



Student-Athlete Handbook
2025-2026

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INTRODUCTION

This student-athlete handbook was created to help all student-athletes become aware of the rules, regulations, policies, expectations, and services that affect you, both as a student and as an athlete. The UT San Antonio Department of Athletics intends to set high standards and achieve a level of behavior that reflects positively on the Department, University, and community.

Each coach designates who will become a member of his/her team and being a part of any team for UT San Antonio athletics is a privilege and not a right. By accepting this privilege of team membership, the student-athlete is responsible for appropriate conduct that does not discredit the University, the Department of Athletics, teammates, or self. Sportsmanship and conduct befitting good representation of UT San Antonio is mandatory.

As a student-athlete at UT San Antonio, you are responsible for knowing, understanding and adhering to the information in this handbook. These are not the only policies you are responsible for. When you accept admission to UT San Antonio and agree to be a student-athlete, you immediately become responsible for all the rules and regulations in the Student Code of Conduct: <http://catalog.UTSanAntonio.edu/informationbulletin/appendices/studentcodeofconduct/>. Whether you live in the UT San Antonio Residence Halls or are just visiting, every student is responsible for the policies in the Resident Handbook: All student-athletes are also responsible for all NCAA, American Conference, and team guidelines.



STUDENT ATHLETE CODE OF CONDUCT

PURPOSE

The UT San Antonio Athletics Student-Athlete Code of Conduct establishes behavioral standards for all student-athletes (scholarship and non-scholarship), UT San Antonio Athletics signees, and admitted non-scholarship prospective student-athletes (hereafter “admitted prospects”) to meet as a condition for athletics participation. As visible ambassadors of the University, current student-athletes, signees, and admitted prospects are expected to uphold the core values of both the [University](#) and [UT San Antonio Athletics](#). As an annual condition of athletics participation, student-athletes must acknowledge the Code of Conduct through the receipt of the Student-Athlete Handbook at the beginning of the academic year.

CONDUCT DURING AND OUTSIDE OF PRACTICE/COMPETITION

Athletics Participation and Attire. Attendance, punctuality and earnest participation in practices, classes, academic appointments, weight and strength training sessions, team meetings, medical treatments and administrative meetings are required when specified by coaches or other athletics staff. UT San Antonio staff and student-athletes are expected to wear team-issued product in all activities organized by UT San Antonio Athletics unless informed by the Head Coach or UT San Antonio Athletics staff that other attire is permitted.

Sportsmanship. Exemplary sportsmanship is expected at all times. Student-athletes must conduct themselves in a distinguished manner and exhibit respect and courtesy toward teammates, opponents, coaches, staff, officials and spectators. American Conference Sportsmanship and Ethical Conduct rules explicitly state that any concerns about officiating or other Conference member institutions must be handled internally by a Head Coach and the Vice President/Athletics Director and not in a public forum (e.g., verbally, on social media, etc.). UT San Antonio Athletics requires the same.

UT San Antonio Student Conduct. The [UT San Antonio Student Code of Conduct](#) addresses specific prohibited conduct. Below are some examples of prohibited conduct from the policy. Student-athletes are expected to review the policy, be familiar with all prohibited conduct, and avoid engaging in any conduct that violates this policy.

Academic Dishonesty	Alcohol Misconduct
Violations of Local, State or Federal laws	Illegal Drug Use and/or Possession
Firearms and/or Dangerous Materials Possession	Sex or Gender Based Harassment
Sex Discrimination and Other Inappropriate Conduct	Stalking
Theft and/or Property Damage	Gambling
Hazing	Providing false or misleading information
	Violent conduct

Student-Athlete Conduct. In addition to the UT San Antonio Athletics Student-Athlete Code of Conduct, student-athletes must abide by city, state and federal laws and NCAA, American Conference, University, team and sport playing rules. Student-athletes must review and follow the rules and guidelines outlined in the [UT San Antonio Student Code of Conduct](#), and other information and educational materials distributed by the University and UT San Antonio Athletics including, but not limited to, requirements established by coaches or UT San Antonio Athletics staff.

REPORTING VIOLATIONS OR MISCONDUCT

Reporting Violations or Misconduct. Student-athletes must report any misconduct or violations of state law or NCAA, American Conference or UT San Antonio rules through available methods internal or external to UT San Antonio Athletics. These may be found online at [UTSA Athletics Compliance Office - UTSA Athletics - Official Athletics Website](#). Retaliation is prohibited against student-athletes who report potential or actual misconduct or violations. Any student-athlete who believes they have experienced retaliation for filing a report should notify UT San Antonio Athletics Compliance Office.

Student-Athlete, Signee, and Admitted Prospective Student-Athlete Misconduct: Student-athletes, signees and admitted prospects must disclose to their Head Coach and/or Sport Supervisor **as soon as possible, but no later than eight (8) hours following the incident or following release, if detained, for:** Incidents, notices of alleged violations, or investigations involving law enforcement, or a current or previous educational institution; and any arrests, charges or convictions (including incidents involving him/herself or any other student-athlete, signee, or admitted prospects). Student-athletes, signees, and admitted prospects are also obligated to promptly provide arrest reports/affidavits or other written accounts of incidents upon request of UT San Antonio Athletics or University staff. Student-athletes must annually acknowledge their review and understanding of this reporting requirement in conjunction with the receipt of the student-athlete handbook at the beginning of the academic year.

UT San Antonio Athletics Compliance staff conduct a public criminal database search when issuing Athletics Scholarship Agreements or invited non-scholarship roster opportunities, and at other times when deemed appropriate. Failure to disclose the incidents described above could render Athletics Scholarship Agreements null and void and/or affect eligibility for athletics participation or receipt of a UT San Antonio athletics scholarship.

The Vice President and Athletics Director also retains the authority to issue disciplinary actions, which may include, but is not limited to, separation from the team or recommendation for cancellation of athletics scholarship agreement based on behavior contrary to the Student-Athlete Code of Conduct.

Serious Misconduct. Any prospective or current student-athlete who engages or has engaged in Serious Misconduct is not eligible to participate in practice or competition or receive athletics aid. This includes any convictions, guilty pleas, no contests, juvenile delinquency, or other disciplinary action involving Serious Misconduct.

Serious Misconduct is defined as any act of incest, rape, sexual assault, sexual violence, domestic violence, dating violence, stalking, sexual exploitation, hate crime, murder, manslaughter, aggravated assault or any assault that employs the use of a deadly weapon or causes serious bodily injury. Serious Misconduct includes any equivalent violation of the student code including but not limited to sexual misconduct, as defined in HOP 9.24, including sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Serious Misconduct would also include any other felony or misdemeanor considered equivalent to those listed above in any jurisdiction where current or prospective student-athlete was convicted or pleaded guilty or no-contest.

Within 48 hours of a prospective student-athlete committing to attend UT San Antonio by signing an Athletics Scholarship Agreement, accepting an offer of admission to UT San Antonio, or upon enrollment of a student-athlete at UT San Antonio, he/she must disclose to his/her Head Coach and/or Sport Supervisor if he/she engages in (or previously engaged in prior to commitment or enrollment) any conduct that is or could be considered Serious Misconduct under the above definition. Student-athletes, signees, or admitted prospects also must disclose to the Head Coach and/or Sports Supervisor any

pending charge or conviction that remains under investigation by local, state or federal authorities or by a current or previous educational institution related to an incident that took place prior to committing to or enrolling at UT San Antonio and falls within the definition of Serious Misconduct. Student -athletes, signees, or admitted prospects must disclose future incidents **as soon as possible, but no later than eight (8) hours following the incident or following release, if detained.**

Current and prospective student-athletes are required to complete the UT San Antonio Minimum Expectations for Due Diligence Inquiries questionnaire regarding Serious Misconduct prior to the provision of any athletically-related financial aid or participation as a part of UT San Antonio Department of Intercollegiate Athletics. Each prospective student-athlete who is transferring to UT San Antonio from another collegiate institution is also required to have their current school's Title IX Coordinator, as well as any previous collegiate institution(s) that the student-athlete attended, complete an additional question on the UT San Antonio Minimum Expectations for Due Diligence Inquiries questionnaire regarding whether or not the prospective student-athlete was a respondent in any matter and if they were found responsible.

Note that disclosure of such conduct does not automatically render a signee, admitted prospect or current student-athlete ineligible for athletics aid, practice and competition. Any conduct disclosed will be reviewed by the Athletic Conduct Committee to determine whether it meets the definition of Serious Misconduct.

The Vice President of Intercollegiate Athletics/Athletics Director maintains authority to issue any discipline and to implement any interim measures, as the Vice President of Intercollegiate Athletics/Athletics Director sees fit, to protect the integrity of UT San Antonio Athletics. These actions can be in addition to actions taken by the Athletic Conduct Committee, Student Conduct, Title IX/EOS. Potential actions include, but are not limited to, separation from the team, cancelling athletics scholarship agreements based on student-athlete conduct contrary to the Student Athlete Code of Conduct, and/or temporarily withholding the student-athlete from participation in UT San Antonio athletics events and activities.

HEALTH AND SAFETY

UT San Antonio Athletics is committed to providing a healthy and safe environment with resources necessary for student-athletes to have a positive collegiate experience and to achieve peak performance. Student-athletes, signees, and admitted prospects are required to completely and truthfully disclose their medical history and to report any developments or changes in their health to Sports Medicine personnel in a timely manner. This includes, but is not limited to, pre-existing injuries, time-loss injuries, surgeries, chronic illnesses, history of substance use or abuse, learning disabilities, attention-deficit hyperactivity disorder, disordered eating behaviors, and anxiety, depression, or other mental/behavioral health issues. In addition, student-athletes have a duty to report illnesses and injuries, including concussion, to Sports Medicine personnel. UT San Antonio Athletics Sports Medicine personnel and medical officials have the unchallengeable, autonomous authority regarding decisions on a student-athlete's ability to train, practice and compete.

Public and Personal Health. Student-athletes, signees, and admitted prospects have a personal, social and environmental responsibility to practice good personal health behaviors, including good hygiene and prevention of the spread of communicable diseases. In addition, each student-athlete, signee, and admitted prospect has an obligation to adhere to any and all public health guidance issued by campus, local, state or federal public health officials.

Health and Fitness. Student-athletes have the ultimate responsibility to maintain a level of health and fitness to train and compete at an elite level. Student-athletes must adhere to any plans developed by

coaching, sports medicine, sport performance and/or performance nutrition/clinical dietetics staff. This includes, but is not limited to, appropriate cardiovascular fitness, muscular strength and flexibility and personalized nutrition/meal plans. Student-athletes may be restricted from participating in practice and/or competition for health and fitness deficiencies if deemed unsafe.

Alcohol, Substance Abuse, and Drug Testing. Consistent with state law, alcohol consumption is prohibited for anyone under age 21. Consumption of alcohol is discouraged for any student-athlete of legal age and is not permitted during official team travel or in any situation where the student-athlete is representing UT San Antonio (e.g., recruiting visits, appearances, awards events, etc.). UT San Antonio is a [tobacco, smoke, and vape-free campus](#), and the use of all forms of tobacco products (including, but not limited to, e-cigarettes and vape pens) is prohibited on University property. NCAA rules also prohibit the use of tobacco products during practice or competition. The possession, use or distribution of NCAA banned and/or illegal drugs, including cannabis and non-prescribed prescription medications, is illegal and prohibited at all times. Student-athletes always should consult UT San Antonio Athletics Sports Dietitians before taking any nutritional supplements to ensure the supplement does not contain NCAA banned substances. Student-athletes are subject to year-round drug testing by the NCAA, American Conference and UT San Antonio Athletics. Student-athletes are required to comply with the education and testing programming as well as any prescribed treatment (if indicated) as a condition of athletics participation. Student-athletes who test positive for a banned substance are subject to disciplinary action per NCAA, American Conference or UT San Antonio policies, which may include suspension from athletics participation (practice/competition), team dismissal and/or reduction of or cancellation of athletics aid.

ACADEMIC RESPONSIBILITY AND INTEGRITY

Academic Advising Responsibility. Student-athletes must communicate and interact with their major/college academic advisors on campus every semester. Student-athletes are expected to enroll full-time and must take classes that are directly applicable toward their designated majors. Student-athletes are expected to actively participate in the degree planning and course selection process. Changing majors and/or class schedules is not permitted without receiving prior approval from Athletics Academic Services and the Head Coach, as changes may affect eligibility for practice and/or competition.

Academic Accountability. Unexcused class absences are unacceptable. Routine attendance checks take place, and absences are reported to Head Coaches. Student-athletes are expected to read and follow the guidelines outlined in course syllabi. Disrespect toward faculty members, instructors and staff is not tolerated. Unexcused absences for academic appointments (e.g., tutoring) also are unacceptable.

Academic Integrity. Student-athletes, like all UT San Antonio students, are expected to maintain absolute integrity and a high standard of individual honor in scholastic work, which is reinforced by the University's Student Code of Conduct. Cheating, plagiarism, unauthorized collusion or any other form of academic dishonesty violate the University Code of Conduct, Student Honor Code and potentially NCAA academic misconduct rules. Student-athletes may not be provided any academic assistance or exception that is not otherwise permissible under NCAA rules or not generally available to other UT San Antonio students. The area of Student Conduct and Community Standards in the UT San Antonio Office of the Dean of Students oversees policies and procedures related to academic integrity. Cases involving student-athletes follow the same protocols as any other student. Student-athletes must report academic integrity accusations immediately to Athletics Student Services.

Academic Eligibility. Student-athletes are expected to report grades to their Academic Coordinator upon request and to immediately report academic difficulties. Academic agreements may be created to ensure student-athletes understand their academic standing required in order to meet NCAA and institutional

eligibility requirements. Failure to uphold an academic agreement may result in disciplinary action, including but not limited to, separation from the team or recommendation for cancellation of athletics scholarship agreement based on the behavior being contrary to the Student-Athlete Code of Conduct.

STATE LAW/NCAA/AMERICAN RULES AND COMPLIANCE RESPONSIBILITIES

NCAA Rules and Compliance Responsibilities. Student-athletes are expected to follow NCAA rules and compliance procedures and participate in rules education programs. Student-athletes are expected to ask questions when presented with situations that may involve NCAA rules and to request advance approval for activities from their Head Coach (or designee) and the athletics compliance staff. This includes, but is not limited to, outside competition, acceptance of prize money, acceptance of benefits from someone other than a family member, meeting with agents, personal appearances, use of name, image or likeness for compensation, and/or employment. Student-athletes may not sell or exchange for anything of value any team-issued apparel or equipment, complimentary tickets, awards or any other item provided by UT San Antonio Athletics.

