



WEST VIRGINIA
WESLEYAN

Department of Athletics
Student-Athlete Handbook

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From the Office of the Athletic Director

Welcome to the rich traditions, quality academics, and excellence in athletics that is our West Virginia Wesleyan Community. Congratulations to our new student athletes for the accomplishments and talents you have brought to Wesleyan as a member of our academic and athletic community. To those who are returning, congratulations on your successes thus far as a Wesleyan student-athlete. The opportunity afforded to you as a Wesleyan Bobcat Student-Athlete carries with it the responsibility to continue the proud tradition of academic, athletic, and personal excellence that has characterized our student-athletes.

As a student-athlete at West Virginia Wesleyan, you will be challenged to reach your full potential. You must be committed to excellence in athletics as well as excellence in academics. You will also be expected to exhibit leadership on campus and integrity in all you do. Our faculty and staff are committed to helping you reach your potential by providing an excellent learning environment, quality coaches and support staff, and improving athletics facilities.

Please familiarize yourself with the contents of this handbook and use the contents to guide you in your success here as a student-athlete.

Welcome to West Virginia Wesleyan and I wish all the best to each and every one of you.

Sincerely,

Randy Tenney
Director of Athletics

Mission Statement of West Virginia Wesleyan College

West Virginia Wesleyan College challenges its students to a life-long commitment to develop their intellectual, ethical, spiritual, and leadership potential and to set and uphold standards of excellence.

Firmly rooted in the liberal arts tradition and closely related to The United Methodist Church, the College is a community of learning based on fundamental principles formed at the intersection of Christian faith and liberal education: intellectual rigor, self-discovery, human dignity, mutual support, social justice, self-discipline, mental and physical wellness, the appreciation of diversity and the natural world, and the judicious use of resources.

The College recognizes and affirms its interdependence with the external communities-local, regional, national, and global-and its covenant with the people of West Virginia to share its educational and cultural resources.

West Virginia Wesleyan College prepares its students through its curriculum of arts and sciences, pre-professional and professional studies, and its rich campus life program. As a residential, undergraduate institution of higher education, the College aspires to graduate broadly educated men and women who:

- Think critically and creatively,
- Communicate effectively,
- Act responsibly, and
- Demonstrate their local and world citizenship through service.

Mission Statement of Department of Athletics

The Department of Athletics is an important component in fulfilling the overall mission and goals of West Virginia Wesleyan College. A high level of athletic achievement is emphasized, but never at the expense of personal and academic development. Student-athletes and coaches compete with the utmost integrity, and consistently strive to represent West Virginia Wesleyan College in exemplary fashion. We will adhere to the regulations and policies of the College, the MEC, and the NCAA.

The athletic experience will provide opportunities for personal growth, community engagement and servant leadership. The Department of Athletics recognizes that we compete not at Wesleyan, but for Wesleyan.

Athletic Department Philosophy

The athletic program contributes importantly to the fulfillment of the College mission and the goals of the Wesleyan Experience. Athletic competition offers the opportunity to strive for physical and mental excellence, while at the same time reaffirming our dependence on one another. Individual effort and teamwork combine to play a significant role in the total education of the student-athlete.

It is a privilege to be a West Virginia Wesleyan College student-athlete. That status confers on the student-athlete the responsibility to balance athletic endeavor with the traditional demands and opportunities of a rigorous academic program. The athletic program recognizes the centrality of the academic program and strives to supplement that experience in ways that have a lifelong positive influence on athletes. Learning opportunities in commitment, sacrifice, teamwork, and goal achievement present themselves on a daily

basis. The athletic department strives to develop citizen leaders who are engaged on campus and in the community.

The importance of winning never compromises the values and standards of the athletic program, the College, the Mountain East Conference, or the National Collegiate Athletic Association. West Virginia Wesleyan subscribes to and promotes good sportsmanship and ethical conduct by its student-athletes and coaching staffs, all of whom are expected to adhere to College policies and standards. In this environment, there shall be no discrimination based on creed, religion, national or ethnic origin, age, race, color or sexual orientation.

[WVWC Title IX](#)

West Virginia Wesleyan College is committed to creating and maintaining a learning and work environment that is free from discrimination. This Title IX Sexual Harassment and Non-Discrimination Policy prohibits sex-based discrimination, including sex-based harassment, in all operations of the College, as well as discrimination of all protected classes as outlined in West Virginia Wesleyan College's Non-Discrimination Statement.

The Policy is intended to meet the College's obligations under Title IX of the Education Amendments of 1972 ("Title IX"); the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), as amended by the Violence Against Women Reauthorization Act of 2013 ("VAWA"), with respect to its application to sex-based misconduct; and other applicable law and regulations.

