

CLEMSON COMPLIANCE

Compliance Services - OFFICIAL VISIT CHECKLIST

PROSPECT NAME: _____ SPORT: _____

EMAIL: _____ RECRUITING COACH: _____

DATES OF SCHEDULED VISIT _____ to _____

Compliance services will process completed official visit requests within 48-hours, unless received on Friday.

Pre-Visit Requirements

- Prospect in ARMS
- Registered With NCAA Eligibility Center/
(Prospect's NCAA Eligibility Center ID Number: _____)
- Transcripts (From **ALL** Schools Attended)
- Test Scores (From **ALL** Test - High School Students Only)
- Travel Arrangements (Visit Must Be Approved Before Confirming Reservations)
- Official Visit Itinerary
- CU Athletic Department Travel Request Form **CLICK HERE and submit through Adobe Sign**
- Ticket Request Form **-For Use On The Official Visit-**
- CU Host Entertainment Form
- CU Prospective Student-Athlete Official Visit Form
- Transfer Checklist & Historical Data Form - Required for approval of a transfer PSA's Official Visit
- International Checklist (Freshman or Transfer) & International PSA Questionnaire - Required for approval of international PSA's Official Visit

Compliance Office Use Only

- Prospect added to Eligibility Center IRL
- Valid transcript(s) on file
- Official Visit documented in ARMS
- Appropriate Checklists Received

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Compliance Services - TICKET REQUEST FORM – OFFICIAL VISIT

Prospect Information

GAME ATTENDED: _____ PROSPECT NAME: _____
DATE: _____ SPORT: _____ HIGH SCHOOL/COLLEGE: _____
PHONE NUMBER: _____ EMAIL: _____ HS GRADUATION YEAR: _____
ADDRESS: _____ CITY: _____
STATE: _____ ZIP CODE: _____

Ticket Request Information

_____ COMPLIMENTARY TICKETS REQUESTED (MAXIMUM OF 5) _____ NUMBER OF FIELD PASSES REQUESTED

1. PROSPECT
2. GUEST NAME: _____
RELATIONSHIP: _____ PHONE NUMBER: _____
3. GUEST NAME: _____
RELATIONSHIP: _____ PHONE NUMBER: _____
4. GUEST NAME: _____
RELATIONSHIP: _____ PHONE NUMBER: _____
5. GUEST NAME: _____
RELATIONSHIP: _____ PHONE NUMBER: _____

DOES THE PSA NEED TO PURCHASE ADDITIONAL TICKETS, IF SO HOW MANY? _____

**** NOTE : THE TICKET OFFICE ONLY ACCEPTS CASH AND WILL NOT PROVIDE CHANGE**

ADDITIONAL TICKETS TO BE ATTACHED TO FORM Name of Staff members using field passes:

STUDENT HOST NAME: _____

STUDENT HOST CUID: _____
(must include if student-host is sitting with PSA)

NUMBER OF EXCHANGED TICKETS FOR CLEMSON STAFF _____
(must include if staff is sitting with PSA)

REASON FOR EXCHANGE: _____

BY SIGNING BELOW I VERIFY THAT I HAVE NOT RECEIVED ANY INDUCEMENTS IN VIOLATION OF NCAA LEGISLATION PRIOR TO AND DURING THIS VISIT. I DID RECEIVE WRITTEN NOTICE FROM CLEMSON ABOUT LIMITS ON THE NUMBER OF OFFICIAL VISITS (FIVE).

Prospect Signature

Total Tickets Issued

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Compliance Services - PROSPECTIVE STUDENT-ATHLETE OFFICIAL VISIT FORM

PROSPECT GENERAL INFORMATION

Name _____	City _____	State _____
Mode of Transportation:	<input type="checkbox"/> Air	<input type="checkbox"/> Car : attach documentation of mileage before approval.
From: _____	To: <u>CLEMSON UNIVERSITY</u>	
Guests and relatives of prospect _____		
Date/ Time Arrived on Campus _____	Left Campus _____	
Sport _____	My Host(s) was : _____	

PROSPECT

By signing below, I verify that:

1. I have not received any souvenirs or inducements prior to or during my official visit.
2. Clemson has explained fully the commitment needed for my personal, academic and athletic success at Clemson.
3. I was not offered or encouraged to use alcohol or drugs during my official visit.
4. My official visit was conducted without the use or promise of sexual activity.
5. I have not participated in or been encouraged to participate in any activity that violates federal or state laws.
6. I did not participate in or was encouraged to participate in any gambling or gaming activities.
7. I received \$ _____ for Official Visit related expenses.

