



STUDENT-ATHLETE HANDBOOK

Department of Athletics
Young Harris College

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www.yhathletics.com



Dear Student-Athlete:

Welcome to Young Harris College and a new academic year. I hope the upcoming year is one of academic, athletic, and personal excellence.

As a student-athlete you are provided with an invaluable opportunity to complete a degree in higher education and compete in a sport that you love. The achievements and friendships that you will earn during this time will pave your path for a successful life.

Take advantage of your time on campus! Four years as a collegiate student-athlete will go by fast. Get involved in leadership opportunities on campus and in our community. It is our goal to prepare you for life after athletics!

You are subject to YHC policies and regulations that apply to all students. As a student-athlete, however, you are also subject to time commitments, physical demands, and public visibility that other students may not experience. This will require discipline and diligence on your part. We are here to support you, but you are ultimately responsible for your personal conduct, academic progress, and athletic success. Strive to be known as a person who has many abilities in addition to those specific to the sport in which you compete and continually improve yourself athletically, academically, and socially.

This Student-Athlete Handbook is provided to help you. Many questions regarding academic and athletic policies can be answered by reviewing this handbook. Please feel free to visit the athletic offices anytime should you have questions.

Good luck with the upcoming academic year!

GO MOUNTAIN LIONS!

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YHC Department of Athletics Information



Important Telephone Numbers

Area Code (706)

Department	Contact	Number
Director of Athletics	Aaron Bessey	379-5107
Senior Associate Director of Athletics for Internal Operations/SWA/ Title IX Coordinator	Anna Claire Knight	379-5296
Associate Director of Athletics for Sports Communications	Jonathan Hudson	379-5106
Assistant Director of Athletics for Facilities and Game Operations	Wayne McCullough	379-5043
Assistant Director of Athletics for External Operations	Maddie Urquiola	379-5021
Director of Sports Performance	Crystal McCullough	379-5159
Co-Faculty Athletic Representative	Jennifer Hallett	379-5133
Co-Faculty Athletic Representative	Alex Barns	379-5321
Associate Director of Athletics for Sports Medicine	Jared Sandler	379-5191
Athletic Training Room		379-5191
Admissions Office	Joy Hamm	379-5172
Business Office	Jeffrey Jones	379-5104
Office of Financial Assistance	Michelle Bernard	379-5162
Campus Police	Robbie Rich	379-4316
Registrar (Student Records)	Tammy Gibson	379-5125
Counseling Center	Nerissa Baker	379-5167
EMERGENCY		911

The Young Harris College Student-Athlete Handbook is updated annually by the Department of Athletics and posted to the website.

Nondiscrimination Policy

College policy and the laws of Georgia and the United States of America prohibit discrimination on the basis of race, creed, color, sex, national origin, disability, or veteran's status. Similar protection is given to the persons regardless of sexual orientation.

Disclaimer

The provisions of this resource guide are not to be regarded as an irrevocable contract between the student and YHC. YHC reserves the right to change any provision or requirements any time within the student-athlete's term of enrollment.



YHC Guide to Student Life

Please refer to the *YHC Guide to Student Life* that is made available free of charge to every student enrolled at YHC. To obtain a copy contact The Student Development Office (Pruitt-Barrett Building, 706-379-5118) or visit www.yhc.edu.



Department of Athletics Staff Directory

ATHLETIC ADMINISTRATION	Phone Number	E-Mail
Aaron Bessey - Director of Athletics	706-379-5207	abetessey@yhc.edu
Anna Claire Knight- Senior Associate Director of Athletics for Compliance/Senior Woman Administrator	706-379-5296	acknight@yhc.edu
Maddie Urquiola- Assistant Director of Athletics for External Operations	706-379-5296	murquiola@yhc.edu
Wayne McCullough – Assistant Director of Athletics for Facilities and Game Operations	706-379-5043	wmccullough@yhc.edu
Jonathan Hudson - Sports Communications	706-379-5106	jdudson@yhc.edu
Crystal McCullough – Director of Sports Performance	706-379-5159	cmcculough@yhc.edu
Spencer Mathis – Sports Communications Assistant		Smathis1@yhc.edu
Scott Terry – Creative Services		ssterry@yhc.edu
ATHLETIC TRAINING	Phone Number	E-Mail
Jared Sandler – Associate Director of Athletics for Sports Medicine	706-379-5191	jssandler@yhc.edu
Kelcie Matthews - Assistant Athletic Trainer	706-379-5161	kamatthews@yhc.edu
Kathleen Duncanson – Assistant Athletic Trainer	706-379-5175	kduncanson@yhc.edu
Hailey Haveck - Assistant Athletic Trainer	706-379-5175	hrhaveck@yhc.edu
Jordan Eddy - Graduate Asst. Athletic Trainer	706-379-5175	
Nicolai Lohman – Graduate Asst. Athletic Trainer	706-379-5175	
BASEBALL	Phone Number	E-Mail
Stephen Waggener - Head Coach	706-897-5320	stwaggener@yhc.edu
Corley Reynolds - Assistant Coach	706-897-5324	creynolds@yhc.edu



Cory Ewald – Assistant Coach	706-897-5324	cdewald@yhc.edu
MEN’S BASKETBALL	Phone Number	E-Mail
Jeremy Currier - Head Coach	706-379-5267	jdcurrier@yhc.edu
Jerel Chavis - Assistant Coach	706-379-5071	jchavis@yhc.edu
WOMEN’S BASKETBALL	Phone Number	E-Mail
Lindsey Huffman - Head Coach	706-379-5245	lmhuffman@yhc.edu
Allie Craig Cruce- Assistant Coach	706-379-5246	accruce@yhc.edu
CHEERLEADING	Phone Number	E-Mail
Shlea Wright – Head Coach	706-379-5242	swright@yhc.edu
MEN’S AND WOMEN’S CROSS COUNTRY	Phone Number	E-Mail
Matt Logan - Head Coach	706-379-5082	mjlogan@yhc.edu
MEN’S AND WOMEN’S GOLF	Phone Number	E-Mail
John Lichtenwalner	706-379-5072	jlichtenwalner@yhc.edu
MEN’S LACROSSE	Phone Number	E-Mail
Branden Geldart – Head Coach	706-379-5080	btgeldart@yhc.edu
Sam Scoba – Assistant Coach	706-379-5081	spcoba@yhc.edu
WOMEN’S LACROSSE	Phone Number	E-Mail
Christine Hatton - Head Coach	706-379-5079	chatton@yhc.edu
Ciara Moorman – Assistant Coach	706-379-5078	cmoorman@yhc.edu
MEN’S SOCCER	Phone Number	E-Mail
Dean Grey - Head Coach	706-379-5074	dcgrey@yhc.edu
Gavin Scott - Assistant Coach	706-379-5073	gscott@yhc.edu
Jon Krieger – Volunteer Assistant		
Pew Schmidt – Volunteer Assistant		
WOMEN’S SOCCER	Phone Number	E-Mail
Avram Allen - Head Coach	706-379-5075	atallen@yhc.edu
Michael Ohana - Assistant Coach	706-379-5076	mohana@yhc.edu
SOFTBALL	Phone Number	E-Mail
Jessie Homesley - Head Coach	706-379-5177	jdhomesley@yhc.edu
Sam Davis – Assistant Coach	706-379-5079	sdavis@yhc.edu



MEN'S AND WOMEN'S TENNIS	Phone Number	E-Mail
Marcy O'Connor – Head Coach	706-379-5257	mhoconnor@yhc.edu
WOMEN'S VOLLEYBALL	Phone Number	E-Mail
Jenny Michael – Head Coach	379-706-5167	jl michael@yhc.edu
Todd Raasch – Assistant Coach	379-706-5167	traasch@yhc.edu
CO-FACULTY ATHLETIC REPRESENTATIVE	Phone Number	E-Mail
Jennifer Hallett	706-379-5133	jhallett@yhc.edu
Alex Barnes	706-379-5321	apbarnes@yhc.edu



Department of Athletics

Purpose

The primary purpose of the Young Harris College Department of Athletics is to direct each student-athlete towards earning a meaningful degree, developing to their full potential as an athlete, and becoming a successful and well-rounded adult that will be a positive influence on the community.

To accomplish this, we provide each student-athlete with the opportunity to be involved in all areas of student life while at YHC and the knowledge to be successful in his/her career after graduation.

The Department of Athletics is also a source of pride for the student body and the community. Students can participate in athletics as athletes, managers, band members, or spectators. Off campus, the community shows their pride in our program through their support as sponsors, boosters, alumni, and spectators. For their support, we have an obligation to develop competitive teams that represent the quality and spirit of the college, and to treat our supporters with courtesy and respect.

The Department of Athletics also provides the opportunity to showcase YHC at state, regional and national competitions. Coaches and players are representatives of the College at these events and should exemplify, at all times, the integrity of our institution.

Department of Athletics' Philosophy Statement

Young Harris College is committed to a philosophy of institutional control of athletics, academic and fiscal integrity of our athletics program, and to the values and goals befitting an institution of higher learning. In support of this commitment, the Board of Trustees and all Department of Athletics employees have agreed to the following general principles as a guide to Young Harris College's participation in intercollegiate athletics:

1. The mission, including our core values, of this institution determines the standards by which we conduct our intercollegiate athletics program;
2. The responsibility for the administration of the department of athletics, including policies, personnel, and finances are vested in the President;
3. The health and well-being of the student-athlete will be of primary concern as decisions are made with regard to the administration of the department of athletics;
4. The College recognizes the need to "balance" the role of the athletics program to serve both the campus and the community;
5. The intercollegiate athletics program adheres to the principles of fair play and of amateur athletic competition as defined by NCAA legislation;
6. The College holds its coaches, administrators and student-athletes to the highest standards of sportsmanship and ethical conduct;
7. All coaches and administrators shall exhibit fairness, openness and honesty in their relationships with student-athletes;
8. Every student-athlete will receive equal and fair treatment;



9. The intercollegiate athletics program will strive for equitable participation and competitive excellence enhancing diversity and developing positive societal attitudes in all of its athletic endeavors;
10. The College believes in educating, inspiring and empowering its student-athletes through a comprehensive liberal arts experience that integrates mind, body and spirit;
11. The College believes in promoting the academic success of its student-athletes, measured in part by student-athletes graduating at least at the same rate as the regular student body.

Department of Athletics' Mission Statement

YHC Athletics develops holistic leaders while instilling the relentless pursuit of excellence.

Department of Athletics Priorities

1. Student-Athlete Success
2. Financial Performance
3. Diversity, Equity, and Inclusion
4. Facility Enhancement
5. Community & Alumni Engagement

Department of Athletic Core Values

The Athletics Department is committed to the following values. These values guide us in our pursuit of excellence.

- Sportsmanship
- Integrity
- Accountability
- Adaptability
- Competitiveness

History

Young Harris College has a long history of strong and successful athletics. Since 1916, the College has sponsored teams and individual competitors in a variety of collegiate sports. In the early 1920s, YHC became a member of the Southeastern Athletic Association and, in 1940, joined the National Junior College Athletic Association. Upon moving to a four-year institution, YHC competed as an independent with plans to transition to a NCAA Division II member. In July 2011, Young Harris College was accepted into the NCAA Division II Membership Process and in August 2012 was accepted as the member of the Peach Belt Conference. Young Harris College joined the Conference Carolinas in July 2023.

Athletics Teams

The Department of Athletics acts to ensure smooth and efficient operation of each of its 19 varsity athletic teams. YHC sponsors 9 teams for men and 9 teams for women and 1 coed team. Men's sports include: baseball, basketball, cross country, golf, lacrosse, soccer, indoor and outdoor track, and tennis. Women's sports include: basketball, cross country, golf, lacrosse, soccer, softball, indoor and outdoor track, tennis, and volleyball. The coed team is cheerleading.



NCAA Membership Status

Young Harris College is a NCAA Division II Member and a member of the Conference Carolinas.

Official Athletic Logos



Official College Logo



Student-Athlete Advisory Committee

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

Presently, there are separate national SAACs for NCAA Divisions I, II, and III. NCAA legislation mandates that all member institutions have SAACs on their respective campuses. Further, NCAA legislation requires that all member conferences have SAACs.

An Association-wide SAAC was adopted at the 1989 NCAA Convention and was formed primarily to review and offer student-athlete input on NCAA activities and proposed legislation that affected student-athlete welfare.

The initial national committee was comprised of student-athletes from all membership divisions for the purpose of ensuring that the student-athlete voice was one that accounted for the myriad of educational and athletics experiences of both female and male student-athletes at all NCAA member institutions. In August 1997, the NCAA federated along divisional lines. The federation caused the SAAC to expand to three SAACs representing NCAA Divisions I, II, and III.

Each national divisional committee is comprised of both female and male student-athletes charged with the responsibility of assisting in the review of NCAA proposed legislation and representing the voice of the student-athlete in the NCAA governance structure. Providing student-athlete input on issues related to student-athlete welfare that are division-specific accomplishes this. (Federation has increased student-athlete



participation in the governance process of intercollegiate athletics by increasing the number of SAAC members from the former Association-wide committee of 28 student-athletes to a sum total of 79 members serving on the national Divisions I, II, and III committees.

The input of the respective Divisions I, II, and III SAACs continues to be sought by a variety of constituencies within the Association. Student-athlete committee members have the opportunity to speak with their respective NCAA Management Councils, and the Divisions II and III SAACs continue to speak to legislative issues on the NCAA Convention floor.

National SAACs (Divisions I, II, and III) at a glance:

- Generate a student-athlete voice within the NCAA structure.
- Solicit student-athlete response to a proposed NCAA Legislation.
- Recommend potential NCAA legislation.
- Review, react, and comment to the governance structure on legislation, activities, and subjects of interest.
- Actively participate in the administrative process of athletics programs and the NCAA.
- Promote a positive student-athlete image.

YHC SAAC Advisor

Anna Claire Knight
(706) 379-5296
acknight@yhc.edu

SAAC Constitution and By-Laws

Article I: Name

This organization shall be known as the Young Harris College Student-Athlete Advisory Committee (SAAC).

Article II: Mission Statement

The mission of the YHC Student-Athlete Advisory Committee is to enhance the entire student-athlete experience by fostering a positive image, providing equal opportunity, and protecting the student-athlete welfare. Furthermore, the committee will strengthen communication between the student-athletes, the entire Athletic Department, and the College as a whole.

Article III: Guiding Principles

The Student-Athlete Advisory Committee will be guided by the principles of integrity, ethics, and fairness in conjunction with respecting diversity of sport, gender, and ethnicity.

Article IV: Purpose

- To promote student-athlete welfare on an institutional level.
- To provide student-athletes a voice on intercollegiate matters.
- To gain a student-athlete response on conference and NCAA legislation.
- To build a sense of community involving all athletics programs.
- To increase campus awareness of athletic events.
- To encourage student-athlete involvement in the surrounding community.