The College is committed to the principles of academic freedom and freedom of expression and the Policy should be interpreted, and will be applied, consistent with both of these principles.

The Policy also prohibits retaliation against an individual: (1) who makes a report or files a Formal Complaint of Title IX Sexual Harassment or Discrimination; (2) about whom a report is made or against whom a Formal Complaint is filed; (3) who participates in the reporting, investigation, or adjudication of possible violations of this Policy; or (4) who engages in good faith opposition to what another individual reasonably believes to be Title IX Sexual Harassment or Discrimination under this Policy.

The College's Title IX Coordinator is responsible for administering the Policy and related procedures. Any inquiries about the Policy or procedures should be referred to the College's Title IX Coordinator, Amy Kittle, who may be contacted as follows: 304-621-1316, kittle.a@wvwc.edu or titleix@wvwc.edu

[NCAA Division II Philosophy](#)

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution [1](#), 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 well-being and academic success of the participating student-athlete is of primary concern.

Higher education has lasting importance on an individual's future success. As such, Division II supports the educational mission of college athletics by fostering a balanced approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. Division II athletics programs also are committed to establishing an inclusive culture in which persons of all backgrounds are respected and given the opportunity to provide input and to participate.

Division II members abide by the following principles that help define and distinguish the division:

- (a) Division II colleges and universities are expected to operate their athletics programs with integrity and in a welcoming manner that complies with conference and NCAA rules and regulations. Institutional control is a fundamental principle that supports the institution's educational mission and assumes presidential involvement and oversight; *(Adopted: 1/21/17 effective 8/1/17)*
- (b) Division II members fund their athletics programs in a manner that aligns with the institution's budget and educational mission. This method of funding features a "partial scholarship" model that allows Division II schools to recognize student-athletes for their skills through athletics-based grants, but student-athletes can accept merit-based aid and academic scholarships as well; *(Adopted: 1/21/17 effective 8/1/17)*
- (c) Division II believes in a balanced approach that integrates athletics into the college experience and allows students to focus on their academic pursuits and participate in other campus and community activities. This "Life in the Balance" emphasis facilitates learning through: *(Adopted: 1/21/17 effective 8/1/17)*
- (1) **Academics.** Division II offers exceptional teacher-student ratios that provide student-athletes with a quality education in the academic curriculum of their choice. The division structures its eligibility requirements to facilitate student-athletes earning their degrees, which is measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body; *(Adopted: 1/21/17 effective 8/1/17)*
- (2) **Athletics.** Division II supports athletics achievement through highly competitive programs that strive to participate in the division's 25 national championships, which offer the best access ratio among the NCAA's three divisions. Division II also supports a regionalization model in scheduling that reduces time away from campus and keeps athletics participation in perspective within the educational mission; *(Adopted: 1/21/17 effective 8/1/17)*
- (3) **Community Engagement.** Division II athletics programs actively engage with their communities to enhance relationships between student-athletes and community members and develop a shared civic experience. Division II promotes engagement at the local, conference and national levels, including at all Division II national championships; and *(Adopted: 1/21/17 effective 8/1/17)*
- (4) **Post-graduation Success.** Division II supports a higher education model that shapes student-athletes who graduate with the skills and knowledge to be productive citizens. The balanced approach allows student-athletes to focus on their academic pursuits, their internships, and whatever else it takes to prepare them for life after graduation; *(Adopted: 1/21/17 effective 8/1/17)*
- (d) Division II members support the utmost in sportsmanship by committing to a "game environment" initiative that establishes an atmosphere at athletics contests that is both energetic and respectful; and *(Adopted: 1/21/17 effective 8/1/17)*
- (e) Division II promotes student-athlete involvement in decision-making through campus, conference and national Student-Athlete Advisory Committees that provide leadership opportunities and offer a representative voice in the division's governance structure. *(Adopted: 1/21/17 effective 8/1/17)*

NCAA Student-Athlete Ethical Conduct

The NCAA outlines the Ethical Conduct expectations for student-athletes in Bylaw 10 of the NCAA Division II Manual. In summary:

- a. You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]
- b. You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1(a)]
- c. You are not eligible to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the institution or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]
- d. You are not eligible to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling. [Bylaw 10.3]
- e. You are not eligible to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaws 10.1 and 14.01.3.3]

MEC Purpose

The purpose of the Conference shall be to assist its member institutions to build and maintain intercollegiate athletics programs that are compatible with the highest standards of education and competitive sports. To this end, through the orderly establishment and enforcement of legislation, the Conference shall:

