://www.mountaineast.org>



Section 2: Department of Athletics

The UNC Pembroke Athletics Department strives to create an academic community of the highest quality that facilitates intellectual, cultural, personal, and professional growth. We believe student-athletes should have an equal opportunity to earn a quality education while participating in intercollegiate athletics.

The reputation of UNC Pembroke, as an integral part of the town of Pembroke, is enhanced by the athletics program through participation in highly competitive contests for the involvement and enjoyment of the community. As an integral part of the total educational process and the development of students, athletics fosters pride in the University among the students, faculty/staff, alumni, and friends, building support for the institution throughout the community, region, state, and nation.

The Department of Athletics has policies and procedures in effect that foster the academic success and amateur standing of the student-athlete. UNC Pembroke staff, services, and facilities will provide an environment for the student-athlete that promotes physical, emotional, and social welfare, safety, sportsmanship, ethnic diversity, inclusion and gender equity.

We believe all student-athletes, coaches and athletics administrators have the responsibility to exhibit ethical conduct and integrity in academics, citizenship, and athletics competition. UNC Pembroke is proud of its association with the NCAA and is committed to abiding by its rules and regulations. The University does not discriminate in any program or activity on the basis of race, color, religion, gender, sexual orientation, age, or national origin, or against a qualified individual with a disability, and it maintains an affirmative action program for protected minorities and women.

Athletics attempts to support the total University community by recruiting and retaining quality full-time student-athletes. UNC Pembroke Athletics Department objective is to recruit student-athletes who possess the ability to achieve academic success through graduation; who develop lifelong skills to be productive members of society and who give back through service to the community.

- To graduate students and provide them with experiences and a life skillset that will facilitate their success in life.
- At Pembroke, we strive to build and sustain competitive programs in all 16 varsity sports;
- To shape an environment that encourages gender equality, diversity and inclusion;
- To assist in maintaining the physical, emotional, and social welfare of all UNC Pembroke student-athletes; and,
- To sustain a quality support staff that upholds the principles of sportsmanship, ethical conduct, and amateurism, while at the same time provide a safe environment for the student-athletes.

RESPONSIBILITIES OF COACHES

Our coaching staff is a quality team of professionals who constantly strive to support the mission of UNC Pembroke, and the Department of Athletics, while providing quality mentorship to their student-athletes.

UNC PEMBROKE HAZING POLICY

No student(s), organization(s) or athletic team(s) shall conduct or condone hazing activities. Hazing is defined as: “Any action taken or situation created intentionally or unintentionally, with or without consent of the person being hazed, whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment, ridicule, or any other activities which are not consistent with academic achievement, and the regulations and policies of UNC Pembroke, or North Carolina state law.

Examples of hazing include but are not limited to:

- Submission of members or prospects to potentially dangerous or hazardous conditions
- Paddling
- Forced indulgence of alcohol or food
- Forced excessive exercise
- Indecent stunts or dress
- Deprivation of sleep, normal sleep patterns or adequate study time
- Physical harassment such as pushing, shoving, tickling, yelling, etc.
- Deprivation of normal amounts of food and water
- Individual or group interrogations such as line-ups
- Personal servitude
- Assigning pranks
- Forced or coerced trips such as kidnaps, displacement, and “pledge” dumps

UNC PEMBROKE SEXUAL MISCONDUCT POLICY

The University of North Carolina at Pembroke has zero-tolerance for sex and gender-based discrimination and harassment violations, to include sexual assault, sexual exploitation, domestic violence, dating violence, stalked and all other sexual offenses committed by students, employees, visitors to the campus, and other persons who use University facilities. Sexual misconduct at UNC Pembroke will be grounds for disciplinary action, up to and including termination of employment or student status. *(For more information on sexual misconduct, refer to your [student handbook](#)).*

BRAVES CLUB

Founded in 1977 by one hundred charter members, the UNC Pembroke Braves Club supports and promotes UNC Pembroke’s Intercollegiate Athletics by raising money for Athletic scholarships and capital needs. Through support of the Braves Club General Scholarship Fund, current and future student-athletes will have the opportunity to represent the Braves across the country through our academic and athletic achievement. A thriving and active Braves Club is the foundation of our Athletics Department and the vehicle by which we strive to provide a Championship Experience – Loyalty, Integrity, Accountability, Sportsmanship, and Excellence.

ATHLETICS ADMINISTRATION

DIRECTOR OF ATHLETICS

The Director of Athletics (AD) at UNC Pembroke is the leader of the intercollegiate athletics program. The AD is responsible for the direction, enforcement, interpretation and review of UNC Pembroke's intercollegiate athletic policies and programs and recommending improvements, supervises and annually evaluates coaches, and maintains effective relations with governing boards, associations, conferences, committees, alumni, students, faculty and staff.

The Athletics Director ensures that the athletics program complies with all applicable laws, policies, rules and regulations of UNC Pembroke, the University of North Carolina System, PBC, Mountain East Conference, NCAA, the State of North Carolina and the United States of America, as now constituted or as they may be amended. The AD acknowledges that the mission of UNC Pembroke is education, ensuring our coaches recruit qualified student-athletes and that each coach uses their best efforts to contribute to the academic welfare of all students under the coach's coaching or administration.

Serving as the UNC Pembroke Director of Athletics is Dick Christy. The Director of Athletics serves as an ex-officio member of the University Athletics Committee.

FACULTY ATHLETICS REPRESENTATIVE

The Faculty Athletics Representative (FAR) is designated by the Chancellor. The FAR shall be a member of the faculty and attend to all duties of that office as specified in manuals of the NCAA, the PBC and the Faculty Athletics Representative Association. The term of office shall be a three-year renewable term at the discretion of the University Chancellor. The FAR shall keep the Chancellor, the Director of Athletics, and the President of the Faculty Senate informed as needed of all activities and actions related to the performance of his or her duties.

The department will include the active involvement of the faculty athletics representative (FAR) as the key institutional liaison to the department. The involvement of the FAR includes eligibility or academic related duties, maintaining an atmosphere of compliance and institutional control, and assisting in investigations of rules compliance. The FAR also serves as a key contact for student-athletes.

Serving as the UNC Pembroke Faculty Athletics Representative is Dr. Kevin Freeman, Professor of Political Science. The Faculty Athletics Representative serves as an ex-officio member of the University Athletics Committee.

SENIOR WOMAN ADMINISTRATOR

The Senior Woman Administrator by definition is a member of the institution's senior athletics management team, with substantive responsibilities for the conduct and administration of an institution's overall athletics program. The Senior Woman Administrator (SWA) at the University of North Carolina Pembroke (UNCP) has job responsibilities in accordance with the standards given by the NCAA.

The SWA is responsible for overseeing the Student-Athlete Advisory Committee. It is the responsibility of the SWA to provide guidance and support to the SAAC on a variety of athletic-related issues. The SWA is also responsible for numerous reports required by the NCAA, Federal Government, UNC Pembroke, The Peach Belt Conference, and the UNC system. The Senior Woman Administrator represents the Athletic Department at various meetings/committees including the PBC meetings and other meetings at the discretion of the Athletic Director. She assists with academic support needs and coordination with Center for Student Success.

The Senior Woman Administrator is responsible for coordinating the Golden Braves Student-Athlete awards banquet administration as well as Senior Graduation Student-Athlete Breakfasts (December/May).

Serving as the UNC Pembroke Senior Woman Administrator is Megan Sanger. The Senior Woman Administrator serves as an ex-officio member of the University Athletics Committee.

ATHLETICS CHAIN OF COMMAND

- Board of Trustees
- Chancellor
- Director of Athletics
- Associate/Assistant Athletic Directors, Administrative Staff and Coaches
- Assistant Coaches and Other Support Staff

UNIVERSITY ATHLETIC COMMITTEE

The University Athletics Committee (UAC), appointed by the chancellor, is required by the NCAA. The committee reports directly to the chancellor and monitors athletic schedules, budgets, facilities, and travel of athletic teams. It also oversees the academics, admissions, and financial aid policies pertaining to student-athletes and advises the chancellor these matters.

The UAC is comprised of the Director of Athletics (ex-officio), Director of Compliance (ex-officio), Faculty Athletics Representative (ex-officio), five faculty members, two administrators, one alumnus/alumna who serve a 2-3 year term, all of which are Chancellor appointed, as well as the president of SAAC.

UNC PEMBROKE STUDENT-ATHLETE ADVISORY COMMITTEE

The student-athlete advisory committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. The SAAC also offers input on the rules, regulations, and policies that affect student-athletes' lives on NCAA member institution campuses.

UNC PEMBROKE SAAC MISSION STATEMENT

The mission of the UNC Pembroke Student-Athlete Advisory Committee is to provide leadership within the student-athlete population, as well as to be a voice on potential NCAA legislation and policy issues related to the well-being of student athletes both at our institution and across the NCAA. We strive to positively impact not just our fellow student-athletes, but also the general student population as well. By providing more leadership to our peers both in and out of the athletic arenas and within the community, we continue to grow the #BraveNation family and empower future generations to come. The organizations we hope to influence are Pembroke Elementary School, the Lumbee Tribe Boys and Girls Club and the NCAA Division II non-profit organization, Make-A-Wish.

PURPOSE OF UNC PEMBROKE SAAC

The purpose of UNC Pembroke's Student-Athlete Advisory Committee is as follows:

- To streamline and promote efficient communication between the athletic department administration and the student-athlete population and to provide suggestions on programs designed to serve its needs.
- To actively encourage more involvement of student-athletes in campus and community outreach projects.
- To design and implement programs which will encourage academic achievement, health promotion, social responsibility, and general life skills awareness.

ELIGIBLE MEMBERS

SAAC shall consist of eligible student-athletes and spirit squad members. Each team must have a minimum of one representative on the committee, who will be selected by their coaches and/or teammates at the beginning of the school year. SAAC representatives will be expected to relay information between the committee and their teams.

- Must be a member of a varsity athletic team; and,
- Must be academically eligible and be in good standing on the team.

SAAC EXECUTIVE BOARD MEMBERS

It is the responsibility of all officers to report directly to the Senior Woman Administrator (SWA), who serves as the advisor for SAAC.

President: Presides over meetings and is responsible for providing the agenda for the meetings. Serves as the spokesperson for the committee and works directly with the SWA.

Vice President: Will aid the president in committee business. In the event the president cannot attend a meeting or function, the vice president will stand in.