Name, Image, Likeness (NIL)

Student-athletes must adhere to all requirements of [Texas State law](#) governing the use of a student-athlete's NIL. Student-athletes may not enter into a contract or obtain an opportunity for use of their name, image and likeness if compensation is provided in exchange for their athletic performance or initial or continued attendance at the University. Student-athletes may obtain professional representation for contracts and legal matters that relate solely to use of the student-athlete's NIL but not for future professional athletics participation. Endorsement of alcohol, tobacco products (including e-cigarettes), anabolic steroids, sports wagering, casino gambling, firearms that the student-athlete cannot legally purchase, or a [sexually oriented business \(as defined in Section 243.002, Local Government Code\)](#) are strictly prohibited. Additionally, the duration of the contract may not extend beyond the student-athlete's participation in UT San Antonio Athletics. Student-athletes are prohibited from using property owned by UT San Antonio (e.g., UT San Antonio-issued apparel/equipment/awards) or intellectual property and registered trademarks in conjunction with the student-athlete's name, image and likeness opportunity. Student-athletes are required to disclose any NIL contracts to UT San Antonio in advance of engaging in any NIL activity and resolve any identified conflicts with institutional contracts within 10-days of disclosure. Student-athletes may not engage in any NIL activities during official team activities, which is defined as any countable athletically-related activities or official team travel and athletics events where student-athletes are engaged as representatives of the University.

A student-athlete's involvement in NIL activities that fail to adhere to Texas state law or otherwise violates the Student-Athlete Code of Conduct, [UT San Antonio Student Code of Conduct](#) may result in disciplinary action, including but not limited to, removal from team activities, separation from the team, or recommendation for cancellation of athletics scholarship agreement.

Sports Wagering. Participation in any wagering activities involving a sport sponsored by the NCAA and at any level (e.g., professional, collegiate, amateur) is prohibited by NCAA rules, the [UT San Antonio Student Code of Conduct](#) and Texas state law. Participation includes a student-athlete's direct involvement in placing a wager or providing information to assist another individual in a placing a wager.

NCAA Bylaw 10.1 (Unethical Conduct) and UT San Antonio Student Conduct. NCAA rules and the [UT San Antonio Student Code of Conduct](#) require student-athletes be responsive to requests and to provide complete and accurate information when requested by the NCAA, NCAA Eligibility Center, American Conference, UT San Antonio Athletics or other UT San Antonio officials. Failure to respond to

requests for information or providing false or misleading information may result in loss of NCAA eligibility and/or other University sanctions.

SENSITIVE INFORMATION AND SOCIAL MEDIA

As team members and representatives of the UT San Antonio Athletics community, student-athletes become aware of sensitive information. Sensitive information includes private or confidential “inside” team, UT San Antonio Athletics or UT San Antonio information. Such areas as injury reports, team events, game strategy, academic information or recruiting plans are considered sensitive information. Photographs or videos of coaches, staff, current or former student-athletes or affiliates taken without their knowledge or consent and/or taken in private settings (e.g., training room) also are considered confidential and sensitive information and may not be shared in any manner, including on social media platforms.

As visible members of the campus community, student-athletes must understand the responsibility that comes with use of social media platforms. Posts, pictures, verbiage, etc. should not contain sensitive information (as described above), profanity or material that is unsportsmanlike, harassing or damaging/disrespectful to student-athletes, the team, UT San Antonio Athletics, UT San Antonio or affiliates of UT San Antonio.

NON-COMPLIANCE

Athletics participation is a privilege, not a right. Failure to adhere to this Student-Athlete Code of Conduct may result in disciplinary action, dismissal from the team (temporarily or permanently) and/or reduction of or cancellation of a student-athlete’s Athletics Scholarship Agreement.

ACKNOWLEDGEMENT

*By acknowledging receipt of the student-athlete handbook, I affirm that I have reviewed, understand and agree to adhere to the above Student-Athlete Code of Conduct, **including my obligation to report any misconduct as outlined above.** I understand that my failure to adhere to the Student-Athlete Code of Conduct may result in disciplinary action, including but not limited to, loss of athletics participation and/or reduction of or cancellation of athletics aid.*

ATHLETIC CONDUCT COMMITTEE

Definitions

Serious Misconduct is defined as any act of incest, rape, sexual assault, sexual violence, domestic violence, dating violence, stalking, sexual exploitation, hate crime, murder, manslaughter, aggravated assault or any assault that employs the use of a deadly weapon or causes serious bodily injury. Serious Misconduct includes any equivalent violation of the student code including but not limited to sexual misconduct, as defined in HOP 9.24, including sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Serious Misconduct would also include any other felony or misdemeanor considered equivalent to those listed above in any jurisdiction where current or prospective student-athlete was convicted or pleaded guilty or no-contest.

Authority

The Athletic Conduct Committee (ACC) has the authority to:

1. review all allegations and determinations of Serious Misconduct alleged to be committed by student athletes (SA), and non-admitted prospective student athletes (PSA);
2. impose disciplinary sanctions up to and including suspension from athletics participation (practice/competition), team dismissal and/or reduction of or cancellation of athletics aid.

The ACC's authority is not exclusive. The Vice President of Intercollegiate Athletics/Athletics Director maintains authority to issue any discipline and to implement any interim measures, as the Vice President of Intercollegiate Athletics/Athletics Director sees fit, to protect the integrity of UT San Antonio Athletics.

In general, the Athletic Conduct Committee is not a fact-finding body. Police, Title IX/EOS, and Student Conduct perform those functions in the vast majority of circumstances. The ACC is the primary fact finder only in circumstances where the conduct at issue does not fall within the purview of these other fact finders.

Membership

The Athletic Conduct Committee is composed of:

The University's Faculty Athletics Representative,

Associate Athletic Director of Compliance

Title IX Coordinator,

Director of Student Conduct and Community Standards, and

Vice President for Legal Affairs,

Any member of the VP of Intercollegiate Athletics'/AD's Senior Staff

or any of the above designees.

Disclosure to the ACC

1. Upon discovery or learning (including a self-disclosure) that an SA or PSA has engaged in alleged or actual serious misconduct, all employees of the Athletics Department are required to promptly report the information with the Athletics Director, Executive Senior Associate Athletics Director, and any additional employees as may be designated by the Athletics Director.

2. Following an initial review with the Athletics Director or designee, Athletics will promptly forward the information to the ACC if the alleged conduct may constitute serious misconduct.

3. Conduct that involves an SA will also be forwarded to the Title IX/EOS Office and/or Student Conduct Office depending on the nature of the conduct.

Review Process

Any alleged or actual conduct by a PSA or SA which may meet the definition of Serious Misconduct must be promptly reviewed by the ACC.

The ACC is responsible for examining the information received to determine if the conduct meets the definition of serious misconduct in accordance with this policy. The ACC has the final authority to make this determination.

1. Conduct Meets Definition

If the ACC determines the conduct meets the definition of serious misconduct, the student athlete's or potential student athlete's participation status will be determined under the below outcomes.

- **Ongoing and concluded non-criminal investigation (Title IX/EOS or Student Conduct):** The ACC will determine whether the PSA or SA may enroll and/or participate in athletics in any capacity at the University while conduct is being reviewed by appropriate UT San Antonio offices.

- **Arrested:** The ACC will determine whether the PSA or SA may enroll and/or participate in athletics in any capacity at the University while conduct is being reviewed by law enforcement.

- **Charged:** PSA or SA is ineligible for practice and competition at the University until the charge is fully adjudicated.

- **Convicted:** PSA or SA is permanently ineligible for aid, practice and competition at the University. If PSA or SA has signed an athletics aid agreement with the University, the agreement is immediately terminated.

The ACC process is separate from investigations conducted in accordance with the Title IX/EOS and/or Student Conduct policies. The ACC may, at its discretion, defer its review of any conduct until Title IX/EOS and/or Student Conduct first completes their investigation of the matter. In addition, the ACC may pause or delay their review of the conduct while the case is processed by law enforcement.

2. Conduct Does Not Meet Definition

If the ACC determines the conduct as alleged or determined does not meet the definition of serious misconduct, the ACC will take no further action. However, the student athlete remains subject to any additional conduct reviews and/or sanctions through Title IX and/or Student Conduct, or sanctions imposed by the Athletics Director due to a violation of the Student-Athlete Code of Conduct.

3. Athletic Department Sanctions

The Vice President of Intercollegiate Athletics/ Athletics Director also retains the authority to issue disciplinary actions separate from the ACC, Title IX and/or Student Conduct decisions, which may include, but is not limited to, separation from the team or recommendation for cancellation of athletics scholarship agreement based on behavior contrary to the Student-Athlete Code of Conduct.

4. PSA or SA Reengagement

If the ACC previously determined a PSA's or SA's conduct met the University's definition of serious misconduct, but

- criminal charges are dropped or reduced, or
- the PSA or SA is found guilty of a lesser crime, or
- the Title IX/EOS or Student Conduct process has concluded without a finding of a policy violation that would constitute Serious Misconduct against the PSA or SA, or
- there is new, mitigating information, the Head Coach may request to reinstate the PSA or SA to active participation. Upon the Head Coach's request, the case must be recirculated to the ACC to determine whether the conduct continues to meet the institution's definition of serious misconduct. If the ACC indicates the conduct no longer meets the definition, the PSA or SA may be reinstated by the Athletics Director. The ACC may recommend additional sanctions for the PSA or SA to the Athletics Director for consideration prior to reinstatement.

5. ACC Committee Guidelines

Committee Duties

The ACC may conduct its review as its members deem appropriate, but at a minimum must:

- Notify PSA or SA his or her alleged or actual conduct is being reviewed in accordance with this policy;
- If the ACC is acting in a fact-finding capacity it must provide the individual and any witnesses or advocates selected by the individual an opportunity to provide information related to the conduct either in writing or verbally by teleconference, videoconference or in-person; and
- Communicate the ACC's decision in writing to the PSA or SA within a reasonable time period.

Any PSA or SA whose conduct is under review by the ACC is required to fully cooperate in accordance with NCAA ethical conduct provisions (see [NCAA Bylaw 19.2](#)). Full cooperation includes, but is not limited to:

- Furnishing requested information relevant to the matter in a timely fashion or by specified deadlines
- Providing complete, truthful, and accurate information
- Not influencing witnesses to provide false or misleading information

UT San Antonio Athletics Duties on Behalf of the ACC

UT San Antonio Athletics will administer all communications relevant to this policy on behalf of the ACC.

CONFERENCE CODE OF SPORTSMANSHIP

It is the responsibility of each full and affiliate member institution in the American Conference to ensure that all individuals associated with its athletic program will conduct themselves with sportsmanship. Every reasonable effort will be made by member institutions to emphasize the importance of good sportsmanship at all athletic events.

Crowd control responsibilities during the American's athletic events rest with the event management staff designated by the member institution's Director of Athletics. Policies established by the American are reviewed annually by the Senior Woman Administrators and printed in a handbook effective for the sports season. The American Senior Woman Administrators have been charged with establishing and overseeing sportsmanship practices by serving as the point persons and advocates regarding sportsmanship initiatives. In addition, the Senior Woman Administrators must attest by the end of each fall semester that all individuals who must adhere to the sportsmanship principles have received education regarding the Code of Sportsmanship.

Student-Athletes, individuals employed by or associated with a member institution, and game officials shall conduct themselves with honesty and good sportsmanship. Their actions shall at all times reflect the high standards of honor and dignity that characterize participation in competitive sports in the collegiate setting.

Misconduct, including verbal misconduct, is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior, failure by any representative of a participating institution to abide by the American Sportsmanship principles and/or poor sportsmanship not necessarily described in detail in this document.

The Commissioner and/or designated Conference office staff member will proceed with disciplinary action if and when the Commissioner deems it appropriate. The Commissioner may elect to work in concert with the Conference's Executive Sportsmanship Committee, as defined hereafter in this document, in these matters.

Coaches and administrators shall make every attempt to promote the Conference and its members in a positive manner. Game officials, who are responsible for enforcing both the rules of a contest as well as sportsmanship and decorum rules, have the complete support of the Conference member institutions, the Commissioner and Conference office staff.

The following American Sportsmanship principles apply from the time any representative is enroute to, from or at the locale of the competition or practice. Additionally, actions outside this time frame may be subject to the Conference Code of Sportsmanship. This policy includes any competition in which our member institutions are competing (e.g., preseason, postseason, conference, nonconference). In situations where the unsportsmanlike behavior is addressed during the competition by the officials, the NCAA playing rules take precedent, but additional action may be taken by the Conference for egregious behavior. Individuals that must adhere to the principles include, but are not limited to: coaching staff members, support personnel, student-athletes, Conference office staff members, representatives of a member institution's department of athletics, band members, cheerleaders and institutional mascot.

1) Individuals shall exhibit respect and courtesy toward game officials, student-athletes, coaches, team personnel, athletic administrators, Conference office staff members and spectators. Individuals shall refrain from personal conduct that may incite spectators. Violations of the Sportsmanship Code include, but are not limited to the following:

- a) Striking, attempting to strike or otherwise physically abusing an official, coach, spectator or student-athlete;
 - b) Intentionally inciting participants or spectators to inappropriate action;
 - c) Using obscene gestures, direct verbal abuse or unduly provocative language or action toward a game official, Conference personnel, another institution, a student-athlete or personnel of another institution, coach or spectator; or
 - d) If the visiting team defaces any host or neutral site facility property (e.g., restrooms, locker rooms), then the host institution must notify the visiting team's sport administrator and copy the conference liaison within 48 hours from the conclusion of the contest. If the two parties cannot come to an agreement on reimbursement for damages, then the conference office must be notified for final resolution.
- 2) Individuals shall refrain from all public criticism, inclusive of all forms of communication, relative to game officials, student-athletes, coaches, team personnel, athletic administrators, Conference office staff members or spectators.
 - 3) Only Conference office staff members (e.g., Commissioner, Coordinator of Officials) are permitted to enter the locker room of a game official to discuss game activities. A coach or student-athlete must never enter a game official's locker room.
 - 4) Public communication regarding a code of sportsmanship violation may be subject to sanctions.
 - 5) For those teams in which the Conference has a travel party size limitation, exceeding the stated limit is considered a violation of the Code of Sportsmanship unless a waiver is granted by the Conference staff.

Violations of the rules listed above, and/or poor sportsmanship not mentioned above, may subject the individual to penalties, including letter of admonishment, public reprimand, fine (minimum of \$10,000) and/or suspension from participation by the member institution and/or the Conference. Penalties are determined on a case-by-case basis. Should a violation of one of the principles occur, the following process is to be executed:

1) Initiation of Potential Violation

- a) Once a member institution is aware that a potential violation has taken place, the respective Director of Athletics (or designee) must contact the Commissioner and/or designated Conference office staff member immediately.
- b) Once the Conference office is aware that a potential violation has taken place, the Commissioner and/or designated Conference office staff member must contact the Director of Athletics of the involved institution(s) within 24 hours.
 - (i) The institution shall provide a written report to the Conference Office within 24 hours detailing the circumstances surrounding the potential violation, any mitigating factors and any actions taken by the institution.