- 2.1 Demonstrate that conference policies make intercollegiate athletics an integral part of the total educational mission of its member institutions.
- 2.2 Promote, conduct, and regulate intercollegiate athletics among the institutions of this Conference.
- 2.3 Demonstrate sound academic practices for, and contribute to the total personal development of, student-athletes with the ultimate goal being graduation.
- 2.4 Demonstrate excellence in athletic performance by our student-athletes.
- 2.5 Promote and align its operations and activities with the Division II Strategic Plan, Strategic Positioning Platform, and Division II Strategic initiatives especially as they pertain to community engagement and game environment.
- 2.6 Demonstrate a commitment to function as a Division II Model Conference.
- 2.7 Stimulate good sportsmanship and a positive game environment for players, coaches, and fans.
- 2.8 Promote mutual trust and friendly intercollegiate athletic relations between member institutions and their constituent groups.
- 2.9 Be proactive in assisting member institutions to follow NCAA rules and regulations as they build programs consistent with the principle of the Division II Mountain East Conference Constitution ~Page 1 Model Athletic Program.

- 2.10 Assist member institutions with opportunities for professional development of their administrators, coaches, and student-athletes.
- 2.11 Promote active involvement on the part of all constituents in conference and NCAA governance.
- 2.12 Demonstrate a commitment to inclusion and gender equity

Gender Equity Statement

The Athletic Department of West Virginia Wesleyan College will strive to provide gender equitable opportunities for our student-athletes as is governed by Title IX and the NCAA. No individual should be discriminated against on the basis of gender.

Transgender Athletic Participation Policy

West Virginia Wesleyan College will adhere to the policies promulgated by the NCAA and/or the Mountain East Conference respecting all matters pertinent to transgender student-athletes. In any event that state or federal law supersedes NCAA and/or MEC policies, then WVWC will adhere to the applicable state or federal law. Please contact the Director of Compliance for further guidance on any policies or laws.

WVWC Student-Athlete Conduct

West Virginia Wesleyan College holds high expectations and standards of conduct for students that wish to participate in intercollegiate athletics. Student-athletes are regarded in every way as members of the student body. Student-athletes are expected to participate positively in student life and are encouraged to take full advantage of the total educational opportunities offered by the institution.

Student-athletes are expected to follow the Code of Conduct outlined in the Student Handbook. This handbook also contains an overview of the Judicial System and the disciplinary procedures. In addition to the policies and expectations outline in the [Student Handbook](#), the Department of Athletics holds student-athletes responsible for additional policies that reflect the attitudes and values of the College, contribute positively to the institution's reputation, and ensure that student-athletes represent the College with the highest level of integrity. These policies are outlined below. Additionally, student-athletes are responsible for abiding by any additional standards of conduct as implemented by their respective coaching staff.

Conditions of Participation

Participation in the intercollegiate athletic program at West Virginia Wesleyan College is viewed as a privilege and not a right. All student-athletes are expected to act in accordance with NCAA Legislation, MEC regulations, and the West Virginia Wesleyan College Student Code of Conduct at all times. Failure to do so may result in suspension or dismissal from an athletic team.

Sportsmanship

The Athletic Department of West Virginia Wesleyan College is committed to holding all student-athletes, staff members, and spectators to a high standard of sportsmanship. This includes showing respect for self, teammates, coaches, staff members, spectators, and opponents at all times, both on and off the field.

Student-athletes are a visible representative of West Virginia Wesleyan College and must honor the responsibility that accompanies that privilege.

Hazing

The Department of Athletics is committed to promoting a safe environment where students may participate in athletics without compromising their health, safety or welfare. It is, therefore, the College's policy that hazing is prohibited. The impact of hazing activities can result in irreparable harm to its victims, their families and the College community, undermining the value of these experiences for many individuals. Prevention of hazing is the responsibility of every member of the College community. Each organization on campus, as well as each individual, must accept the personal obligation to uphold the basic community values of being just, civil and respectful of the rights of others, and College policies.

The complete hazing policy can be found in the Student Handbook. Specific portions of this policy are included below, but it is the responsibility of each student-athlete to read it in its entirety. Student-athletes will be held to this campus-wide standard and no hazing will be tolerated.

Alcohol Consumption and Hazing

Any consumption of alcohol, other drugs, or other substances that is "an explicit or implicit condition for initiation to, admission into, affiliation with, or continued membership in a group or organization" is hazing. This definition is applied regardless of the level of pressure to drink and will be classified as a level one offense.