Secretary: Will record minutes for all meetings and take attendance. Minutes and attendance will be turned into the SWA within 24 hours of the meeting.

Social Media Representative: Responsible for promoting SAAC events and UNC Pembroke Sports. All postings must be appropriate and positively promoting the brand of #BraveNation.

Make-A-Wish Representative: Organizes and reports over all events and fundraising related to Make-A-Wish. Serves as the spokesperson for the committee and works directly with the SWA.

ELECTION OF SAAC EXECUTIVE BOARD MEMBERS

Board members will be nominated and voted upon at the last meeting of the spring semester for the upcoming academic year. A simple majority vote by secret ballot will determine the winner.

Board members must have been members of SAAC for at least one year prior to being elected.

SAAC MEETINGS

The Student-Athlete Advisory Committee will meet at least once a month. Meeting times will be determined by SAAC Executive Board Members and the SWA, but will typically be held on weekday evenings. The president or SWA may call special meetings.

SAAC members are expected to attend meetings and participate in special functions and fundraisers. Excessive absences will result in removal from the committee. All SAAC members have a voice in the committee. Active participation and communication by all members is encouraged. In order to receive the SAAC apparel item for the current academic year, a student-athlete must attend at least 50% of the meetings each semester and participate in at least two special functions/fundraisers.



Section 3: General Information

By joining the #BraveNation athletics family at UNC Pembroke, you are not only representing yourself, but now represent your team and the entire University. At UNC Pembroke we have high expectations about the choices you make. Any student-athlete whose conduct **on or off campus** becomes unsatisfactory and is determined to have a detrimental impact on the mission of the Athletics Program or University will be subject to appropriate team or University sanctions. Student-athletes will be expected to abide by the same guidelines as the general student population as outlined in the [UNC Pembroke Student Handbook](#).

DRUG/ALCOHOL POLICY

The choice to use drugs, alcohol and tobacco are not condoned by the UNC Pembroke Athletics Department. Student-athletes may be subject to Institutional Drug Testing, NCAA Drug Testing and/or both throughout the academic year. Each sport may have more stringent regulations and student-athletes are expected to comply with both university and team rules and regulations.

The illegal possession, sale, or use of drugs, including alcohol, will not be tolerated at the university. Violation will result in sanctions which may include dismissal from employment and the termination of student status (suspension or expulsion). The university may impose sanctions if it is proven by a preponderance of evidence that a violation has occurred. Students, faculty and staff are subject to federal, state, and local laws as well as university rules and regulations. Student possession and/or consumption of any alcoholic beverage is prohibited at any location except for the following situations:

- Students aged 21 years and older are permitted to possess and consume alcohol beverages within confines of their residence hall room, and
- Students aged 21 years and older are permitted to possess and consume alcohol while tailgating in designated areas or parking lots prior to UNC Pembroke Football games.

(Click the hyperlink for more information on [UNC Pembroke's Drug and Alcohol Policy](#)).

CHANGE OF ADDRESS OR PHONE NUMBER

Student-athletes are expected to notify the Registrar's Office of any change of permanent or local address and phone number within 24 hours of such a change. Failure to notify these offices of these changes may result in you not receiving official UNC Pembroke and Athletic Department communications (i.e. your diploma).

PET POLICY

Animals are not permitted in any campus buildings except in the following cases:

- Animals providing assistance to handicapped persons, or
- Special circumstances or events subject to approval from the Safety and Health Office.

(Click the hyperlink for more information on [UNC Pembroke's Animals on Campus Policy](#)).

VOLUNTARILY WITHDRAWING FROM YOUR SPORT

If you voluntarily withdraw from your sport, a Voluntarily Statement of Withdrawal Form needs to be signed, which is available via your coach or the Director of Compliance. Please know, if you voluntarily withdraw from a sport your athletic aid may be reduced or cancelled.

GOLDEN BRAVES BANQUET

The Golden Braves Award Banquet is held at the end of the spring semester each academic year, in late April, to recognize its student-athlete's academic and athletic achievements.

- *Chancellor's Award*- award given to student-athlete from each team with highest GPA after one full academic year;
- *Coach's Award*- coaches award 2 authentic awards to deserving student-athletes;
- *Strength & Conditioning Male/Female Student-Athlete of the Year Awards*- determined by the Athletic Performance Staff who fully utilizes the strength and conditioning program in all facets to maximize their athletic performance and excels in sport due to relentless commitment to working hard every day;
- *Comeback Male/Female Student-Athlete of the Year*- awarded to student-athletes who show perseverance in overcoming adversity in the form of injury or have shown improvement from the previous season to fully benefit the performance of the team's goals and accomplishments;
- *Most Well-Rounded Male/Female Student-Athlete*- sponsored by SAAC, this award recognizes a male and female athlete exemplify qualities of leadership, discipline, dedication, good sportsmanship, work ethic, selflessness and humility; must have a 3.0 cumulative GPA or higher.
- *Male/Female Newcomer of the Year*- award given to a male and female student-athlete in their first season of competition in a Braves' uniform that had an outstanding season and made an impact for their team; nominated by Athletic Communications and voted upon by coaches and senior staff;
- *Male/Female Student-Athlete of the Year*- award given to male and female student-athlete with the best performance in this year of competition in a Braves' uniform; nominated by Athletic Communications and voted upon by coaches and senior staff.

Student-athletes who quit their team during the academic year may not attend Golden Braves.

STUDENT-ATHLETE GRADUATION BREAKFAST

The Student-Athlete Graduation Breakfast is held twice a year to honor and celebrate student-athletes who obtain their undergraduate/graduate degree while remaining in good standing with the team and/or exhausting their eligibility in that sport. Coaches are invited and place an athletics stole around their student-athletes' shoulders. The Student-Athlete Graduation Breakfasts take place on the morning of undergraduate commencement; if you are not in attendance for the breakfast, you may not receive your athletics stole.

Student-athletes who are cut or quit their team at any point during the academic year, may not attend the Student-Athlete Graduation Breakfast.

STUDENT-ATHLETE INTERVIEWS

Head coaches will conduct end of year meetings with all team members prior to the end of the academic year. The Department of Athletics conducts an annual exit interview strategy with team members to receive feedback on all facets of the athletics program and support services.

ATHLETIC COMMUNICATIONS PROCEDURES

The UNC Pembroke Athletic Communications Office is available to assist you with coverage of Braves athletic teams. Associate Athletic Director for Athletics Communications and Strategic Initiatives and Assistant Athletic Communications Director will be happy to serve you during the athletic season; their office is located inside the English E. Jones Center (Room 1212) just off of the east lobby of the state-of-the-art facility.

Athletic communications will promote and publicize all intercollegiate teams, student-athletes, and coaches to maximize local, regional and national exposure for UNC Pembroke. Due to changes in the media industry, the most consistent place for coverage is our department platforms, including uncpbraves.com and our social media accounts. Athletic communications will ensure the timely and accurate submission of all statistics and related information required by the Peach Belt and Mountain East Conferences and the NCAA.

NEW STUDENT-ATHLETES

All new UNC Pembroke student-athletes, including transfers, are required to fill out a UNC Pembroke student-athlete questionnaire so that the athletic communications office can keep an accurate record of your time as a Brave. Click [here](#) to download the new student-athlete questionnaire.

PREGAME ENTERTAINMENT

All music must be approved by the Athletic Communications of Athletic Marketing staff at least 48 hours before it is played at home athletic events. Student-athletes and/or coaches are permitted to produce a pregame warm-up list prior to the start of the athletic season, but it must be listened to and approved in advance before being played. Pregame music is not just for player warm-ups. The music also serves as entertainment for fans while they wait for the sporting event to get underway. Once approved, coaches and/or student-athletes are not allowed to interfere or skip songs during pregame. Music will also be played at a reasonable volume for fans and will not be loud enough that people in attendance cannot have a normal conversation. The rules for pregame music are listed below:

- Must be submitted at least 48 hours prior to the event for which it is to be played,
- Absolutely no profane, vulgar, violent or sexually explicit lyrics allowed,
- Lyrics which are offensive to fans will not be permitted, and
- So-called clean versions of songs must be “clean” and not just the dirty version with the offensive words “edited” out.

Any music not meeting the above criteria will not be allowed at the games and offenders run the risk of being banned from submitting music at any time during the season.

QUESTIONS REGARDING STATISTICS

Questions regarding statistical accuracy or statistical changes will be handled directly between the coaching staffs and Athletic Communications staff. Student-athletes should not address statistical concerns. The coaching staffs will work with the Athletic Communications office to address any corrections during home contests.

WEBSITE UPDATES

Any changes to the website are made through the Athletic Communications office. If you would like to see something changed or added, please contact the Athletic Communications office via e-mail, phone or in person. Any ideas or suggestions on how to use the website more effectively are always encouraged.

SOCIAL MEDIA PLATFORMS

Take pride in who you are and what you represent. In addition to representing yourself, you also represent your family, your high school, your hometown and your church. You also represent UNC Pembroke and your team and teammates. Social media accounts are how you build your 'brand' and how you market yourself to others. Many different people will see your posts, including fans, alumni, kids, other student-athletes, parents, staff, your professors, coaches and even the Athletics Director and Chancellor. All of them are active on social media. Keep these items in mind as you are building your brand:

- Remember that the internet is permanent. Even if you delete something, it is still out there in the online world. Anyone can take a screenshot and Google has a very long memory.
- Avoid topics that are controversial or inflammatory like politics and religion.
- Don't post when you're angry, upset or your judgment is impaired in any way.
- UNC Pembroke and your coaches support your rights to free speech; freedom of speech does not mean freedom from its consequences.
- What happens in the locker room, stays there. Things that are said in private team settings should never find their way on social media.
- One of the people following you on social media may be in a position to hire you later.

Profile and cover pictures are important; this is people's first impression of you. Don't use your social media as an outlet to complain about how rough your life is. You are getting a college education, representing a University and getting to travel to interesting places.

If a fan Tweets at you congratulating you or to tell how much they enjoy watching you play, retweet them and add a "thanks" in the comment, you could make someone's day. Retweeting profanity is no different than using it in your own original tweets. If you wouldn't say something in a media interview, don't post it on social media. We have several reporters in the area that have a big interest in UNC Pembroke Athletics.

Finally, there are nearly 400 student-athletes that wear the Black & Gold. Take the time to give them a shout out on Twitter when they do big things. Ultimately, you all play for the same team.