Article V: Composition of the SAAC

- Membership: The SAAC shall consist of two representatives from each varsity sport. From this body shall be elected an Executive Committee.
- Representatives: Any member who is eligible to participate in competition can represent their sport provided their coach selects them. These representatives must be student-athletes in



good standing with the college and eligible for NCAA competition. Membership on the SAAC will stand as long as the student-athlete participates in YHC intercollegiate athletics.

- Advisor: The advisor of the YHC Student Athlete Advisory Committee will be the Senior Woman Administrator. It is his/her responsibility to assist the officers in conducting the business of the committee. Director of Athletics will be an ex-officio member.
- Elections: The election of an executive committee shall take place during the second meeting of each academic year. The term of office for each officer shall be one academic year.
- Executive Committee:
 - This committee shall consist of a President, Vice President, Secretary, and Treasurer, and/or an Ex-Officio member.
 - President: Any member of the SAAC is eligible for this position. His/her responsibilities will be as follows:
 - Preside over each SAAC meeting.
 - Serve as student-athlete liaison to the Department of Athletics and college.
 - Function as the official spokesperson from the college SAAC to the conference SAAC, NCAA, and/or other intended parties.
 - Vice President: Any member of the SAAC is eligible for this position. His/her responsibilities will be as follows:
 - Preside over meetings when president is absent.
 - Exercises all functions of the president in the absence of the president.
 - Oversees subcommittees that may be formed as a response to the needs of the conference SAAC.
 - Monitor the actions of the NCAA Division II SAACs.
 - Perform all duties that are required of the office by the committee.
 - Secretary: Any member of the SAAC is eligible for this position. His/her responsibilities will be as follows:
 - Create an agenda for each SAAC meeting.
 - Maintain attendance records for each SAAC meeting.
 - Record the official minutes of each SAAC meeting. A copy of the minutes should be emailed to the Director of Athletics, head coaches, and SAAC members.
 - Document all SAAC community service and engagement projects.
 - Public Relations Manager: Any member of the SAAC is eligible for this position. His/her responsibilities will be as follows:
 - Responsible for updating the SAAC Facebook page.
 - Responsible for keeping the SID informed of any SAAC Sponsored events and assist with press releases as necessary.
 - Ex-Officio: This position shall be utilized only when a student-athlete has completed his/her eligibility and continues to represent Young Harris College as a SAAC representative at the conference level.
- Meeting: The Executive Committee shall meet once prior to each scheduled SAAC meeting. Additional meetings may be called as needed.
- Duties: The duties of the Executive Committee shall include:



- Setting meeting times and agendas for the SAAC.
- Establish subcommittees that coincide with the objectives and goals the Executive Committee deems appropriate.
- Monitoring the progress of assigned subcommittees.

Article VI: Meetings

- **Schedule:** The SAAC shall meet once monthly during the fall and spring semesters. Additional meetings may be called as needed and cancelled when deemed appropriate.
- **Attendance:** Representatives are expected to attend every SAAC meeting. In the event that a SAAC member cannot attend a meeting, he/she must inform the advisor or a member of the Executive Committee. One unexcused absence is allowed per semester. A second unexcused absence will result in immediate removal from the SAAC, with the approval of the Executive Committee. The only acceptable absences will be for scheduled competition, extreme illness, or family/personal emergencies.
- **Objectives:** The meeting objectives are to discuss any or all of the following:
 - Community involvement of the SAAC.
 - Overall academic, social, and athletic welfare of all student-athletes.
 - Fundraising projects.
 - Promotional ideas.
- **Voting:** All members of the SAAC will have one vote, except for the President. The President shall act as tiebreaker, if necessary. A vote will pass if a majority (51%) of the committee agrees.

Article VII: Community Service and Community Engagement

- Each school year the Young Harris College SAAC shall organize a community service project and a community engagement project. All teams and team members are expected to participate in at least one of the events.

Community Engagement Activities

Young Harris College is committed to being an integral part of the local community. The YHC Department of Athletics, throughout the academic year, will strive to provide multiple opportunities for community engagement events on the YHC Campus.

The ROARIES

The YHC ROARIES is conducted at the end of the Spring Semester each academic year to recognize its student-athlete's academic and athletic achievements.

Student-Athlete Awards

Luke Rushton Senior Scholar-Athlete Award

Junior Scholar-Athlete Award

Sophomore Scholar-Athlete Award

Most Promising Freshman Scholar-Athlete Award

SAAC will determine remaining awards

Student-Athlete Expectations & Code of Conduct

Student-Athlete Expectations

- Understand that earning a degree is the primary goal of the student-athlete.
- Meet all academic responsibilities, including regular class attendance and the completion of all assignments in a timely manner.
- Comply with all rules and regulations of the NCAA and the college and understanding that it is each student-athlete's responsibility to be knowledgeable of these rules.
- Meet regularly with faculty/academic advisors.
- Strive to be involved as a full-fledged member of the college community and make a strong effort to derive as much as possible out of the educational experience. This includes establishing open and mature relationships with faculty and staff.
- Understand the support resources that are available in the academic advising area of the college and assume the responsibility to seek assistance when it is needed.
- Understand that the assumption of personal responsibility is at the heart of the educational experience. All student-athletes should constantly be aware that they represent the college, the athletic department, and their team. Upper-class student-athletes should consciously strive to serve as exemplary role models for new student-athletes.
- Make a complete commitment to academic integrity. It is absolutely essential that every student be thoroughly familiar with the honor system and that all aspects of college life be conducted in accordance with the honor system.

Remember that you are a STUDENT before you are an Athlete.

YHC Student Rights and Responsibilities

At Young Harris College, a prevailing atmosphere of civility and mutual respect in service to the academic mission is expected. Admission to the YHC community carries with it certain rights and responsibilities concerning personal conduct. These rights and responsibilities will remain throughout the tenure of a student's enrollment at Young Harris College, including during and between academic terms.

Students have the right to:

- Freely pursue their educational goals.
- Consistent and thoughtful evaluation of their academic work.
- Provide constructive feedback regarding teaching, curriculum, and College services via institutional evaluations and surveys.
- Be treated with respect and free from harassment, physical threats, and discrimination by all members of the College community.
- Expect the College to take appropriate and necessary measures in the maintenance of a safe and healthy living and learning environment.
- Express, and peacefully assemble for the purpose of expressing, their views on issues of personal and public concern.
- Participate in governance through membership in recognized student organizations.
- Privacy of all educational records according to the requirements of the Family Educational Rights and Privacy Act (FERPA).
- File a complaint with the appropriate College official pertaining to a violation of law or College policy by another student, group of students, recognized student organization, or faculty or staff member.
- Due process in all matters handled by the College.
- Receive a fair, full, and impartial hearing when charged with any violation of College policy.
- Personal privacy and free access regarding their campus residence, vehicle, and personal property, except as required to ensure health and safety standards, and compliance with College policy and federal, state, and local law.
- Receive clarification or guidance regarding any institutional policy or procedure by contacting the appropriate College official.

Students are responsible for:

- Knowing, observing, and complying with all College policies and procedures as found in, but not limited to, the Guide to Student Life, College website, College catalog, and Honor Code.
- Exercising the above-mentioned rights in a manner that does not violate College policy or infringe upon the rights of other students, faculty, or staff.
- Respecting the educational mission of the College, helping to maintain an environment conducive to academic achievement.
- Acting with integrity in all facets of academic and campus life, in accordance with the Honor Code pledge that each student signs.
- Respecting the physical and emotional rights of fellow students, faculty, and staff.
- Exercising care and consideration when using College facilities.
- Accepting responsibility for their behavior at all times.
- Accepting responsibility for their guests' behavior at all times.

- Holding others accountable for their actions when those actions negatively affect the College community.
- Checking their email on a frequent and consistent basis in order to stay current with YHC-related communications.
- Providing honest and complete information on all College documents and to all College officials, including, but not limited to, professors, residence life staff members (including RAs), police officers, and hearing officers and boards.

Instances of uncivil behavior involving students will be handled in personal and informal ways, not by formal and administrative procedures, where appropriate and possible. Therefore, members of the Young Harris College community that have experienced uncivil behavior should first seek resolution by personal consultation with friends, faculty, designated advisors, or others who may intervene in the dispute. If those efforts do not resolve the matter, instances of uncivil or inappropriate behavior may be reported to the Student Development Office. The Vice President for Student Development will take appropriate action by resolving the matter or referring the matter to other resources for informal resolution or, in appropriate cases, to the appropriate College office or student conduct body.

All student-athletes are required to adhere to all policies set forth in the *Guide to Student Life*. Any violation of such policy will be handled through the Student Development Office and any Department of Athletics sanctions will be in addition to, and not in place, of Student Development Office sanctions.

YHC Department of Athletics Academic Conduct Policies

Missed Class Policy

It is the policy of Young Harris College that class attendance regulations in a course are determined by the professor, who is responsible for setting the number of absences permitted in the course and handling tardy arrivals to class. It is also the policy of the College that absences **will be excused** for documented cases of **official representation** of the College (excuses for official representation of the College should be obtained from the official supervising the activity).

Responsibilities When Missing Class

It is your responsibility as a student-athlete to meet with the professor during their posted office hours to discuss any assignments, tests, or lectures that you will be missing prior to the missed class. You are to discuss with the professor the plan for make-up and/or obtaining missed materials.

Academic Advising

Professional advisors in the Academic Advising Center oversee the advisement of most freshman and sophomore students through completion of their core (general education) requirements. Juniors and seniors are typically advised by faculty members in their declared area of study. Fine Arts students are advised by Fine Arts faculty members throughout their degree program.

Drop/Add

During the drop/add period at the start of each semester you will have access to add and drop courses through YHC Connect. As a student-athlete your enrollment must be verified for full-time status and your course selection must be reviewed to ensure that you are on track to meet progress toward degree as legislated by the NCAA. Therefore, your drop/add access on YHC Connect will end a day earlier than the general student body to allow the compliance office to complete the above mentioned verifications/reviews. You must get a signature from the Assistant Director of Athletics for Compliance/SWA to drop a course.

Withdrawing from Classes

When you believe that withdrawing from a class is in your best interest you must:

1. Obtain a Withdrawal Card from the Registrar's Office.
2. Meet with your academic advisor concerning the impact this will have on your academics.
3. After meeting with your advisor, you must meet with the Assistant Director of Athletics for Compliance/SWA to determine if there is an impact on your eligibility.
4. Based on your academic advisor's recommendation and the consideration of your eligibility, you may then decide to drop or not to drop the class.
5. You must return the card to the Registrar's Office for the withdrawal to be processed.

Academic Dishonesty

Academic dishonesty is not tolerated. Any YHC student-athlete caught using any form of academic cheating, including plagiarism, will be subject to disciplinary action according to college policy. The Director of Athletics and Head Coach may also impose additional disciplinary action as it is deemed necessary.

YHC Academic Requirements

Good Academic Standing

Continued enrollment in Young Harris College is a privilege that is granted to a student who is making satisfactory academic progress toward a degree. A degree-seeking student enrolled at the College is in good academic standing unless placed on academic suspension.

Academic Probation

Students are placed on probation when their academic performance falls to a level that endangers their progress toward completing a degree from the College. Students must earn a minimum 2.0 cumulative grade point average (GPA) on graded hours at the College to avoid being placed on probation. When a student's academic level of achievement falls below the cumulative 2.0 grade point average, the student is placed on academic probation. A student is removed from probation at the end of the fall or spring term in which the cumulative grade point average is above the required level.

*Freshmen and transfer students admitted in good academic standing will not be suspended following the first semester of enrollment. However, they will be placed on probation and will then be subject to the rules of probation (see Academic Suspension, below).

Students who are on probation:

1. May not enroll in more than 13 credit hours per semester;
2. Are required to meet with a staff member in the Success Center at the beginning of each semester in order to complete a plan for their academic success;
3. Are required to have their course schedules reviewed and approved by their academic advisors at the beginning of each semester; and
4. Are required to meet at least twice during the semester with their academic advisor in order to monitor their academic progress.

Academic Suspension

Students are suspended from the College at the end of the fall or spring semester if the student's cumulative grade point average falls below the grade point average for suspension.

Freshmen and transfer students admitted in good academic standing will not be suspended following the first semester of enrollment. However, they will be placed on probation and will be subject to the rules of probation. This provision does not apply to freshmen and transfer students admitted on probation, who will be subject to the standard rules of probation and suspension following the first semester of enrollment. Suspension means a required separation from the College for the fall or spring semester immediately following the semester in which the suspension occurs. Notice of suspension is placed on the student's permanent academic record. Suspension does not extend the time to make up an incomplete grade. After suspension, a student must be readmitted to the College through the Office of Admissions. Students who are readmitted to the College after suspension are admitted on probation and subject to the rules of probation.

Academic Dismissal

Students who are suspended for the second time are academically dismissed from the College and are not eligible for readmission.

Grading System

Grade	Numerical Value	Grade Points per Semester Hour
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D	60-69	1.0
F	Below 60	0.0
P	Passing	0.0
NP	Not Passing	0.0
I	Incomplete	0.0
W	Withdrew	0.0
WF	Withdrew Failing	0.0

YHC Department of Athletics Participation Conduct Policies

Sportsmanship

YHC student-athletes are expected to demonstrate good sportsmanship at all times and show respect to all coaches, teammates, and opponents. Student-athletes must manage their emotions both on and off of the playing field. Any major unsportsmanlike conduct and/or penalty may be subject to sanctions by the Department of Athletics as well as the Head Coach.

Participation

YHC student-athletes are expected to participate in practice and competition unless deemed unfit by the Head Athletic Trainer or Team Physician. Failure to adhere to this policy may result in disciplinary action.

Conduct

Profanity will not be tolerated. Student-athletes are to obey the decisions of the coach(es) regarding behavior and dress code, especially during travel. Remember that you are representing Young Harris College, the Department of Athletics, your team, and yourself.

Student Hosts for Prospective Student-Athletes

Take your role as an YHC student-athlete and student-host seriously. If you are acting as a student-host for a prospective student-athlete during an official visit, consumption of alcohol by the host or the prospect, regardless of age, is not permissible. Activities involving criminal activity including drug use, gambling, or arranging sex (including the use of stripper's or gentlemen's club or its equivalent) are violations of the values of Young Harris College and the YHC Department of Athletics and are not permitted. Sanctions for violating the policy will be at the discretion of the Director of Athletics and may be referred to the Office of Student

Development for further discipline sanctions. The funds received for hosting a prospective student-athlete are only to be used for coach approved activities. A host form must be completed and unused money must be returned with receipts. The Director of Athletics and Assistant Director of Athletics for Compliance/SWA are a resource for any questions you may have.

Intramural Sports

Student-athletes are discouraged from participating in intramural sports, especially during their competitive seasons. This is for health and safety purposes. Head Coaches may establish individual team policies as necessary.

YHC Department of Athletic Personal Conduct Policies

An YHC student-athlete is expected to be a responsible member of the team. All staff and student-athletes will act with honesty and sportsmanship, and will display honor, dignity, and fair play. This ethical conduct should be extended to all coaches, staff members, teammates, opponents, spectators, and officials.