Disciplinary Oversight of Reported Incidents

The "committee on hazing" will oversee all reports concerning suspected hazing activities with individuals and/or organizations for an appropriate institutional response. The committee will determine the level of concern and then assign jurisdiction to address the reported violation. The committee reserves the right to adjudicate the case or defer to other prearranged procedures such as a "show cause hearing" with Greek life organizations or refer the case to the College's judicial system. A minor incident may be referred back to the advisor, coach, or self-governing board for remediation of the reported concern; and, the abovementioned must reply back with a written report of corrective action to discourage any further violation. All records of hazing incidents will be maintained with the Chief Judicial Officer to inform the College of any problematic trends, while assisting the institution in its efforts to respond with appropriate consequences for any repeat offender(s).

Social Media

The Athletic Department has chosen to implement a social media policy to protect the image of our student-athletes, athletic teams, department, and institution. All student-athletes at West Virginia Wesleyan College represent the Athletic Department and College at all times and are expected to act accordingly in any social media activities in which they choose to engage. With this in mind, the following behavior is prohibited:

- Posting comments, photos, videos, etc. showing the use of underage alcohol consumption.

- Posting comments, photos, videos, etc. showing alcohol consumption or tobacco use while wearing any West Virginia Wesleyan College apparel.
- Posting comments, photos, videos, etc. that condone any illegal activity.
- Posting comments, photos, videos, etc. that are disparaging in any manner to any other student, staff member, or the institution.

Student-athletes that are found to have violated this social media policy will meet with their respective coaching staff and the Director of Athletics. Any further penalties will be determined by the Head Coach and Director of Athletics on a case-by-case basis.

Personal Conduct

The Athletic Department reserves the right to hold student-athletes responsible for personal conduct choices. This includes consequences for, but not limited to, fighting, violations of state and federal law, imprisonment, and drug and alcohol arrests. These instances will be handled on a case-by-case basis as in deemed appropriate by the Director of Athletics and Head Coach.

Team Travel and Conduct

Transportation to intercollegiate athletic contests is provided by the College. Student-athletes are not permitted to arrange alternate transportation unless approved in advance by the Head Coach and Director of Athletics.

While traveling, student-athletes are ambassadors of West Virginia Wesleyan College and the greater Buckhannon community. As such, all student-athletes are expected to abide by the following personal conduct guidelines:

- Student-athletes are expected to dress in a manner that is appropriate and modest.
- No alcohol may be consumed, regardless of age, while representing the College.
- Student-athletes are expected to refrain from swearing and derogatory comments while representing West Virginia Wesleyan College.
- Follow and abide by any additional rules and regulations pertaining to travel as developed by each coaching staff.

Eligibility - Academics

All student-athletes must be certified as eligible prior to participation in intercollege athletic competition. Additionally, student-athletes must be enrolled in 12 credit hours at all times in order to practice, compete, or receive athletics aid (bylaw 14.1.7.1).

First-Year Student Eligibility

Initial eligibility certification for a student-athlete enrolling at West Virginia Wesleyan College as an entering freshman with no previous full-time college attendance is handled primarily through the NCAA Eligibility Center. In order to be certified as eligible to practice AND compete in intercollege athletics at West Virginia Wesleyan College, the student must:

- 1) Receive Amateurism Certification from the NCAA Eligibility Center
- 2) Be certified as a Qualifier by the NCAA Eligibility Center (bylaw 14.3.1.1)

First-year student-athletes who do not meet the requirements for Qualifier status but who have graduated from high school and meets the requirements set forth in the initial eligibility index set forth in bylaw 14.3.1.3.1 is deemed a Partial Qualifier and will be eligible to receive financial aid and practice in on-campus practice facilities. Partial Qualifiers are NOT eligible to represent West Virginia Wesleyan College in competition.

Returning Student Eligibility

Returning students must meet the following criteria to be eligibility to represent West Virginia Wesleyan College in intercollegiate athletics competition:

- 1) Be in Good Academic Standing (bylaw 14.4.3.1)

Students at WVWC are required to maintain a cumulative GPA of 2.0 or above.

- 2) Earn NINE Credit Hours in Last Full-Time Term of Enrollment (bylaw 14.4.3.2)

Students must earn a minimum of NINE credit hours in the previous full-time term of enrollment.

- 3) Earn 24 Credit Hours in the Preceding Two Semesters (bylaw 14.4.3.4)

Students must earn a minimum 24 credit hours in the two preceding semesters and summer school.