Section 4: Academics

STUDENT-ATHLETE ACADEMIC SUCCESS BEST PRACTICES: [ROAD MAP TO SUCCESS](#)

JUST AS YOU HAVE TO WORK TO REACH YOUR ATHLETIC GOALS, YOU HAVE TO WORK TO ACHIEVE ACADEMICALLY. BELOW ARE A FEW GUIDELINES TO HELP YOU REACH ACADEMIC SUCCESS:

1. Don't miss class unless it is for University travel or you are ill/injured in which a doctor's note is required. Turn in university-sanctioned missed class form at the beginning of the semester to all professors. For game changes and rescheduling, ensure updated communication with appropriate faculty.
2. Be on time for classes, sitting near the front, and do not leave class early.
3. Make arrangements to get missed class notes from the professor or another student in your class.
4. If you know you are going to miss an assignment/exam due to a contest, communicate with your professor and make arrangements in advance to complete the missed assignment/exam at his/her convenience.
5. Get to know your professor. Talk to him/her if you are confused about class material, doing poorly on assignments, or are interested in your status in the class. Take advantage of your professor's office hours if you need additional assistance.
6. At the beginning of the semester, make a calendar including dates of quizzes, exams, assignments, practices, games, and travel information. Use this calendar to plan ahead.
7. Purchase needed class books and materials at the beginning of the semester.
8. Take part in class discussions. Do not take part in discussions about unrelated material with teammates and friends during class.
9. Listen carefully to your professor and take good notes. If you do not understand the material, ask questions; you are probably not the only one with questions.
10. Take advantage of the available labs, tutoring sessions, and the writing center.
11. Communicate with your coach or Center for Student Success team representative and find a tutor if you are having problems in a class. Ask for help when you need it. We are willing to help, but you have to ask. Ask for help when you begin having a problem, not when it is too late.
12. If you are in a required study hall, use the time to study. Be sure to meet your study hall requirements. Your coach may have team mandated consequences (i.e. sitting out of practice and/or competition) for not meeting your study hall requirements.
13. Take advantage of extra credit work if available.
14. Study every day; form study groups with classmates to study for tests. Find a good place to study that is free from distractions. Do not wait until the night before a test or assignment to begin studying. Just as you do not wait until the night before a game to begin practicing, you practice every day, do the same with academics.

PROGRESS TOWARDS DEGREE REQUIREMENTS

You as student-athletes must meet various academic thresholds each academic semester and academic year. These academic thresholds verify that a student-athlete is making progress towards his/her degree and remains on track to graduate. The progress toward degree information reported is vital to the institution's compliance with NCAA rules and regulations.

The Director of Compliance and Registrar is responsible for reviewing student transcripts at the end of each semester and determining what classes are and are not degree applicable.

Each student-athlete needs to earn at least nine credit hours in the previous full-time term to meet NCAA Progress Toward Degree requirements, otherwise you will not be eligible for competition the following semester.

Your head coach will be notified by the Director of Compliance in writing, the student-athlete's head coach, if you as a student-athlete with eligibility remaining, do not meet satisfactory progress requirements of his/her status after each semester.

WHAT THE DIRECTOR OF COMPLIANCE/REGISTRAR LOOK FOR:

- If the student-athlete has earned a minimum of 24-degree applicable hours during the academic year, the Director of Compliance checks to determine that at least 18 of the hours (*75% of the required hours*) were earned during the fall and spring semesters.
- If at least 18 of the degree applicable hours were earned during the fall and spring semesters, the student-athlete fulfills the credit hour requirements of the previous two semesters. If only 18-credit hours were earned during the fall and spring semesters, the remainder of the 24-hour credit obligation can be earned during the summer term.
- A maximum of six completed credits hours that apply toward an officially declared optional minor may be used each semester to meet progress towards degree requirements.
- A maximum of 6 hours of credit can be counted as progress towards degree during the summer.
- Annually, after determining if the student-athlete has fulfilled the credit hour requirement, the Director of Compliance determines if the student-athlete meets the GPA requirement of cumulative 2.0 or better.
- If the student-athlete does not fulfill the GPA requirement for his/her season of competition, the student-athlete is ineligible for competition unless he/she qualifies for an Exception or Waiver of Satisfactory Progress Rules.
- Credits earned prior to initial full-time enrolment at UNC Pembroke may not be used to meet NCAA PTD requirements.
- Remedial courses, earning a satisfactory grade, shall only be used in progress towards degree during the initial year of enrollment for student-athletes entering as freshman.

ACADEMIC ADVISORS

Each student-athlete is assigned a faculty advisor to assist you in planning your academic schedule, explaining degree requirements, discussing career options in your major, clarifying the reasons for general education requirements or other required courses. Each team is also assigned a representative from the Center for Student Success that is available to advise you as well. Your coach may supplement this advisement, not replace it.

Ultimately, it is your responsibility to ensure that the courses you are taking apply toward your degree. It is a good idea for you to keep track of your progress toward your degree by keeping a copy of your major's advisement worksheet.

PRIORITY REGISTRATION

Student-athletes are afforded the opportunity for priority registration for class schedules. Please utilize this opportunity to register for the classes you need before they become open to all students and an override needs to be requested. Be sure to schedule an early meeting with your advisor so you can take advantage of priority registration.

ACADEMIC DISHONESTY

The UNC Pembroke community takes the Academic Honor Code very seriously. Consequently, violations may lead to severe penalties. All acts of academic dishonesty (*cheating, plagiarism, fabrication and falsification, abuse of academic materials, or complicity*) violate standards essential to the existence of an academic community. Some first offenses and penalties are determined by the faculty member teaching the specific course in which they occur. Second offenses are handled by the Conduct Hearing Board (CHB), some more serious first offenses, and any charges that the student feels are unfounded.

Student-athletes who are guilty of any form of academic dishonesty will be subject to disciplinary action set forth by the instructor, the University, and/or the athletics department. For more information regarding the Academic Honor Code, please refer to the [UNC Pembroke Student Handbook](#).

ACADEMIC PROBATION AND SUSPENSION

You are here to get an education and are a student first; UNC Pembroke is proud of the overall academic performance of our student-athletes. Any student-athlete who has a cumulative GPA of 2.200 or less will be considered an At-Risk Student-Athlete and be required to attend the At-Risk Meeting at the start of each semester. The student-athlete's coach may implement additional stipulations regarding academic performance that the student-athlete must also follow. These stipulations are not punitive, but rather an effort to assist the student-athlete in improving their academic performance.

The Athletic Department encourages all student-athletes to take advantage of campus resources, to ensure that you continue to make progress toward your degree, and do not fall into the probation and suspension level. For the university policy on academic probation and suspension, refer to the [UNC Pembroke Academic Standing Policy](#).

DECLARING AND CHANGING MAJORS

If you wish to declare or change your major, you must complete a [UNC Pembroke Declarations of Major Form](#), available in the Registrar's Office.

By the beginning of your third year of enrollment, or fifth full-time semester of collegiate enrollment, you must officially declare a major which leads to a baccalaureate degree at UNC Pembroke. Beginning with your fifth full-time semester of collegiate enrollment, NCAA Progress-Toward Degree requirements are based on classes that apply toward your officially declared major. Should you wish to change your major, you must notify the Director of Compliance.

This provision shall be applicable to the eligibility not only of a continuing student, but also of a transfer student from a four-year or two-year collegiate institution who is entering his or her third year of collegiate enrollment, even if the student has not yet completed a year in residence or utilized a season of eligibility in a sport at the certifying institution.

If your major has several areas of concentration, you must also officially declare your area of concentration. Your progress toward your degree and NCAA Eligibility will be based on this area of concentration.

Students who want assistance in determining which major and/or career can suit their interests and abilities should make an appointment with a member of the Center for Student Success staff. The Center for Student Success staff is dedicated to assisting UNC Pembroke students with education related issues.

CLASS SCHEDULE CHANGES & FULL-TIME ENROLLMENT IMPACTS

Student-athletes are permitted to make class changes after the registration process has been completed. However, student-athletes may NOT drop below full-time status and remain eligible to participate in team activities. Student-athletes should discuss ANY changes with their coach and/or Director of Compliance BEFORE dropping, adding and making any schedule changes to ensure they will not affect their continuing eligibility. Student-athletes must see their coach before making any schedule changes, and also meet with the Director for Compliance for any questions regarding eligibility.

DROPPING A COURSE

To drop a course, you should discuss this action with your academic advisor to make sure it does not impact your progress toward graduation, and with your coach and Director of Compliance to discuss any issues it may present with to meeting NCAA Progress-Toward-Degree requirements.

If you plan to drop below 12 hours, you would then not be eligible to participate in any countable athletically related activities with your team until you are back enrolled full-time.

If you drop a course, you need to remember that it is your responsibility to make sure you are enrolled in courses that will allow you to remain in good academic standing at UNC Pembroke and meet NCAA Progress-Toward-Degree requirements.

FULL-TIME ENROLLMENT

You must be enrolled full-time (*at least 12 credit hours for undergraduates/9 credit hours for graduates*) each semester in order to be eligible for practice and competition. Continuing education classes and concurrent enrollment at other colleges are not considered in determining full-time enrollment.

If you are in your final semester before graduation, you may be eligible while enrolled in less than full-time as long as you complete the Final Semester Verification Form with the Director of Compliance. This form requires you to list the necessary credits you need to take and have your Academic Advisor and Registrar's Office sign off, certifying in writing to the Department of Athletics that the courses you are enrolled in are the only courses necessary for graduation.

SUMMER SCHOOL PROCEDURES

FINANCIAL AID

Athletics scholarship aid is for fall and spring term only.

SUMMER SCHOOL AT ANOTHER INSTITUTION

All student-athletes must complete a [Request to Take Course as a Visitor at another University](#) form with the Registrar's Office PRIOR to attending summer school at another institution. The Request to Take Course as a Visitor at another University form is available online and at the Registrar's Office. The student-athlete's advisor and the UNC Pembroke's Registrar must sign the form.

UNC Pembroke athletics financial aid or athletics scholarships are not transferable to any other institutions.

Section 5: NCAA Compliance

NCAA COMPLIANCE FORMS

To ensure compliance with NCAA rules, the NCAA Student-Athlete Statement, Drug Testing Consent Form and HIPAA/Buckley Statement will be administered via email to your Bravemail account via the compliance software, Front Rush. These forms MUST be completed prior to starting any participation in countable athletically related activities. The Director of Compliance meets with each team, on a team by team basis, at the beginning of each academic year prior to the start of any countable activities and will notify the coaching staff of those student-athletes who have not completed the NCAA forms. Student-athletes who join a team during the semester, or at the beginning of the spring semester, must complete all applicable NCAA forms prior to practicing or playing.