Hazing

Hazing activities are not only inconsistent with the philosophy of treating one another with dignity and respect; they are prohibited by the NCAA. Hazing activities pose a serious threat to the health and welfare of student-athletes. Team members should not seek to humiliate, harass, or ridicule one another. Sanctions for hazing will be at the discretion of the Director of Athletics and/or Head Coach may be referred to the Office of Student Development for further discipline sanctions.

Unethical Conduct

Unethical conduct by student-athletes, staff, or coaches is subject to disciplinary action as set forth in the NCAA enforcement procedures. Student-athletes in violation may be ineligible for further intercollegiate competition. A student-athlete who is determined to have engaged in unethical conduct shall be ineligible for competition in **ALL** sports.

Sexual Harassment Policy

The Department of Athletics is committed to providing a safe and healthy environment for all of its student-athletes. Sexual harassment is unlawful and unethical and may subject those who engage in it to department, college, and legal sanctions. Sexual harassment includes unwelcome sexual advances, sex-based conduct that is intimidating, hostile or offensive, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature that is prohibited by the College. Complaints of sexual harassment by a student-athlete will be promptly addressed and should be reported to the Student Development Office.

Consequences for harassment may include:

1. Verbal and written warning and participation in educational sessions.
2. Suspension from the team.
3. Loss of eligibility and dismissal from the team.
4. Loss of athletics related scholarship aid.
5. Dismissal from the College.

Examples of prohibited conduct:

- a. Unwelcome sexual flirtation, advances or propositions.
- b. Continued or repeated verbal abuse of a sexual nature.
- c. Sexually degrading language to describe an individual.
- d. Unwelcome remarks of a sexual nature to describe a person's body or clothing.
- e. Display of sexually demeaning objects or pictures.
- f. Offensive physical contact, such as unwelcome touching.
- g. Coerced sexual intercourse.
- h. Sexual assault.
- i. Rape, date or acquaintance rape, or other sex offenses either forcible or non-forcible.

Student-Athlete/Coach Conflicts

If a student-athlete has a complaint or grievance involving an athletic team, coach, department personnel, or Department of Athletics policy, they should first attempt to discuss and resolve the issue with the responsible party in question. If the complaint or grievance is not successfully resolved, the following steps should be taken:

1. Contact the Head Coach of the student-athlete's designated sport. It is encouraged that the student-athlete discuss the problem with the Head Coach first.
2. Contact the Director of Athletics and/or SWA if the student-athlete is not satisfied with the outcome of the conversation with the Head Coach.
3. Submit a written request to meet with the Athletic Appeals Committee if the student-athlete is not satisfied with the outcome of the conversation with the Director of Athletics. This committee shall consist of the following individuals:
Faculty Athletic Representative, Registrar, Director of Financial Assistance and two appointed Faculty Members.
4. The recommendations of the Athletics Appeals Committee will be forwarded to the President for review and final approval.

For grievances concerning policy or personnel outside the Department of Athletics, please refer to the *Guide to Student Life*, page 35.

NCAA RULES TO KNOW

All student-athletes must meet NCAA and Young Harris College eligibility requirements in order to participate in intercollegiate athletics.

Academic Eligibility

NCAA Satisfactory Progress Requirements:

- **Must be in Good Academic Standing**
 - YHC defines good academic standing as a full-time student that is not on academic suspension.
- **Remain enrolled in a minimum of 12 hours (full-time) at all times.**
 - Dropping below 12 hours = INELIGIBLE
 - Only Exception: Last Semester of Attendance before Graduation
- **Progress Toward Degree (PTD)**
 - Earn at least 24 hours of degree credit each academic year
 - No less than 9 hours earned during any semester (Fall/Spring)
 - 12/24 Rule: Since full-time enrollment at certifying institution...
 - Actual- 24 hours since beginning of previous year
 - Average- 12 per term of all terms attended
 - 75/25 Rule: Since full-time enrollment at certifying institution...
 - 75% of minimum number of semester hours required for PTD must be earned during regular academic term
 - Remedial courses allowed for PTD:
 - Max of 12 hours in 1st year only
 - Must be pre-requisites.
- **GPA Rule**
 - The student-athlete must have a cumulative 2.0 GPA. GPA is determined by all coursework counted by certifying institution in calculating cumulative GPA for graduation.
- **Declare a Major**
 - By the beginning of the Fifth Semester or 3rd Year
 - Once major is declared, all hours earned must be towards the degree
 - At least 24 hours per academic year must count on curriculum sheet for PTD. Any extra electives must be in addition to the 24 required hours.

Failure to meet any of the requirements listed above will render you INELIGIBLE for competition in intercollegiate athletics and may result in loss or reduction of your athletic scholarship.

Medical Exam

All student-athletes are required to have a **Pre-Participation Physical Evaluation** upon coming to campus in the fall. Each team will have a scheduled date and time for their physicals prior to the start of any athletically related activities.

Sickle Cell

In accordance with the NCAA mandate regarding Sickle Cell Trait Testing, the Young Harris College Athletic Training Department is mandating that all student-athletes must be tested for sickle cell trait or show proof of a prior test.

Before coming to campus, each student-athlete needs to:

1. Contact their parent/guardian and your pediatrician (at birth) and get documentation showing what your sickle cell trait status is. (Infants born after 1984 in the United States where tested for the sickle cell trait and therefore the documentations should be available from your family pediatrician)

OR

2. Schedule an appointment with a physician or department of health for a sickle cell trait blood test. Depending on the provider, the cost of the test is \$25-\$40.

OR

Student-athletes who are sickle cell trait-positive are eligible to participate in intercollegiate athletics when cleared by a physician.

Agents/Amateurism

Dealing with a professional athletic agent can make you permanently ineligible to compete in intercollegiate athletics. Do not accept anything of value from an agent. If you have any questions regarding your amateur status or collegiate eligibility, see the Assistant Director of Athletics for Compliance. Each academic year you will complete an updated student information form detailing your summer activities to verify compliance with all NCAA Amateurism Regulations.

Awards and Benefits /Contact with Boosters

Receipt by a student-athlete of an award, benefit, or expense allowance not authorized by NCAA legislation renders the student-athlete ineligible for athletics competition. It is impossible to give an example of everything that is legal and illegal; so it is best to follow the rule not to accept anything of value from anyone other than your family. While it is permissible for you to have a meal in the home of a booster or staff member on an occasional basis this requires at least 72 hours prior approval. Contact with boosters should be limited.

- Extra Benefit- Any special arrangement by an institutional employee, current student-athlete or a representative of the institution's athletic interests to provide a student-athlete or their parents a benefit that is not expressly authorized by the NCAA legislation.

Drug Testing Policy

The NCAA prohibits the use of certain banned substances and has a year-round and championship drug testing program. Positive drug tests will result in the loss of eligibility. See Appendix for list of Banned Drug Classes. (see page 34 for YHC Drug Testing Policy)

Consequences for a positive NCAA drug test:

1. A student-athlete who tests positive shall be withheld from competition in all sports for a minimum of 365 days from the drug test collection date and shall lose a year of eligibility.
2. A student-athlete who tests positive has an opportunity to appeal the positive drug test.
3. A student-athlete who tests positive a second time for the use of any drug, other than a “street drug” shall lose all remaining regular-season and postseason eligibility in all sports. A combination of two positive tests involving street drugs (marijuana, THC or heroin) in whatever order, will result in the loss of an additional year of eligibility.
4. The penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug.
5. If a student-athlete immediately transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365 day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for a 365 day period.

Tobacco Policy

The use of tobacco products by a student-athlete is prohibited during practice, competition, travel and team activities. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition and will be subject to additional disciplinary action. The use of tobacco products by coaches and game officials is also prohibited.

Nutritional/Dietary Supplement Policy

Nutritional/Dietary supplements are not strictly regulated and may contain substances banned by the NCAA. The label does not always depict everything that is in the bottle. Before you take any supplements, consult the Head Athletic Trainer about the contents. Be aware that clearance does not always guarantee compliance (especially when dealing with nutritional/dietary supplements). It is ultimately your responsibility. Ignorance is no excuse for a positive drug test.

Gambling

NCAA Bylaw 10.3 specifically prohibits sports gambling. This includes not only making a bet of any kind on any college or professional sport, but also giving information to someone who does gamble. If it is discovered that you have been involved in any gambling activities, you will be declared ineligible to compete in college sports and you will no longer be a member of the team.

Outside Competition

You should not compete as a member of any outside team or all-star squad in any non-collegiate, amateur competition in your sport except as approved by the NCAA. Before involving yourself in any outside activity, you are required to obtain written approval from your coach and the Assistant Director of Athletics for Compliance/SWA.

Occasional Meals

Institutional Staff Member - A student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals.

Representative of Athletics Interests - A student-athlete or the entire team in a sport may receive an occasional family home meal from a representative of athletics interests provided the meal is in the individual's home (as opposed to a restaurant) and may be catered. The representative of athletics interests or an institutional staff member may provide reasonable local transportation to student-athletes to attend such meals.

Extra Benefits

Receipt of a benefit (including otherwise prohibited extra benefits per *NCAA Bylaw 16.11.2*) by student-athletes, their relatives, or friends is not a violation of NCAA rules if it is demonstrated that the same benefit is generally available to the institution's students and their relatives or friends.

YHC Department of Athletics Policies

YHC Department of Athletics Alcohol Policy

YHC Guide to Student Life states “The use of alcohol by any student, regardless of age, is prohibited on campus.”

The Department of Athletics Alcohol Policy is in addition the College’s policy. Student-Athletes who are in violation of the College’s Policy will be held accountable to both the Department of Student Life and the Department of Athletics. Student-Athletes who violate the YHC Athletics Alcohol Policy will be held accountable by each individual teams policies and procedures as well. All YHC student-athletes will adhere to the following policies:

1. No consumption of alcohol by anyone under 21 years of age at any time.
2. No consumption of alcohol by any athlete while traveling and competing as a team member for “away” competitions.

YHC Department of Athletics Drug Testing Policies and Procedures/ Substance Abuse and Education Program

The Young Harris College Athletics Department is committed to the physical and mental health and well-being of its student-athletes. The College recognizes that the use of certain drugs, legal or illegal, is not in the best interests of the student-athlete or Young Harris College Athletics. In an effort to combat the use of illicit drugs, Young Harris College has implemented a comprehensive substance abuse education and testing program to promote healthy and responsible lifestyles for student-athletes. This policy is not to be construed as a contract between the institution and the student-athletes at Young Harris College. However, signed consent and notification form shall be considered affirmation of a student-athlete’s agreement to the terms and conditions.

Purpose:

The purpose of the Young Harris College Substance Abuse Education and Testing Program is multifaceted. The program focuses on the following objectives:

- 1) Deterring the use of illegal drugs and illegally obtained prescription drugs;
- 2) Identifying substance-abuse users;
- 3) Providing rehabilitation and educational services;
- 4) Promoting the role of Young Harris College student-athletes as representatives of the College and positive role models for the youth in the community;
- 5) Counseling/Education of student-athletes who do not adhere to the requirements of the program.

Program Compliance / Eligibility:

Participation within Young Harris College Athletics is a privilege, not a right. To become and remain a participant within Young Harris College Athletics, a student-athlete must comply with the terms of this program that encompasses drug education, screening, and counseling. By signing the **Consent to Drug Test and Authorization for Release of Information form**, the student-athlete agrees to submit to any and all tests ordered by Young Harris College Athletics in order to detect unauthorized drug use. Completion of this document is required of all student-athletes as a part of their pre-participation physical examination. Student-athletes are considered enrolled in the drug testing program when they are listed on the NCAA roster form. Young Harris College may amend the policy at any time. The program is separate and distinct from the NCAA Drug-Testing Program. Student-Athletes are educated on this policy throughout compliance meetings, team-meetings with coaches and their athletic trainers assigned to their sport, and through the Pre-Participation Paperwork required before entering into any athletic participation.

What is Being Tested/ Banned Substances:

The Young Harris College Athletics Department utilizes the most current NCAA List of Banned Drug Classes (**NCAA Bylaw 31.2.3.1**) for its substance abuse testing program. This may include but not limited to the following below. This list may be obtained through:

- a) A member of the Young Harris College Athletic Training Department;
- b) A member of the Young Harris College Athletics Compliance Office; or

- c) The NCAA Website: <http://www.ncaa.org/sport-science-institute/topics/2019-20-ncaa-banned-substances>
- d) Drug Free Sport website: (<http://www.drugfreesport.com/>)
- e) Young Harris College Athletic student-athlete handbook

Student-athletes are prohibited from using any substance belonging to the NCAA banned drug classes, regardless of whether the substance is listed as an example in NCAA publications.

Methods of Selecting Student-Athletes

All Young Harris College student-athletes are subject to drug testing. Student-athletes will be selected for drug testing randomly as well as upon reasonable suspicion, and will be subject to testing throughout their association with Young Harris College Athletics. The Director of Athletics and the Head Athletic Trainer, and/or his/her designee will determine the date, time, and site for testing. **All student-athletes are eligible for each test.** Therefore, someone may be tested more than once per year.

Screening:

- **Reasonable Suspicion Screening** - A student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is individualized reasonable suspicion to believe the participant is using a prohibited drug. Such reasonable suspicion may be based on objective information as determined by any athletics personnel, Athletic Training Staff or Team Physician, and deemed reliable by the Director of Athletics or his/her designee. Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, or 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal involvement. If suspected, the Director of Athletics or his/her designee will notify the student-athlete and the student-athlete must stay with a member of their coaching staff, the athletics administration staff, or the sports medicine staff, until an adequate specimen is produced. Note: The possession and/or use of illegal substances may be determined by means other than urinalysis. When an individual is found to be in possession and/or using such substances, he/she will be subject to the same procedures that would be followed in the case of a positive urinalysis (e.g., using on-site saliva testing products to determine alcohol consumption).
- **Post-season/Championship Screening** - Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student-athletes at any time within thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he or she will not be allowed to compete at the post-season event and will be subject to the sanctions herein.
- **Re-entry Testing** - A student-athlete who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug and alcohol violation may be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.
- **Follow-up Testing** - A student-athlete who has returned to participation in intercollegiate sports following a positive drug test under this policy may be subject to follow-up testing. Testing will be unannounced and will

be required at a frequency determined by the Director of Athletics or his/her designee in consultation with the counselor or specialist involved in the student-athlete's case.

- **Pre-season Screening** - Student-athletes are subject to pre-season drug testing and may be notified of such by the Director of Athletics or his/her designee at any time prior to their first competition.

Notification Process:

- 1) Upon selection, student-athletes will be notified prior to testing by a member of the Young Harris College Athletic Training Department, the student-athlete's coach, and/or a member of the Young Harris College athletics administration.
 - a. Personnel will send an email to students YHC email account.
- 2) Notification will take place no more than twelve (12) hours before the scheduled test.
- 3) It is the Young Harris College Test Site Coordinator's responsibility to notify the Director of Athletics and/or his/her designee of those individuals that do not report for their test within the scheduled time periods.
- 4) If a student-athlete does not report at the scheduled time for his/her test, he/she will be sanctioned appropriately for his/her action. **A "no show" will be interpreted as a positive test result**, and the student-athlete will enter the Young Harris College Athletics Substance Abuse and Education Program at the appropriate level.