- 4) Earn at least 18 of the 24 Credits during Regular Academic Term (bylaw 14.4.3.3)

Students must earn at least 18 hours of the required 24 hours during the regular academic year. A maximum of 6 credit hours may be completed during a non-traditional term, including Summer Term.

- 5) Grade Point Average (bylaw 14.4.3.5)

Student-Athletes enrolled at West Virginia Wesleyan College must maintain a cumulative 2.0 grade point average to remain in Good Academic Standing and eligible for competition following their first year of enrollment.

- 6) Designation of Degree (bylaw 14.4.3.6)

Student-athletes at West Virginia Wesleyan College must designate a degree by the beginning of their fifth full-time semester of enrollment. Once a degree is designated, all hours to satisfy the above progress-toward-degree legislation must count toward the designated degree program.

If a student-athlete satisfies all of the above requirements, they will be certified as eligible to compete in intercollegiate athletics for West Virginia Wesleyan College. If they do not meet these requirements, they will be ineligible for competition unless they meet a progress-toward-degree exception or are eligible for a progress-toward-degree waiver. Students will be evaluated for an exception or waiver on a case-by-case basis as deemed appropriate by the Department of Athletics.

Transfer Student Eligibility

Transfer student eligibility will be determined by the staff of the Department of Athletics on a case-by-case basis, in accordance with NCAA Division II Regulations.

Two Year College Transfers – in order to compete during the first academic year, a two-year college transfer must fall into one of the following areas of completion:

- 1) GRADUATED: Graduated from a two-year college, attended at least two full time semesters at the two year and successfully completed nine or more credit hours in the last full-time enrollment term
- 2) ONLY ONE SEMESTER ATTENDANCE: Only attended a two-year college for one semester, was a NCAA qualifier, never attended a four-year institution, successfully completed 12 TRANSFERRABLE hours and presents a minimum GPA of a 2.2
- 3) ALL OTHER TWO-YEAR TRANSFERS: attended at least two semesters of fulltime enrollment, satisfactorily completed an average of 12 TRANSFERRABLE credit hours (only two physical education activity hours maybe used towards this average), successful completion of six transferrable English hours, three transferrable math hours, and 3 semester hours of natural or physical science, successfully completed nine or more credit hours in the last full-time enrollment term, and presents a minimum GPA of a 2.2

Four Year College Transfers – in order to compete during the first academic year, a four-year transfer must fall into one of the following transfer exceptions:

- 1) Educational Exchange
- 2) Discontinued Academic Program
- 3) Military Service, Religious Mission
- 4) Discontinued/Non-sponsored sport
- 5) Two-Year Nonparticipation or minimal participation
- 6) Non-recruited Student
- 7) Return to Original Institution w/o participation or minimal participation
- 8) One-time transfer
 - a. Transfer must be in good academic standing from previous institution and must have passed nine credit hours in last full-time enrollment

West Virginia Wesleyan College Athletic Department – Academic Progress Standards

Following the conclusion of the student-athlete's first fulltime semester of enrollment at WVWC, the student-athlete must have accrued a minimum, cumulate grade point average (GPA) of 2.05 in order to remain in continued, acceptable academic standing with our College. Any failure to attain the minimum and progressive GPA's set forth on the chart set forth below shall result in the student-athlete being placed on "Academic Alert." If placed on "Academic Alert," the student-athlete shall remain athletically eligible to participate in their athletic program(s) provided that other NCAA eligibility standards are met notwithstanding our College's heightened academic standards.

The student-athlete shall be deemed to be at least temporarily ineligible to participate in their athletic program(s) in any event that the student-athlete is placed on “Academic Alert” for any two (2) consecutive semesters. The student-athlete further may be subject to temporary suspension of athletic scholarship funding aid during this time.

The student-athlete shall be deemed to be permanently ineligible to participate in their athletic program(s) at WVWC at any time following the placement on “Academic Alert” for any third semester, whether consecutively incurred or not. The student-athlete further may be subject to permanent loss of athletic scholarship funding aid upon placement on “Academic Alert” for a third semester.

End of student-athlete’s:	Required Cumulative GPA
First Semester (1 st)	2.05
Second Semester (2 nd)	2.10
Third Semester (3 rd)	2.15
Fourth Semester (4 th)	2.20
Fifth Semester (5 th)	2.25
Sixth Semester and on	2.3

*Semesters from previous institutions apply to progression.

Transfer Policy

Per bylaw 13.1.1.2.1 a student may initiate the notification of transfer process by providing Wesleyan with a written notification transfer at anytime. Students wishing to enter the NCAA Transfer Portal must complete an education module located on ncaa.org. Upon completion, Wesleyan will place the SA in the NCAA transfer portal within seven days of the receipt of a written notification of transfer from the student-athlete. An e-mail to the Director of Compliance AND completion of the [transfer portal form](#) constitutes as a written request.