NCAA INITIAL ELIGIBILITY

Your initial eligibility, including amateurism and participation in organized competition, must be certified by the NCAA Eligibility Center annually.

To be a qualifier, and eligible for athletic financial aid practice and competition, as a freshman you must have:

- Have a minimum cumulative grade point average of 2.200 in 16 core courses;
- Graduated from high school; and,
- Scored a minimum of 840 on the SAT (critical reading and math sections) or earned a sum of scores of at least 70 on the ACT (English, mathematics, reading and science sections).

If you do not meet the minimum 2.200 GPA and core course requirements, or the SAT/ACT test score requirement you are a partial qualifier. If you are a partial qualifier, you may receive athletic financial aid, and practice, but may not compete in games during your first year of enrollment.

If you meet neither the GPA and core course requirement, nor the SAT/ACT test score requirement you are a non-qualifier. If you are a non-qualifier, you may not receive athletic financial aid, practice, or compete in games during your first year of enrollment.

TWO YEAR COLLEGE TRANSFER REQUIREMENTS

Qualifier with no four-year attendance and ONLY one full-time semester/quarter at two-year institution	All other qualifiers, partial qualifiers and non-qualifiers	All other qualifiers, partial qualifiers and non-qualifiers
ONLY one full-time semester/quarter	A minimum of two full-time semesters/three full-time quarters	A minimum of two full-time semesters/three full-time quarters
12 semester hours of transferable degree credit	12-semester of transferable degree credit per term of attendance: 6 semester hours of transferable English; 3 semester hours of transferable math; 3 semester hours of transferable science	Graduate with a degree in an academic area (minimum of 25% of credit hours used to fulfill the degree are earned at the 2-year college awarding the degree)
Limit of two physical education activity credits for credit requirements and GPA	Limit of two physical education activity credits for credit requirements and GPA	
Cumulative GPA of 2.200	Cumulative GPA of 2.200*	
Nine transferable semester hours previous full-time academic term	Nine transferable semester hours previous full-time academic term	Nine transferable semester hours previous full-time academic term

If you were a qualifier out of high school, and are transferring from a two-year college, and meet all the requirements stated in an exception to the two-year college transfer regulations, you may use one of these exceptions in order to be eligible for competition.

If you are transferring from a four-year college, you are ineligible for competition during your first at UNC Pembroke unless you meet one of the following exceptions to the four-year college transfer regulations.

- Educational Exchange Exception
- Exchange Student Exception
- Discontinued Academic Program Exception
- Military Service, Religious Mission Exception
- Discontinued/Nonsponsored Sport Exception
- Two-Year Nonparticipation or Minimal Participation Exception
- Return to Original Institution Without Participation or With Minimal Participation Exception
- Nonrecruited Student Exception
- One-Time Transfer Exception

Whether you are a 2 or 4-year transfer, you must have satisfactorily completed nine hours of transferable academic credit during the preceding regular academic term in which you have been enrolled full time at any collegiate institution in order to be eligible for competition.

If you have not previously attended an NCAA Division I, or II, institution, you must have your amateurism, including participation in organized competition, certified by the NCAA Eligibility Center.

ELIGIBILITY INFORMATION

AGENTS

If you ever agreed, orally or in writing, to be represented by an agent, to market your athletic ability or reputation in a sport, now or in the future, you will lose your eligibility for intercollegiate sports. If you, your relatives, or your friends receive any benefit from an agent, you will lose your eligibility for intercollegiate sports.

AMATEURISM

You will lose your amateur status, and be rendered immediately ineligible, if after full-time enrollment at a collegiate institution you:

- Use your athletic skills (directly or indirectly) for pay, in any form,
- Accept or accepts the promise of pay, in any form, even if such pay is to be received after the completion of your intercollegiate athletic eligibility,
- Sign a contract or commitment of any kind to participate on a professional athletic team,
- Receive any form of financial assistance, or reimbursement of expenses, from a professional sports team/organization,
- Compete on any professional athletics team,
- Enter a professional draft, or
- Enter into an agreement, either verbally or in writing, with an agent.

Forms of pay include but are not limited to: salary, educational expenses, payment based on performance, awards, reimbursement of expenses, etc.

You may also lose your amateur status if you receive compensation above the going rate for such employment, or are compensated for work you did not perform.

There are some exceptions to these amateurism regulations. It is important you discuss any possible amateurism issues with the Director of Compliance prior to any action which could lead you to losing your amateur status.

GAMBLING

The NCAA has strict rules about gambling. Student-athletes shall not knowingly:

- Provide information concerning intercollegiate athletic competition to individuals involved in organized gambling activities;
- Solicit bets on any intercollegiate team;
- Accept bets on any team representing UNC Pembroke;
- Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value; or,
- Participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, parlay card, or any other method employed by 'organized gambling; (*this includes any type of pools*).

If you are found to have gambled in any form on college or professional athletics (*i.e. betting on games or points shaving*) you will lose your eligibility and be subject to legal action.

COUNTABLE ATHLETICALLY RELATED ACTIVITIES- OUTSIDE THE PLAYING SEASON

- Out-of-season limits: 8 hours per week;
- Maximum of 4 hours per week for team activities and/or skill instruction. It is permissible for more than one group of student-athletes from the same team to participate in skill instruction in the same facilities at the same time as long as a different coach is conducting each group;
- Weight training and conditioning activities held at the direction of or supervised by an institutional staff member;
- Other countable athletically related activities (*i.e. team meetings, film review, and disciplinary punishment*);
- Student-Athletes are required to have two off days per week; and,
- All countable athletically related activities outside the playing season are prohibited one week prior to the beginning of the institution's final examination period through the conclusion of the institution's final examinations.

DAILY AND WEEKLY TIME LIMITATIONS- PLAYING SEASON (CHAMPIONSHIP AND NON-CHAMPIONSHIP SEGMENTS)

- Student-athletes' participation in countable athletically related activities shall be limited to four hours per day, 20 hours per week;
- Student-athletes are required to have one day off during the playing season. A team travel day may be considered as a day off, provided no countable athletically related activities occur during that day;
- All competition counts as 3 hours, regardless of actual duration.
- Hourly and weekly limitations do not go into effect until the first day of classes or the first date of competition, whichever occurs first;
- A practice round of golf may exceed the four hours per day limitation, but the weekly limit of 20 is still in effect. A practice round on the day prior to the start of a collegiate golf tournament at the tournament site shall count as three hours, regardless of the duration of the round;
- After the championship season is completed (last game of the season), no countable athletically related activities may take place for 14 consecutive days; and,

- For all sports, except basketball, wrestling and swimming, the non-championship segment of your season will be a 45-day period (60-day period for golf) during which you may have engage in 15 hours (20 hours for golf) of countable athletically related activities per week, with at least two days off per week.

USE OF NAME OR PICTURE IN ADVERTISING

You are not permitted to use your name, or picture, to directly advertise, recommend, or promote the sale or use of a commercial product or service. Also, you may not receive any form of payment for endorsing a commercial product or service through the use of the product or service.

This applies to appearances on radio, television, print media, or social media. This does not apply to squad pictures that are used on posters, programs or promotional brochures issued by the Athletic Department.

FINANCIAL AID AGREEMENTS

You as the student-athlete must be registered with the NCAA Eligibility Center and on the UNC Pembroke's team roster to qualify for any athletics financial aid consideration. All incoming student-athletes must be fully admitted at the University and have an NCAA final academic and amateurism certification prior to be awarded any athletics financial aid.

Division II athletics scholarships are offered on a year-by-year basis; a Grant-in-Aid must be on file for each year you receive any athletics aid.

The amount of athletics financial aid may be immediately reduced or canceled during the period of award if:

- You become ineligible for intercollegiate competition (*i.e. dropping below full-time enrollment, earning less than 9 credit hours the previous term, ect.*);
- You give false information on the application for admission or financial aid, National Letter of Intent (*NLI*), or institutional financial aid agreement;
- You engages in serious misconduct (for example, sexual violence) that brings disciplinary action from this institution; or,
- You voluntarily withdraw from your sport for personal reasons at any time.

The amount of athletics financial aid will be immediately reduced or canceled during the term of the award if:

- You sign a professional sports contract or retain the services of an agent for this sport;
- You accept money or other compensation prohibited by NCAA or PBC/Mountain East rules; or,
- You receive other financial aid that causes you to exceed the NCAA or UNC Pembroke limit.

ATHLETIC SCHOLARSHIPS

At the Division II level, scholarship aid is a 1-year award. Returning student-athletes who have previously received athletics aid, and still have eligibility remaining in their sport, will be notified on or before July 1 by the Financial Aid Office if your athletics aid will be renewed, reduced or cancelled for the following year. Any reductions or cancellations may be appealed through UNC Pembroke's Director of Financial Aid via the [Grant-in-Aid Review Policy](#).

Endowed Athletics Scholarships

The Department of Athletics has several endowed athletics scholarships. Eligible student-athletes to receive these endowed scholarships are identified by their head coaches. With the limited number of endowed athletic scholarships, you should consider it an honor to receive one of these scholarships. If you receive an endowed athletics scholarship, you will be invited to the annual Scholarship Recognition Dinner to meet and greet the owner of the endowment.

EMPLOYMENT AT A CAMP OR CLINIC

A student-athlete who is employed in any sports camp or clinic must meet the following requirements:

- The student-athlete must perform duties that are of a general supervisory character to any coaching or officiating assignments;
- Compensation provided to the student-athlete shall be equal with the going rate for camp/clinic counselors of similar teaching abilities and may not be paid on the basis of the value that the student-athlete may have for the employer because of the athletic reputation or fame the student-athlete has achieved; and,
- A student-athlete who only lectures or demonstrates at a camp/clinic may not receive compensation for his or her appearance at the camp/clinic.

It is not permissible to establish varying levels of compensation for a student-athlete employed in a sports camp or clinic based on the level of athletics skills of the student-athlete.

Student-athletes employed at a UNC Pembroke camp or clinic will need to undergo a background check prior to working the camp or clinic.