Collection Procedures:

- 1) Only those persons authorized by the institution will be allowed in the collection room.
- 2) When arriving to the collection room, the student-athlete will provide photo identification or a client representative will need to identify the student-athlete.
- 3) The student-athlete will select a Custody & Control Form (CCF) from a supply of such and work with the institutional collector to complete the necessary information before proceeding with the specimen collection process.
- 4) The student-athlete will select a specimen collection beaker from a supply of such and will be escorted by the institutional collector (same gender) to the restroom to provide a specimen. The student-athlete will rinse his or her hands with water (no soap) and then dry their hands. Then the student-athlete will place a specimen barcode from the Custody & Control Form onto the beaker.
- 5) The institutional collector will directly observe the furnishing of the urine specimen to assure the integrity of the specimen.
- 6) The student-athlete will be responsible for keeping the collection beaker closed and controlled.
- 7) Fluids and food given to student-athletes who have difficulty voiding must be from sealed containers (approved by the institutional collector), opened and consumed in the collection room. These items must be free of any other banned substances.
- 8) If the specimen is incomplete, the student-athlete must remain in the collection room until the sample is completed. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled.
- 9) If the specimen is incomplete and the student-athlete must leave the collection room for a reason approved by the institutional collector, the specimen must be discarded.
- 10) Upon return to the collection room, the student-athlete will begin the collection procedure again.
- 11) Once an adequate volume specimen is provided; the institutional collector will escort the student-athlete to the specimen processing table.
- 12) The specimen processor will instruct the student-athlete to closely observe the specimen processing steps and will then measure the specific gravity.

- 13) If the urine has a specific gravity below 1.005, no value will be recorded on the CCF and the specimen will be discarded by the student-athlete with the institutional collector observing. The student-athlete must remain in the collection room until another specimen is provided. The student-athlete will provide another specimen.
- 14) Once the specimen processor has determined the specimen has a specific gravity above 1.005 the sample will be processed and sent to the laboratory.
- 15) If the laboratory determines that a student-athlete's sample is inadequate for analysis, at the client's discretion, another sample may be collected.
- 16) If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the institutional collector will collect another specimen from the student-athlete.
- 17) Once a specimen has been provided that meets the on-site specific gravity, the student-athlete will select a sample collection kit from a supply of such.
- 18) The specimen processor will open the kit, demonstrate to the student-athlete the vials are securely sealed, open the plastic and open the A vial lid. The processor will pour the urine into the A and B vials and close the lids. The specimen processor should pour urine into vials above the minimum volume level (35 mL in A vial; 15 mL in B vial) and pour as much urine as possible into the vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).
- 19) The specimen processor will securely close the lids on each vial and then seal each vial using the vial seals attached to the CCF; assuring seals are tightly adhered to the vials with no tears or loose areas.
- 20) The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.
- 21) The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials in the front pouch of the same bag. The bag should then be sealed. The sealed bag with vials will then be placed in the sample box. The box will then be sealed.
- 22) The student-athlete is then released by the institutional collector.
- 23) All sealed samples will be secured in a shipping case. The collector will prepare the case for forwarding. When two split samples are collected and packaged, care must be taken to assure one sample is placed in the shipping container for shipment to the "drugs of abuse" laboratory and one sample is placed in the shipping container for shipment to the "anabolic steroids" laboratory.
- 24) After the collection has been completed, the samples will be forwarded to the appropriate laboratory and copies of any forms forwarded to the Drug Free Sport Testing Department.
- 25) The samples then become the property of the client.
- 26) If the student-athlete does not comply with the collection process, the institutional collector will notify the appropriate institutional administrator and Drug Free Sport.
- 27) Failure to sign the Young Harris College Substance Abuse Testing Notification Form, arrive at the collection station at the designated time without justification, or provide a urine specimen according to the aforementioned protocol is cause for the same action(s) as evidence of use of a banned substance. The Young Harris College Substance Abuse Testing Site Coordinator will inform the student-athlete of these implications (in the presence of witnesses) and will record such on the Substance Abuse Testing Notification Form.

Safe Harbor:

A student-athlete eligible for the Safe Harbor Program may refer himself/ herself for voluntary evaluation, testing and treatment for alcohol or drug problems. A student-athlete is not eligible to enter the Safe Harbor Program:

1. More than one (1) time;
2. After he/she has been informed of an impending drug test;
3. After documentation of a positive drug test; or
4. Thirty (30) days prior to NCAA or Conference postseason competition.

Young Harris College will work with the student to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanctions except those listed in this section (i.e. the team physician may suspend the student from play or practice if medically indicated). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan.

If a student-athlete is determined to have new banned substance use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate disciplinary actions as detailed in the Young Harris College Athletics Substance Abuse and Education Policy and Procedures. Entering the Safe Harbor Program will be treated as one of the disciplinary action phases and any positive test indicating new banned substance use after the initial Safe Harbor Program test will be treated as the next subsequent positive; and will result in the student athlete being dismissed permanently from the Young Harris College Athletics Program. (Refer to Second Positive Test Result Policy)

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Young Harris College. Students in the Safe Harbor Program may be selected for drug testing by the NCAA.

The Athletics Director, Team Physician, Head Athletic Trainer, and the student-athlete's Head Coach may be informed of the student-athlete's participation in the Safe Harbor Program. The athletic trainer assigned to the student-athlete's sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the Head Coach. Other College employees may be informed only the extent necessary for the implementation of this policy.

Notification of Results:

- 1) The designated laboratory will use a portion of the specimen ("specimen A") for its initial analysis, consisting of sample preparation, instrument analysis, and data interpretation.
 - If the initial analysis of the specimen shows the presence of a banned substance and/or a masking device the "B specimen" will only be opened and tested at the request of the client.
 - Preparation and analysis of "specimen B" will be conducted by a laboratory staff member other than the individual who prepared and analyzed the student-athlete's "specimen A". The designated laboratory reserves the right to send "specimen B" to another certified laboratory for preparation, analysis, and interpretation.
 - Analysis and interpretation of "specimen B" will be final.
- 2) Upon verification of "specimen B", the designated laboratory / Medical Review Officer (MRO) will notify the Director of Athletics and/or his/her designee of the test results.
- 3) Upon notification of a positive test result, the Director of Athletics and/or his/her designee will verbally notify the student-athlete, the student-athlete's head coach, the Head Athletic Trainer and/or his/her designee, a representative of Young Harris College Counseling Center, and the team physician (if necessary)
- 4) The student-athlete will also be notified in writing within 48 hours, via email sent to the Head Athletic Trainer, and/or his/her designee, the student athlete's Head Coach, and a representative of Young Harris College's counseling center.

Sanctions for Positive Test Results:

There are three ways in which a student-athlete can test positive under this program:

- 1) Any **legal conviction** (including, but not limited to, a plea of guilty or nolo contendere, as well as any pretrial-diversion or First Offender Status) of a student-athlete for the purchase and/or possession of any banned substances;
- 2) Being found responsible in an on-campus judicial proceeding for violation of the Drug provision of the Student Code of Conduct. The Director of Athletics and/or his/her designee is notified by the College of any such infractions."
- 3) A positive result from the Substance Abuse Test.

A positive test result does not include any such banned substance detection, which is the result of a medical treatment prescribed and documented by a qualified physician.

FIRST POSITIVE DRUG TEST RESULT

- 1) The student-athlete will be required to have a confidential meeting with the Director of Athletics and/or his/her designee, the head coach, and the Head Athletic Trainer and/or his/her designee within 72 hours after the confirmation of the positive test. It may take up to 5 business days to get the specimen A results from the laboratory back to the Head Athletic Trainer/Athletics Director.
 - a. The student-athlete has the option to request that one person of his/her choosing to accompany him/her to this meeting. This person may act as an advisor, but may not participate directly in the meeting or represent the student-athlete.
- 2) The student-athlete will be suspended indefinitely from all team activities from the date of his/her notification of a first positive test result and will be suspended for ten percent (10%) of their Championship Season, and must meet the requirements to return to the team- as stated below on Line #5.
- 3) The student-athlete will be referred to Young Harris College Counseling Center for evaluation, education, and mandatory counseling sessions.
 - a. The student-athlete will be required to sign a waiver to release information regarding his/her attendance in the mandatory counseling sessions.
 - b. The College Counseling Center will determine the appropriate duration of counseling required.
- 4) If the student-athlete is under 18 he/she will be required to contact his/her parent or guardian in the presence of the Director of Athletics and/or his/her designee and the student-athlete's head coach.
- 5) Upon the successful completion of the rehabilitative effort as defined by the Young Harris College Counseling Center and upon passing of a second drug test paid for by the student-athlete his/herself and set up through the Athletic Training Department, the student-athlete will request in writing to the Director of Athletics for his/her eligibility to be reinstated.
 - a. Failure of reinstatement drug test will count as a second positive result and the student-athlete will be dismissed permanently from the Young Harris College Athletics Program.
- 6) The student-athlete will be randomly tested at the discretion of the Director of Athletics and/or his/her designee for one (1) calendar year after the date of the first positive test.
- 7) An unexcused absence from, and/or failure or refusal to participate in the conditions set forth and those provided by the Young Harris College Counseling Center will be treated as a second positive test result.
- 8) If a student-athlete attempts to tamper with or cheat Young Harris College's Drug Testing protocol they will automatically be removed from Young Harris College Athletics Department.
- 9) The student-athlete's head coach has the option to impose additional sanctions, including, but not limited to, indefinite suspension, revoking team privileges, travel, and/or termination of some or all athletics financial aid.
- 10) If a student-athlete refuses to take the drug test at any time, the student-athlete will be automatically moved to a next level sanction.

11) The cost of re-testing will be the student-athlete's responsibility to pay.

SECOND POSITIVE TEST

- 1) Upon a second positive test result, the student-athlete will be dismissed permanently from the Young Harris College Athletics Program. **This is throughout your athletic career at YHC.**
 - a. All existing athletics financial aid will be terminated immediately.
 - b. A second violation will be reported to the Office of Student Integrity, at that time more sanctions/penalties may be enforced.

ZERO TOLERANCE: (Cocaine, Ecstasy, Heroine, and/or Distribution)

- Any student-athlete who engages in the illegal sale or distribution of drugs (including prescription drugs as well as positive test results for Cocaine, Ecstasy, or Heroine) will immediately be dismissed from the Young Harris College Athletics Program.
 - Any existing athletics financial aid will be terminated.
 - Further sanctions by the College may be imposed, including, but not limited to suspension or expulsion.

Confidentiality:

All members of the Young Harris College Athletics Department are expected to respect a student-athlete's right to privacy. It is essential that anything seen, heard, read, and/or otherwise obtained remain confidential by all parties involved. It is illegal for any personnel to gain access to patient information, through any and all means, unless the information is needed in order to treat the patient, or because their job would require such access.

All Young Harris College Athletics Department personnel are expected to adhere to this Confidentiality Policy at all times. Violation of the policy may incur disciplinary action at the discretion of the Director of Athletics.

Appeals Process:

Student-athletes who test positive for a banned substance by the laboratory retained by the institution may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Athletics Director/designee will formally request the laboratory retained by Young Harris College to perform testing on specimen B. Specimen B findings will be final, subject to the results of any appeal. If specimen B results are negative, the drug test will be considered negative.

Student-athletes who test positive under the terms of this policy will be entitled to a hearing with the Director of Athletics or his/her designee prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by noon on the next business day. Requests must be in writing and received by the Director of Athletics or his/her designee.

The student-athlete may have an advocate or other representative present if the student so desires. However, the student-athlete must present his or her own case. The meeting should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause.

These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be confidential. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final.

Student-Athlete Grievance Procedures

Student-Athletes have the right to appeal reduction or nonrenewal of grant-in-aid, denial of a release, and dismissal from a team. All appeals will be heard by the Satisfactory Progress Appeal Committee. The student-athlete must submit a written appeal to the Director of Financial Assistance (chair of the committee) within 14 days from the notification. The Committee will meet and render a decision within 10 business days. All decisions of the Satisfactory Progress Appeal Committee are final. The Satisfactory Progress Appeal Committee is comprised of the Director of Financial Assistance, Registrar, and the Vice President for Enrollment Management. For any non-athletic grievances please refer to the *Guide to Student Life*, page 30.

If a student-athlete has a complaint or grievance involving an athletic team, coach, department personnel, or policy they should first attempt to discuss and resolve the issue with the responsible party in question. If the complaint or grievance is not successfully resolved, the following steps should be taken:

1. Contact the Head Coach of the student-athlete's designated sport. It is encouraged that the student-athlete discuss problems with the Head Coach first.
2. Contact the Director of Athletics if the student-athlete is not satisfied with the outcome of the conversation with the Head Coach.
3. Submit a written request to meet with the Athletic Appeals Committee if the student-athlete is not satisfied with the outcome of the conversation with the Director of Athletics. This committee shall consist of the following individuals:
Faculty Athletic Representative, Registrar, Director of Financial Assistance and two appointed Faculty Members.

This policy is for YHC student-athletes and is not meant to be a substitute for College Policy. If a student-athlete violates any YHC College Policy, the YHC Department of Athletics Policy will be added as well. This policy is applicable and in full effect for the duration of any student-athlete's career at Young Harris College.

YHC Department of Athletics Tobacco Policy

YHC adheres to the NCAA Tobacco Policy previously outlined in this handbook:

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. The use of tobacco products by coaches and game officials is also prohibited.

Civil Offenses

Any student-athlete who has violated any civil law and/or College policy will be subject to the due process of that governing body. Examples of such civil offenses include, but are not limited to, the following: Driving Under the Influence, Drunken and Disorderly Conduct, Underage Possession, and Underage Consumption. Arrests and tickets/citations will both count equally as violations. If the civil offense is alcohol- or drug-related, it will count as a violation of YHC Department of Athletics Policy as well. The Director of Athletics will have the discretion to impose additional disciplinary action as it is deemed necessary, including temporary or indefinite suspension from YHC Athletics. The Head Athletic Trainer and Head Coach will also impose any additional disciplinary action as it is deemed necessary.

Athletic Equipment Policy

The issuing of equipment and clothing is the responsibility of the equipment manager and/or coach. The student-athlete will receive and sign a form of all equipment issued and/or returned. All equipment and clothing issued remain the property of the Young Harris College Department of Athletics and must be returned to the coach within seven days of the final game or contest of the just completed season. Student-Athletes who voluntarily withdraw or are dismissed from a team must return all equipment to the head coach within 24 hours. Failure to comply with the equipment policy will result in:

1. A direct billing to the student-athlete for replacement costs.
2. A Hold will be put on the student-athletes account that will prohibit class registration and transcript requests until outstanding bill is paid.