To utilize 14.5.5.3.9 One-Time Transfer Exception, a student must provide written notification of transfer to the institution by June 15th

Countable Athletically-Related Activities (refer to figure 17-3 in NCAA manual)

Countable athletically related activities are limited by NCAA legislation to 20 hours during the competition season 8 hours out of season, and 15 hours during the non-championship segment. Countable athletically-related activities include any required activity with an athletics purpose at the direction of, or supervised by, a member of the coaching staff.

What Counts?	What Does Not Count?
Competition	Any athletically related activity organized by other student-athletes, provided not done at direction of coach or required for participation in that sport
Individual workouts, as required or supervised by a coach	Academic meetings, compliance, study hall, or tutoring sessions
Observation by a coach of a pick-up game	Attendance at awards or celebratory banquet
Participation in camps or clinics	Voluntary strength and conditioning programs

Participation of student-athletes in a tryout involving prospective student-athletes	Medical examinations or treatment
Practice	Meetings with a coach regarding non-athletics matters
Team meetings, review of game film, setting up defensive/offensive alignment	Participation in fundraising activities, community services, or community engagement
Required preparation of playing field for competition	Required preparation of playing field for practice
Required weight training or conditioning	Travel to and from practice or competition
Visiting competition site in cross country or golf	Competition related meals
Required athletics meetings with a coach	Team entertainment activities (leadership training and/or team building)

Sports often differ in how the seasons are calculated. Please contact the Director of Compliance or the coaching staff for questions and/or inquiries for sport specific segments and countable athletically related activities.

Academics

Student-Athlete Academic Services

Academic Services are made available to all student-athletes by the Director of Compliance and Academic Services. This includes access to advising, registration assistance, assistance with major selection, career planning, and life skill development.

The Learning Center

The Learning Center promotes the academic success of students who are at risk due to diagnosed disabilities and insufficient preparation. In addition, all Wesleyan students are given the opportunity to be supported by instruction in college level learning strategies and through the outreach of the Walk-In Tutoring System. Finally, the Learning Center staff is charged with ensuring College compliance with the Americans with Disabilities Act (ADA) for all students who qualify for this protection. The following services are provided by The Learning Center:

- One-on-one academic strategy guidance
- Support for the transition to college level academics
- Exploration of individual factors influencing student motivation
- Assistance with academic goal setting, self-monitoring, and organization skills
- Small group study strategy classes (COLL 104)
- Walk-in Peer Tutoring System certified by the College Reading and Learning Association
- Centralized services for students with diagnosed learning disabilities
- Assistive Technology and Study Lab with state-of-the-art software, opened during the day and week-day evenings (Monday - Thursday)
- Lindamood-Bell ® Learning Methods (DEVL 040 - 043, fee-based)
- The Mentor Advantage Program - Transition and Persistence Phase (fee-based)
- Professional Tutoring, through the Mentor Advantage Program (fee-based)

- Professional staff with graduate degrees in Education, Psychology, Special Education, Counseling, and Reading

Class Attendance

Regular class attendance is essential to a college education and is expected of all student-athletes at West Virginia Wesleyan College. It is each student-athlete's responsibility to be aware of each professor's attendance policy and to be present at each class session.

Travel Policy

Student-athletes are responsible for communicating with faculty members regarding all absences due to intercollegiate athletic competition. Each student-athlete should present a copy of their team's schedule to each instructor at the beginning of the semester to arrange to make up work missed due to team travel. Failure to notify instructor of classes to be missed could result in unexcused absences.

Course Selection and Registration

All students must register at the beginning of each semester, May Term, or summer term by the official deadline published in the College calendar. Students in residence during any semester or summer term are urged to preregister for the upcoming semester, academic year, May Term or summer term on dates designated. Students must gain schedule approval from their Academic Advisor.

The Director of Compliance and Academic Services will review student-athlete's schedules as requested but final schedule approval must come from the student-athlete's Academic Advisor.

Declaration of Major

All students are required to complete a major program of study in order to graduate. Students must declare their major by the beginning of their 5th semester of enrollment. A list of majors is available in the Undergraduate Catalog.

Tutoring

Walk-In Peer Tutoring is available to all students at West Virginia Wesleyan College through the Learning Center. The tutoring program is offered at no cost to students and is certified by the College Reading and Learning Association. Subjects offered and a tutor schedules are available in the Learning Center, Athletic Office, or on the Athletic Department website.