TRANSFER PROCEDURES

Per NCAA rules, you must be in the NCAA Transfer Portal in order to contact another NCAA institution about the possibility of transferring. A student-athlete who wishes to transfer must meet with the Director of Compliance in order to enter the NCAA Transfer Portal. The Director of Compliance is ultimately responsible for entering your information into the NCAA Transfer Portal.

The Peach Belt Conference Inter-Conference Transfer Policy requires student-athletes to serve an academic year in residence if he/she transfer from one PBC institution to another. UNC Pembroke does not have the authority to waive this Conference requirement

UNC PEMBROKE'S TRANSFER APPEALS PROCESS

Any student-athlete who has been denied a release to speak to other four-year institutions about the possibility of a transfer, or an exception to the transfer residence requirement, is permitted a hearing opportunity per NCAA Bylaw 13.

The hearing shall be conducted by an institutional entity or committee outside of the Athletic Department. Any student-athlete who wishes to appeal not being granted a release to speak to other four-year institutions about the possibility of a transfer or an exception to the transfer residence requirement should send their written appeal to the Director of Compliance who will forward the appeal to the FAR who will coordinate the Appeals Hearing. The Committee shall be composed of the faculty/staff members outside of the Athletic Department, and at least one student-athlete. At least 3 members of the Committee must be present to hear an appeal.

The Director of Compliance will be present to provide clarification on UNC Pembroke, PBC, Mountain East, or NCAA regulations, and is not a voting member of the Committee.

UNC Pembroke does not have the authority to waive the Peach Belt Conference Inter-Conference Transfer Policy.

RULES VIOLATIONS

UNC Pembroke expects compliance with all rules and regulations of the NCAA, Peach Belt and Mountain East Conferences and its policies and procedures. The University expects its Athletics Department to be monitored to ensure compliance. All individuals involved with the Athletics Department have a duty to report possible violations of NCAA, Peach Belt, Mountain East or institutional policies. Compliance is everyone's obligation and loyalty to the University and the commitment to comply with NCAA, Conference, and institutional policies and rules must be a priority.

UNC Pembroke's compliance goals are to educate coaches, staff and student-athletes in their responsibilities under the rules, to develop efficient and responsible operating procedures within the Athletics Department and UNC Pembroke which guide staff in their efforts to work within the rules, and to respond to each rule violation so that the circumstances which led to the violation can be corrected.

The institutional compliance and monitoring program at UNC Pembroke is created and designed to establish procedures for conducting internal inquiries. These procedures assign individual responsibility for each person involved in the process. Conducting inquiries based on the procedure outlined will not only assist in the decision making process, but will also guarantee a consistent institutional response.

TYPES OF VIOLATIONS

Violation, Secondary. A secondary violation is a violation that is isolated or inadvertent in nature; provides or is intended to provide only a minimal recruiting, competitive or other advantage; and does not include any significant impermissible benefit (including, but not limited to, an extra benefit, recruiting inducement, preferential treatment, financial aid). Multiple secondary violations by a member institution may be collectively considered as a major violation.

Violations, Major. All violations other than secondary violations are major violations, specifically including those that provide an extensive recruiting or competitive advantage.

Any individual (athletics staff member or coach, student-athlete, University employee, or member of the community) may report an alleged, rumored, or suspected violation.

PROCEDURE FOR REPORTING VIOLATIONS

Any alleged or self-discovered possible violations of NCAA or Conference rules or institutional policy are to be reported, verbally or in writing, to the Director for Compliance (DOC) with all relevant information known at the time of the allegation or self-discovery.

The DOC shall immediately share all preliminary information, including the written statement, with the Athletics Director (AD) and the Faculty Athletics Representative (FAR).

After receiving the initial information the Assistant AD for Compliance, AD, and FAR shall conduct a preliminary review of the matter and determine what further investigative action is warranted and what additional University personnel should be informed (i.e. Chancellor (CH), University Athletics Committee (UAC)).

Initial investigative work will be conducted by the DOC and findings will be reported to the AD and FAR. The DOC will maintain a written record of all documents, chronology, and interviews concerning the alleged violation. The written record, to be included in the investigation report, will consist of the following:

- Date the alleged violation was reported and by whom the violation was reported;
- Detailed summary of the nature of the alleged violation, including the names of all persons involved in the allegation, especially the name(s) of any coach(es) and/or student-athlete(s) involved; and,
- Chronology of all actions taken by the Director for Compliance in the investigation of the alleged violation. This should include dates of interviews, documents and calls for possible rules interpretations to the Associate Commissioner of the PBC/ME and the NCAA Office.

When the investigation has been completed, the University will submit a detailed report to the PBC/ME and the NCAA, which shall include, where appropriate, self-imposed penalties. Should staff education be determined to be appropriate, the University will undertake timely and meaningful action.

Any student-athlete(s) found involved in a secondary violation will be immediately declared ineligible. After consulting with the PBC/ME Office and assessing its own penalty upon the ineligible student-athlete, the University may or may not initiate a request for restoration of the student-athlete's athletics eligibility.

Any student-athlete(s) found to have been knowingly involved in a major NCAA rules infraction will be immediately declared ineligible and no appeal will be made by the University for restoration of such eligibility.

The Director for Compliance and AD will assure the implementation of any sanctions imposed on any University staff members, representatives of the University's athletic interests, or student-athletes.

The Director for Compliance will keep a record of all NCAA, PBC, and MEC violations.

Section 6: Health, Safety and Welfare

Any athletic event has risks of potential emergency situations. Adequate preparation needs to be taken in order to provide the first-class care for you as a student-athlete or spectators involved in an emergency situation and/or life threatening situation. Through the use of pre-participation physical examinations, scheduling of medical coverage, and ensuring safe practice and training techniques; potential emergency situations can be avoided. However, accidents and injuries are inherent in athletics participation.

The number one priority of the Athletic Training Program is to provide Braves student-athletes with the best medical care available using our sports medicine team. This team consists of licensed/certified athletic trainers, physicians, specialists and athletic training students. Our goal is to expedite the diagnosis following an injury or illness using our team of medical professionals and immediate diagnostic testing. These components will assist in an expedited return to sport. In addition, our athletic training staff utilizes a hands-on philosophy and current rehabilitation techniques to accomplish this goal.

ATHLETIC TRAINING ROOM

Located in the English E. Jones Center (*Main Athletic Training Room*) and the Bob Caton Fieldhouse (*Football Satellite Athletic Training Room*), the training room facilities are primarily for use by the student-athletes participating in the intercollegiate athletics programs and by UNC Pembroke Athletic Training staff for the evaluation and treatment of injuries to student-athletes. The medical facilities are also available to visiting teams on a reciprocal courtesy basis.

HOURS OF OPERATION

The training room hours of operation are 7 am to 7 pm every day, or open until the last athletics event is completed in the evening. Treatments and other medical care outside practice or game times can be scheduled with the athletic training staff on a case by-case basis. When the training room is not in use, the facility will be locked at all times. These facilities are under the direct supervision of the head athletic trainer and staff; no unsupervised student-athletes are allowed to use this facility without the knowledge and approval of the head athletic trainer.

All therapeutic modalities are operated by the athletic training staff due to their potential danger. There is always a supervising athletic trainer in the training room if student-athletes are using the Hydrotherapy Pools or other instruments.

All student-athletes must complete a comprehensive medical history questionnaire accurately and truthfully, and pass a pre-participation physical exam provided by the UNC Pembroke Athletic Training Staff prior to participation in any team activity. This also includes a cardiovascular screen, sickle cell testing waiver and concussion reporting form. If any further diagnostic testing is deemed necessary by the USCA team physical in order to clear the student-athlete for participation

ATHLETIC TRAINING ROOM RULES

The Athletic Training Room is a medical facility and should be treated as such. Please adhere to the below facility rules and regulations:

- No food or drink;
- The use of cell phones is strictly prohibited, including pictures;
- All student-athletes must shower prior to treatment or use of hydrotherapy pools;
- Use restrooms to change before/after pool workouts or treatment sessions;
- No shoes are allowed on the training tables;
- Use of profanity or inappropriate language is strictly prohibited;
- Use respect for staff members and athletic training students at all times; and,
- The athletic training room is a medical facility. No lounging is permitted.

SICKLE CELL TRAIT TESTING

UNC Pembroke requires ALL (new/returning) student-athletes to provide documentation of the results of their sickle-cell trait test which must be completed by your physician.

There are two options to obtain this documentation:

- 1) Have the sickle-cell trait testing completed by your physician prior to arriving on campus. You as student-athletes will be responsible for any expenses incurred due to the testing. This is the preferred method to provide adequate documentation; or,
- 2) Provide documentation of your test results if you were tested at birth. Contact your respective state Health Department (birth state) or pediatrician to obtain this documentation.

This documentation is mandatory and implemented as part of your required paperwork before participation in intercollegiate athletic activities. You will NOT be medically cleared until the documentation is provided regarding this medical condition.

CONCUSSION EDUCATION

The Department of Athletic Training is here to ensure the safety and well-being of all UNC Pembroke student-athletes. It is our goal to properly educate all parties on recognizing and understanding concussions, so early evaluation and diagnosis take place. At the start of each year, all new UNC Pembroke student-athletes must read the NCAA Concussion Fact Sheet

The NCAA has provided specific guidelines to implement with this protocol. This protocol will include various baseline testing that will be used to ensure appropriate healing and to assist with return-to-play decisions. All student-athletes will need to complete this testing prior to the start of participation.

If you sustain a concussion or experience concussion-like symptoms, please contact your athletic trainer for further evaluation to determine the injury. Following a concussion, there will be a specific protocol that will be followed to ensure appropriate healing and a safe return to sport.

As a student–athlete you may become injured due to your participation in intercollegiate athletics, and it is your responsibility to report any and ALL injuries to your respective athletic trainer in a timely manner. These injuries include but are not limited to the following: sprains, strains, concussions, general medical issues, non-athletic injuries, and etc. All student-athletes must sign the student-athlete acknowledgement stating that they have read and understand the material provided and accept responsibility for reporting injury and illness to the UNCP medical staff

EATING DISORDERS

All college-aged students may be susceptible to developing a type of disordered eating due to the increased stressors in their lives. These stressors are multi-factorial in nature and may include biological, social, and psychological issues. However, these stressors maybe more visible in you as student-athletes as you try to balance your academics, athletics, and social life-styles. Your coaches and team members are critical to identifying potential problems as these individuals are around you and the team on a daily basis.