2) Commissioner's Findings and Report

- a) The Commissioner and/or designated Conference office staff member will conduct a formal review, including reviewing the report submitted by the institution, to determine if a violation has in fact occurred.
- b) At the conclusion of the formal review, the Commissioner and/or designated Conference office staff member will issue a report confirming whether a violation took place. This report will be provided to the Director(s) of Athletics and/or designees of the institution(s) involved within three (3) business days of being notified of the occurrence of the event.
- c) This report will include the Commissioner's and/or designated Conference office staff member's findings and penalties, if any, to be imposed. The Commissioner reserves the right to adopt and acknowledge the institution's recommended sanctions. The Commissioner may also reconsider new information if presented in a timely manner.

3) Acceptance or Objection to Commissioner's Report

- a) The Director of Athletics (or designee) of the involved institution(s) shall submit a written response to the Commissioner indicating a formal acceptance or objection to the matter. In the

event either of the involved institutions believes the Commissioner's finding and/or penalty is inappropriate, insufficient or excessive in nature, an appeal may be initiated by that Director of Athletics (or designee).

b) The intent to appeal must be filed in writing to the Commissioner within 24 hours of receiving the Commissioner's report.

4) Appeal Process

a) Overview and Preparation for Appeal

i) The Governance and Strategic Planning Committee

(1) Shall hear and consider the appeal and shall do so as expeditiously as possible (with preference given to resolving the appeal prior to the next contest). Any individual on the Committee that is representing one of the involved institutions must be recused.

(2) Decision of the Committee shall be final.

ii) The Director of Athletics and/or designee

(1) Must participate in the hearing

(2) Must submit a written statement outlining the reasons for the appeal to the Governance and Strategic Planning Committee at least 24 hours prior to the hearing.

(3) Must provide Opening Statement at Hearing (Closing Statement is optional)

iii) Commissioner and/or Designated Conference Office Staff Member

(1) Will provide the report, along with other relevant material (e.g., video, media reports, statements by witnesses, etc.) for the Committee's consideration.

(2) Must provide Opening Statement at Hearing (Closing Statement is optional)

b) Virtual Appeal Hearing

i) Meeting called to order by Chair of Committee

ii) Opening Statement by Director of Athletics who submitted the appeal

iii) Opening Statement by Commissioner and/or designated Conference office staff member

iv) Hearing open for discussion among all individuals participating

v) Closing Statements may be made by Director of Athletics and/or Commissioner

vi) Chair will excuse the institution's representatives and the Committee will then deliberate and make a determination to uphold, modify, or reject the Commissioner's decision.

vii) The Commissioner and/or designated Conference office staff member will notify the Director of Athletics who submitted the appeal.

5) Decision The decision of the Governance and Strategic Planning Committee shall be final.

6) Communication Once the process has concluded, the Commissioner and/or designated Conference office staff member will provide the outcome to all Conference member institutions' Directors of Athletics and Senior Woman Administrators via ShareFile.

Notes:

1) There will be situations (e.g., suspensions) where the penalty and/or appeal may not be processed prior to the institution's next competition. If that occurs, the penalty would be assessed during the first competition after the matter has been resolved.

2) If a penalty or suspension is imposed at or near the end of a season of competition (which includes teams participating in postseason play or NCAA championships), the penalty may be carried over into the next season of competition.

3) The Governance and Strategic Planning Committee is comprised of two ADs, two SWAs, two FARS, two student-athletes, two coaches, three senior compliance administrators, one ADID, and one medical professional. Committee members must participate in the appeal hearing via videoconference. There will be no proxy votes.

Suspension Guidelines:

The institution with a suspended student-athlete, coach, band member, cheerleader or mascot bears all responsibility for making sure the involved individual(s) adhere to the parameters of the suspension.

- 1) Suspension-Student-Athlete: On the days a student-athlete is suspended from a competition, he/she shall not participate and shall not be present in the playing venue from the time the team reports on call and becomes involved in a team activity (e.g., traveling to an away-from-home game) through the time the team has departed the playing venue.
- 2) Suspension-Coach: A coach cannot be present in the involved playing venue while he/she is serving the suspension from the time the team is required to report on call for the competition until the team has departed the playing venue. On the day(s) a coach is suspended from a competition, he/she may not have contact or communication with the institution's team and institution's personnel and coaches during the time as defined above.
- 3) Suspension-Band Member, Cheerleader, Mascot: On the days a band member, cheerleader or mascot is suspended from a competition, he/she shall not participate and shall not be present in the playing venue during the competition and any activities (prior to or after) associated with the competition

LETTER FROM COMMISSIONER ON SPORTSMANSHIP



August 1, 2025

Dear American Conference Student-Athlete:

The new school year is upon us, and we want to take this opportunity to thank you for all your hard work. Your dedication and commitment are what makes our Conference a special place. Part of your responsibility as a student-athlete is to be a leader for your institution, fans, young aspiring student-athletes and your family. As part of this we expect you to reaffirm your commitment to the "Conference Code of Sportsmanship" policy and remind you of the critical role you play in ensuring that this policy is observed, without exception.

The Code was created to support these ideals and to hold everyone involved in American Conference competition to the highest ideals of sportsmanship. We ask you to lead by example. Your words and actions will have a strong influence on the behavior of others and how they view your program and The American. The Conference Code of Sportsmanship expects student-athletes to remember their responsibility to act as role models and to represent their institutions in a manner that promotes humility, dignity, honesty and good sportsmanship. Your role will be to constantly reinforce these principles.

The following American Conference Sportsmanship principles always apply.

- 1) Individuals shall exhibit respect and courtesy toward game officials, student-athletes, coaches, team personnel, athletic administrators, Conference office staff members and spectators. Individuals shall refrain from personal conduct that may incite spectators.
- 2) Individuals shall refrain from all public criticism, inclusive of all forms of communication, of game officials, student-athletes, coaches, team personnel, athletic administrators, Conference office staff members or spectators.
- 3) Only Conference office staff members (e.g., Commissioner, Coordinator of Officials) are permitted to enter the locker room of a game official to discuss game activities. Coaches and student-athletes are not permitted to enter any game official's locker room.
- 4) Any public communication regarding a code of sportsmanship violation may be subject to conference sanctions.

The Conference is committed to these principles, and to their enforcement. Violations of the rules listed above, and/or poor sportsmanship not necessarily described in detail above, may subject the individual to reprimand, an institutional fine (minimum of \$10,000) and/or suspension from participation in competition. The member institution and/or the Conference may levy these sanctions. Each instance will be reviewed, and penalties are determined on a case-by-case basis.

To demonstrate our commitment to respecting the opposition and dedicated game officials, each student-athlete in the American Conference is expected to review and acknowledge receipt of the Conference Code of Sportsmanship. This is done to help the Conference ensure that your experience will be positive and fulfilling while built on a foundation of respect, fair play and appreciation of the efforts of all involved.

We are truly excited for the upcoming year and looking forward to terrific competition that reflects your exceptional talent and dedication. Thank you for everything you do to help your institution and the Conference provide the best experience possible for everyone involved.

All the best,

Tim Perneti
Commissioner

TIM PERNETTI
COMMISSIONER

5445 E JOHN CARPENTER FWY, STE 300 | IRVING, TX 75068



UT SAN ANTONIO OFFICE OF STUDENT CONDUCT AND COMMUNITY STANDARDS

The office of Student Conduct and Community Standards creates an environment that strives to ensure a fair and objective process that upholds the high behavioral and academic standards articulated in the UT San Antonio *Student Code of Conduct*. Student Conduct and Community Standards encourages students to actively participate in the full university experience including the intentional transformation of their decision-making patterns through engagement, personal development, interpersonal development, and community membership.

It is very important that you make sure that you check your email on a regular basis and if you ever receive an inquiry letter from the Student Conduct Office, the procedures need to be followed. There will be two meetings automatically and sanctions are based off an EPIC Journey learning technique. The Department of Athletics has advisors that can help you through this process. For more information, reach out to your Academic Coordinator or the Student-Athlete Affairs staff.

EQUAL OPPORTUNITY SERVICES (EOS)

UT San Antonio is committed to provide equal employment and educational opportunities for all qualified persons without regard to race, color, national origin, religion, sex, age, veteran status, disability, or sexual orientation. UT San Antonio is further committed to hiring the best-qualified person to fill each available position and reward each employee based on his or her job performance. UT San Antonio will ensure that all personnel and academic actions be administered without regard to race, color, national origin, religion, sex, age, veteran status, disability, or sexual orientation.

EOS actively promotes affirmative action, equal employment and educational opportunities for students, faculty, staff, and visitors by providing these services:

- Investigates discrimination and sexual harassment cases
- Training
- Administers the University's Affirmative Action Plan
- Partners with other campus and community organizations
- Information and Referral Service
- Faculty Recruitment

UT San Antonio's Director of EOS and Title IX Coordinator is Suzanne Patrick, Suzanne.Patrick@UTSanAntonio.edu.

The EOS office is located in NPB 4.440 and their phone # is 210.458.4120. Website: [Home | Equal Opportunity Services and Title IX Office | UT San Antonio | University of Texas at San Antonio](#)

To Report an incident, please go to: [File a Report | Equal Opportunity Services and Title IX Office | UT San Antonio | University of Texas at San Antonio](#)

SERIOUS MISCONDUCT POLICY

A current or prospective¹ student-athlete who has been convicted of, pleaded guilty or no contest to a felony or misdemeanor involving Serious Misconduct, has been found a delinquent in relationship to a juvenile code equivalent, or has been disciplined by the university or athletic department at any time during enrollment at any collegiate institution (*excluding temporary disciplinary action during an investigation*) due to Serious Misconduct shall not be eligible for athletically-related financial aid, practice or competition at UT San Antonio. UT San Antonio shall require all current and prospective student-athletes to complete the UT San Antonio Serious Misconduct Disclosure Form questionnaire regarding Serious Misconduct and if warranted, conduct an appropriate inquiry prior to providing athletically related financial aid to a current or prospective student-athlete or allowing them to participate as a part of UT San Antonio Department of Intercollegiate Athletics. Additionally, each prospective student-athlete, who is transferring to UT San Antonio from another collegiate institution, is required to have their current school's Title IX Coordinator, as well as any previous collegiate institution(s) that the student-athlete attended, complete an additional question on the UT San Antonio Serious Misconduct Disclosure Form questionnaire regarding whether or not the prospective student-athlete was a respondent in any matter and if they were found responsible. The completed additional question will have to be accompanied by the signature of the Title IX Coordinator. All completed UT San Antonio Serious Misconduct Disclosure Form questionnaires must be sent to The UT San Antonio's Athletic Compliance Office.

For purposes of this provision, “**Serious Misconduct**” is defined as any act of incest, rape, sexual assault, sexual violence, domestic violence, dating violence, stalking, sexual exploitation², hate crime, murder, manslaughter, aggravated assault or any assault that employs the use of a deadly weapon or causes serious bodily injury. Serious Misconduct includes any equivalent violation of the student code including but not limited to sexual misconduct, as defined in HOP 9.24³, including sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Serious Misconduct would also include any other felony or misdemeanor considered equivalent to those listed above in any jurisdiction where current or prospective student-athlete was convicted or pleaded guilty or no-contest.

A current or prospective student-athlete or their representative may request a waiver from UT San Antonio's Department of Athletics' Serious Misconduct Policy by submitting their written request to the UT San Antonio Serious Misconduct Review Panel, defined below. A waiver will be granted when:

- (1) A panel from UT San Antonio consisting of the University's Title IX Coordinator or designee, Director for Student Conduct and Community Standards or designee, Faculty Athletics Representative, Athletic Executive Staff Member, and Senior Woman Administrator. “**The Serious Misconduct Review Panel**” with counsel from the Office of Legal Affairs, following a review of the pertinent facts and written waiver request, concludes that compelling exceptional circumstances exist for a waiver of The UT San Antonio's Department of Athletics' Serious Misconduct Policy;
- (2) The Serious Misconduct Review Panel submits a written report to the University President, or his/her designee who shall be a Vice President outside the Athletic Department or the President's Chief of Staff, and the Vice President for Intercollegiate Athletics (“**VP for Athletics**”) that describes the basis for its conclusion; and
- (3) Both the President, or his/her designee who shall be a Vice President outside the Athletic Department or the President's Chief of Staff, and the VP for Athletics review and

¹ Prospective student-athletes include but are not limited to high school student-athletes and transfer student-athletes.

² Sexual Exploitation includes but is not limited to sharing or distributing sexually explicit images of a person without that person's consent.

³ HOP 9.24 refers to the general provision of Sexual Harassment and Sexual Misconduct found in UT San Antonio's Handbook of Operating Procedures.

approve The Serious Misconduct Review Panel's report granting a waiver from The UT San Antonio's Department of Athletics' Serious Misconduct Policy.

A Serious Misconduct Advisory Committee will provide advisory opinions (*as requested*) on the application of The UT San Antonio's Department of Athletics' Serious Misconduct Policy to assist in the consideration of a current or prospective student-athlete's unique case. The Serious Misconduct Advisory Committee, appointed by the President, shall include one person who is knowledgeable of trauma as it relates to survivors of Serious Misconduct (e.g., Director and Prevention Coordinator, University Counselor, etc.).

FACILITY ACCESS & SECURITY

Student-athletes are expected to help maintain the safety and security of all athletic facilities. Doors should never be propped open under any circumstances. Each student-athlete must carry their UTSA ID at all times and use it to swipe for facility access. If at any point your ID does not work for entry, you are responsible for notifying your coach immediately. Your coach will then coordinate with Facilities staff to restore access.

For your safety, student-athletes may not lift in the weight room without a Sport Performance Coach present, and may not use the Athletic Training facility without an Athletic Trainer present. In addition, student-athletes are not permitted in any area with restricted hours unless accompanied by a staff member.

Lastly, all use of facilities must comply with applicable laws and regulations.

ACADEMIC RESPONSIBILITIES AND GUIDELINES

Responsibilities of Student-Athletes

- When you accepted the opportunity to be a student-athlete at UT San Antonio, you agreed to take on the responsibility of managing the time and effort required to be both a scholar and an NCAA Division I athlete.
- At no time shall your participation in athletics be considered an extenuating circumstance upon which to base a request for an incomplete grade. Late administration of an examination or late submission of required work can only be requested based the provisions of UT San Antonio's Excused Absence policy.
- Never ask a coach to contact any faculty member to discuss your academic performance. If the Athletics Department must contact your instructor, your academic coordinator or the Senior Associate Athletic Director for Academics must initiate the contact. Keep in mind that the Athletics Department must never request "special consideration" for a student-athlete regarding grades. Also, professors are not allowed to grant you any special permissions due to your status as a student-athlete.
- As a student-athlete, you are expected to always show self-discipline in study habits and attend all classes except when traveling and competing during your championship season. All student-athletes are expected to complete all of your academic responsibilities with the highest degree of academic integrity.

- Per UT San Antonio policy, any absence due to athletic competition/travel for athletic competition is deemed an excused absence. The process is as followed: At the beginning of each semester, you must contact the instructor of any class that you will miss due to athletic competition and provide them with an Excused Absence Letter prepared by the Student Athlete Academic Services staff. You should ask your instructor for his/her permission to be excused from class for the purpose of athletic program participation, and submit required work or take scheduled examinations at another time if the scheduled date of such activities conflict with athletic participation.
- When practice schedules conflict with class schedules, you are required to attend class. It is against NCAA rules for a student-athlete to miss class to attend practice. Student-athletes are also not permitted to miss class for off-season competition or any other off-season activities.