Financial Aid

The awarding of athletic aid is based on the **recommendation of the coaching staff for each sport** and shall not be awarded in excess of one academic year. These awards may be renewed, at the coach's discretion, each year for period of four or five years.

Athletic financial aid may be reduced or cancelled during the period of the award if a student-athlete:

1. Renders himself or herself ineligible for intercollegiate competition.
2. Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement.
3. Fails to adhere to West Virginia Wesleyan College's Student Handbook and its standards and code of conduct resulting in probationary status.
4. Voluntarily withdraws from a sport for personal reasons.

The recruitment of new student-athletes must meet one of the following criteria to be considered for athletic related financial aid:

- Graduates from high school with a 2.5 or above cumulative GPA
- Transfer students have a 2.3 or above cumulative TRANSFERRABLE GPA

Waivers

Medical Hardship

A student-athlete may apply for a hardship waiver if an injury is sustained during the individual's athletic season. The waiver may not be completed until the conclusion of the sport season. In order to be eligible for a hardship waiver, the student-athlete must have participated in less than 30% of contests in the season in question and the injury occurred prior to the first competition of the second half of the playing season (figure 14-9 in the NCAA compliance manual). The student-athlete is responsible for gathering necessary medical documentation. The Sport Information Director will provide individual and team statistics and the athletic trainer is responsible writing a brief narrative describing the nature of the injury and rehabilitation process. Once complete, the waiver application and supporting documentation should be submitted to the Mountain East Conference office.

NCAA Waivers

Initial Eligibility, Progress Toward Degree, or Legislative Relief waivers will be submitted to the NCAA on behalf of a student-athletes at the discretion of the Director of Athletics and Director of Compliance. These waivers will be handled on a case-by-case basis.

Athletic Training

All members of the WVWC Athletic Training Staff engaging in the treatment and disposition of student intercollegiate athletes are fully responsible to the team physician with respect to any and all matters which involve the health and medical welfare of the student athlete. The term "WVWC Athletic Training Staff"

shall be used to refer to the Director of Athletic Training, the Faculty Athletic Trainers, and the Staff Athletic Trainers. The term ATS (Athletic Training Student) shall be used to refer to those WVWC students who have been formally accepted and enrolled in the athletic training major.

A. Coordination of treatment of Athletic Teams:

1. Student athletes should be instructed to report all injuries and sickness to the Head Athletic Trainer for their respective sport. During the week all sickness should be immediately referred to the Health Center. The athletic training staff is not responsible for the treatment of sickness except in cases where the Health Center is not open or the team is away from campus at a scheduled athletic event.
2. When a physician is present on the practice or game field, all injuries should be seen by him or her before a player is allowed to continue practice or play. In the absence of a physician, the Head Athletic Trainer for that team shall be the final authority determining return to competition.
3. Directions of the medical staff must be implemented without alteration by members of the Athletics or coaching staffs.
4. Coaches shall neither require nor permit a sick or injured player to practice or participate in a game without approval of the medical staff.

B. Pre-participation Physical Exam:

The following is required of all intercollegiate athletes:

1. A pre-participation physical exam, including Sickie Cell testing, to be completed by the student-athlete's family physician (or a physician of choice) no earlier than one month prior to the first official day of practice is required of all new and returning WVWC athletes. Only the designated medical forms as provided by the WVWC Health Center and Athletic Department (see Section IV) may be used to verify that the examination was completed. Student-athletes will receive a copy of the required physical examination form by the college or forms are available through the WVWC Athletic website or by calling the athletic department. No athlete will be allowed to participate in a practice or game, nor receive treatment in the Athletic Training Facility, without completed student health/physical examination forms, proof of medical insurance on file and completed appropriate waiver/consent forms.

C. Athletic Injury Insurance

1. WVWC provides only excess coverage of athletic claims. Athletes who do not have primary insurance coverage may visit: www.ehealthinsurance.com, www.healthinsurance.com or an insurance agent of their choice. International student-athletes may seek information on primary insurance coverage through the Office of Student Accounts. Athletes are required to notify the athletic training staff of all special procedures or authorizations required by his or her plan. Determination of athletic claim payment is left to the authority of the claims administrator and excess policy insurance provider. Additional information on the policy can be obtained by contacting any member of the athletic training staff.
2. The Athletic Department will assume no financial responsibility for the following:
 - A. Routine medical, dental or optical care.