“STAPH”/MRSA

“Staph” infections, including MRSA, have been traditionally associated with outbreaks in health-care facilities, but they are becoming increasingly common in student-athletes participating in close contact sports (e.g. football, wrestling, etc.), although anyone, including coaches and staff who come into contact with colonized individuals, can contract the infection. “Staph” and MRSA are spread either by direct physical contact or indirect touching of contaminated objects. This includes touching, using, and/or sharing sheets, towels, clothes, equipment, dressings, personal items, bar soap, etc. which have been used by someone who has “staph” and/or MRSA, along with poor hygiene habits (*i.e. hand washing, showering, etc.*). If you or anyone you know has what appears to be what looks like “staph” and/or MRSA, please contact the UNC Pembroke Athletic Training staff ASAP for evaluation of the skin condition.

MENTAL HEALTH

Mental health illness is a prevalent occurrence amongst our society; many suffering from a mental illness tend to be younger adults, generally college aged. A student-athlete’s mental health is key in order for the athlete to function at optimal levels during sport. While mental health illnesses can range from mild to severe, all cases should be addressed on an individual basis and treated with the utmost discretion.

The UNC Pembroke Athletics department respects and treats all mental health illnesses seriously. In accordance with the NCAA’s “Mental Health Best Practices” and in collaboration with the Counseling and Psychological Services (CAPS) team, our entire staff along with Athletic Performance and Administrative Staff, have undergone training in Mental Health and First Aid Training. This certification helps identify warning signs, process of referral to a qualified healthcare professional, and crisis intervention. It is our hope as a department that these illnesses will no longer go unnoticed and our student-athletes will have access to the best care possible.

Should you suffer from or develop a mental health issue, the Athletic Training, Athletic Performance, or Administrative Staff will assist in referring you to CAPS on campus or finding the appropriate healthcare professional. A member of the athletic training staff will continue to check-in with the student-athlete throughout the process but will only intervene if they feel that the student-athlete poses potential harm to himself/herself or others.

RESOURCES

[UNC Pembroke Counseling and Psychological Services](#): 910.521.6202

Rape Crisis Center-Robeson County: 910.739.6278

Southeastern Family Violence Center: 910.739.8622

Southeastern Regional Medical Center: 910.671.5000

[National Suicide Prevention Lifeline](#): 1.800.273.8255

PREGNANCY POLICY AND/OR NCAA PREGNANT AND PARENTING STUDENT-ATHLETES

The UNC Pembroke Department of Athletics is committed to the personal health and development of all UNC Pembroke members and to the educational mission of the institution. We strive to provide an environment that respects all pregnancy and parenting decisions and urge all participants to work cooperatively toward degree completion. This Policy sets forth the protections that should be provided for pregnant and parenting students, including those with pregnancy related conditions. It also prohibits retaliation against any student-athlete or employee who complains about issues related to the enforcement of this Policy on pregnant and/or parenting student-athletes. We want to protect every student-athlete's physical and psychological health, and their ability to complete their education.

Title IX of the Education Amendments of 1972 bars discrimination on the basis of sex, which includes the guarantee of equal educational opportunity to pregnant and parenting students. This means that UNC Pembroke's student-athletes cannot be discriminated against because of parental or marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery there from. In addition, a student-athlete's medical information may be protected by other federal laws. Some actions that may be permissible under NCAA rules are impermissible under federal law, and the institution adheres to federal law.

IN ORDER TO COMPLY WITH FEDERAL LAW –

- UNC Pembroke Department of Athletics will only require a pregnant or parenting student-athlete's physician to certify physical/emotional fitness as a condition for participating in athletics when such certification is required of student-athletes who experience other temporary disabilities;

- Once notified by the student-athlete of a pregnancy, the Department of Athletics will allow a pregnant student-athlete to fully participate on the team, including team related activities, upon written notification from the student-athlete's physician or other medical caregiver certifies that participation is medically safe, as required by any student-athletes who experience a temporary disability;
- UNC Pembroke's Department of Athletics will allow a pregnant student-athlete to continue to participate in a limited manner on the team, including all team-related activities, unless the student-athlete's physician or other medical caregiver certifies that partial participation is not medically safe.
- Medically necessary absences from team activities due to pregnancy shall be considered excused absences;
- No coach or other Department of Athletics personnel shall suggest to any student-athlete that his or her continued participation, once medically cleared by their physician or other medical caregiver, on a team will be affected in any way by pregnancy or parental or marital status;
- UNC Pembroke's Department of Athletics will not allow a hostile or intimidating environment on the basis of pregnancy or parental status to exist. Acts or statements that are hostile toward pregnancy or parenting, or that shun or shame the student-athlete because she/he is pregnant or parenting, will not be tolerated. Such conduct prevents an individual from effectively participating in, or denies a person the benefits of, the educational opportunities provided by this institution;
- UNC Pembroke's Department of Athletics will not terminate or reduce a student-athlete's athletics aid because of the student-athlete's pregnancy, marital or parental status during the term of the award;
- Student-athletes may take a medical pregnancy leave, and at the end of that leave they will be reinstated to the same status they had before the leave;
- UNC Pembroke's Department of Athletics will renew a pregnant, formerly pregnant, or parenting student-athlete's award, so long as the student-athlete is in good standing academically, remains engaged with UNC Pembroke's Department of Athletics, and meets NCAA eligibility standards. Returning student-athletes may be evaluated in the same manner as any other team member to determine their specific position on the team;
- UNC Pembroke's Department of Athletics will not permit the use of any written or verbal contract that requires a student-athlete to not get pregnant or become a parent as a condition of receiving an athletics award; and,
- UNC Pembroke's pregnant and formerly pregnant student-athletes who wish to continue to participate in athletics are entitled to assistance and rehabilitation on the same basis as such assistance is provided to student-athletes with other temporary disabilities.

ATHLETIC PERFORMANCE

It is required that all strength and conditioning activities be reviewed, approved and kept on file by the Strength & Conditioning Designee, as requested by the NCAA by laws. This helps to prevent any negligent and/or abusive practices that could be detrimental to the student-athlete.

HOURS OF OPERATION

Weight training facilities use is strictly for UNC Pembroke student-athletes/athletic staff only.

- 9am to 5pm Monday through Friday during the academic year; or,
- During designated team workouts in which an athletic performance coach is physically present with approval from the athletic performance staff.

If Athletic Performance Staff are not available in the office, the weight room will be closed.

USE OF WEIGHT TRAINING FACILITIES OUTSIDE TYPICAL HOURS

Weight training facilities may be opened by coach; however a coach must be physically present during the student-athlete's workout for safety purpose. Once the coach leaves, the weight room will be closed.

USE OF WEIGHT TRAINING FACILITIES

At the beginning of each academic year, all varsity sports will be responsible for participating in an orientation to the weight training facilities, along with all rules and regulations governing the facilities.

PRIOR TO PARTICIPATION

A medical examination and doctor's approval must be on file with the athletic training staff. Participants must be adequately oriented to the Athletic Performance Department's policies, rules and regulations.

RULES OF CONDUCT

All student-athletes and staff members who use the strength and conditioning facilities are required to comply with the rules of operation regarding conduct and equipment use. Violators of established rules are subject to discipline and possible suspension of their privileges.

Respective head coaches are notified of all disciplinary actions. Rules have been established to ensure a safe environment for all facilities. The following shall serve as the rules of conduct and operation in the strength and conditioning facilities:

- Facilities are locked at all times unless a trained and authorized supervisor is present;
- Student-athletes are to lift only when their sport is scheduled, or during open-lifting periods when a certified strength and conditioning coach is present;
- Respect the weight room equipment, teammates, other student-athletes and coaches;
- Clean all benches with disinfectant after each use;
- Rack/return plates and dumbbells to the original marked place on the rack after use;
- Soft drinks, food, gum and chewing tobacco are not allowed (*bottled water is okay*);
- No cellphones are allowed in weight room during training sessions;
- Athletic apparel only (*no sandals, hats, jean shorts or loose hanging jewelry*);
- Shirts must be worn at all times;
- No equipment is to leave the facilities for any reason unless an athletic performance coach has given prior clearance;
- Collars are required on all free weight exercises;
- Return all vests, belts, bands, medicine balls, etc. to their original place;
- Spotters are strongly encouraged and recommended when lifting near maximal weights;
- Be courteous to others and respectful of the facility (*i.e. defacing of walls or equipment is prohibited*). Failure to do so will result in disciplinary action;
- Report injuries of any type immediately;
- Department of Intercollegiate Athletics personnel, with approval from Director of Athletic Performance, may use the facilities for personal workouts provided they do not interfere with the needs of the student-athletes using the facilities; and,
- Sound system and music is controlled by Athletic Performance Staff; music is subject to volume or content change.

INJURIES AND REHABILITATION

- Any injuries that inhibit any portion of a workout must be seen by the athletic training staff;
- Any facility-related injuries must be reported to the supervisor on duty; and,
- All rehabilitation must be supervised by an athletic training staff member.

DISCIPLINARY ACTION

Disciplinary action will be based on the severity of the rules infraction. The director of athletic performance will consult with the student-athlete's head coach when discipline is deemed appropriate.



UNC PEMBROKE ATHLETICS SUBSTANCE EDUCATION, SCREENING AND COUNSELING POLICY

Some of the drugs outlined by the National Collegiate Athletic Association (NCAA) are illegal while others may be obtained by medical prescription. The NCAA offers the following Nutritional/Dietary Supplements Warning, 'Be advised that products sold in health food stores as "natural" products are not under the regulation of the Federal Drug Administration and manufacturers are under no obligation to specify every ingredient.

- Dietary supplements are not regulated and may cause a non-negative test result;
- Student-athletes have tested positive and lost their eligibility using dietary supplements;
- Many dietary supplements are contaminated with banned drugs not listed on the label; and,
- Any product containing a dietary supplement ingredients is taken at your own risk.

Ignorance that you are taking a banned substance will not be an excuse for a non-negative test. Student-athletes are responsible for substances in their system. Click on the [NCAA Banned Substances](#) for a more detailed listing. Any medical exemptions for the use of ADHD medication or other banned prescriptions, prescribed by a physician, must be included in the medical records on file with your Athletic Trainer.

MEDICATIONS

At the beginning of the year, student-athletes should submit a list of medications prescribed to them by a physician. If, at any point throughout the school year, a student-athlete's list of prescribed medications changes, it is the responsibility of the student-athlete to notify the sports medicine staff. Any nutritional/dietary supplements should be approved by an athletic trainer before consumption.