Academic Support and Services

Objectives

The office of Student-Athlete Academic Services monitors the progress of UT San Antonio student-athletes. From the recruiting stage through graduation and/or the end of your time as a student-athlete the office provides counseling, guidance, and additional services to more than 350 student-athletes each year.

The University makes a sincere commitment to all student-athletes for their educational goals and graduation. If it involves academics for the UT San Antonio student-athlete, it involves the office of Student-Athlete Academic Services. No matter what the academic issue is, the Athletics Academic Center is always available to help.

To fulfill this promise, Athletics Academic Center has four major objectives:

- To assist every student-athlete in graduating;
- To protect the academic integrity of the University;
- To comply with all rules, regulations, and procedures of the University and the NCAA
- To promote the athletic eligibility of all student-athletes.

Academic Coordinators/Academic Monitoring

Every student-athlete works individually with one of our athletic academic coordinators who are here to help you with all your academic needs. Your academic coordinator plays a significant role in your life as a UT San Antonio student-athlete.

Your academic Coordinator will help you:

- Enroll in UT San Antonio;
- Register for classes and add/drop courses;
- Interpret and clarify eligibility rules;
- Establish an academic major and help set academic goals;
- Monitor your academic progress;
- Acclimate to University life;
- Overcome academic barriers;
- Learn to use University resources;
- Arrange for tutors.
- Provide a space for studying, this includes but is not limited to mandatory study hall
- Communicate with coaches on academic progress

NCAA and UT San Antonio Eligibility

- Student athletes must pass a minimum of six (6) hours each semester to be eligible for the next semester;
- Baseball student-athletes must pass six (6) hours in the spring semester to be eligible for the following spring;
- Football student-athletes must pass nine (9) hours during the fall semester to be eligible for the first four games the following fall;
- Over the course of the fall and spring semesters, a student-athlete must pass eighteen (18) hours to be eligible for the following semester;
- In a student-athlete's first year of college, he or she must pass twenty-four (24) hours to be eligible for his or her second year of school.
- At the start of a student-athlete's fifth full time semester, he or she must be in a designated degree program and meet a minimum of 40% of that program.
- At the start of a student-athlete's seventh full time semester, he or she must meet at least 60% of the designated program.
- At the start of a student-athlete's ninth full time semester, he or she must meet at least 80% of the designated program.
- UT San Antonio requires all students to maintain a 2.0 GPA or higher. If a student's cumulative GPA drops below a 2.0, he or she will be on probation and will have to earn a GPA above a 2.0 the following semester or be dismissed from school.

Academic Advising and Physical Registration

Upon admission to UT San Antonio, student athletes will be coded in the Banner system as one, and a hold will be placed on their account. This hold will prevent student athletes from dropping and adding classes for as long as they receive athletically related financial aid from the UT San Antonio athletic department and will affect the Academic Advising process.

Student Athletes are required to meet their campus advisors with the same frequency of all students on campus, this traditionally means once every semester. If the student athlete and advisor have a locked and valid degree plan in the Degree Works system that may substitute for an advising meeting although it is recommended by the Athletic Department that all student athletes meet with their academic advisor once a year at a minimum.

After the advising meeting or upon viewing the locked advising plan in degree works the student athlete and Academic Coordinator from the Bodensedt Student Athlete Academic Center will select the appropriate classes and sections for that semester. These decisions will be made to minimize conflicts between academic and athletic responsibilities. When possible, classes will be taken that do not conflict with practice. If the only time a class can, be taken is in direct conflict with practice times the student athlete and Academic Coordinator will see if it is possible to move that class to another semester or summer session and replace it with another suitable course. When classes and practices conflict and it is not possible to move the class to another semester or summer session the student athlete will be enrolled in the class and must be excused from practice to attend classes. It is a NCAA violation to miss class to attend practice.

Once the appropriate classes are determined and recorded the Academic Coordinator will keep the list until the first day of registration for the semester. On the first day of registration each Academic Coordinator will enter the CRN numbers for the selected courses into the Banner system to enroll their assigned student athletes in their courses.

Holds

There are several holds that can appear on a student's account that prevent registration. Most of these holds cannot be overridden by Academic Coordinators. Academic Coordinators can override the athletic hold in most circumstances and in very specific circumstances the advising hold and orientation hold. These instances are in the student athlete's first semester and the student athlete must address these holds as soon as possible. No other holds may be overridden by Academic Coordinators and must be addressed by the student with the office that has placed the hold on their account.

Overrides

Under certain circumstances it is necessary for an override to be set in the Banner system to allow a student to enroll in a class. In these cases, every effort should be made to have the student's Academic Advisor set the override. The only member of the Bodenstein Student Athlete Academic Center who can set overrides on the SFASPRO screen in Banner is the Senior Associate Athletic Director for Academics. This can only be done when there is written documentation from the Academic Advisor to set the override.

Tutoring Program and Student Success Coaching

There are comprehensive tutoring and student success coaching programs available for student-athletes to receive extra assistance from a tutor with certain courses and academic mentoring with a student success coach.

Tutor Recruitment Process

UT San Antonio Division of Student Success recruits tutors through various offices and departments on campus. Typically asking each department to communicate with their respective students announcing the Student Success Tutoring Program is looking for qualified tutors. All interested individuals are instructed to contact the tutor coordinator via email who will provide additional details needed to apply for a position.

Qualifications

Students wishing to tutor for the office must be a junior, senior or graduate student, have a minimum 3.0 cumulative GPA, and an A or B in the class or classes in which they wish to tutor. All potential tutors are required to complete a tutor application and produce a resume and unofficial transcripts. For further information, interested individuals may visit <https://www.UTSanAntonio.edu/student-success/tutoring>.

Student Success Coaching

In partnership, Athletic Academic Services and the UT San Antonio Division of Student Success provide full-time Student Success Coach (SSC) staff positions. SSC staff work one-on-one with students to learn their goals, understand their obstacles, and provide support in such areas as time management, organization, note taking, test prep and anxiety, and other various other areas to support the whole student.

Appointments/Scheduling

All tutor and SSC sessions are appointment-based and designed to be kept for the semester unless otherwise noted by the tutor coordinator and academic coordinator. Appointments are based on a student's availability as well as the selected tutor and SSC's availability.

Cancellation Policy

Cancellation notices must come from an academic coordinator. A student is not permitted to cancel a tutor or SSC session. All appointments must be canceled within a reasonable amount of time to notify the

tutor or SSC. The tutor coordinator will notify the tutor of the cancellation, and the academic Coordinator will notify the SSC of the cancellation. In the event a tutor or SSC cannot find their designated student, they must seek help from a member of the academic staff. If the student still cannot be found, tutors and SSC staff must stay in the academic center for fifteen minutes. After fifteen minutes a student is considered a no-show, and the tutor will be paid and the student reported absent.

Academic Standing

This term refers to the academic status of a student with their grades.

Minimum Grade Requirement

Students are expected to maintain a level of scholastic achievement that lets them meet the grade requirements for graduation. Students remain in good standing when they maintain a UT San Antonio grade point average of 2.0 or higher. Students who fail to maintain the minimum required grade point average of 2.0 in all work attempted at UT San Antonio will be placed on academic warning, academic probation, or academic dismissal as appropriate. Students seeking degrees in the College of Business or the College of Engineering, or planning to major in Biology, should refer to the UT San Antonio Undergraduate Catalog for additional minimum grade requirements.

Academic Warning

First-time undergraduates at UT San Antonio, including transfer students, who were admitted in good standing and earn a semester grade point average between 1.0 and 1.99 during their first semester at UT San Antonio are placed on academic warning. First-time undergraduates at UT San Antonio, including transfer students, who were admitted in good standing and have a semester grade point average below 1.0 during their first semester are placed on academic probation and bypass the academic warning status completely. Students admitted on academic probation are not eligible for the academic warning status. Students on academic warning must be advised by their assigned academic advisor prior to registration to help ensure their academic success. At the end of their second semester of registration at UT San Antonio, the academic standing of students on academic warning will be changed to good standing if their overall UT San Antonio grade point average rises to at least 2.0 or their academic standing will be changed to academic probation if their overall UT San Antonio grade point average remains below 2.0. Students on academic warning may enroll in no more than 13 semester credit hours in a Fall or Spring Semester and no more than 7 semester credit hours in a Summer Semester.

Academic Probation

Students in good standing (as defined above) whose overall UT San Antonio grade point average falls below 2.0 (other than first-time undergraduates who meet the criteria for academic warning) are placed on academic probation. Academic probation will be cleared when a student achieves a 2.0 overall UT San Antonio grade point average.

Students placed on academic probation must make a semester grade point average of 2.0 or above in each semester of probation to remain enrolled. Students on academic probation whose semester grade point average is below 2.0 will be placed on academic dismissal, even if their overall UT San Antonio grade point average is above 2.0.

Students on academic probation must be advised prior to registration to help ensure their academic success. Then, the student and the advisor will develop a remedial plan specifying expectations they must meet during the semester. Students who do not follow this plan will be subject to academic dismissal. Students cannot graduate while on academic probation. Students on academic probation may enroll in no more than 13 semester credit hours in a fall or Spring Semester and no more than 7 semester credit hours in a Summer Semester. Students on academic probation may not enroll in a course offered in a shortened term of less than five weeks.

Academic Dismissal and Reinstatement Policies and Procedures

Students on academic probation who earn a semester grade point average below 2.0 will be placed on academic dismissal. Students seeking reinstatement must reapply for admission to the Admissions Office and pay the reinstatement fee. The application for admission may be filed online. In addition to the application and fee payment, the applicant must complete a petition packet. The packet, including Instructions, may be found on the Admissions website. The application, reinstatement fee, petition form and all required supporting documentation must be on file in the Admissions Office by May 15 for the Fall Semester; October 15 for the Spring Semester; and March 15 for the Summer Semester.

Academic Dismissal

Students, other than those classified as provisional students, who are placed on academic dismissal, may petition for readmission only after sitting out the required time (one long semester for first dismissals, and one calendar year for subsequent dismissals) and completing all paperwork necessary to be considered for readmission by the appropriate deadline.

Students seeking reinstatement must apply for admission with the Admissions Office by May 15 for Fall Semester, October 15 for the Spring Semester, and March 15 for the Summer Semester. Students on academic dismissal from UT San Antonio may attend other institutions and transfer appropriate completed coursework to UT San Antonio, but grades earned cannot count toward or be used to improve their UT San Antonio grade

point average. If a student does enroll at another institution, an admission decision will be made upon receipt of an official transcript that reflects grades on coursework taken at that institution during the period of dismissal from UT San Antonio. Reinstatement requires a 2.0 grade point average using a four-point grade scale.

Typically, a student subject to dismissal will be dismissed. A student who wishes to appeal a dismissal should contact the student's assigned academic advisor for processes and deadlines. In unusual circumstances, a student may be allowed to continue subject to conditions prescribed by the Dean. Students subject to dismissal are not guaranteed readmission into UT San Antonio. The admission decision for academically dismissed students is made at the College level and will be communicated to them by the College.

Procedures and Requirements following Petitions for Reinstatement

If the College of the student's assigned major approves the Petition for Reinstatement, the Office of Admissions will process the application for admission for the requested semester of enrollment. If the petition for reinstatement is disapproved, a student may not file another petition until the following semester.

Students returning after a second dismissal must wait one year before appealing for reinstatement. Appeal of a denial for reinstatement may be made to the Vice Provost and Dean of University College within two weeks after notice of the denial is postmarked. The decision of the Vice Provost and Dean of University College is final.

All students who are reinstated from academic dismissal are placed on academic probation and must maintain a minimum semester 2.0 grade point average every semester until they reach a UT San Antonio cumulative grade point average of 2.0. Students who have been reinstated following an academic dismissal must be advised prior to registration. At that time, the student and the advisor will develop a remedial plan specifying expectations the student will be required to meet during the semester. Students who fail to follow the requirements set by the Dean will be subject to academic dismissal.

Advising for Reinstated Students

Students are ultimately responsible for knowing and meeting degree requirements, for enrolling in appropriate courses to ensure orderly and timely completion of their degree programs, and for following the rules and policies of UT San Antonio as found in the UT San Antonio catalog, the current *UT San Antonio Information Bulletin*, and online schedule of classes. Each academic advisor sees students

assigned to them concerning all matters of their academic status, such as progress toward degree completion, graduation status, academic probation, academic dismissal, and changing majors. Students who are on academic probation who are reinstated after academic dismissal, or who have a Texas Success Initiative (TSI) deficiency are required to be advised and holds are placed on their registration records to ensure that the student meets with an advisor. Students may also be required to meet with their assigned academic advisor to obtain approval to register for restricted courses. Students may also need to consult with the Honors College, Athletics program, or teacher certification advisors.

Changes of Grade

Changes of Grades will be processed in accordance with the guidelines prescribed in the UT San Antonio Catalog and without consideration of athletic eligibility.

The Athletic Department will take two steps to ensure this.

Every Monday the registrar's office will generate a report of all grade changes that occurred for student athletes during the prior week. This report will be sent to the Faculty Athletics Representative and the Associate Athletic Director for Academics. This report will be reviewed upon receipt and if there are any concerns about a grade change it will be investigated by both the Faculty Athletics Representative and the Associate Athletic Director for Academics.

Every fall semester the registrar's office will produce a report of all the grade changes that occurred for student athletes during the preceding year. The Associate Athletic Director for Academics will then produce a report that will compare these grade changes to grade changes for all students as well as review student athlete grade changes for effect upon the student athlete's eligibility and academic records. Upon completion this report will be submitted to the Director of Athletics, Executive Director of Advising and Faculty Athletics Representative for approval. After approved the report will be presented to the Faculty Athletics Council.

Excused Absences

All UT San Antonio student athletes are expected to follow the University policy for excused absences (HOP 5.09 Class Attendance and Participation) in all cases including those excused absences caused by home or away athletic competitions. In support of this policy the staff of the Bodensadt Student Athlete Academic Center, in conjunction with each coaching staff, will create excused absence request letters for each team competing in a given semester. This letter will be distributed either in person by the student athlete or sent through the EAB/Navigate system.

Student Athletes are expected to maintain communication with their respective faculty members in regards to missed classes and assignments throughout the semester and arrange makeup assignments as needed. In the event of a conflict regarding an excused absence or the scheduling of makeup assignments the Associate Athletic Director for Academic and the University's Faculty Athletics Representative will work with the faculty member and student athlete to resolve the issue and come to a resolution that complies with the University policy.

Requests for Excused Absences

A student who receives an excused absence shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time (as determined by the instructor) after the absence, or before the absence takes place and, if possible, not later than the 15th school day after the first day of the semester.

The student notifies the instructor of each class the student had scheduled on that date that the student would be absent for a religious holy day, an official university function, or military service. Travel time to and from the event or function may be included in the request.