B. Medical care resulting from injury in anything other than a covered event and approved by the TPA (Third Party Administrator). A covered event is defined as a: sponsored and supervised (by a college official) athletic team in a scheduled game, official tournament or practice session; or while traveling **directly** to or from such game, tournament or practice session. Unsupervised athletic activity (e.g., Captain's practices, personal conditioning/workouts/weight training, etc.) is **NOT** considered a covered event.

C. Care of injuries not reported to the athletic training staff.

3. A "Student Procedures for Filing a Claim" document is available upon request from the Athletic Training Staff. This document details the directions for filing an athletic claim.

D. Athletic Training Service Delivery

Athletic Training Facility Rules

1. No food or drinks in the Athletic Training Facility or rehabilitation area.
2. The possession or use of smokeless tobacco or tobacco in any form is strictly forbidden in the Athletic Training Facility and rehabilitation area.
3. No foul or abusive language will be tolerated.
4. No cleated shoes of any kind.
5. Athletes receiving treatment after practice or a game should shower first.
6. No athletic equipment in the Athletic Training Facility or rehabilitation area.
7. No loitering. Only athletes receiving treatment or taping should be in the Athletic Training Facility and rehabilitation area.
8. The use of all supplies, equipment and modalities must be approved and supervised by a member of the athletic training staff. Supplies (tape, etc.) may not be removed without permission.
9. Shoes should be kept off taping and treatment tables.
10. CLEAN UP YOUR OWN MESS!!

Improper use of the Athletic Training Facility or rehabilitation facilities, or violation of Athletic Training Facility rules may result in immediate expulsion from the facility.

General Instructions

1. The athletic training staff and athletic training students are responsible for treating intercollegiate athletes only. Emergency first aid may be offered to students and intramural participants during regular Athletic Training Facility hours only. All injured students and intramural participants should be referred to the Health Center (non-emergency), St. Joseph's Hospital, Buckhannon Medical Care or appropriate medical facility of their choice.
2. It is the policy of the WVWC Athletic Training Department to de-emphasize taping. Taping is to be done only when medically necessary or deemed necessary in the athletic trainer's judgment. All athletes receiving taping must be in a supervised rehabilitation program.

3. WVWC does not provide specialized or custom braces nor orthotics. Students may purchase various braces through the athletic training department. It is recommended that the student seek a physician's prescription for a brace for insurance purposes. Orthotics may be fitted by the athletic training staff or the athlete may be referred to HealthWorks Rehab & Fitness through the team physician. The price list for such products is located in the Coordinator of Athletic Training Services Office. Billing is done through the student's account at the College.
4. Head coaches should receive a daily injury report. Whenever possible, the athletic trainer should present the report to the head coach in person so that player injury status may be discussed and questions may be answered directly.
5. No medications may be dispensed to an athlete without first receiving approval from the athletic training staff or in the case of NSAIDs the permission of the team physician.
6. Any athlete who is referred to the emergency department, out-patient services (lab or x-ray, MRI), other hospital services (i.e., surgery), doctor's office, HealthWorks, etc. must have his or her insurance information on hand. Transportation to/from medical appointments is not provided. The Athletic Training Staff will work with the student-athlete, coaching staff and other campus departments to attempt to secure transportation for a student-athlete that is unable to find their own transportation.
7. Athletes who receive an injury to their lower extremity rendering them unable to walk without a limp or pain should be fitted with crutches. Instructions on how to use the crutches should also be provided at the time of the fitting.
8. Any supplies, braces or equipment (crutches, knee splints, ankle immobilizers, soft collars, etc.) loaned to an athlete, student or coach should be recorded on the equipment sign-out sheet kept in the brace storage cabinet. When the athlete returns the equipment, his or her name should be checked off and the athletic trainer receiving the equipment should place his or her initials near the check mark. Athletes who fail to return loaned items are billed at the end of each semester.

Student-Athlete Advisory Committee (SAAC)

The Student-Athlete Advisory Committee is an organization of student-athletes charged with providing insight on the student-athlete experience. The NCAA requires that each member institution sponsor a SAAC organization. The primary purposes of SAAC are to represent the student-athlete voice on campus, respond to proposed NCAA legislation, and organize community service efforts. At West Virginia Wesleyan College, two members of each athletic team will be selected by the coach to participate in SAAC. The WVWC SAAC will be governed by the constitution and bylaws adopted by the representatives. SAAC will meet twice a month.

COVID-19 Updates

For information pertaining to COVID-19, please refer to West Virginia Wesleyan's main page for campus updates including [athletics](#). For MEC COVID-19 information, please go to the website mountaineastconference.org and lastly for NCAA COVID-19 information, please go to the website ncaa.org/sport-science-institute/coronavirus-covid-19.