DRUG TESTING SCREENING PROGRAM

Prior to participation, student-athletes are educated and sign a form, at the start of the year, consenting to the testing policy. By agreeing to participate in this program, a student-athlete agrees to submit to any tests scheduled by The University of North Carolina at Pembroke or NCAA to reveal the use of any of the drugs banned by the NCAA. No such test will be administered unless the affected person first has signed an individual notification form which expressly identifies the specific test that he or she will be asked to undergo. The basic test to be used for drug screening is a urinalysis. However, other types of tests from time to time may be utilized to determine the presence of banned substances.

UNANNOUNCED RANDOM TESTING

All student-athletes may be subject to periodic unannounced random testing, which includes NCAA-mandated testing and institutional testing. Each intercollegiate athletic team will be subjected to this testing throughout the school year, including the summer months. The selection of individuals will be made through a random, computer-generated, drawing. The drug-testing notification shall include the time and location of the test.

INDIVIDUALIZED REASONABLE SUSPICION

A student-athlete may be subject to testing at any time when, in the judgment of the Athletic Director, head coach, and Drug Testing Coordinator, there is reasonable cause to suspect the student-athlete is engaged in the use of any of the drugs prohibited by this policy. Upon receipt of such information, the Athletic Director shall confer with University General Counsel and medical representatives in determining whether there is reasonable cause to suspect that the student-athlete is engaged in prohibited drug use.

If individualized reasonable suspicion is found to exist, the Athletic Director, or his/her designee, will meet with the student-athlete. At that meeting, the Athletic Director, or his/her designee, will provide written notice for student-athlete to provide a signature on acknowledgement of suspicion, unless the student provides an explanation for his/her behavior which is satisfactory to the Athletic Director or his/her designee. The suspected individual will be placed on the list for next in-house cohort. Such individualized reasonable suspicion may be based on information from any source deemed reliable by the Athletic Director, including but not limited to:

- Observed possession or use of substances that reasonably appear to be drugs of the type prohibited;
- Arrest or conviction for a criminal offense related to the possession, use or trafficking of drugs of the type prohibited; or,
- Observed abnormal appearance, conduct, or behavior, including unusual patterns of absence from training or competition, reasonably interpretable as being caused by the use of prohibited drugs.

The testing will be conducted in accordance with the procedures established in the University of North Carolina system's contract with the testing agency (i.e. Aegis Sports Labs). The suspected individual will be placed on the list for the next in-house cohort of testing. The suspected will have to provide two consecutive negative random drug test results in order to be removed from the list.

In the event the individual is unable to complete two consecutive negative tests, the individual will be subject to additional drug testing per the policy.

CONSEQUENCES OF FAILURE TO PARTICIPATE IN OR COOPERATE WITH TESTING

If the student-athlete declines to execute the required individual notification form, eligibility to participate in intercollegiate athletics will be canceled for the remainder of the academic year.

If the student-athlete fails to appear at the designated time and place for testing without verified excuse acceptable to the drug-testing coordinator, eligibility to participate in intercollegiate athletics will be canceled for the remainder of the academic year.

If the student-athlete tampers with the drug-testing sample in any way, as determined by the collectors or the laboratory, he/she will be considered to have tested positive and will be subject to the sanctions associated with a non-negative test.

If the student-athlete is unable to produce any sample within the designated time it will be considered a non-negative test

If the student-athlete produces a diluted sample, they will have the remainder of the designated time to produce a concentrated sample. In the event that the individual is unable to produce a concentrated sample:

The student-athlete will be required to stay at the testing site until a valid urine sample is given. If the student-athlete leaves the testing site without authorization of the drug testing coordinator and a signature of departure before providing a specimen, it will be considered a non-negative test.

SAFE HARBOR EXEMPTION

You, as the student-athlete, may voluntarily admit to having a substance abuse problem prior to the notification of selection for drug-testing without the sanctions associated with a non-negative drug test. You will be required to meet privately with the Athletic Director, head coach, and drug-testing coordinator to ascertain the facts about the nature, extent, and history of the problem. In eliciting information from the student-athlete, responses are to be oral, and are to be revealed only to University officials, persons authorized by the student, and the parents of the student-athlete if he or she is a minor. In addition, the student-athlete will be referred for counseling and any additional drug testing for a period of 30 days. During this 30-day period a positive test will not count against the athlete. This exemption may be used ONLY once during the student-athlete's intercollegiate athletic career.

Administration Procedures and Confirmation of the Drug-Testing Program

- Student-athletes are notified by their respective coaches the evening prior to the testing.
- The student-athlete will report to the designated testing facility at the time specified with valid photo ID.
- The student-athlete will sign the notification and complete the chain of custody forms prior to providing a urine sample and confirm that the information is accurate and correct.
- The student-athlete will select a sealed drug-testing kit; which is assigned a specific number for each individual test.
- The certified drug-testing collector from Aegis will take the chain of custody form and drug-testing kit into the designated testing facility where the student-athlete will provide a urine sample; the student-athlete will have a maximum of 3 hours from their first documented attempt of trying to produce a sample.
 - Student-athletes have to make their first attempt within the hour of the mandatory arrival time.
- The designated testing facility will be secured and the certified drug-testing collector will be the only other individual present at the time of collection to witness and ensure tampering does not occur.
- The student-athlete will produce an appropriate sample and remain in the testing facility until provided (specific amount required for testing and valid specific gravity).
- The temperature and specific gravity will be assessed following the completion of the collection of each sample. This testing will be completed in view of the student-athlete.

An additional sample may be required at the discretion of the certified drug-testing collector. All samples will be screened for banned drugs.

- The urine specimen bottle is sealed by the drug-testing collector per the laboratory testing protocol.
- The drug-testing collector validates the number of the specimen bottle and chain of custody forms; which the student-athlete then confirms.
- The sealed urine specimen bottle is placed in a plastic bag that is sealed in view of the student-athlete.
- The student-athlete is provided with a copy of the chain of custody form and the drug-testing coordinator is also given a copy to identify the individual with the drug-testing results.
- Non-negative tests are screened for any banned drugs (*street*) and confirmation is obtained by gas chromatography and mass spectrometry according to the drug thresholds.

NOTIFICATION OF RESULTS

The results will be correlated using the chain of custody forms to the respective student-athlete. The campus drug-testing coordinator will communicate non-negative results to the following individuals as needed:

- Athletic Director
- Respective team Athletic Trainer
- Head Coach
- UNC Pembroke Counseling and Psychological Services (CAPS)
- Parent(s) or guardian(s) of student-athlete.

Prior to participation, student-athletes consent to the drug testing policy notifications via form and have the option as to whether information will be shared with their parents or guardians related to injury.

CONSEQUENCES OF A NON-NEGATIVE TEST RESULT

When a student-athlete produces a non-negative test result, the following institutional provisions will apply:

First Occasion

Upon notification of a non-negative test result, the student-athlete will be suspended from team participation until a confidential meeting is scheduled. The student-athlete will be required to meet privately with the Athletic Director, head coach, and drug-testing coordinator to ascertain the facts about the nature, extent, and history of the problem. In eliciting information from the student-athlete, responses are to be oral, and are to be revealed only to University officials, persons authorized by the student, and the parents of the student-athlete.

The departmental sanctions associated with a non-negative test are the following:

- Minimum 10% suspension for athletic contests during championship season,
- Complete four required counseling sessions (*the first of which must be complete prior to returning to participation – including practice*), and,
- Be subject to additional unannounced drug testing throughout athletic career.

- Individual team and program rules may dictate stricter penalties.

In the case of a student-athlete identified as a red shirt, the individual will carry out the counseling following the non-negative test, but will serve their 10% suspension the first competition season back to participation.

The drug-testing coordinator, in conjunction with the Athletic Director, will communicate known facts and the conditions for the student-athlete by the institution in response to those facts. Parent(s) or guardian(s) will be informed, regardless of legal age, of facts related to the testing using written notice.

At the conclusion of the confidential meeting, the student-athlete will sign a letter to be sent to the parents outlining the counseling, rehabilitation and other provisions that must be met in order for the student-athlete to be reinstated. At a minimum, the student-athlete will be required to complete the first counseling session within two weeks of the initial meeting between the student-athlete, Athletic Director, head coach, and drug-testing coordinator. The subsequent three sessions are to be completed within three months of that same initial meeting.

Even with respect to a first known occasion, the student will be suspended from athletic participation in accordance with NCAA legislation, and the institution may permanently cancel his or her eligibility. If eligibility is canceled, a student-athlete will not be eligible for renewal of any athletic scholarship, and an existing scholarship may be subject to cancellation. The parents of will be notified of any such cancellation of eligibility.

SECOND OCCASION

The student-athlete will be suspended from participation in team activities for a minimum of the remainder of the academic semester and the subsequent fall/spring term (*i.e. A February non-negative test would result in suspension for the remainder of spring semester and all fall semester*).

For team standing to be restored, the student-athlete must satisfactorily complete all terms of the original contract and any additional amendments deemed necessary by the Athletic Director, head coach and drug-testing coordinator. Counseling and follow-up testing will be required of the student-athlete for the duration of any period of suspension, and thereafter for as long as the Athletic Director, head coach and drug-testing coordinator deem appropriate.

Upon completion of this contract and follow-up testing, the student-athlete can petition for a hearing with the Athletic Director and head coach to have eligibility restored for the following season. If a student-athlete chooses not to complete the contract prior to the last day of class during the academic year in which the second occasion takes place, he or she will be suspended indefinitely and eligibility for renewal of athletic scholarship will be voided and an existing scholarship may be subject to cancellation.

The drug testing coordinator, in conjunction with Athletics Director, will communicate known facts and the conditions for the student-athlete by institution in response to those facts. Parent(s) or guardian(s) will be informed, regardless of legal age, of facts related to the testing using written notice.

A student-athlete whose eligibility has been canceled may seek assistance from established University counseling and medical resources otherwise available to students concurrent to their enrollment at UNC Pembroke. Such services will not be initiated or supervised by the Athletic Department, since the student-athlete's affiliation with the athletic programs of the institution will have ended.

Third Occasion

The athletic eligibility of the student-athlete will be canceled permanently; the student-athlete will not be eligible for renewal of any athletic scholarship, and an existing scholarship may be subject to cancellation.