Hazing Activities

Participation in hazing activities is prohibited by Young Harris College and the NCAA. Hazing is not only humiliating and disrespectful, but also a threat to the health and welfare of student-athletes. Any student-athlete found to be involved with hazing activities of any kind (or activities that may be misconstrued as hazing) will be subject to disciplinary action from the Head Coach and Department of Athletics.

Social Networking

Student-athletes should take responsibility for the content of individual pages and feeds. Questionable content can present a negative image of you as an YHC student-athlete, and therefore a negative image of the YHC Department of Athletics. You should also be aware that you and your friends are not the only people who view your information. Employers view these pages as part of background checks on possible employees. People who would do you harm also use these pages as means of locating you. Please adhere to the following guidelines concerning content:

- NO offensive, derogatory, or discriminatory remarks.
- NO pictures displaying any illegal activities (ex: underage drinking).
- NO pictures displaying any activities that may be considered Hazing activities.
- NO pictures displaying any offensive gestures or sexual content.

Student-athletes may be subject to disciplinary action from the Department of Athletics, including suspension from participation, if questionable material is discovered on personal social media accounts. Additional disciplinary sanctions may be imposed by the Office of Student Development.

Speaking with the Media

Student-athletes may only speak with media at the direction of the Assistant Director of Athletics for Sports Communication. If approached by a media source, please direct their requests to the Assistant Director of Athletics for Sports Communication.

TIPS FOR STUDENT-ATHLETES WORKING WITH THE MEDIA

- Be on time for scheduled interviews and set the ground rules. Plan ahead and give them plenty of time to conduct the interview. Remember to thank the reporter at the end.
- All interviews should be arranged by the Assistant Director of Athletics for Sports Communications. If approached, ask them to go through our office. It may seem easier to just answer their questions, but it sets a bad precedent.
- Anticipate! Anticipate what your comments will look like in print or sound like on the air.
- Be positive when talking about your teammates, coaches and team, as well as your opponents. Avoid the negatives, as they breed discontent and trouble.
- Do not speak about your or your teammates' injuries.
- Show your personality. Let the reporter know there is more to you than just your athletic ability. Be confident, not cocky.
- Do not speak "off the record" with a reporter. There is no such thing.
- Dress appropriately. Pay attention to your body language.
- Do not be afraid to talk to your Sports Information Director about how to answer a question you aren't sure about.
- Remember, it is a privilege to be an YHC student-athlete. Appreciate the coverage the media is giving to you, your team, and the Department of Athletics.

Use of College Athletic Facilities

Student-athletes are only permitted to use the college athletic facilities under the supervision of a Department of Athletics Staff Member.

Incoming Transfer Students

- All transfer students must have official transcripts from all institutions attended sent to the Office of the Registrar.
- Transfer student-athletes must complete a Student Information Form and submit to the Compliance Office to verify semesters of attendance and seasons of competition.

YOUNG HARRIS COLLEGE TRANSFER PORTAL POLICY

Young Harris College hopes that all student-athletes enjoy their time as a Mountain Lion, but if you decide to transfer, we want you to understand the guidelines, rules and regulations that may impact you. All student-athletes have the ability to enter the NCAA Transfer Portal by completing a written notification of transfer in ARMS. Upon entering the Transfer Portal please understand the following:

1. Within seven business days of entering the Transfer Portal, the student-athlete will be required to meet with one of the following individuals:
 - a. Director of Athletics
 - b. Assistant Athletic Director for Compliance/Senior Woman Administrator
2. A member of the compliance office will activate the student-athlete's name within the NCAA transfer database within seven business days of receipt of this form and the completion of the NCAA DII Transfer Module.
3. Upon giving notice, there is a possibility student-athletes will be required to return all team issued gear and equipment.
4. Upon giving notice, there is a possibility that athletics financial aid will be cancelled at the end of the term in which the student-athlete is giving notice. Notification will be provided by the Office of Financial Aid along with the steps to appeal the cancellation.
5. Upon giving notice, there is a possibility the student-athlete will be removed from the roster and will no longer be able to participate in any CARA.
6. Upon giving notice, there is a possibility the student-athlete will lose access to all athletic facilities.
7. If the student-athlete changes their mind and decides to stay at Young Harris College to continue their athletics career, their place on the team roster and athletics aid will be determined solely by the head coach.
8. In the event that the student-athlete decides to end recruitment by removing their name from the Transfer Portal, indicates they would no longer like to be contacted by coaches, or have decided to stay at Young Harris College, they must email the Compliance Office.

Any exceptions to this policy will be determined by the Director of Athletics in consultation with the Head Coach.

Policy on Pregnant and/or Parenting Student-Athletes

What to do if you become pregnant:

We recognize that a student-athlete's pregnancy is often a stressful event. As soon as you learn that you are pregnant, we encourage you to speak to someone who can best support you during this time. We encourage you to discuss your pregnancy and related health concerns with your personal physician. We also encourage you to tell a YHC Athletic Training staff member upon learning of the pregnancy, in order to ensure continued healthcare for yourself and your unborn child, and to help you navigate our department policy and your rights. All healthcare providers, including YHC athletic trainers, must keep this information confidential unless you give them permission to do otherwise. At Young Harris College, we want to help you achieve your academic goals while protecting your health, confidentiality, and personal decisions.

What happens to your team membership:

Federal law provides many protections for your continued involvement with our athletics department. As long as you are in good academic standing with the College and you do not voluntarily withdraw from your team, federal law protects your membership on the team. We will grant you as much leave as is medically necessary and reinstate you to active team membership when appropriate.

What happens to your athletic scholarship:

As long as you are in good academic standing with Young Harris College and you do not voluntarily withdraw from your team, YHC Athletics cannot withdraw or reduce your scholarship for pregnancy related conditions. NCAA bylaws allow a female student-athlete to apply for an additional year of eligibility if her athletic career is interrupted by pregnancy.

Who can help:

We encourage you to seek help from someone who can support you during this time. YHC athletic trainers and team physicians, campus counseling services, disability services, Title IX Coordinators, and athletics administration can help you. Some specific individuals who can help you are:

Jared Sandler, Head Athletic Trainer	706-379-5191
Campus Counseling Services	706 379-5057
Office of Disability Services	706-379-5118
Laura Whitaker- Lea, Title IX Coordinator	706-379-5170
Aaron Bessey, Director of Athletics	706-379-5107
Anna Claire Knight, Compliance and Senior Woman Administrator	706-379-5296

How to continue training and competing:

If you are pregnant and wish to continue in your sport, we will support you. Generally, there are few risks to athletic participation in uncomplicated pregnancies, particularly in the first trimester. However, many medical experts recommend that women avoid participating in competitive contact sports after the 14th week of pregnancy. Your physician will make recommendations on your level of participation based on the physical demands of your particular sport. Under the direction of your physician, we will modify your workouts as your pregnancy progresses if needed. YHC Athletic Training will require a medical clearance note from your physician to return to participation, similar to any other student-athlete under the care of a physician. Medically necessary absences due to pregnancy from team activities are considered excused absences.

Medical coverage:

YHC Athletics secondary insurance only provides coverage for athletic injuries, and does not provide insurance benefits related to pregnancy or any other general medical condition. All costs related to pregnancy will be the student-athlete's responsibility, either through their primary insurance or out of pocket.

What to do if you're a male student-athlete whose partner becomes pregnant:

You may suffer stress, have concerns about the health of your partner, and question your readiness for fatherhood and the personal and financial obligations you face. You may disagree with your partner about the pregnancy and decisions of carrying it to term or terminating pregnancy. We encourage you to take advantage of the free, confidential counseling

services offered on campus. Title IX federal laws protect you from being discriminated against because of your partner's pregnancy or your status as a parent.

Resource:

Pregnant and Parenting Student-Athletes: Resources and Model Policy. NCAA Office of Gender Equity. 2008.

Federal Laws

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 YHC'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 YHC's institution adheres to federal law.

In order to comply with federal law:

- Young Harris College Department of Athletics will only require a pregnant or parenting student-athlete's physician to certify physical and 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 in medically safe, as required by any student-athletes who experience a temporary disability.
- YHC's Department of Athletics will allow a parenting student-athlete to fully participate on the team, including all team-related activities, unless the student-athlete's physician or other medical caregiver certifies that participation is not medically safe.
- YHC'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.
- YHC'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.
- YHC'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.
- YHC'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 YHC'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, such as a starter or as a forward.

- YHC'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.
- YHC does not provide this type of medical coverage for any student-athlete with a temporary disability and therefore we feel we should remove this statement.
- YHC'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.

In order to assist YHC's student-athletes:

- YHC's Department of Athletics will help the pregnant or parenting student-athlete plan for his or her continued academic progress, in accord with the college's educational mission.
- YHC's Department of Athletics will help the student-athlete return to sport after pregnancy and during parenting, if the student-athlete so desires.
- YHC's Department of Athletics will assist the student-athlete to access the pregnancy and parenting support resources that are available to all college students.
- YHC's Department of Athletics will publish this Policy in a publicly-available Student-Athlete Handbook, make this Policy available to student-athletes and their families on-line, and provide specific education on this Policy for all student-athletes and their families.
- YHC's Department of Athletics, in conjunction with the team physician, the Faculty Athletic Representative, the Senior Woman Administrator, Team Certified Athletic Trainers and others designated by the college President, will regularly review student-athlete pregnancy and parenting cases as they occur to monitor compliance with this Policy.

Reporting

- YHC's Department of Athletics requires all student-athletes to reveal any injury or change in medical condition and therefore upon discovering pregnancy the student-athlete should notify the Head Athletic Trainer. The Head Athletic Trainer will follow the procedure dictated for all injury or change in medical condition.
- YHC's Department of Athletics does not require any student-athlete to reveal their parenting status.
- No Department of Athletics personnel will publicly release personally identifiable health information about pregnancy without written, timely authorization from the student-athlete.
- When a student-athlete reveals her/his pregnancy or parenting status to athletics personnel, they should direct the student-athlete to this Policy. They should reiterate the department's protection of the student-athlete's team membership status and financial aid. Athletics personnel should refer the student-athlete to the team physician, to the student-athlete's personal physician, or to a college-designated representative trained in providing information about pregnancy and parenting support options.
- Athletics personnel who suspect that a student-athlete is pregnant may report their concerns to the team physician or to a college-designated representative trained in pregnancy and parenting support options.
- Teammates of pregnant student-athletes may report their concerns to the team physician or to a college-designated representative trained in pregnancy and parenting support options.

Enforcement and Non-Retaliation

- Any member of the Department of Athletics found to have violated this policy by threatening to withhold or withholding athletics participation or an athletics award, by harassing a student-athlete on the basis of pregnancy or parenting status, or by breaching medical confidentiality, will be subject to disciplinary action, up to and including discharge or expulsion from the College. The Department of Athletics will also take appropriate remedial action to correct the situation.
- Any member of the Department of Athletics who becomes aware of conduct that violates this policy should report the conduct to an appropriate official, such as the Senior Woman Administrator and Human Resources.
- The Department of Athletics and College will make every effort to prevent public disclosure of the names of all parties involved, except to the extent necessary to carry out an investigation.
- Retaliation is specifically prohibited against anyone who complains about pregnancy or parental status discrimination, even if the person was in error about the lawfulness of the conduct complained about. The YHC Department of Athletics will take steps to prevent any retaliation against the individual who made the complaint.

Financial Aid

Athletic Grant-in-Aid/Scholarships

Per *NCAA Bylaw 15.02.6*, athletic aid is a one year renewable contract between the college and the student-athlete. Aid will be given based on the recommendation of the head coach of each sport and all questions concerning aid should be directed to your coach. Athletic Grant-In-Aid is to include tuition, fees, room, board, and \$400 per academic year for books. A student-athletes total athletic Grant-In-Aid may not exceed this published amount.

Additional Financial Assistance

Per *NCAA Bylaw 15.1*, no student-athlete may receive more than the published cost of attendance that is set by the Office of Financial Assistance. Aid may come from legal parents/guardians, student loans, grants, and outside scholarships.

Outside Aid Reporting Requirement

Prior to the start of each academic year student-athletes must declare to the Compliance Office all sources of aid. Aid must be verified as countable or non-countable based on the award criteria.

Cancellation, Renewal, Reduction of Scholarship

Each academic year, an award letter is sent to all student-athletes who received athletic aid by the Office of Financial Assistance. All award letters and non-renewal notifications are sent out by the Office of Financial Assistance no later than July 1. If the student-athlete accepts the award, he/she signs the agreement, keeps a copy, and returns a copy to the Department of Athletics. Any student-athlete has the right to appeal the reduction or cancellation within 14 days of notification to the YHC Athletics Grievance Committee.

Financial Aid Appeals Process

A student-athlete who wishes to appeal their financial aid must submit an appeal, in writing, to the Director of Athletics within 14 days of the notification of change of aid. The YHC Satisfactory Progress Appeals Committee will review student-athlete appeal letter and the letter of response from the head coach and will schedule an appeal meeting. If the appeal is granted, the student-athlete will receive appropriate compensation. If the appeal is denied, the decision to reduce or cancel the athletic aid will be upheld. All decisions of the SAP Appeal Committee are final.

Student-Athlete Employment

Student-athletes are allowed to work during the academic year, but must be monitored by the Department of Athletics to ensure that all rules regarding employment are followed. The Assistant Director of Athletics for Compliance must approve all employment during the academic year and a statement signed by the student-athlete and employer must be on file. All employment (official vacation periods, between-term periods, or summer) is subject to college and NCAA rules and regulations (see *Employment Guidelines* below).

Employment Guidelines

The student-athlete, as a representative of YHC, is expected to behave responsibly and perform job duties to the best of his/her ability. If a student-athlete is dismissed from a position because of a poor attitude or job performance, he/she will not be assisted in finding further employment.

The following rules apply to all types of student-athlete employment (*NCAA Bylaw 12.4.1*):

1. The student-athlete must perform useful work.
2. The rate of pay must be the regular rate paid for such duties.
3. Hours paid must equal actual hours worked.
4. Payment in advance of hours worked is not permitted.
5. Transportation to the job site may be provided only if such transportation is made available to all employees.
6. Student-athletes are responsible for complying with employment rules and are to report any irregularities in employment compensation or benefits to the Assistant Director of Athletics for Compliance.

Student-athletes may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided the criteria governing compensation to student-athletes are met.

12.4.1 Criteria Governing Compensation to Student-Athletes.

All compensation received by a student-athlete must be consistent with the limitations on financial aid set forth in Bylaw 15. Compensation may be paid to a student-athlete:

- (a) Only for work actually performed;
- (b) At a rate commensurate with the going rate in that locality for similar services; and
- (c) An employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.