- Notification of planned absences must be made in writing and must be delivered by the student personally to the instructor of each class. Notification must take place before the absence.

- The student is responsible for fulfilling any course requirements that occur during the time he or she is absent from class.
- Each instructor should inform the student, at the time the student notifies the instructor of a planned absence, of the deadline for completion of the missed assignment or examination. If the absence occurs during final examinations the student may receive a grade of 'IN' for up to a year, until the exam is taken, per "General Academic Regulations" found in the Information Bulletin and UT San Antonio Graduate Catalog.
- An instructor may impose appropriate academic penalties if the student fails to satisfactorily complete the assignment or examination within a reasonable time (normally 20 school days) after the absence.

Student Absences for Official University Functions

A student will be excused without penalty from class to participate in an Official University Function. The student is responsible for fulfilling any course requirements that occur during the time he or she is absent from class. Faculty or the University employee in charge of such functions will file a list of students and the dates they request the students to be excused from class with the Office of the Provost. Deans, department chairs and faculty may check any names against the list by contacting the Office of the Provost.

Student Absences Due to Military Service

A student who is absent from classes for a reasonably brief duration due to active military service and chooses not to withdraw from the University as allowed by Section 54.006 (f) of the Texas Education Code, will be excused from attending classes or participating in other required activities in accordance with Section 51.9111 of the Texas Education Code. As defined by the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter A, Rule 4.9 (d), "the maximum period for which a student may be excused shall be no more than 25% (twenty-five percent) of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student is currently enrolled at the beginning of the period of active military service." The student must provide a copy of his or her military orders to each instructor. If the active duty military service is lengthy, the deadline may extend up to the due date for course grades for the same semester one year later - the time permitted to clear a grade of 'IN.'

Student Absences for Observance of a Religious Holy Day

In accordance with Section 51.911 of the Texas Education Code, a student who is absent from class for the observance of a religious holy day, including travel for that purpose, shall be excused for the absence without penalty.

Reporting Illnesses or Other Extenuating Circumstances

If a student is absent from classes due to illness or other extenuating circumstances (e.g. funeral), the student is responsible for notifying his or her instructors directly in advance or as soon as possible thereafter and providing reasonable documentation. The degree to which classroom participation is required and whether or not work missed by a student during an absence may be made up is at the discretion of the instructor. See Section A.1 for additional information. The instructor should adjust attendance/make-up policies in the event the University of Texas System and/or University issues guidelines to cover extraordinary events (e.g. dangerous conditions due to weather or a widespread threat to general health).

Disputes may be resolved using the following Appeals Process

When a student's request for excused absences is denied by the instructor, the student may submit a written appeal of the instructor's decision in the order described in Section 2 below. At each administrative level, the person determining whether to make a change in the instructor's decision regarding a request for excused absences must: a. Review the appeal; b. Determine, based on evidence, if

a compelling reason exists for approving the request for excused absences exists; and c. If compelling evidence exists, approve the student's request for excused absences.

The following is the order of administrative level to which a student must submit an appeal of the decision of the instructor not to approve a request for excused absences. If the student's request is denied at one administrative level, the student may submit the appeal to the next administrative level: a.

Department chair (or unit director) of the department (or unit) in which the course is offered. b. Dean of the college of the department or unit in which the course is offered. c. Vice Provost and Dean of University College (for undergraduate students) or Vice Provost and Dean of the Graduate School (for graduate students). The decision of the Vice Provost and Dean of University College or Vice Provost and Dean of the Graduate School is final.

Student-Athletes Responsibilities

Unless otherwise stated in the instructor's syllabus, or unless an absence is excused in accordance with this policy, should attend and participate in all scheduled class meetings. Notifies each instructor prior to the absence (directly in writing, not later than the 15th day after the first day of the semester, and before the absence takes place) of the planned absence for a religious holy day on which an examination or assignment has been scheduled. Provides a copy of the military orders to each instructor when class is to be missed due to military service. Notifies each instructor of participation in an official University function when class is to be missed due to participation. Notifies instructors directly of absence due to illness or other extenuating circumstances. Fulfills missed assignments by instructor-designated deadlines. Follows formal appeals process stated in Section IX.G below, if a dispute arises.

Competition Scheduling During the Final Exam Period

In support of the academic success of UT San Antonio student athletes it is the policy of the UT San Antonio Athletics Department that no non-conference athletic competitions shall be scheduled, home or away, during the time period from the beginning of the University's Study Days through the end of the Final Exam Period.

In the event that a Head Coach feels that there is cause for an exception to this policy they can make an appeal to schedule a competition in this time frame through their sports supervisor to the Intercollegiate Athletics Council. The appeal will be submitted in writing, explaining the reasons for requesting an exception to this policy, to the sports supervisor. The sports supervisor will notify the Associate AD for Compliance of the appeal who will then add the appeal to the next IAC meeting or schedule an additional meeting of the IAC to consider the appeal. The Head Coach and Sports Supervisor may be asked to address the IAC regarding the appeal.

Psycho educational Testing

When a student athlete believes that they need, or is referred by their coaches or academic coordinator for, psycho educational testing they will meet with the Office of Disability Services or other approved specialist or physician designated by Athletics Sports Medicine staff.

The first step in this process will be for the specialist to conduct a screening of the student athlete. If this screening indicates that additional evaluation is needed the student athlete will be referred to an approved testing site. Upon delivery of the final report from the Educational Psychologist the bill will be paid from the Student Athlete Opportunity Fund.

If the screening indicates that the student does not need additional testing the student will work with the academic coordinator to create their own academic success plan. This plan would consist of academic skill building as well as referral to athletics or campus support programs. If the student, or coach/staff, still feels that further testing is necessary this can be arranged but must be paid from the sports gift account if approved.

Upon receipt of the final testing report the student will register with the UT San Antonio Disability Services office for potential accommodations.

Family Educational Rights and Privacy Act

The University of Texas at San Antonio maintains the privacy of student education records and allows students the right to inspect their education records as stated in the University's Student Education Records policy, consistent with the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA). The entire text of the University's policy is located in the Registrar's Office. A summary also appears in the current edition of the student guidebook. Additional information regarding FERPA is also available on the Registrar's Website, <http://UT San Antonio.edu/registrar/FERPA/index.html>.

Faculty and staff who request access to student academic records in order to execute their normal duties must first review the information found on the FERPA website and complete the tutorial before access will be granted. Students wishing to review or seeking to amend their education records should submit a written request to the University office in which the record is maintained.

At the discretion of University officials, UT San Antonio may release certain information classified as directory information unless the student requests that such information not be released. Students wishing to restrict the release of directory information may do so by completing the appropriate form provided by the Registrar's Office in Johnathan Peace Library. Such requests remain in effect for the academic year. Students wishing only to have their information withheld from the online UT San Antonio Student Directory should contact the Registrar's Office at (210) 458-7070.

FERPA by proxy

While FERPA prohibits Financial Aid, Registrar, Fiscal Services, and many other UT San Antonio departments from releasing any specific student education information without the student's written permission parents, guardians, spouses, etc., can gain access to the student's education records, including account information if the student has granted authorization through a FERPA/Proxy account in ASAP.

COMPLIANCE

Self-Reporting Rules Violations

A principal aspect of NCAA compliance is the self-reporting of NCAA rules violations. It is virtually impossible at some point to not inadvertently violate an NCAA regulation. Self-reporting these violations reflects a solid program of institutional control. Secondary or Level III violations result in minor, if any, penalties, especially if they are infrequent and correctable. Therefore, coaches and athletics staff should take a proactive stance in reporting such violations. Major (Level I or Level II) violations result in penalties that are more serious and must be reported immediately, as well.

Immediate awareness of potential or alleged violations provides an opportunity for the department to correct the situation before it develops into a major infraction. Immediate awareness also identifies areas that can be addressed in departmental policy and/or rules education programs. Unidentified problems, on the other hand, cannot be corrected.

- Failure to report secondary violations or repeated secondary violations can add up to a major violation.
- Failure to report knowledge of or suspicion of an NCAA violation may result in reprimand, suspension or termination of employment.
- Failure to comply with NCAA rules will result in reprimand, suspension or termination of employment.

All individuals involved with athletics are expected to understand NCAA rules, follow the rules and immediately report any known or suspected violation of the rules by themselves or another individual or individuals to the Sr. Associate Athletics Director-Compliance, Director of Athletics, or the Faculty Athletics Representative. A coach or staff member's failure to report known violations will result in harsher penalties than if an inadvertent violation occurs and is reported immediately. If a person wishes to remain anonymous in reporting a potential violation, the UT San Antonio Hotline is available. Anonymous reports can be made by visiting the UT San Antonio Compliance Hotline at [www.UT San Antonio.edu/Compliance/Hotline.html](http://www.UTSanAntonio.edu/Compliance/Hotline.html) or by calling 210-458-5365.

Depending on the nature of the alleged violation, the Senior Associate Athletics Director-Compliance will initiate an objective and thorough investigation. Many Level III violations require minimal investigation and will be reported through the appropriate NCAA channels in a timely manner if it is determined that a violation occurred. The Director of Athletics and the Faculty Athletic Representative will receive regular updates on all reported Level III violations. If the potential or alleged violations are Level II or Level I in nature, the Director of Athletics, the Faculty Athletics Representative, and the Office of Institutional Compliance will be consulted prior to initiating an investigation.

Should a notice of alleged violations be initiated by the NCAA Enforcement staff, the Department of Athletics, University staff, student-athletes and any representatives of athletics interest who may be involved or called on are expected to cooperate fully with investigators. When appropriate, the University will conduct its own investigation simultaneously and will turn in all pertinent findings to NCAA or conference (if applicable) investigators. Any Notice of Allegations received from the NCAA will be brought to the immediate attention of the University President.

Compliance Software

The UT San Antonio Athletics Department has implemented Teamworks Compliance+Recruiting as its recruiting software. Coaches are required to enter all prospects into Compliance+Recruiting. Additionally, coaches must record all phone calls, contacts and evaluations in Compliance+Recruiting. The activity log will be monitored by the Compliance Office to ensure compliance with NCAA bylaws. All recruiting activities are to be entered monthly into Compliance+Recruiting and the compliance office will audit these activities on the first of every month.

Financial Aid Policy

It is the policy of the Department of Athletics to make athletic financial aid available in all sports governed by the department. The determination as to which athletes will receive recommendations for athletic financial aid will be the responsibility of the head coach.

All athletic financial aid will be awarded in accordance with NCAA, and University rules and regulations. Athletic financial aid can only be awarded, graduated or canceled by the Office of Student Financial Aid upon the recommendation of the Department of Athletics. Any merit, private or federal scholarships or grants received by a student-athlete must conform to NCAA restrictions. All student-athletes are encouraged to apply for need-based student-athlete assistance (e.g. Pell Grants, Stafford Loans).

Athletics Scholarship

One form of financial assistance that is not need-based is an athletics scholarship. According to NCAA regulations, the number of athletics scholarships that may be appropriated to each sport is limited. A full scholarship, as defined by NCAA financial aid legislation, covers tuition and fees, room and board, and the use of required course-related books. Coaches in equivalency sports will often divide a number of full scholarships between several team members. An athletics scholarship may be awarded for a maximum period of one academic year and is subject to renewal each year.

An athletics scholarship may be reduced or canceled immediately for the following reasons

- if the student-athlete is rendered ineligible for intercollegiate competition
- if the student-athlete intentionally provides fraudulent information on an admission application, letter of intent, financial aid agreement, or eligibility questionnaire
- if the student-athlete engages in serious misconduct warranting substantial disciplinary penalty
- if the student-athlete voluntarily withdraws from a team

Notifications of reduction or cancellation of athletics scholarships must be received by the student-athlete before July 1 of each year. The student-athlete has the opportunity to appeal this decision to the Office of Financial Aid. Any time an athletics scholarship is cancelled or reduced, the student-athlete will be notified of the right to appeal and the process to follow for such an appeal.

Athletics Scholarship Disbursement

A student-athlete on full or partial scholarship may receive some or all the following scholarship benefits:

Tuition: Paid directly to the University

Required Fees: Paid directly to the University

Books: Required textbooks and materials are provided to student-athletes, in accordance with their financial aid agreements.

Room and Board: On-campus housing is paid directly to the Office of Housing and Residence Life. Stipends for off-campus student-athletes for room and board are paid in installments.

University Charges Not Covered by Athletics Scholarships

Charges that may not be paid by your athletics scholarship include:

- University application fees or deposits;
- Library fines;
- Vehicle registration fee, parking fines, traffic fines;
- Fines for damage to University property, including your dorm room;
- Replacement of your student ID card;
- Replacement fees for a lost residence hall key;
- Replacement fees for loss of issued athletics equipment;
- “Consumable University charges,” which can be anything from lab fees for breakage to non-required field trips

Athletics Scholarship for Summer School

Summer financial aid for student-athletes is a privilege and not a right. The primary intent of summer school is NOT to help a student-athlete retain eligibility but to assist the student-athlete to graduate. If a student-athlete needs summer school because he or she has failed or withdrawn from classes in which he/she has previously been enrolled, that student-athlete may be responsible for paying for summer classes and their athletics aid request may be denied. Consequently, decisions for the awarding of such aid will be based on available funds and previous academic performance. Student-athletes must have received financial aid during the regular academic year, and student-athletes must be in good standing with the team relative to team rules and conduct to be eligible for summer athletics aid.

Summer aid, when available, is provided for tuition and fees only; room and board is provided at the discretion of the Head Coach and pending funding.

To request summer athletics scholarship:

- The student-athlete obtains the summer school application from their Athletics Academic Advisor;
- The student-athlete submits a completed degree plan signed by the academic advisor;
- The student-athlete will submit a completed application with all necessary forms to their Athletics Academic Advisor prior to the May deadline.

Post-Eligibility Aid

Your primary goal while at The University of Texas at San Antonio is to receive a degree. The Athletics Department is committed to helping all student-athletes complete their degrees. If you have not graduated by the time you have completed your eligibility, The University of Texas at San Antonio works to assist you with financing the remainder of your education in accordance with NCAA regulations. Such assistance must be recommended by your head coach and Sport Supervisor. This assistance is not automatic. If, based on your record, the Athletics Director feels that you should continue to receive aid; the University of Texas at San Antonio makes every effort to provide you with assistance.

NCAA Student Assistance Fund

The NCAA provides a fund to assist student-athletes with special financial needs. You may be eligible to receive money from the NCAA Special Assistance Fund if you are:

- A Pell Grant recipient.
- A student-athlete who receives athletically related financial aid and has a demonstrated financial need.
- A foreign student-athlete who demonstrates a financial need. The International Office must certify in writing that you have sufficient need.

If you are eligible to receive money from the NCAA Student Assistance Fund, you may use the funds for:

- Apparel
- Supplies for academic courses (general school supplies such as notebooks and pens) and rental of equipment (such as cameras) that are required for all students enrolled in a particular course.
- Medical and dental treatment not paid by other insurance coverage, such as premiums for optional medical insurance, hearing aids, vision therapy, or psychological counseling.
- Travel and other costs specifically due to family emergencies.