The drug testing coordinator, in conjunction with Athletics Director, will communicate known facts and the conditions for the student-athlete by institution in response to those facts. Parent(s) or guardian(s) will be informed, regardless of legal age, of facts related to the testing using written notice.

NCAA Administered Drug Testing Sanctions

If a student-athlete produces a non-negative test for a NCAA drug test, the sanctions are dictated by the NCAA and include penalties up to removal from participation for up to a year.

APPEALS AND HEARINGS

A student-athlete may obtain a hearing by addressing a request in writing to the Director of Athletics within three (3) calendar days.

If an affected student-athlete requests a hearing, the hearing shall be presided over by a committee consisting of three (3) individuals not directly reporting to athletics (*i.e. Faculty Athletics Representative, athletic trainer, campus safety or counseling*).

The hearing shall be convened within five (5) days after it is requested. The hearing shall be conducted in private, attended only by the members of the committee, the affected student-athlete and a person of his or her choice, and any witnesses who are present to give testimony. The drug testing coordinator shall present evidence in support of the proposed suspension or cancellation. The affected student-athlete, accompanied by a person of his or her choice, may be present to hear and review all evidence presented in support of the proposed sanction, to challenge such evidence, and to present other evidence in his or her own defense. The burden shall be on the Athletics department to prove, by preponderance of the evidence that violations of the program occurred. After hearing all such evidence as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied in the hearing. Within three (3) days after it concludes its inquiry, the committee shall report its conclusions to the Director of Athletics, who shall communicate the findings to the athlete.

CONFIDENTIALITY OF INFORMATION

Any information concerning a student-athlete's alleged or confirmed improper use of drugs, solicited or received pursuant to implementation of this program, shall be restricted to institutional personnel and to parents of student-athletes. No other release of such information will be made without the student-athlete's written consent, unless in response to appropriate judicial process.

The institution cannot guarantee that law enforcement or prosecutorial authorities will not gain access to information in the possession of the institution, since valid subpoena or other enabling court order might be issued to compel disclosure.

Section 7: Additional Student-Athlete Guidelines

STUDENT-ATHLETE HOSTING GUIDELINES

You play an important role in the official and unofficial visit process. As you know, this responsibility is important to the success of our teams. During this visit, you have the opportunity to present the prospect with the experience of a typical day in the life of a student-athlete. Not only are you representing your team, but also The University of North Carolina at Pembroke and the NCAA. Your conduct should reflect and represent appropriate behavior and ethical standards. It is your responsibility to review and follow the guidelines listed below as mandated by the NCAA. Should you be asked by your coaching staff to serve as a student-athlete host, you will be expected to adhere to some key guidelines outlined below.

- Prospects may engage in recreational or workout activities as long as the following conditions exist:
 - The activity is not initiated, arranged, or observed by the coach,
 - It is not designed to test the athletic abilities of the prospect, and,
 - You must not be asked to report back to your coach on the abilities of the prospect.
- Prospects must use their own equipment and apparel, therefore you may not loan these items to them. An exception to this is their one (1) tryout allowed by NCAA rules.
- Do not take photos that include the prospect and post those on social media sites. The NCAA does not allow the institution to publicize a prospect's visit to campus.
- A maximum of \$30 per day may be provided to you to cover the entertainment expenses of both you and the prospect.
- Host money may not be given to the prospect or anyone else connected with that prospect at any time and may not be used to pay for the expenses of other team members.
- Host money may not be used to purchase souvenirs such as t-shirts or other institutional mementos for the prospect.
- You and the prospect can receive complimentary admissions to athletics events that are issued through a pass list.
- You or a member of the coaching staff must accompany the prospect at all times.
- All entertainment with the prospect and individuals accompanying them must occur within a 30 mile radius of campus.
- You must use your own vehicle during the visit. An institutional staff member or booster may not arrange or provide you with a vehicle.
- Do 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.
- You and the prospect are prohibited from consuming alcoholic beverages and using illegal drugs during the official visit, even if you and/or the student host are of legal age.

Failure to abide by the student-athlete host guidelines may result in NCAA, Conference and/or institutional violations and possible penalties and/or disciplinary action against you and/or the prospect.

EXTRA-CURRICULAR ACTIVITIES

The Department of Athletics does not prohibit any specific extracurricular activities, rather encourages participation in other campus engagement activities as long as it does not interfere with official team activities. Student-athletes on athletics scholarship should discuss opportunities for other campus engagement activities with their head coach.

DISTRIBUTION OF EQUIPMENT

Equipment owned by the varsity athletic teams will be issued and distributed by the coaching staff. Equipment (*i.e. bags, balls, bats, catcher equipment, gloves, helmets, knee pads, shin guards, shoes, etc.*) will be handed out to each student-athlete per the head coach's request. It is the Head Coach's and budget manager's discretion as to whether a student-athlete may retain athletics apparel items (*not equipment*) at the end of the individual's collegiate participation.

MISSING EQUIPMENT

If a student-athlete is missing a piece of equipment or uniform piece; the head coach should be notified immediately. Simultaneously, if the student-athlete voluntarily withdraws from the sport or is cut from the team and not all equipment issued to the student-athlete is not return, the student-athlete will have an account receivable hold placed on their record.

The student-athlete will not be permitted to register for the following semester until the hold is released. To release the hold, the student-athlete must either return the missing item(s) or pay the replacement cost.

NCAA COMPLIMENTARY ADMISSIONS

The UNCP Athletic Department, within the guidelines of the NCAA and Peach Belt and Mountain East Conferences, have established the following policy concerning complimentary admissions:

Student-athletes, in the sport they participate, shall receive up to four complimentary per home contests in which admission is charged. Away contests shall be no more than four, but is dictated by contractual agreement of the home team or Conference guidelines.

STUDENT-ATHLETE TEAM TRAVEL

Student-athletes are required to travel to and from competitions through official team travel unless otherwise approved in writing by the head coach and Director of Athletics. The use of tobacco products, illegal drugs, and alcoholic products are not allowed on vans or buses under any circumstances. All vehicles should be cleaned of trash at conclusion of each trip.

For those approved to travel separately, a travel form is available in the Athletics Administration Suite. This approval also requires a waiver of liability from both the student-athlete and the parents (*or legal guardian*) regardless of the age of the student-athlete.

MISSED CLASS TIME FOR ATHLETIC ACTIVITIES.

In keeping with NCAA and institutional policies, class attendance is mandatory for our student-athletes. No class time shall be missed at any time (*i.e. regular academic term, summer term*) for practice activities except when a team is traveling to an away-from-home contest and the practice is in combination with the contest.

The NCAA championship practice exemption only allows student-athletes from the team representing the host institution at a conference or NCAA championship to be allowed to miss class time to attend practice activities in conjunction with the championship event.

Competition in a Braves' uniform is considered a University Sanctioned Event. Student-athletes should be given a Missed Class Form by their coaching staff at the beginning of each semester to provide to each professor regarding missed class times due to competition only. Be sure to communicate with your teachers about any assignments in advance; you will still be responsible for making up the material.

The NCAA mandates a seven-day break from all countable athletic-related activities in December. The NCAA Winter Break Period is December 20th-26th; student-athletes are able to receive benefits from the institution at 12:01 am on December 27th.

USE OF TOBACCO PRODUCTS

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition. In addition, UNC Pembroke has an additional University Smoking Policy concerning tobacco use. You are prohibited from using tobacco (smoking or smokeless) in any campus building. All UNC Pembroke state owned buildings, official meeting spaces (*including outdoor/athletic facilities*) and areas within 100 feet of all buildings are smoke free. Additionally, smoking is prohibited in all State owned vehicles (*including all golf carts, gators, etc.*).

VOLUNTARY AND SUMMER WORKOUT GUIDELINES

All summer workouts must be voluntary. In order for any athletically related 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 (*i.e. strength coach, trainer, manager*) any information related to the activity. In addition, no athletics department staff member who observes the activity (*i.e. strength coach, 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 (*i.e. 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 he/she elects not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives to a student-athlete based on his or her attendance or performance in the activity.

Incoming student-athletes may use UNC Pembroke facilities during the summer, provided the following guidelines have been met:

- The student-athlete has been admitted into Pembroke for the upcoming academic year; and,

The student-athlete has proof of a physical and cleared for physical activities through the head athletic trainer.

SOCIAL INJUSTICE STATEMENT

The University of North Carolina at Pembroke Athletics supports a department culture that values and respects the lives of our student body, student-athletes and staff. The Student-Athlete Advisory Committee (SAAC) and leadership across campus must continue to come together, more than ever, and stand with our African American teammates, friends, and colleagues in the fight for equality and justice. Together we can and do make a difference. We will never let our friends, teammates and coaches face this fight alone. Together as Braves, we will walk together and ensure that staff and students understand our commitment to not tolerate racism or bigotry in our Braves Family. We pledge to do everything in our power to ensure these behaviors are never present nor ignored when they come in contact with UNC Pembroke Athletics.

Important Resources

The University of North Carolina at Pembroke
1 University Drive
Pembroke, NC 28372
910.521.6227

UNC Pembroke Homepage: <http://www.uncp.edu/>

[UNC Pembroke Academic Calendar and Exam Schedules](#)

UNC Pembroke Athletics Department Homepage: <https://uncpbraves.com/>

UNC Pembroke Athletics Directory: <https://uncpbraves.com/staff.aspx>

[UNC Pembroke SAAC](#)

[UNC Pembroke Athletic Training](#)

[UNC Pembroke Athletic Performance](#)

BraveWeb (Registration/Student Information): <https://braveweb.uncp.edu/about/>

[Center for Student Success](#) (D.F. Lowry)

UNC Pembroke Canvas Link: <https://canvas.uncp.edu/login/ldap>

UNC Pembroke Student Handbook: <http://online.pubhtml5.com/yhzd/honj/>

Peach Belt Conference: <https://www.peachbeltconference.org/>

Mountain East Conference: <https://mountaineast.org/>

NCAA: <http://www.ncaa.org/>

NCAA Championships: <https://www.ncaa.com/>

NCAA Mental Health Best Practices: ncaa.org/mentalhealthresources

NCAA Eligibility Center: <https://web3.ncaa.org/ecwr3/>

National Letter of Intent: <http://www.nationalletter.org/>

Drug Free Sport Resource Exchange Center: <http://www.drugfreesport.com/rec>

Organization: NCAA Division II Password: ncaa2

Free Application for Federal Student Aid (FAFSA): <http://www.fafsa.ed.gov>