Playing and Practice Seasons

NCAA Practice and Competition Limitations

Sport	First Date of Practice	First Date of Competition	End of Regular Playing Season
Basketball	Preseason conditioning: September 7 th or the fourth day of class. Regular season – 35 days prior to first permissible contest date.	The second Friday in November (Exceptions - see Bylaw 17.3.3.1)	NCAA Division II Men's Basketball Championship game
Fall Sports (Cross Country/Soccer) Championship	17 days prior to the first permissible date of competition or 5 days prior to the first day of class.	Thursday preceding September 6	Conclusion of NCAA Championship
Fall Sports (Cross Country/Soccer) Non Championship	February 15	February 15	No later than seven days prior to the final examination period
Spring Sports (Baseball/Golf/Lacrosse/Softball/ Tennis) Championship	January 10 or the first day of classes, whichever occurs first	February 1 Friday if February 2 falls on a Saturday, Sunday, or Monday	Conclusion of NCAA Championship
Spring Sports (Baseball/Golf/Lacrosse/Softball/ Tennis) Non Championship	September 7 or the first day of classes, whichever occurs first	September 7 or first day of classes, whichever occurs first	November 15

**All competition must end on the selection day for NCAA Championships and regular practice must end after the last contest unless the program has reason to believe it may be selected for the NCAA Championship.*

NCAA Maximum Number of Competitions per sport

Sport	Championship Season	Non-Championship Season
Baseball	50	-
Basketball	26	-
Cross Country	7	5
Golf	21	-
Soccer	18	5
Softball	56	-
Tennis	25 - (7 Total Individual within 25)	-
Volleyball	26	-

Countable Athletically-Related Activity

A student-athlete's participation in countable athletically related activities (see *NCAA Bylaw 17.02.1*) shall be limited to a maximum of four hours per day and 20 hours per week during the playing season. Outside of the playing season during the academic year, only a student-athlete's participation in weight training, conditioning, individual skill instruction, and review of game film shall be permitted. A student-athlete's participation in such activities shall be limited to a maximum of 8 hours per week, of which not more than 4 hours per week may be spent on individual skill workouts.

Required Day Off

During the playing season, all countable athletically related activities (per *NCAA Bylaw 17.02.1*) shall be prohibited during one calendar day per week. Outside the playing season, during the academic year, all countable athletically related activities (per *NCAA Bylaw 17.02.1*) shall be prohibited during two calendar days per week.

Practice Policies

Student-athletes may not miss class for practice. Practice times are set by the head coach and must adhere to all NCAA requirements.

Game Policies

Student-athletes may not miss class for any game occurring in the non-championship segment. It is the student-athlete's responsibility to arrange for the make-up of missed class assignments or exams at the date/time set per the individual instructor.

Team Travel

General Travel Policy

At all times you are representative of Young Harris College and are expected to represent the institution in a first class manner. This is to include your appearance, behavior, language, and demeanor. You will be held to the YHC Policies in both this handbook and the *Guide to Student Life*. Any behavior deemed inappropriate by the coaching staff or athletics administration will be handled immediately.

Meals

- Student-athletes will be provided pre and post-game meals either in a team setting or on a per diem basis.
- The maximum per diem is \$25 per day.

Rooming Policies

- Room assignments, curfew, and penalties for violations of team policy will be determined by the head coach.
- No more than four student-athletes will be assigned to a room.
- Any theft/damage that occurs during a reservation will be the financial responsibility of the student-athletes in the room.
- No alcohol, tobacco, or drugs are permitted in the room at any time.
- Only team members are permitted in the room. Guest may be greeted in the lobby/reception area.

Travel with Team

All members of the sports team are required to travel with the team from the campus of YHC to the event and return to campus with the team unless prior approval from the Director of Athletics has been given.

Student-Athletes Traveling Apart from Team

- Student-athletes may request to travel apart from their team.
- The student-athlete must complete the *Request to Travel Apart from Team Form*, with a parent or legal guardian signature, and submit to their Head Coach ***at least two days prior*** to the competition date.
- If the head coach approves the request, they will submit the request to the Director of Athletics for final approval.
- The request must be approved by both the head coach and Director of Athletics ***prior*** to the student-athlete traveling apart from the team.

Athletic Training

The Young Harris College Athletic Training Department delivers traditional athletic training and sports medicine services to the student-athletes of Young Harris College. The services provided to the student-athlete can be divided into five areas:

1. Prevention of athletic injuries.
2. Recognition, evaluation, and treatment of athlete injuries and illnesses.
3. Rehabilitation and reconditioning of all injuries incurred by the student-athletes.
4. Health and wellness education.
5. Professional development and responsibility.

Our goal is to provide the student-athletes at Young Harris College with the best health care possible. In providing these services, the Young Harris College Athletic Training staff strives to utilize the most efficient, proven and current technologies, including the best equipment available. Consistent with this goal, we aim to offer a health care system that is proactive in approach, reducing the risk of athletic injury for our student athletes; provide easily accessible sports medicine services that are responsive to the needs of the student-athlete; and facilitate injured student-athletes' safe return to participation in athletic competition as soon as possible.

Our philosophy is that the needs of the student athlete will always be the FIRST consideration for all members of the athletic training staff. The Young Harris College Athletic Training Department strives to be a program of recognized excellence in sports medicine. We will comply with the recommendations and guidelines as established by the NCAA Sports Medicine Committee, the Peach Belt Conference, and the National Athletic Trainers' Association.

Athletic Training Staff

Young Harris College has four full-time athletic trainers and 2 graduate assistant athletic trainers. Pre-participation physicals, medical insurance, injuries, and other medical issues are handled through the Athletic Training Staff.

Contact numbers for Athletic Training are:

Head Athletic Trainer

Jared Sandler, M.ED, ATC
Office: 706-379-5191
Cell: 706-330-8300

Asst. Athletic Trainer

Kathleen Duncanson, MS, ATC
Office: 706-379-5199

Asst. Athletic Trainer

Kelcie Matthews, MS, ATC
Office: 706-379-5175

Grad Asst. Athletic Trainer

Nicolai Lohman

Cell: 470-246-7680

Asst. Athletic Trainer

Hailey Haveck, MS, ATC

Office: 706-379-5175

Grad Asst. Athletic Trainer

Jordan Eddy, ATC

Office: 706-379-5175

Team Physician

Young Harris College has a partnership with the following providers for the care of its student-athletes:

- Dr. Jacob Stirton, Orthopedic Surgeon
- Michele Bradford and High Mountain Healthcare for General Practitioner
- Jason Shook D.D.S., Dentist
- Dr. Robert Peck, Chiropractor

Athletic Clearance Guidelines

The following information is required for all incoming student athletes (freshman or transfer) and must be on file in the Athletic Training Room prior to participation in an authorized practice, scrimmage, or intercollegiate contest:

1. Student-Athlete Demographic Information Form
2. Health History Form
3. Proof of primary health insurance by submitting a copy of the front and back of the health insurance card(s).
4. HIPAA Consent form
5. Assumption of Risk Waiver
6. Young Harris College Insurance Policy and Procedures Form
7. Pre-Participation Physical Exam (provided by staff of High Mountain Healthcare and other various medical providers)

Each student-athlete will complete the *Pre-Participation Physical Exam* on a yearly basis, and must be cleared for participation in intercollegiate athletics by the healthcare provider. This Pre-Participation Physical Exam Form will be completed and on file in the Athletic Training Office prior to participation in an authorized practice, scrimmage, or intercollegiate athletic contest.

Athletic Training Room

The Athletic Training Staff provides emergency care, treatment, and rehabilitation for injuries sustained while a student-athlete in a recognized intercollegiate athletic programs at Young Harris College. The Athletic Training Room is located in the Department of Athletics Building and is staffed by certified and licensed athletic trainer(s) whose responsibilities include the coverage of athletics practices and intercollegiate contests.

Student-athletes must adhere to the following guidelines in support of the athletic training room and staff:

1. The athletic training room is a medical facility and should be treated as such. (it is not a place to hang-out, gossip, and talk with athlete receiving treatment)
2. No Cellphones due to HIPPA regulations

3. No student-athletes or coaches should be in the athletic training room without supervision.
4. No student-athletes are to treat themselves. An athletic training staff member must set up the equipment and supervise all treatments.
5. No horseplay, visiting, loitering, swearing, or shouting. All student-athletes should have a valid reason to be in the athletic training room. It is **NOT** a lounge area.
6. Nothing (towels, rehab equipment, etc) is to be removed from the athletic training room, unless approved by a member of the athletic training staff.
7. All rehab/treatment must be scheduled by appointment. If you are 10 minutes late to your appointment, you will not receive treatment.
8. If you are late or miss 3 scheduled appointments without notifying the athletic training staff, your access to the athletic training room will be revoked until further notice from athletic training staff.
9. Athletes receiving treatment must be appropriately dressed (shorts and t-shirt.... NO JEANS) at all times while in the athletic training room.
10. Report all injuries and conditions as soon as possible to the athletic training staff or the athletic trainer assigned to your team.
11. Student-athletes must shower or wash off with soap and water before getting into the whirlpools.
12. Absolutely **NO food, drinks, chewing or spit tobacco** is ever allowed in the athletic training room.

****The athletic training staff reserves the right to withhold treatment in any instance where any member of the athletic training staff is disrespected.****

Hours of Operation

Department of Athletics Athletic Training Room-

Monday-Friday: 9am-12pm, 1pm-5pm, or 30 minutes after last completed event

Saturday-Sunday: appointment only, practices and competitions times will vary

Basketball Athletic Training Room-

Open 1 hour prior to student-athlete reporting time for practices/events. Close once all participating student-athletes have cleared their locker rooms.

Insurance

Young Harris College maintains insurance coverage for athletic related injuries of student-athletes. YHC's insurance policy acts as secondary coverage to the student-athlete's health insurance policy. Every student-athlete is required by both the College and YHC Athletics to maintain health insurance coverage. Student-athletes are **REQUIRED** to maintain health insurance and comply with the requirements listed below to receive coverage under the YHC Athletics Secondary Insurance Policy:

1. All student-athletes are required to be covered under a primary major medical insurance policy which guarantees coverage within the United States (i.e. no traveler's policies).
2. All international student-athletes will be required to have a domestic based policy (if your personal international policy has a US claims address it will not meet the requirements).
3. MediShare, WellCare, Peachcare, or any other states Medicaid is not an acceptable insurance. If this is the case, the student-athlete will be required to purchase the insurance YHC Provides.
4. If the student athlete does not have insurance they can purchase one from a U.S carrier or the one that YHC athletics provides, the cost of this policy will be placed on the student-athletes account.

5. **The student-athlete and or the primary insurance must pay the first \$1000 per injury in actual payments before Young Harris College's secondary insurance will be activated.**
6. The student-athlete's primary insurance policy **MUST** cover intercollegiate sports injuries.
7. It is the responsibility of the student-athlete, parent/guardian, and/or policy holder to be familiar with their primary medical plan. Proper procedures must be followed to assure there will be no reduction in benefits. This includes but is not limited to second opinions, pre-certification, and the use of preferred providers.
8. If the student-athlete's primary insurance coverage is provided through an HMO, PPO, POS or any plan using a preferred provider network, a preferred health care provider within the plans network must treat the injured student-athlete, except in the case of an emergency. Claims denied by the primary carrier for failure to follow their procedures and/or failure to seek care from a preferred provider will result in a denial of benefits by Young Harris College.
9. Although the athletic training staff or insurance coordinator may help with accessing health care in the community, it is ultimate of the student-athlete, parent/guardian, and/or policy holder to make sure primary insurance plan(s) rules are being followed (i.e. using preferred providers).
10. All insurance cards/policies must be submitted to the Head Athletic Trainer and/or Insurance Coordinator for verification of proper coverage no later than August 1st. If a student-athlete is placed on a roster after August 1st, the student-athlete must submit the insurance card to the head athletic trainer prior to **ANY** participation in athletics.
11. The student-athlete must carry a proof of health insurance while attending Young Harris College.
12. All injuries must be reported to the head athletic trainer or team athletic trainer for medical treatment and/or referral for care of the injury.
13. In the event of an emergency referral is not necessary. However, if follow-up treatment is needed, the head athletic trainer must be notified.
14. The student-athlete must notify the head athletic trainer or team's athletic trainer immediately when there is a change in the primary insurance.
15. If at any time the student-athlete's primary medical insurance coverage lapses the college will not offer any coverage for bills incurred related to participation in the intercollegiate sports program.
16. All charges must be submitted to Young Harris College within one year of the date of service.
17. Charges not covered by the student-athlete's primary insurance or YHC Athletics Secondary Insurance Policy become the sole responsibility of the student-athlete, parent/guardian, and/or policy holder.
18. **THE FOLLOWING ARE NOT BENEFITS COVERED BY YOUNG HARRIS COLLEGE ATHLETICS:**
 - a. Expenses related to general illness (cold, flu, mono, etc.) or routine dental care.
 - b. Non-athletic related injuries or injuries incurred during non-NCAA accountable hours (pick-up, captains practices, intramurals, etc.).
 - c. Treatment/Appointments obtained without referral of a member of the athletic training staff.
 - d. Any secondary opinions not deemed necessary by the initial treating physician and any resulting outcomes (i.e. surgeries, diagnostic testing) is the financial responsibility of the athlete.
 - e. Pre-existing injuries or aggravation of pre-existing injuries due to athletic participation.
 - f. Injuries incurred during participation of non-Young Harris College Athletics (tryouts, summer leagues).
 - g. Co-payments during doctor visits.
 - h. Prescriptions (Non-Athletic and Athletic Related)
 - i. Braces and orthotic devices unless prescribed by the treating physician for rehabilitation following a covered treatment.
 - j. Physical therapy services not rendered or referred by the Young Harris College athletic training staff.
 - k. Chiropractic Services

Please note the NCAA also provides catastrophic athletics injury coverage. The NCAA's Catastrophic Injury Insurance Program covers student-athletes who are catastrophically injured while participating in a covered intercollegiate athletic activity (subject to policy terms and conditions). The policy has a \$90,000 deductible and is supplemental

coverage in the event of a catastrophic injury. More information can be found on the NCAA's website at www.ncaa.org.

Injuries

The YHC Athletic Training Staff will assess all injuries and make the determination of the appropriate treatment or course of action. It is the responsibility of the student-athlete to inform their respective coach and/or athletic trainer as soon as the injury occurs. Any injury not reported does not fall under fault to the Athletic Training Staff, will not be covered by the YHC secondary insurance policy, and any expense Assistantd with said injury will be the responsibility of the student-athlete.

Injuries are to be reported and evaluated to YHC athletic training staff during practices or competition, or after practice is over. Early treatment times may be arranged if necessary.

Injuries occurring on campus during YHC practice or game:

- The student-athlete should be evaluated by a member of the Athletic Training Staff either on the field or in the YHC Athletic Training Room. Follow-up care and treatment will be what is deemed necessary by the Athletic Training Staff.
(Examples: Strains, sprains, bruises, etc.)
- Injuries that require immediate physician's attention should be transported to the nearest hospital.