If you think you are eligible to receive this assistance, contact the Athletics Compliance Office. Student-athletes who show unmet financial need may qualify for funds from the NCAA Special Assistance Fund. The Assistant Athletic Director for Compliance, has application materials and information regarding permissible uses for the Special Assistance Fund.

Federal Pell Grant

The Federal Pell Grant program is made available by the federal government with cooperation between the University and the U.S. Department of Education. Eligibility is determined with the filing of the Free Application for Federal Student Aid (FAFSA). An applicant must be a U.S. citizen or permanent resident. A student-athlete may receive a full Pell Grant in combination with other sources of financial aid that are awarded.

Additional Financial Aid

Various kinds of financial aid opportunities are available for students, both from within the University and from outside sources. The Office of Financial Aid can help outline what federal and University aid programs may be available and can suggest possible outside sources of education funding.

All outside and institutional funding must comply with Conference USA and NCAA rules and regulations. Any additional financial assistance you receive may be required to count towards team scholarship limitations as established by the NCAA, so be sure to contact the Athletics Financial Aid Coordinator at the Office of Financial Aid at 210-458-4554.

Non-Institutional Financial Aid Benefits Not Permitted by NCAA Rules

Accepting extra benefits, knowingly or not, is a serious violation of NCAA rules. You could lose your eligibility, your scholarship, and your right to compete in intercollegiate athletics if you accept extra benefits from any source.

Examples of extra benefits include but are not limited to:

- Gifts or loans of clothing, audio or video equipment, food, and beverages;
- Transportation;
- Use of an automobile or cellular phone;
- Low interest or interest-free loans, telephone cards, credit cards, charge accounts, etc.;
- Exceeding the allotted number of complimentary admissions;
- Cash, tangible items, free/discounted services in exchange for selling complimentary admissions, awards, or equipment that you received from UT San Antonio;
- Special discounts on products or services;
- Special payment arrangements on personal purchases;
- Material benefits that are not available to the general student body.

Student-athletes are only allowed to receive benefits that also are offered to the general student population. Be extremely careful of “free” or “special” benefits that you may be offered. Even a small benefit can put your eligibility in jeopardy. If any of these items or services have been offered to you by someone other than a family member, notify the compliance department immediately. If you have any questions about whether something might be considered an extra benefit, ask your coach or the compliance staff.

Financial Aid Appeals

A student-athlete whose athletic grant-in-aid would be affected by a sanction imposed by the Athletics Director, or whose annual athletics aid has been cancelled or reduced, may request for appeal from these sanctions. The appeal must be made, in writing, to the financial aid office (scholarship office) within ten (10) business days of the student-athlete’s receipt of the notice of sanctions. The appeal letter must explain the grounds for the appeal (e.g., new information, due process issue, abuse of discretion). Such appeals will be heard by an Appeals Committee that is led by the Faculty Athletics Representative.

Upon receipt of the request for appeal, the Faculty Athletics Representative will assemble the Appeals Committee within ten (10) working days. The Committee will conduct its investigation by hearing details of the case from the Athletics Director (or designee) the Head Coach, and the student-athlete. The student-athlete will be given the opportunity to make an oral and/or written statement about the circumstances and why he or she feels reinstatement is warranted. A personal adviser may accompany the student-athlete. This advisor must be a member of the University community (e.g. student, faculty, or staff), and may play no other role in the hearing (e.g. as witness), and may not speak or otherwise represent their advisees in the hearing. The Appeals Committee will have the opportunity to review other relevant information, including information from public authorities, court records, law enforcement officers, University officers and agencies, and other persons.

Having gathered information about the case, the Appeals Committee will meet privately to discuss the case. In reviewing the case for reinstatement, the Appeals Committee may consider all the circumstances, including the nature of the offense, any aggravating or mitigating circumstances, and any previous violations of the Student-Athlete Code of Conduct, the extent of the student's cooperation and acceptance of responsibility, and the conduct of the student since the offense. The Appeals Committee must meet and render a decision concerning the sanctions imposed within five (5) business days.

Non-Scholarship Student-Athletes

Once enrolled at UT San Antonio and after receiving permission to try out for the team, you must complete all required NCAA/American Conference) paperwork. Non-scholarship student-athletes must meet the same academic, athletic, and behavioral standards as scholarship student-athletes. Before participating in any practice or competition, you must also undergo a physical evaluation and receive academic clearance. Your medical history is compiled and reviewed at this time. Walk-ons are responsible for paying for their own physical exam.

Academic Status

To be eligible to represent an institution in intercollegiate athletics competition a student-athlete shall be in good academic standing and maintain progress toward a baccalaureate or equivalent degree. A waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of the baccalaureate program. In addition, a student may represent the institution while enrolled as a graduate or professional student or while enrolled and seeking a second baccalaureate degree at the same institution.

Principle of Amateurism

Student-athletes shall be amateurs in an intercollegiate sport, and their participation should be motivated primarily by education and by the physical, mental and social benefits to be derived. Student participation in intercollegiate athletics is an avocation, and student-athletes should be protected from exploitation by professional and commercial enterprises.

Academic Integrity

It is expected that University students will demonstrate a high level of maturity, self-direction and ability to manage their own affairs. Students are viewed as individuals who possess the qualities of worth, dignity and the capacity for self-direction in personal behavior. However, in the interest of other students and the University in maintaining these standards, the University reserves the rights, through due process, to place on probation, suspend or dismiss any student who violates academic integrity and regulations by providing false or misleading or incomplete information to the University, by falsification of University records, by plagiarism, by classroom misdemeanor, or by academic dishonesty. Students are expected to obey federal, state, and local laws as well as the regulations of the University. Should it become necessary to initiate disciplinary proceedings against a student attending this University, established guidelines for procedural due process will be followed. University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the presentation or submission of work of another as one's own work.)

Disciplinary action for academic misconduct is the responsibility of the faculty member assigned to the course. The faculty member is charged with assessing the gravity of any case of academic dishonesty and with giving sanction to any student involved.

Rules Regarding Benefits to Student-Athletes

Concept of Extra Benefit - One of the key NCAA “concepts” that every coach and student-athlete must understand is that regarding Extra Benefits. Student-athletes are expected to be students first and athletes second and the University may only provide benefits that allow them to get an education and compete in their sport. If something is not specifically permitted in the legislation, it should be assumed that it is not permissible to provide or receive.

Definition of Extra Benefit - An extra benefit is any special arrangement by an institutional employee or representative of the institution’s athletics interests to provide a student-athlete or the student’s athlete’s relative or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution’s students or their relatives or friends or to a particular segment of the student body (e.g., foreign student, minority student) determined on a basis unrelated to athletics ability.

Occasional Meals - A student-athlete or the entire team may receive an occasional meal in the locale of the institution (e.g., in a local restaurant or the staff member’s home) 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. A student-athlete may receive an occasional family home meal from a representative of athletics interests on infrequent and special occasions under the following conditions:

- The meal must be provided in an individual’s home (as opposed to a restaurant) and may be catered; and a representative of the institution’s athletics interests may provide reasonable local transportation to student-athletes to attend the meal function only if the meal function is at the home of that representative.
- The compliance staff must approve all such meals in advance.
- The Business Office must approve all expenses in advance.
- The Department of Athletics will not reimburse boosters for meal or transportation expenditures.

Benefits Incidental to Participation

The following benefits are considered incidental to athletics participation and therefore permissible for all eligible student-athletes to receive from the Department of Athletics:

- Meals and housing when dorms are closed and student-athletes are required to be on-campus for practice or competition)
- Expenses for off campus practice and competition
- Travel insurance when on sports related trips
- Complimentary admissions (four, with restrictions)
- Expenses for participating in special events
- Tutoring and counseling
- Medical benefits for athletically related injuries
- Expenses for eligibility investigation and related legal proceedings
- Expenses related to a permanent disability

Miscellaneous Benefits

An institution may provide or arrange for the following benefits for a student-athlete:

- The use of a return ticket at any time after conclusion of a foreign tour;
- Receipt of frequent flyer points and/or miles earned while traveling to and from intercollegiate practice and/or competition;

- Participation in receptions and festivities associated with championships, conference tournaments or all-star events hosted by and conducted on the institution's campus;
- Occasional meals to team members provided by the parent of a student-athlete at any location;
- Reasonable tokens of support and transportation in the event of serious injury, serious illness, or death of a family member and transportation to attend the funeral of any family member;
- Fund raisers for student-athletes (or their immediate family members) under extreme conditions:
 - Extreme circumstances due to events beyond the student-athlete's control (e.g., life-threatening illness, natural disaster);
 - The proceeds must be designated for a specific purpose (e.g., payment of medical bills, purchase of medical equipment, replacement of items lost in a fire, etc.)
 - The proceeds may not be given directly to the beneficiaries, but must be disbursed through or paid directly to another entity, with receipt kept on file by the institution; and the excess proceeds must be given to a not-for-profit organization with the receipt kept on file by the institution.
 - The payment of admission costs or a meal for any student-athlete being honored at non-athletics awards ceremony.

Countable Athletic Related Activities (CARA)

Countable athletically related activities include any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations.

Administrative activities (e.g., academic meetings, compliance meetings) shall not be considered as countable athletically related activities. Head coaches have the responsibility of monitoring the amount of countable athletically related activity of the team and of each of their student-athletes during the academic year.

Voluntary Workouts

Throughout the academic year and summer term, coaching staffs may inform their student-athletes of voluntary workout availability. Please keep in mind the following regulations must be followed in order to consider the activity voluntary in nature:

- You cannot be required to report back to a coach or other Athletics Department staff member any information related to the activity.
- The activity must be initiated and requested solely at your discretion.
- Your participation (or lack thereof) may not be recorded to report such information to your coaching staff.
- You cannot be subject to penalty for not participating in voluntary activities. In addition, you may not receive recognition nor incentive (e.g., awards) based on your attendance or performance in such activities.

Safety Exception: In the following sports, a coach may be present during voluntary workouts to provide safety instruction ONLY:

- Track and Field (field events, pole vault, jumping hurdles, and jumping element of the steeplechase)

NOTE: Disciplinary activities (e.g., "penalty runs") are not considered voluntary activity and must be counted toward your practice hour limitations.

UT San Antonio Tobacco Policy

The University of Texas at San Antonio is a tobacco-free campus, and the Department of Athletics strongly discourages the use of all tobacco products. Use of tobacco products while representing the University in any capacity is prohibited. As more tobacco related research is conducted, the results uniformly support the fact that all forms of tobacco use is bad for your health and sets a bad example for young people in the community that look up to you.

Recruiting

While the University of Texas at San Antonio (or anyone else) recruited you, you should not have received cash or any other items of value from anyone associated with The University. In addition, you should not have received promises listed in this section. You should not have received correspondence or phone calls about The University from anyone other than the UT San Antonio athletics staff or faculty. Your family should not have been promised or given any items of value or received job promotions or new jobs based upon your decision to attend The University of Texas at San Antonio. Neither you nor your family should have received “free” tickets to any events other than your five permissible complimentary tickets through a pass list for home athletics events held on The University of Texas at San Antonio campus. If any of these have occurred, or if you are uneasy about something that happened during your recruitment, you should contact the Compliance Office immediately at 210-458-5493.

Unethical Conduct (NCAA Bylaw 10.1)

As a student-athlete, you must abide by University, American Conference, and NCAA regulations, including NCAA Bylaw 10.1 covering unethical conduct. Unethical conduct may include, but is not limited to the following:

- Refusing to provide information relevant to an investigation of a possible violation of a University, Conference USA or NCAA regulation when requested to do so;
- Knowingly being involved in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
- Knowingly being involved in offering or providing a prospective or enrolled student-athlete an improper extra benefit or improper financial aid;
- Knowingly furnishing or knowingly influencing others to furnish the NCAA or the individual’s institution false or misleading information concerning an individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;
- Receiving benefits for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor, or a representative of an agent or advisor (e.g. “runner”);
- Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law;
- Failure to provide complete and accurate information to the NCAA or institution’s admissions office regarding an individual’s academic record (e.g., schools attended, completion of coursework, grades, and test scores);
- Fraudulence or misconduct in connection with entrance or placement examinations;
- Engaging in any athletics competition under an assumed name or with intent to otherwise deceive;
- Failure to provide complete and accurate information to the NCAA or the individual’s institution regarding your amateur status.

What NCAA Bylaw 10.1 Means:

When UT San Antonio staff interviews you about your possible involvement in a violation of NCAA rules, you must provide complete and truthful information, to the best of your ability, in response to all questions from the UT San Antonio staff.

Refusing to answer questions or asking other student-athletes, students, staff, or other people to provide false or misleading information to UT San Antonio staff members are also considered violations of NCAA Bylaw 10.1.

Penalty for NCAA Bylaw 10.1 Violations:

The NCAA penalties for NCAA Bylaw 10.1 violations range from a minimum loss of eligibility for 50% of a season to permanent loss of eligibility.

The most common penalty is withholding from one calendar year of competition and being charged a season of competition for that year.

Additional penalties could be implemented by UT San Antonio, Conference USA or the NCAA.

EXAMPLE: A student-athlete provides false information and withholds some information when interviewed on multiple occasions by UT San Antonio staff about a potential violation. The student-athlete will likely have to sit out all UT San Antonio competitions for one calendar year [364 days from date student-athlete was ruled ineligible]. The student-athlete would also be charged with one season of competition.

Sports Wagering

The NCAA opposes all forms of legal and illegal sports wagering, which has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes. The NCAA has established specific guidelines (NCAA Bylaw 10.3) stating no athletics staff members, non-departmental staff with responsibility within the athletics department, conference staff or student-athletes shall knowingly participate in sports wagering activities or provide information to individuals associated with any type of sports wagering activities concerning intercollegiate, amateur, or professional athletics competition.

The following sanctions for violation of NCAA Bylaw 10.3 apply:

- A student-athlete who engages in activities designed to influence the outcome of a competition or who participates in any sports wagering activity involving UT San Antonio shall permanently lose all remaining regular-season and post-season eligibility in all sports.
- A student-athlete who engages in any sports wagering activity through the Internet, a bookmaker, or parlay card shall be ineligible for all regular-season and postseason competition for a minimum of one year from the date that UT San Antonio determines that a violation occurred and shall lose a season of eligibility.

In order to educate the student-athlete regarding illegal organized gambling, the University and the Athletics Department will instruct the student-athlete on the nature and prevalence of intercollegiate gambling and bribery, as well as the risk involved for the individual and for the entire University. The following policies will be followed in accordance with these guidelines:

1. At the start of each season, the compliance staff is responsible for educating all student-athletes on the nature and prevalence of gambling and bribery in intercollegiate sports. This should include a review of applicable federal, state and local laws. Student awareness of the problem should be maintained through the season, particularly prior to major competitive events.