SIGNATURE _____ DATE _____

COACH

I have reviewed this information and the student-athlete host information. I certify that to the best of my knowledge, all NCAA and ACC rules have been followed during the official visit for this prospect.

Coach: _____
Print

DATE: _____

Signature

CLEMSON COMPLIANCE

Compliance Services: Official Visit Expenses Form

A family member is defined by the NCAA as an individual with any of the following relationships to the prospective student-athlete: spouse, parent or legal guardian, child, sibling, grandparent, domestic partner or any individual whose close association with the prospective student-athlete is the practical equivalent of a family relationship. For a prospective student-athlete's family member to receive expenses they **must be approved** by the compliance office. If you are unsure if the person meets the NCAA definition of a family member, please reach out to compliance for clarification.

The following family member(s) will be receiving the expenses listed below:

NAME	RELATIONSHIP TO PROSPECT	TRANSPORTATION (MARK AS YES OR NO)	LODGING (MARK AS YES OR NO)	MEALS (MARK AS YES OR NO)	ENTERTAINMENT (MARK AS YES OR NO)

If yes for entertainment, please list or if needed attach those activities that will be provided and how much the activity will cost:

NCAA RULES FOR EXPENSES DURING AN OFFICIAL VISIT

By signing below, I verify that I conducted this visit consistent with NCAA rules. Specifically:

1. If any family members or guests attended the official visit and were not approved by compliance due to not meeting the NCAA definition of a family member or exceeded the total number of family members that are permitted to receive expenses, those individuals paid for all expenses on their own.
2. The NCAA only allows the institution to cover \$60 for entertainment costs per prospect and per family members (max four family members), the following amount will be provided for entertainment expenses for those approved individuals \$_____.
3. I understand that any entertainment activities including those listed above are required to be withdrawn from the total entertainment costs per person.

Coach or Designee Signature

Date

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STUDENT-ATHLETE HOST FORM

Prospect's Name:	
Guests of Prospect:	
Date of Official Visit:	
Sport:	

Clemson's goal for our student-athletes is academic and athletic excellence. We will accomplish this goal by attracting young men and women with potential for excellence. As an athlete and host, you have the greatest potential to attract these young men and women who can help Clemson win ACC and National Championships. Thank you for conducting the visit with excellence and integrity.

NCAA RULES FOR A STUDENT HOST DURING AN OFFICIAL VISIT

By signing below, I verify I understand NCAA rules related to official visits and will conduct the visit consistent with these rules.

Specifically, I understand:

- The entertainment money is to be used to provide the prospective student-athlete food, beverage, and/or entertainment.
- Reminder, it is against NCAA rules to provide or receive entertainment at a discounted rate.
- I cannot use the entertainment money to purchase souvenirs or Clemson attire for the prospective student-athlete or their family members and friends.
- I cannot provide any of my team issued gear to prospective student-athlete or their family members and friends.
- Prospective student-athletes cannot have contact with IPTAY members, boosters or other individuals who are not employed by Clemson.
- I will not offer or witness the use of alcoholic beverages, drugs, or any interactions of a sexual nature.
- I will not participate in or encourage the prospective student-athlete to participate in any gambling or gaming activities.
- I will not participate in or encourage the prospective student -athlete to participate in any activity that violates any federal or state law.

Amount to be placed on card: _____

Remember to deduct any pre-arranged entertainment from host money.

Student-Athlete Host Name

Date

Student-Athlete Host Signature

Staff Member Signature