If the injury occurs off campus and an YHC Athletic Trainer is not present, the head coach and/or student-athlete is responsible for notifying their respective YHC Athletic Trainer of the situation, so the student-athlete's record may be properly documented and an appropriate examination of the injury will be completed by the YHC Athletic Training Staff.

All injuries will be documented in the appropriate student-athlete file. These files are kept for seven years after graduation.

Second Opinions

Any student-athlete has the right to obtain a second opinion from a physician or other healthcare provider of choice, given the following conditions:

- It is the responsibility of the student-athlete to make all scheduling/transportation arrangements for the second opinion.
- YHC will not be held responsible for any medical expenses, including surgery, imaging, and/or treatment provided.
- A medical release from the "second opinion physician" must be forwarded to the Head Athletic Trainer before a student-athlete can return to participation in intercollegiate activity.
- All medical records generated as a result of the second opinion must be forwarded to the Head Athletic Trainer before student-athlete can be cleared to return to participation in intercollegiate activity.

YHC Concussion Management Plan

Young Harris College is dedicated to ensuring the health and safety of its student-athletes. To this end, and in accordance with NCAA legislation [Division I Constitution 3.2.4.18; Division II Constitution 3.3.4.16; Division III Constitution 3.2.4.16], Young Harris College has adopted the following Concussion Safety Protocol for all student-athletes. This protocol establishes and/or identifies: (1) a sport-related concussion definition; (2) concussion safety protocol personnel; (3) independent medical care; (4) preseason education;

(5) pre-participation assessment; (6) recognition and diagnosis of concussion; (7) concussion management; (8) return to activity, including both return-to-learn and return-to-play; (9) reducing exposure to head trauma; and (10) written certificate of compliance signed by the athletics health care administrator.

What is a concussion?

1. Concussion Definition

The 5th international conference on concussion in sport defines concussion as follows:

Sport-Related Concussion (SRC) is a traumatic brain injury induced by biomechanical forces. Several common features that may be utilized to clinically define the nature of a concussion head injury include:

- SRC may be caused either by a direct blow to the head, face, neck or elsewhere on the body with an impulsive force transmitted to the head.
- SRC typically results in the rapid onset of short-lived impairment of neurological function that resolves spontaneously. However, in some cases, signs and symptoms evolve over a number of minutes to hours.
- SRC may result in neuropathological changes, but the acute clinical signs and symptoms largely reflect a functional disturbance rather than a structural injury and, as such, no abnormality is seen on standard structural neuroimaging studies.
- SRC results in a range of clinical signs and symptoms that may or may not involve loss of consciousness. Resolution of the clinical and cognitive features typically follows a sequential course. However, in some cases symptoms may be prolonged.
- The clinical signs and symptoms cannot be explained by drug, alcohol or medication use, other injuries (such as cervical injuries, peripheral vestibular dysfunction, etc.) or other comorbidities (e.g., psychological factors or coexisting medical conditions).

2. Independent Medical Care

As required by NCAA Independent Medical Care legislation, team physicians and athletic trainers shall have unchallengeable autonomous authority to determine concussion management and return-to-activity decisions for all student-athletes. Further, the athletics health care administrator shall ensure that the concussion safety protocol is available for, and rehearsed by, all athletics personnel.

3. Preseason Education

All student-athletes will be provided the NCAA Concussion Fact Sheet (or similar applicable material) and be required to sign an acknowledgement, on an annual basis during their pre-participation evaluation, that they have been provided, read and understood the concussion education material. This signed acknowledgement will be filed in the student-athlete's medical record.

All coaches, team physicians, athletic trainers and directors of athletics will be provided the NCAA Concussion Fact Sheet (or similar applicable material) and be required to sign an acknowledgement, on an annual basis, that they have been provided, read and understood the concussion education material. This signed acknowledgement will be filed in a secure location.

4. Pre-Participation Assessment

All student-athletes will undergo at least one pre-participation baseline concussion assessment. This pre-participation assessment will, at a minimum, include assessment for the following:

- Brain injury and concussion history.

- Symptom evaluation via the one provided in the SCAT5.
- Cognitive assessment via ImPact
- Balance evaluation via the Balance Error Scoring System (BESS)

The team physician determines pre-participation clearance and any need for additional consultation or testing. Special consideration will be given for new baseline concussion assessment six months or beyond for student-athletes who have suffered a concussion or who have a complicated concussion history.

5. Recognition and Diagnosis of Concussion

Symptoms of concussion include, but are not limited to: (1) physical symptoms of headache, nausea, balance problems, dizziness, visual difficulty, fatigue, sensitivity to light, sensitivity to noise, headache, feeling "out of it" or "foggy," vision changes, feeling dazed or stunned; (2) cognitive symptoms of feeling mentally foggy or slowed down, difficulty concentrating, difficulty remembering, forgetfulness, confusion, feeling slow; (3) emotional symptoms of irritability, sadness, nervousness, feeling more emotional; (4) sleep symptoms of drowsiness, sleeping more or less than usual, difficulty falling asleep.

Visible signs of concussion include but are not limited to: lying motionless; unconsciousness; vomiting; vacant look; slow to get up; balance difficulty or incoordination; clutching the head.

If an athlete, teammate, coach, official or member of medical staff identifies signs, symptoms or behaviors consistent with concussion, the following will take place immediately:

- The athlete must be removed from practice or competition.
- The athlete must be evaluated by a member of the medical team with concussion experience.
- The athlete must be removed from practice/play for that calendar day if concussion is confirmed or suspected.

The initial concussion evaluation will include:

- Symptom assessment via the SCAT 5.
- Physical and neurological exam via the SCAT 5.
- Cognitive assessment via the SCAT 5.
- Balance exam via the SCAT 5.

Because a force sufficient to cause concussion can also cause cervical spine or other head trauma, the initial concussion evaluation will also include assessment for cervical spine trauma, skull fracture and intracranial bleed.

Management Procedures

Once the student-athlete sustains a concussion, the following procedure will occur:

1. If the student-athlete is *unconscious*, he/she will be transported via ambulance to Chatuge Regional Hospital in Hiawassee, GA and Dr. Samuel Church, one of Young Harris College's team physicians, will be notified immediately.
2. If the student-athlete is *conscious*, he/she will be evaluated with the "On-Field Assessment" portion of the SCAT5 and will be removed from athletic activity for the remainder of the day.
3. At the first available time, he/she will be taken to the athletic training room to undergo the "Off-Field Assessment" portion of the SCAT5. (see appendix B).

4. The student-athlete will be sent home with a take home sheet with care information and phone numbers of their respective athletic trainer. (See appendix C)
5. Dr. Jennifer Hallett, Faculty Athletics Representative will be notified of the injury. Dr. Hallett's e-mail address is jhallett@yhc.edu and her office phone number is 706-379-5133.
6. A starfish notification will be sent to the student-athlete's professors informing them of the injury and asking for assistance as the student-athlete recovers from the concussion incident.
7. The student-athlete will report to the athletic training room every day for follow-up. Included in this follow-up will be: -Daily self-report of symptoms done interview style (See appendix E)
8. Follow-up with Dr. Samuel Church, MD at the next available opportunity
9. Once the student-athlete reports no symptoms of concussion, he/she will undergo both ImPact and balance assessment. The student-athlete will not be allowed to participate in any athletic activities until he/she has no symptoms of concussion and equaled their baseline ImPact and balance scores, and passed exertional tests (See appendix F).
10. The student-athlete has to be cleared by a member of the athletic training or medical staff before being allowed to return to sport. This return to sport will be a gradual return to sport. The student-athlete and coach must realize that this might take a couple of weeks depending on the severity of the concussion.

6. Post-concussion Management

An emergency action plan will be in place for any suspected or diagnosed concussion. This plan includes rehearsed arrangements for emergency medical transportation. The emergency action plan will be activated for any of the following:

- Glasgow Coma Scale < 13.
- Prolonged loss of consciousness.
- Focal neurological deficit suggesting intracranial trauma.
- Repetitive emesis (vomiting)
- Persistently diminished/worsening mental status or other neurological signs/symptoms.
- Spine injury.

Because concussion may evolve or manifest over time, for all suspected or diagnosed concussions, there will be in place a mechanism for serial evaluation of the athlete.

For all cases of diagnosed concussion, the athlete and another responsible adult will be provided oral and/or written care regarding concussion management. Such instructions must be documented.

As most athletes with concussion have resolution of symptoms in 7-10 days, all athletes who have prolonged recovery more than two weeks will be re-evaluated by a physician. Such re-evaluation will be performed to confirm the concussion diagnosis, or to consider co-morbid or post-concussion diagnoses such as: sleep dysfunction; migraine or other headache disorders; mood disorders such as anxiety and depression; ocular or vestibular dysfunction; cervicalgia/neck pain; other post-concussion diagnoses.

If symptoms do not resolve within 7 days of the injury, the athlete will undergo the **Buffalo Concussion Treadmill Test (BCTT)**. The purpose of the BCTT is:

- To investigate exercise tolerance in patients with post-concussive symptoms (PCS) lasting more than one week
- To help establish appropriate levels of exercise to aid in Return to Play for concussed athletes and assist in treatment protocols
- To aid in differentiating between possible diagnoses for concussive symptoms (Cervicogenic injury, PCS, etc.) and etiology for the concussion
- To identify physiological variables associated with exacerbation of symptoms, and the patient's level of recovery

The BCTT will be performed in the following manner:

1. Inform the participant about testing procedures and what to expect during the BCTT.
2. Explain and demonstrate RPE and Likert scales and obtain resting scores. Remind participant that he/she will be asked to rate exertion and symptom severity at each minute during exercise.

The RPE scale is a measure of perceived physical activity, and can be explained to participants as a measure of "how hard you feel like your body is working". The scale's numbers (6-20) and descriptors should be pointed out.

The Likert symptom scale is a measure of symptom severity ("how good/bad your symptoms are making you feel right now"), and should be distinguished as being distinct from RPE. The scale's numbers (1-10) and pictures (expressions of physical pain) should be pointed out.

3. Patient should begin by standing on the ends of the treadmill while the treadmill is turned on. The experiment should set treadmill at a speed of **3.6mph** for patients 5'5", and **3.2mph** for those 5'5" and under. Starting incline is **0 degrees**. Speed can be adjusted depending on athletic status or overall comfort of treadmill speed – patients should be moving at a brisk walking pace.
4. After one minute at this pace, treadmill incline is increased to 1 degree. Participant is asked to rate RPE and symptom severity. Subjective scores and heart rate (bpm) are recorded. This procedure is repeated each minute, with ratings and heart rate being recorded, and treadmill increasing in incline at a rate of 1 degree/minute.

Changes to Likert rating should be specifically clarified/noted (for example, if the rating moves from 2 to 3, it should be clarified if this reflects the addition of a new symptom, increased severity of an existing symptom, etc.) Experimenter should also record general observations as the test progresses.

5. Once treadmill reaches maximum incline (15 degrees or 12 degrees in modified test), speed is increased by **0.4mph** each minute in lieu of increased incline.
6. Once test is terminate (see below), speed is reduced to **2.5mph** and incline reduced safely back to 0 for a w minute cool-down (if participant is safe to continue). During this time, Liker ratings should continue to be reported each minute.
7. The test continues until:
 - a. Maximum exertion (RPE score of 19.5) is reported **or**
 - b. Test is terminated by experimenter due to a symptom exacerbation that causes significant increase in pain or symptom severity (an increase of more than 3 points on the Likert scale from resting score, addition of several new symptoms, or marked increase in severity of symptoms resulting in difficulty continuing test), **or**
 - c. Experimenter notes a **rapid** progression of complaints (ex. headache to searing focal pain) between symptom reports, patient appears faint or unsteady, or determines that continuing the

- test constitutes significant health risk for the participant, or
- d. Patient reports an inability to continue the test safely

7. Return to Activity

Student-athletes require a graduated program of care following concussion, both for return-to-learn and return-to-play. Both will be considered carefully.

Return-to-Learn

Returning to academic activities after a concussion is a parallel concept to returning to play after concussion. After concussion, brain energy may not be available to perform normal cognitive exertion and function. The return-to-learn concept should follow an individualized and step-wise process overseen by a point person within the athletics department, who will work in conjunction with a multidisciplinary team.

The Young Harris College multidisciplinary team may vary student-to-student, depending on the difficulty in returning to a normal school schedule. Such team will include, but not necessarily be limited to:

- Team physician.
- Athletic trainer.
- Psychologist/counselor through student wellness.
- Faculty athletics representative.
- Academic counselor.
- Course instructor(s).
- College administrators.
- Office of disability services representative.

Student-athletes who have suffered a concussion will not return to classroom on the same day. Following the first day of rest, the athlete will undergo an individualized plan that will include the following:

- The plan will be compliant with ADA/AA.
- The athlete will remain at home or in the dorm if he/she cannot tolerate light cognitive activity. Otherwise, return to the classroom and studying will be as tolerated and on a gradual basis.

The academic schedule will normally not need to be adjusted for more than two weeks. If the student-athlete continues to require accommodations after two weeks, the following will occur:

- The athlete will be re-evaluated by a physician, which will confirm the diagnosis or consider other post-concussion diagnoses.
- Other members of the multi-disciplinary team will become engaged as needed.
- For more prolonged return-to-learn cases, consideration will be given to working with other campus resources, all of which will be consistent with ADA/AA. Such resources will include any of the following:
 - Learning specialists.
 - Office of disability services.
 - ADA/AA office.

Return-to-Play

It is important to recognize each return-to-play plan will be individualized and supervised by a Young Harris College health care provider with expertise in concussion management. Final determination of return-to-play will be made by the Young Harris College physician or his/her qualified designee.

The initial treatment for all athletes following concussion is at least 1-2 days of relative physical and cognitive rest. Relative rest should continue until the athlete has returned to his/her pre-concussion baseline status. Discretion can be used by the health care provider to introduce mild aerobic activity during the transition period of returning to pre-concussion baseline status, so long as such activity does not exacerbate post-concussion symptoms or signs.

Once the athlete has returned to his/her baseline status, a stepwise progression return-to-play protocol will take place. Progression from one step in the protocol to the next can take place when the stepwise activity does not lead to worsening or new symptoms. The stepwise progression includes:

1. Light aerobic exercise such as walking, swimming or riding a stationary bike for at least 15 minutes. No resistance training is permitted. **If asymptomatic with light aerobic exercise, then;**
2. Sport-specific activity (mode, duration and intensity specific) exercise with no head impact. **If asymptomatic with sport-specific activity, then;**
3. Non-contact sport drills and resumption of progressive resistance training. **If asymptomatic with non-contact drills and resistance training, then;**
4. Full-contact practice and unrestricted training. **If asymptomatic with full-contact practice, then;**
5. Return-to-competition is allowed.

NOTE: If at any point the student-athlete becomes symptomatic (more symptomatic than baseline), the team physician or physician designee will be notified, and adjustments will be made to the return-to-play progression. It is commonplace for progression of each step to take at least 24 hours.