2. Students are required to report any solicitations that they might receive that ask them to be a party to sports bribery. Failure to do so, if determined after due process, results in expulsion as recommended by the NCAA.
3. The Athletics Department is committed to taking an active stance against gambling and bribery. Institutional rules in this area apply equally to student-athletes, staff, and the general student body.
4. No Professional or College Office Pool. As recommended by the NCAA, students found guilty of handling bets, distributing handicap information, or otherwise serving as an agent of the gambling industry are subject to immediate expulsion.

Agents

Purpose

This policy outlines the Student-Athlete/Agent Policy at The University of Texas at San Antonio. This policy is required to comply with NCAA Bylaw 12.3 (Use of Agents) and Texas state laws.

Philosophy

This policy is designed to meet the laws governing the state of Texas and provide both student-athletes and agents with specific guidelines to ensure that UT San Antonio protects the NCAA eligibility of its student-athletes. Further, these policies and procedures are in place to serve the needs of student-athletes and the agents who seek to represent them once their collegiate eligibility is completed.

Applicability

This policy is applicable to all student-athletes at The University of Texas at San Antonio and to all agents who want to interview UT San Antonio student-athletes, in accordance with state law.

Who is an Agent?

The NCAA's definition of an agent is anyone who, directly or indirectly, represents or attempts to represent an individual for the purpose of marketing his or her athletics ability or reputation for financial gain, or seeks to obtain any type of financial gain or benefit from securing a prospective student-athlete's enrollment at an educational institution or from a student-athlete's potential earnings as a professional athlete. An agent may include, but is not limited to, a certified contract advisor, financial advisor, marketing representative, brand manager, or anyone who is employed or associated with such persons.

Use of Agents

General Rule: An individual shall be ineligible for participation in an intercollegiate sport if he or she ever agrees (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletic ability or reputation in that sport. Further, any contract, not specifically limited in writing to a sport or particular sports, shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport.

Representation for Future Negotiations: An individual shall be ineligible if he or she enters into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual completes his or her eligibility in that sport.

Benefits from Agents: An individual shall be ineligible if he or she (or his or her relatives or friends) accepts transportation or other benefits from any person who represents an individual in

the marketing of his or her athletic ability. The receipt of such expenses constitutes compensation based on athletic skill and is an extra benefit not available to the student body in general.

Legal Counsel: Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent unless the lawyer also represents the student-athlete in negotiations for such a contract.

Presence of a Lawyer at Negotiations: A lawyer may not be present during discussions of a contract offer with a professional organization or have any direct contact (i.e., in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer's presence during such discussions is considered representation by an agent.

Student/Agent Interviews

Texas state law requires that each institution designate at least five but no more than 30 consecutive business days to schedule student-athlete/agent interviews. The interviews must be held during the off-season training period prior to the student-athlete's final season of eligibility.

The Athletics Compliance Office staff notifies each agent registered with the state of Texas of the scheduled interview dates 30 days in advance. Interviews are conducted on campus or virtually.

The Athletics Compliance staff provides agents with a list of student-athletes who are entering their final year of eligibility. Each agent can then select those student-athletes he or she would like to interview. Student-athletes are provided the names of those agents who have expressed a desire to interview with them. After the student-athlete selects the agents with whom he or she wishes to interview, the Athletics Compliance Office staff schedules the interviews and provides both the student-athletes and agents with the date, time, location of the interviews, and ensures the presence of a third party.

The Athletics Compliance Office staff organizes and supervises the student-athlete/agent interview policy to ensure compliance with the State of Texas Athlete Agents Act and any rules adopted under the Act. It is not permissible to be represented by an agent for the purpose of marketing your athletic ability.

The NCAA's definition of an "agent" can include many individuals, which at first glance might not be viewed by you as an agent including financial advisors, sports marketers, contract advisors, former student-athletes working as "contacts or runners" for agents and many other individuals.

You will be ineligible if you (or your family and friends) accept any benefits from prospective agents such as transportation, meals, lodging, a loan, a car, or anything else, no matter how small.

If someone is trying to "give" you something not generally available to all students or their families, remember that there is always a consequence. You will lose your eligibility.

There are only 3 things you can do with an agent:

- 1) Talk to an agent
- 2) Accept a business card from an agent, and
- 3) Accept a general brochure from an agent that outlines their services.

Anything more will likely affect your eligibility. The compliance staff is your best asset regarding agents because they can help you navigate the process of what is allowed and not allowed.

Complimentary Admissions

Student-Athlete's Own Sport

The University of Texas at San Antonio offers its student-athletes complimentary admissions to competitions in accordance with NCAA rules and regulations. These regulations allow a maximum of four complimentary admissions per student-athlete for each event (home or away) in his/her sport. Whether or not a specific sport program provides the maximum allowable complimentary admissions or some lesser number of complimentary admissions are left to the discretion of each sport program, but should be the same for all student-athletes on that team.

All tickets are issued via a pass list and each student-athlete must complete their assignment of guests via the Compliance+Recruiting ticket system available online. You must log in as a student to the system using your ASAP account information. You must register the name and relationship of the individual that is to receive complimentary admissions within the designated time frame as communicated by the Compliance Staff. Do not use nicknames. – *NCAA legislation is being reviewed and changes in this area could be imminent; please follow all instructions from the compliance/ticketing offices.

You may assign only one admission per individual. Each guest attending the event must present a picture ID prior to admission.

Important Rules

Q: Whom should I NOT put on my complimentary admission list?

A: Agents or agent runners; Representatives of Athletics Interests (Boosters, Student-Athletes Employers, Professors, Donors, and Athletics Committee Members); Prospects/Recruits; Family, friends or requests of UT San Antonio coaches; media; public officials; Athletics Department staff members. – *NCAA legislation is being reviewed and changes in this area could be imminent; please follow all instructions from the compliance/ticketing offices.

Q: May I sell my complimentary tickets?

A: No. A student-athlete may not receive payment from any source for his or her complimentary admissions and may not exchange or assign them for any item of value.

Q: May a student-athlete purchase extra tickets and sell them for a profit?

A: No. A student-athlete may not purchase tickets for an athletics contest from the institution and then sell the tickets at a price greater than their face value.

Q: What happens if I give my complimentary tickets to a third party and that person sells the tickets?

A: This is a violation. Individuals designated by the student-athlete to receive complimentary admissions are not permitted to receive any type of payment for these admissions or to exchange or assign them for any item of value. Sale of complimentary tickets by such designated individuals is prohibited and considered an extra benefit not available to the general student body, which would render the student-athlete ineligible for participation in intercollegiate athletics.

Sale of Athletic Items

Student-athletes are now permitted to sell, trade, or offer in exchange for other benefits or services, any items obtained as a privilege for being a student-athlete. This includes memorabilia, awards, apparel,

equipment, complimentary tickets, etc. Please meet with the compliance office for questions about this change in NCAA legislation.

Autographs

UT San Antonio has a policy whereby all persons requesting autographs, outside of media day and special autograph sessions, must fill out a Merchandise Request Form online. Autographs should be personalized to the recipient whenever possible.

Student-Athlete Appearances

In order to avoid the exploitation of an institution's student-athletes, the NCAA limits the contexts in which a student-athlete may promote, or be used to promote, products or organizations. The student-athlete and the institution must abide by all NCAA and institutional rules when participating in promotional activities.

Student-Athlete Employment

It is extremely important that the conditions of any employment you have while you are a student-athlete comply with NCAA bylaws. Infractions could jeopardize not only your own athletics eligibility, but also that of your team. Whether or not you are on an athletics scholarship, you and your employer must sign a written statement before beginning employment, which verifies that:

- You obtained the employment through established hiring protocol available to other applicants;
- You are not receiving payment based on any publicity, reputation, fame, or personal following you have gained from your athletic ability;
- You are compensated only for work you have actually performed;
- Your rate of pay is the normal rate of pay for the duties performed and job qualifications;
- You are only paid for hours you have actually worked; and
- If you are provided with transportation to work or any other benefit (e.g., meals, merchandise discounts), such benefits are available to all employees.

At all times during your athletics eligibility, your employment must comply with UT San Antonio, UT San Antonio Athletics, Conference USA and NCAA rules and regulations.

A student-athlete may receive compensation for teaching or coaching sport skills in his or her sport on a fee-for-lesson basis, under the following conditions:

- Institutional facilities may not be used;
- Playing lessons are not permitted;
- The institution obtains and keeps on file documentation of the recipient of the lessons and the fee for the lessons provided during any time of the year;
- The compensation is paid by the lesson recipient or the recipient's family and not another individual or entity; and
- Your name and image are not used to promote or advertise the fee-for-lesson instruction.

If you wish to be employed, please contact the Athletics Compliance Office to obtain approval paperwork prior to beginning and/or accepting any employment.

Hosting a Recruit

You can make a difference when a recruit is deciding whether to attend UT San Antonio. The coaches spend many hours getting to know recruits and their families and educating them on the merits of our great institution. The recruiting visit's goals are to help the prospect and UT San Antonio determine whether UT San Antonio is the right fit academically and athletically, and for you and the coaching staff

to feel the same way. You can most effectively show prospects all that UT San Antonio has to offer and help them determine that UT San Antonio is the right place for their intercollegiate career.

There are some rules you must adhere to in your involvement with recruiting visits that will ensure you are representing UT San Antonio as expected. As a student-athlete at UT San Antonio, you are to obey and conduct yourself in accordance with the penal and civil statutes of the local, state, and federal government, rules and regulations of the Board of Regents, University regulations, Conference USA rules, and NCAA rules and regulations. Below is an outline of the rules and regulations you, as a student-athlete, are expected to follow at all times and especially during the course of recruiting visits to our University. You will be required to sign a Student-Athlete Host Form each year before you are permitted to practice or compete with your team.

General:

- First impressions are crucial. Make the prospect and his/her guests feel welcome.
- Read information about the recruit and his/her interests so you are prepared to talk with him/her. Ask questions and find something in common to talk about.
- Carefully review the student-host instructions form that you are required to sign prior to hosting each and every official visit prospect and ask your coach or the Athletics.
- Compliance Office in advance if you have any questions to avoid any NCAA violations.
- Call the coaching staff immediately if there are any problems with a prospect.
- Have a plan for entertaining the recruit and review it with your coaches. If there are any changes to the plan, notify the coaches ahead of time.
- Be on time to all scheduled activities.
- Have fun!

Transportation:

- Institutions may provide local transportation for a prospect and the prospect's parents, legal guardians and/or spouse around campus, within a 30-mile radius of campus, and from/to the local airport only in an institutional or personal vehicle with no special accessories.
- A coach, staff member or booster may not provide a student-athlete or prospect with the use of a vehicle for purposes of transporting a prospect during his/her official visit. The host is expected to use his/her own vehicle or a teammate's for entertaining the prospect.

Meals:

- Institutions may provide only one student-athlete host per prospect with a meal and only if that student-athlete is accompanying the prospect on the meal. Other student-athletes may attend the meal, but must pay the cost of their own meals.

Entertainment:

- NCAA rules permit UT San Antonio to provide a host with a maximum of \$40 for each day of the official visit to cover the actual costs of entertaining the prospect (and the prospect's parents, legal guardian or spouse) excluding the cost of meals and admission to campus athletics events. If several students host a prospect, the \$40 per day entertainment money may be utilized to cover the actual and necessary expenses incurred by the prospect and all hosts.
- The student-athlete host must sign a student-host form prior to receiving host funds and prior to hosting any prospect.
- Cash may not be provided to a prospect.
- These funds may not be used for the purchase of any material items (e.g., souvenirs such as T-shirts or other mementos, etc.)
- The following activities are prohibited during official visits and may not be engaged in or paid for with host funds: gambling, use of escort services, exotic dance club, consumption of alcoholic

beverages (even by those over 21) or drugs, or any activity contrary to University policy or state and/or federal law.

- The institution may not arrange for a prospect to engage in any game-day simulations during the prospect's visit (e.g., police escorts to stadium, band/cheerleaders lined up as prospect runs onto the field, etc.).
- The prospect may be present in the locker room prior to or after a competition and must be seated in the regular seating areas during the course of the contest.
- The institution may provide reasonable entertainment within 30 miles of the institution's campus to the prospect, their parents or legal guardians, and spouse only.
- This entertainment may not be excessive (e.g. Limousine, hiring of a band, etc.) and the cost must be taken from the student-host entertainment funds.

Complimentary Admissions:

- Institutions may provide five complimentary admissions to a prospect and the prospect's guests to the institution's home athletic events during the visit, which may not include any special seating (e.g. sidelines, bench, suites, etc.) during the course of the contest. The institution may provide a prospect with specific family circumstances two additional complimentary admissions for family. Contact your coach or the Athletics Compliance Office if you think that this is an issue for a prospect you are hosting.
- The student host may be provided a complimentary admission to accompany the prospect to an institution's home athletic contest.
- Both the student-host and the prospect must show identification and sign the pass list at the designated pass gate for the athletic contest they are attending.

Overall Conduct

- All persons in all situations must abide by NCAA rules. If a student-athlete is uncertain of NCAA rules, he/she must contact the coaching staff or the Athletics Compliance Office immediately.
- If you are aware of or believe a violation of NCAA or University rules occurred, you should report that information to the Athletics Compliance Office immediately.
- Individuals involved in the recruiting visit (including the prospect) are expected to act in a responsible manner and to abide by the law.
- A prospect is never to be left alone or with a non-team member or to be arranged a date or other encounter that could lead to inappropriate behavior (e.g., sexual misconduct, use of alcohol, drugs, etc.).
- You must follow any additional rules set by your coach (e.g., curfew, team policies, etc.).

It is important to note that you may be disciplined by the University for violating these standards of conduct both on and off campus when the incident occurs in connection with an institution-oriented activity, or has a substantial connection to the interests of the University, or when the behavior is prohibited by University policy regardless of where it occurs, even if you are or may be penalized by civil authorities for the same act.

SOCIAL MEDIA GUIDELINES

All student-athletes are accountable for how they project themselves on all social media accounts. The following are some strategies to assist in making sure you are respectful and responsible while using social media:

- Have a Plan = Set goals for your social media presence. Define what you hope to accomplish and evaluate your efforts.

- Think before you post - Use common sense when posting and commenting. Once it is out there, you can never truly reverse something you have posted.
- Think before you hit “Like” or retweet.
- Maintain Professionalism - Be particularly respectful when responding to negative comments. You are more likely to achieve your goals with constructive and respectful responses or no response at all.
- Ensure that you are not posting any personal information or locations that would put your safety at risk.

SPORTS MEDICINE

Athletic Trainers

Athletic training encompasses the prevention, examination, diagnosis, treatment and rehabilitation of emergent, acute or chronic injuries and medical conditions. Athletic training is recognized by the American Medical Association (AMA), Health Resources Services Administration (HRSA) and the Department of Health and Human Services (HHS) as an allied health care profession.

Athletic trainers (ATs) are highly qualified, multi-skilled health care professionals who collaborate with physicians to provide preventative services, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions.

