



The SEC and the NCAA regulate the interaction of Student Managers with Student-Athletes and Coaches. This Tip Sheet is designed to illustrate some permissible and non-permissible activities for Student Managers. If there are any questions or concerns related to the application of these regulations please contact the Office of Compliance Services.

11.01.6 - Manager.

A manager is an individual who performs traditional managerial duties (e.g., equipment, laundry, hydration) and meets the following additional criteria: (Adopted: 1/16/10 effective 8/1/10)

- a) The individual shall be a full-time undergraduate or graduate student (see Bylaws 14.1.7.2 and 14.1.7.2.1.4), except that during his or her final semester or quarter of a degree program, he or she may be enrolled in less than a full-time program of studies, provided he or she is carrying (for credit) the courses necessary to complete the degree requirements;
- b) The individual may participate in limited on-court or on-field activities during practice (e.g., assist with drills, throw batting practice) or competition (e.g., assist with warm-up activities) involving student-athletes on a regular basis;
- c) The individual shall not provide instruction to student-athletes;
- d) The individual shall not participate in countable athletically related activities (e.g., practice player) except as permitted in Bylaw 11.01.6-(b); and
- e) In baseball, the individual shall forfeit any remaining eligibility in the sport at the institution at which the individual serves as a manager.

Student Managers

USC definition of a "student"

- An individual will be considered a "student" per USC policy provided the individual is registered as a full time student and paid the required fees (or has assumed financial responsibility for such by attending class, etc).
 - Exception: A student manager enrolled in his/her final term prior to graduation is only required to enroll in the courses necessary for graduation at the conclusion of the term.
- Registering in a non-credit course (e.g., business class that teaches Microsoft Excel but not for any credit) does not meet the criteria.

Permissible Activities

- Engaging in limited on-field activities during practice, games and organized activities provided the student manager also performs traditional managerial functions.

Examples of permissible on-field activities:

- Ball shagging;
- Bounce passing drills;
- Passing pucks to a goal keeper;
- Setting up drills by moving balls, cones, other equipment items;
- Filming USC practices & Competitions
- Catching a bull pen session
- Signaling plays to student-athletes at the direction of a coaching staff member; and
- Tagging, splicing, and breakdown of film.

Examples of traditional managerial functions:

- Running the clock at practice;
- Collecting laundry;
- Filling water bottles; and
- Recording team statistics.
- Performing normal video tasks (filming USC practice & competitions, tagging, breakdown, etc.)
- Travelling with team and receiving expenses as an institutional staff member
 - However, expenses must be approved by the sport AD.
- Obtaining separate, outside employment within the Athletics Department so long as the individual is not being compensated for work performed as a student manager.

Impermissible Activities

- Engaging in ANY form of coaching.
- Providing skill instruction.
- Analyzing or evaluating the student-athlete's athletic performance.
- It is **not permissible** to hire a manager to perform only on-court or on field activities **unless** the student manager also performs traditional managerial functions.
- **Reminder:** NCAA rules governing permissible activities for managers differ depending on the individual's status as a student.



Non-Student Managers (aka Equipment Managers)

Permissible Activities

- It is permissible for non-student managers to perform only traditional **off-field** managerial duties.

Examples of permissible activities for non-student managers:

- Running clock at practice;
- Collecting laundry;
- Filling water bottles; and
- Recording team statistics.

Impermissible Activities

- It is not permissible for a non-student manager to perform any on-court or on-field duties that could be considered coaching without counting in the coaching limitations.

Examples of impermissible activities for a non-student manager:

- Any form of coaching or skill instruction;
- Ball shagging;
- Bounce passing drills;
- Passing pucks/balls to a goal keeper;
- Attend HS games in your sport and
- Setting up drills by moving cones, balls, or other equipment items.

Please refer to the *Duties of a Non-Coaching Staff Member Tip Sheet* for a detailed list of the role and limitations of Non-student Managers.

Feel free to contact the Office of Compliance Services if you have any questions!