The RTP guidelines differ for those who underwent the **Buffalo Concussion Treadmill Test (BCTT)**. They are as follows:

- On completion of the BCTT, concussion patients may be given an exercise prescription based on 80% of the maximum heart rate reached **without** symptom exacerbation. Patients are instructed to exercise at this level for 20 minutes daily without exceeding the time, or heart rate constraints. Patients may increase heart rate by swimming, walking, or stationary cycling – the athlete should not attempt resistance training. If any post-concussion symptoms return along the progression, the athlete must return to the previous asymptomatic stage/maximum heart rate.
- If the patient can exercise to voluntary exhaustion on the BCTT without eliciting symptoms, you may begin the process of returning him/her to play by following the five step return to play program of the Zurich Consensus Statement.
- Other prescriptions and recommendations will be based on the patient's particular complaints. A patient may be recommended for cervical physical therapy, vestibular physical therapy, infusion therapy, or treatment for temporomandibular joint disorders.

8. Reducing Exposure to Head Trauma

Young Harris College is committed to student-athlete health and safety. To that end, Young Harris College will be proactive in efforts to minimize exposure to head trauma. The following procedures are in place:

- Concussion Fact Sheets, plus education regarding safe play and proper technique, are made available to student-athletes at the time of the pre-season annual health examination.
- Concussion Fact Sheets, plus education regarding safe play and proper technique, are made available to coaches, sport administrators, team physicians, athletic trainers and strength and conditioning coaches on an annual basis.
- Adherence to 'Interassociation Consensus: Year-Round Football Practice Contact Recommendations.'
- Reducing gratuitous contact during practice.
- Taking the head out of contact.
- Teams will take a "safety-first" approach to sport.



Concussion Take Home Sheet

Name: _____

Date: _____

You have sustained a head injury or concussion and need to be monitored for the next 24-48 hours.

You can:	There is no need to:	DO NOT:
Use Tylenol (acetaminophen) Use an ice pack for head/neck Eat a light meal Go to sleep	Wake up every hour Stay in bed	Drink Alcohol Drive a car Take Aleve, Advil, or ibuprofen Take Aspirin

WATCH FOR ANY OF THE FOLLOWING SYMPTOMS

WORSENING HEADACHE

VOMITING

DECREASED LEVEL OF CONSCIOUSNESS

DILATED PUPILS

INCREASED CONFUSION

STUMBLING/LOSS OF BALANCE

WEAKNESS IN ONE ARM/LEG

BLURRED VISION

INCREASED IRRITABILITY

If any of these problems occur go to Chatuge Regional Hospital and call your athletic trainer **IMMEDIATELY!**

Athletic Trainer _____

Phone _____

You need to be evaluated **TOMORROW** in the Athletic Training Room at _____ AM/PM.

By signing this you understand the instructions as indicated above:

Injured Student-Athlete _____

Individual agreeing to monitor student-athlete _____

Providing Athletic Trainer _____



The Young Harris College Athletic Training Staff would like to inform you that _____ sustained a concussion during _____ on __/__/__. He/she was evaluated by _____, MD, team physician or _____, ATC. _____ will undergo additional concussion testing today. A concussion or mild traumatic brain injury can cause a variety of physical, cognitive, and emotional symptoms. Concussions range in significance from minor to major, but they all share one common factor — they temporarily interfere with the way your brain works. We would like to inform you that during the next few weeks this athlete may experience one or more of these signs and symptoms.

Headache Nausea
Balance Problems Dizziness
Diplopia - Double Vision Confusion
Photophobia – Light Sensitivity Difficulty Sleeping
Misophonia – Noise Sensitivity Blurred Vision
Feeling Sluggish or Groggy Memory Problems
Difficulty Concentrating

As a department, we wanted to make you aware of this injury and the related symptoms that the student athlete may experience. Although the student is attending class, please be aware that the side effects of the concussion may adversely impact his/her academic performance. Any consideration you may provide academically during this time would be greatly appreciated. We will continue to monitor the progress of this athlete and anticipate a full recovery. Should you have any questions or require further information, please do not hesitate to contact us.

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Head Athletic Trainer
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Thank you in advance for your time and understanding with this circumstance.



Exertional Testing Protocol Following Concussion

Symptom checklist and IMPACT testing WNL



Exertional Testing Protocol

1. 10 min on stationary bike; exercise intensity <70% maximum predicted heart rate
2. 10 min continuous jogging on treadmill; exercise intensity <70% maximum predicted heart rate
3. Strength training: (i.e. push-ups, sit-ups, squats thrusts)
 4. Advanced cardiovascular training: sprint activities
 5. Advanced strength training: weight lifting exercises
 6. Sport specific agility drills (no risk of contact)

****If no change or increase in symptoms, move to next step.****



Non-contact practice following completion of exertional protocol

****If no change or increase in symptoms, move to next step.****



Limited to full contact practice

****If no change or increase in symptoms, final return to play decision made by medical staff.****

Student Services

Accountability for Student-Athletes (ASA)

The accountability program at Young Harris College is administered and/or overseen by the Faculty Athletics Representative (FAR) to provide academic support to all student-athletes in an effort improve academic success, retention and graduation rate for student-athletes. It specifically targets those student-athletes who:

- (1) Are continuing freshmen or sophomore (as defined by earned hours and/or year of study) students who have an overall AND previous term GPA below 2.5;
- (2) are first term freshman with *either*:
 - a) a high school GPA lower than 3.3; or
 - b) an SAT score (or equivalent) of less than 1000 (combined math and writing);
- (3) are transfer students (first term at YHC) with a cumulative college GPA of less than 2.75;
- (4) are continuing students with multiple starfish flags or early alert concerns in the first 4 weeks of the semester
- (5) are continuing students with poor midterm grades (average of less than 2.5 estimated GPA for the semester)
- (6) have self-selected into the program; or
- (7) have been identified by the AD, SWA, Coaches, Professors, Advisors, FAR or other relevant party as student-athletes who need additional academic support to thrive academically for any reason.

Program components:

- (1) Regular team accountability meetings with FAR
- (2) Mandatory academics and athletics planning calendar for the student-athlete's obligations
- (3) Minimum weekly study hall and/or tutoring requirement
- (4) Grade checks through PowerCampus or professor records
- (5) Attendance checks through PowerCampus or professor records
- (6) Other tasks as needed for individual student-athletes

Academic Success Center (ASC)

The Academic Success Center (ASC) is dedicated to helping YHC students achieve their academic goals. Our free services are available to all students of YHC seeking to improve grades and become better students. The ASC provides tutoring, personal academic counseling, assistance with English as a second language, study skills seminars, and quiet study space for students who need academic motivation or time management assistance.

Tutoring Program

Free tutoring is available through the Academic Success Center for English, Math, Computer Science, Communication Studies, Chemistry, Biology, the Social and Behavioral Sciences, Music, and Foreign Languages. Tutoring in additional areas may be available upon student request. The ASC employs over 20 peer tutors, students who have earned excellent grades in their classes and who are often majors in their tutoring areas. All tutors undergo special training for national certification in the tutoring profession. In addition, there are five faculty members who provide tutoring at the Academic Success Center.

Student Disability Services

Young Harris College is committed to providing an environment in which all students are given a reasonable opportunity to learn and work to their full potential. In compliance with *Section 504 of the Rehabilitation Act of 1973*, and the *Americans with Disabilities Act of 1990*, the College will provide reasonable accommodations

for students with known disabilities. The Office of Student Disability Services coordinates the provision of reasonable accommodations in the academic program for students with documented disabilities. Student Disability Services staff will work with each qualified student to design an individualized and confidential Student Support Plan and to coordinate accommodations throughout the academic term. For more information, for a copy of current policies and procedures, or to schedule an appointment, please contact the Student Disability Services staff. For further information regarding access to campus housing, facilities, activities, and events please contact the Student Development Office at (706) 379-5118 or the Office of Residence Life at (706) 379-5300.

Center for Writing and Speaking (CWS)

The Center for Writing and Speaking (CWS) is located adjacent to the Pruitt-Barrett Building, in the building formerly occupied by the Counseling and Psychological Services Center (CAPS). Resources include on-campus writing and speaking labs staffed by student tutors who have received extensive training and a website with online resources to help students with written and spoken communication.

YHC Counseling and Psychological Services (CAPS)

The YHC Counseling and Psychological Services (CAPS) Center consists of mental health professionals who help individuals adjust to academic and social pressures, plan their careers, understand themselves better, handle their concerns more efficiently, resolve internal or external conflicts, increase their self-esteem and gain more satisfaction from life. Counseling sessions range from one brief meeting to weekly 45-minute sessions. The CAPS Center maintains contact with various community mental health resources and arranges referrals when appropriate.

Counseling and Psychological Services

- Confidential individual, couples, family, and group therapy
- Assistance in choosing a major
- Career Planning Services (GCIS-guided program)
- Interest and personality assessment
- Presentations and resources on interviewing, study skills, time management, stress management and healthy lifestyle choices

Our resources are available to all students and faculty/staff are encouraged to seek consultation from the CAPS Center concerning any students whom they believe may need assistance. The CAPS Center strives to assist students of all backgrounds and we work closely with various student organizations and other campus agencies to promote success among all students.

Health and Wellness Services

The Student Health Clinic, located on the ground floor of Appleby Center, is staffed by a Registered Nurse and is open to all resident and commuting students. The clinic provides the following services:

- Exam by an RN in case of illness or injury with referral to local health care providers as indicated.
- Assistance in making appointments with local health care providers.
- First Aid treatment for injuries.
- Blood pressure checks.
- Health promotion and wellness counseling.

- Free health information and wellness reference library.
- Free loans of crutches, heating pads, cold packs, knee, ankle and wrist supports, etc.
- Non-prescription medicines.
- Psychological and counseling referrals.

Our Medical Director provides oversight of all clinic services and consults with the Director of Health & Wellness Services as needed.

Drug and Alcohol Awareness- AlcoholEdu®

AlcoholEdu® for College is a non-opinionated, science-based course required for all incoming students. The course aims not to preach but rather to teach the facts about alcohol and its effects on the mind and body. AlcoholEdu® for College empowers students to make well-informed decisions and provides some simple strategies to help keep you and your friends safe.

AlcoholEdu® for College offers a confidential, personalized experience for each student. The course includes:

- Five modules of alcohol-related content featuring videos, blogs, IM chats, comics, and more.
- Helpful tools, like a BAC calculator and map of US laws.
- Discussions on policies and issues related to alcohol.
- Safe partying strategies and tips for helping a friend.

YHC NIL Policy

Young Harris College (YHC) is committed to ensuring that its policy and procedures regarding name, image, and likeness are in accordance with state, federal and NCAA legislation. Name, image, and likeness regulations will provide opportunities for our student-athletes and allow them to benefit from the use of their names, images, and likenesses. As regulatory agencies and governments continue to discuss the importance of creating federal legislation for name, image, and likeness, the following guidelines and policies have been adopted by YHC, effective July 1st, 2021, to ensure compliance with all state, college, and NCAA mandates.

NIL Defined

Name, image and likeness activities is any activity in which a prospective student-athlete or student-athlete's name, image, and likeness or personal appearance is used for promotional purposes by a noninstitutional entity, including the individual prospective student-athlete or student-athlete, a commercial entity, or a noninstitutional non-profit or charitable entity. Such use may be compensated or uncompensated.

Rules Applicable to Student-Athletes Use of NIL

A YHC student-athlete may receive NIL payments for the use of that student-athlete's name, image, and likeness. YHC will not reduce or revoke a student-athlete's athletic eligibility, grant-in-aid, scholarships, education benefits, or otherwise impose an adverse consequence against a student-athlete as a result of a student-athlete receiving payment for the use of NIL or obtaining professional representation, unless in doing so the student-athlete violates any applicable law, NCAA bylaw, institutional policy, team policies, or procedures or rules adopted under this policy.

The following rules apply to YHC student-athletes who choose to use their name, image, likeness to earn compensation:

- Prospective student-athletes must comply with any applicable state or federal NIL laws, and upon becoming a YHC student-athlete must conform their NIL activities to this policy and any applicable NCAA and/or Conference requirements.
- The use of a student-athlete's name, image, and likeness may not be related to pay-for-play or any improper recruiting inducements by the college and/or its representatives with an athletic interest (e.g. boosters) including, but not limited to:
 - NIL agreement with quid pro quo (e.g. compensation for work not performed)
 - NIL compensation provide or offered contingent on initial or continued enrollment at a particular institution.
 - NIL compensation contingent on specific athletic performance or achieve (e.g. financial incentives based on points scored). Athletic performance may enhance a student-athlete's NIL value but athletic performance may not be the consideration for NIL compensation.
 - Benefits provided to student-athletes that are inconsistent with institutional policies (e.g. benefits or arrangements not available to the general student body).
 - A YHC student-athlete may not engage in any NIL activity in a manner that conflict with a term of a Young Harris College contract.
 - A YHC student-athlete may not engage in any NIL activity that promotes products or services related to gambling, alcohol or performance-enhancing supplements on the NCAA's banned drug list.
- A YHC student-athlete may not engage in any NIL activities during any department or team related activities (e.g. practice, competition, team meals, travel, etc.)
- A YHC student-athlete may not use the name, symbols, logos, trademarks, facilities, and images associated with YHC Athletic Department or Young Harris College unless specific approval is obtained in advance by both in accordance with college policy.
- A YHC student-athlete must disclose NIL activities to YHC within a reasonable time using the Name, Image, Likeness Disclosure Form on ARMs.

Professional Representation

A YHC student-athlete may obtain professional representation by an athlete agent, attorney, or financial advisor who is engaged by the student-athlete for the purpose of securing payments for the use of the student-athlete’s name, image, and likeness, or otherwise advising the student-athlete concerning NIL. All representation should be disclosed to YHC using the Name, Image, Likeness Disclosure Form.

Name, Image, and Likeness Activity Disclosure Form

For each name, image, and likeness activity for which you have been or will be compensated, provide the following information:

Describe the compensated name, image, likeness activity.

What are/were the terms of the agreement or transactions? (Note: you can include a copy of the contract if preferred)

When will/did the activity begin and end?

How will you be or how were you compensated for participating in the name, image, likeness activity?

List all parties to the agreement or transaction, other individuals and entities, and professional services providers.

Name of Person/Entity	Role	Contact Information

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I affirm to the best of my knowledge the following:

- I have provided a complete and accurate information regarding any and all activities involving use of my name, image, and likeness;
- I have provided complete and accurate information about individuals and entities involved in my activity;
- This activity does not involved promotion of a commercial product or service that conflicts with institutional or state name, image, and likeness policies.

I acknowledge that my institution, or a designee of my institution, may review the accuracy of this information, and I consent to any investigation, review, or audit. I acknowledge that inaccurate or incomplete disclosure, or failure to cooperated could support a reasonable conclusion that compensation that I received constituted an inducement to attend or remain enrolled at a specific school, a substitute for pay for athletics performance or participation, or an otherwise illegitimate source of compensation for use of my name, image, and likeness.

Signature of Student-Athlete

Date

Signature of Parent (if under 18)

Date