Domains

- Injury and Illness Prevention and Wellness Promotion
- Examination, Assessment and Diagnosis
- Immediate and Emergency Care
- Therapeutic Intervention
- Healthcare Administration and Professional Responsibility

Clinical Specialties

- Prevention & Wellness
- Urgent & Emergent Care
- Primary Care Orthopedics
- Rehabilitation
- Behavioral Health
- Pediatrics
- Performance Enhancement

The Role of the Athletic Trainer

Health is the most important aspect of *performance* in athletics. Therefore, a sound *medical model* that eliminates bias and conflict of interest and focuses on *patient care* is the best framework for the collegiate setting.

The Athletic trainer (AT) is to deliver primary care services to student-athletes in collaboration with Team Doctors, Physical Therapists, and other allied healthcare providers. The Athletic Training staff acts as the foremost expert and medical authority within the Athletics Department. As such they - in coordination with physicians - *exercise unchallengeable* authority to determine the health and participation status of all student-athletes.

AT's spearhead and collaborate with sports performance specialists and team doctors to plan and implement injury and illness prevention initiatives and to promote health and wellness among the student-athlete population through education.

AT's provide and manage emergency care and direct crisis management strategies.

AT's provide therapeutic interventions that are clinically sound, evidence based, and beneficial to patients to produce the best possible outcomes.

AT's accomplish administrative accountabilities that accompany patient care in a way that promotes the profession of Athletic Training, improves patient service and outcomes, encourages and builds collaboration among disciplines and specialties, and ensure that care abides within state, federal, and local practice regulations.

Athletic Training Room Clinic

The Sports Medicine Department, which is comprised of "Athletic Training Rooms/Clinics," has several facilities and are located: The Main Athletic Training Room in RACE, the Convocation Center, and Park West. The Athletic Training Clinics assist with the special medical needs of student-athletes during their team activities and competitive seasons. Certified athletic trainers provide student-athletes with basic health care services and direct them to the head athletic trainer and team physicians when necessary.

The Athletic Training Room provides a number of related services, including pre-participation physical examinations, drug testing, emergency and follow-up treatment for injuries sustained during practice or competition, and rehabilitation programs for athletic-related injuries or conditions.

Whenever a student-athlete seeks medical care outside of the Athletics Department, they should always tell the health care provider that you authorize communication with the Sports Medicine Department regarding the medical issue at hand, as it may affect their performance or clearance to participate. Student-athletes will always be required to provide documentation of this care prior to being cleared for participation.

Responsibilities for Medical Care

Responsibilities for student-athlete medical care services are shared by the Athletics Department and the student-athlete. It is important that the student-athlete and the student-athlete's family understand that participation in athletics presents a high risk for injury. It is expected that student-athletes will take all measures necessary to prevent and minimize injuries to themselves and others. Student-athletes are also responsible for obtaining and maintaining personal health insurance coverage. See *"Injury Prevention"* later.

It also must be understood by the student-athlete and the student-athlete's family that medical expenses are not "automatically taken care of" by the Athletics Department or the University. Paying athletic-related medical expenses requires cooperation and coordination between various offices and departments of the University of Texas San Antonio, the UT San Antonio Athletics Department, the NCAA, as well as other agencies. Compliance is subject to review at all levels of administration, and the ongoing cooperation of the student-athlete is both necessary and expected.

The Athletics Department is responsible for medical services administered to student-athletes who sustain an injury in a practice or game, that occur under a coaches' supervision. "Injury" or "accident" specifically refers to those ailments caused by the student-athlete's participation in a supervised practice, training, or a game.

The UT San Antonio Athletics Department, through its Sports Medicine Department, is thus limited to administering medical aid only for illnesses and injuries related to supervised practice or during designated contests and only for athletics-related conditions that may result from such injuries.

The Athletics Department is similarly limited to making financial assistance available to student-athletes only for medical services rendered for athletics-related injuries or conditions. For example, the surgical removal of tonsils or appendix is a medical situation for which the Athletics Department may not assume responsibility since these conditions do not result from participation in sports. Additionally, the Athletics Department is not obligated to provide medical coverage for pre-existing conditions. Examples of pre-existing conditions include orthopedic injuries, cardiac issues, diabetes, asthma, ADHD, allergies, or vision problems requiring contact lens correction. Any coverage provided for such conditions would be based on administrative decision by the Associate Athletic Director for Sports Medicine, the Senior Associate Athletic Director for Student-Athlete Welfare, and the Team Physician, in coordination with the ICS policy provider.

While it is the Athletics Department's position that there should be no direct cost to a student-athlete or a student-athlete's family for injuries sustained while competing as a member of a UT San Antonio team, the following conditions must be met:

- The student-athlete must be referred to appropriate medical care by the Athletic Training Staff or Team Physician. For more information, see "Medical Care Referrals" later.
- The student-athlete must acquire, maintain and make use of personal health insurance coverage. For more information, see "Medical Expenses Payment Procedure" later.

Other conditions on the administration and payment of student-athlete medical care are described in the following sections.

Services and Procedures

Throughout the season, records are maintained on each student-athlete. These records include initial injury evaluations and progress reports. Medical reports are prepared and communicated to the coaches by the athletic training staff. Activity restriction and recommendations as to when full activity may be resumed are emphasized.

Athletic Training Room rules and procedures are formulated to serve all student-athletes in the best way. We encourage you to ask questions so that you have a clear understanding of the important role the athletic training staff has in your athletic career at the University.

Rules for Services

Please assist each other and our Athletic Training Clinic staff in complying with the following rules and procedures:

- If a S-A sustains any injury (including dental injuries) while participating in a supervised practice or contest, report immediately to the athletic training staff so that a thorough evaluation can be made.
- If a S-A sustains an athletic injury but does not notice its effects until after the practice or competition ends, report to the Athletic Training Clinic for injury evaluation during the posted "open hours" Monday through Friday. If you do not report an injury to the Athletic Training Room within seven days, you may be held responsible for any expenses incurred as a result of treating the injury.
- Any student-athlete with an injury should report to the Athletic Training Room for treatment daily. The student-athlete must check in with one of the Athletic Training Staff. Failure to check in with a staff member will be recorded as an absence from the treatment requirement. Non-compliance with treatment plans will be communicated to sport coaches and may result in discharge from treatment. This mandate is for student-athletes' benefit, as non-adherence to treatment plans will undoubtedly negatively impact recovery from injury.
- With regard to confidentiality, head coaches will be informed if a student-athlete presents a medical

condition of which they should be aware for the purposes of student-athlete safety or for competition preparations.

- With respect to hygiene and safety concerns, all student-athletes must shower prior to treatment. No athletic equipment may be brought into the Athletic Training Room.
- If medical care is obtained outside the UT San Antonio Health Care System, written information must be provided by the outside medical service provider that explains the status of your condition and includes an explanation of activity restriction and the medical clearance to resume activities. Once cleared by the outside medical source, the medical clearance to resume athletic activities at UT San Antonio will be determined by the UT San Antonio Athletics Department Medical Director. See also “Medical Care Referrals” later.

General Athletic Training Room Rules

- Treat all persons with dignity and respect
- No outside eating or drinking in the Athletic Training Room unless explicitly advised by the Athletic Training Staff
- No cell phone, tablet, or computer usage allowed during treatment
- Athletes must observe good hygiene habits and be appropriately dressed (clean and dry clothes, shirt, shorts or pants, and shoes)
- All athletes must be punctual for any scheduled evaluation, treatment, or doctor’s appointment. Any failure to report on time or at all will be reported to the appropriate coach. Habitual truancy or non-compliance may lead to discharge and removal from athletic participation.
- All taping, bracing or other additional protective equipment must be approved by the Athletic Training Staff
- Medical treatment will be determined and/or given by the Athletic Training Staff or Team Physicians
- It is the responsibility of all student-athletes to report any and all injury and illness. If seen by any UT San Antonio or other healthcare groups or providers, the athlete must inform the assigned athletic trainer immediately.

It is the student-athlete's responsibility to create ample time for injury evaluation, treatment, or rehabilitation before training sessions, practice, and practice preparation.

Please see sports medicine staff regarding additional policies and specific questions about available services.

Sports Medicine Requirements

Pre-participation Physical Exam

All student-athletes on the active roster for any UT San Antonio athletic team must complete a physical exam with the UT San Antonio Sports Medicine Staff and team physicians. A physical exam by any other physician or individual will not be accepted. Student athletes are notified of the time they should report for their physical exam and can contact the UT San Antonio Sports Medicine staff with any questions or to reschedule their physical exam. We require medical records to be updated in our electronic record-keeping system prior to the physical exam for any previous injuries and /or illnesses. Failure to provide medical records in a timely manner can result in delay of medical clearance and delay in participation in intercollegiate athletics. Please follow the ATS PORTAL instructions to complete.

Health Insurance

All student-athletes must provide insurance information on the appropriate forms. In the event that a student-athlete’s insurance coverage changes, the Sports Medicine Staff must be made aware immediately

and provided with the current insurance information. **All walk-on student-athletes must possess and provide valid proof of primary health insurance and must maintain coverage for the entire time they remain on the active roster.** This is required for medical clearance. UT San Antonio provides secondary insurance coverage for injuries resulting from participation in intercollegiate athletics during the respective season. Claims must be filed on primary insurance before the secondary insurance considers the claim. For more information on health insurance, please contact the UT San Antonio Sports Medicine Staff.

Emergency Contact Information

All UT San Antonio student-athletes must complete the “Emergency Contact Form” as part of the medical clearance process.

Neurocognitive and Balance Testing

Neurocognitive baseline and balance testing will be done annually at UT San Antonio. In some sports, student-athletes will only be required to complete one baseline neurocognitive test during your athletic career.

Sickle Cell Trait Status

The NCAA now requires that we identify student athletes with sickle cell trait. Therefore, all first-year student-athletes will undergo a blood test to determine the presence of sickle cell trait. Results are necessary prior to all student athletes being cleared to participate. Since you were likely tested at birth for sickle cell trait, you can bring a copy of your results to avoid this test. However, all positive sickle cell trait screens will be required to do consultation and additional confirmatory testing. **If UT San Antonio does not have sickle cell trait test results on file, you must undergo testing prior to medical clearance.**

Cardiovascular Testing

All new student athletes will undergo Cardiovascular testing as part of their pre-participation physical exam. UT San Antonio team physicians have the right to order additional testing for any student athlete in order to obtain medical clearance.

Tryouts

Students who wish to participate in a UT San Antonio Athletics organized tryout must complete the following steps:

- Complete all other team, academic, and compliance responsibilities
- Complete the pre-participation medical packet, which can be downloaded at the [ATS PORTAL](#).
- **A valid medical insurance card is required to upload a picture of the front and back.**
- Download and complete the [Forms to Bring to Physician](#).
- This must be printed and taken to your physician to be completed during your pre-participation physical.
- This physical ***must be completed, SIGNED, and STAMPED by an MD or DO. It cannot be completed by a nurse, chiropractor, or physician's assistant.***
- Submit results of the sickle cell trait testing.
- It is acceptable to provide valid proof of a previous test before participating.

ADHD Medication Usage

The NCAA has a strict policy banning stimulant usage (i.e., Adderall, Ritalin) unless prescribed by a physician for a well-documented medical condition. The penalty for a failed NCAA drug test is an automatic one-year suspension with loss of eligibility. If a student-athlete takes medication for ADD or ADHD, the Sports Medicine Department must have a copy of the current prescription on file and

supporting documentation, which demonstrates how the diagnosis of ADD/ADHD was obtained. If this documentation is not sufficiently detailed, additional testing must be performed to validate the diagnosis of ADD/ADHD. The additional testing should be coordinated through the Learning Specialist in the Athletics Academic Support Department. If it is determined that further testing is needed, this will be facilitated by the Sports Medicine staff. The cost of testing will be covered by UT San Antonio, but the regular prescription medication will be the financial responsibility of the student-athlete. The copy of the prescription must be updated monthly when the student-athlete obtains a refill of his/her medication.

Rehabilitation Programs

All rehabilitation activities are the athletic training staff's responsibility under the supervision of the UT San Antonio team physicians. In order to give student-athletes the best opportunity to return safely regular sport activity after injury, it is necessary that student-athletes are compliant with the prescribed treatment and attend treatments consistently. Any non-compliance will also be reported to sport coaches and may result in discharge from treatment or prolonged restriction from athletic activities.

Rehabilitation programs should be done during open hours, Monday through Friday, in coordination with the team's athletic trainer. The athletic training staff provides information on a regular basis to the coaching staff regarding the progress of injured student-athletes.

Student-athletes undergoing treatment or rehabilitation must report to all practice and conditioning sessions on time unless released by the head coach and the team's athletic trainer.

UT San Antonio Athletics Drug Testing Program

As a participant in NCAA Division I Athletics, student-athletes are expected to live and promote healthy lifestyles. The UT San Antonio Athletics Department is committed to providing the resources necessary to help student-athletes. As part of this commitment, UT San Antonio Athletics developed the following Drug Testing Program to support student-athletes and ensure they maintain healthy lifestyles. All student-athletes are subject to the Drug Testing Program and will sign an annual acknowledgement of their understanding of the program. While there are many similarities to the NCAA Drug Testing Program, this is an institutional drug testing program and is not intended to replace or replicate the NCAA Drug Testing Program.

Routine testing could take place throughout the year as outlined in the program. Sanctions and appeals will be handled according to the protocols listed herein. This program will be reviewed annually by the VP for Athletics and other athletics administrators.

Prohibited acts of the UT San Antonio Athletics Drug Testing Program include:

- Possessing or using illegal substances, as defined by law;
- Possessing or using controlled substances as defined by law (provided that controlled substances may be taken pursuant to a properly issued prescription in the amount prescribed);
- Using any substance listed on the NCAA list of banned substances;
- Distributing, selling, or possessing with the intent to distribute illegal or controlled substances, as defined by law;
- Other prohibited acts as described in the UT San Antonio Student Code of Conduct (HOP 5.5.2) and the Residence Life Handbook.

Substance Abuse Committee

UT San Antonio Athletics will utilize a “Decision by Committee” approach to many of the matters concerning drug testing and substance abuse treatment. The Substance Abuse Committee (SAC) will be comprised of the following Athletics Department personnel and stakeholders:

- The Vice President for Intercollegiate Athletics (VP for Athletics)
- Senior Woman Administrator (SWA)
- Associate AD for Sports Medicine
- Senior Associate AD for Compliance
- Athletics Department Drug Testing Coordinator
- Athletics Department Counselor
- Faculty Athletics Representative

If circumstances dictate, the following stakeholders may be added to the committee:

- University Counseling Center representative
- Team Physician(s)

Drug Education

Each academic year, personnel from the Department of Athletics will review the University’s drug testing program with student-athletes. During this meeting, student-athletes are also informed of the NCAA drug testing program. All incoming student-athletes will receive drug and alcohol education presented by University personnel as part of their Academic Inquiry and Scholarship course and/or through the personal development programming of the Leadership and Professional Development Academy within Athletics. A student-athlete who tests positive for a banned substance must participate in additional educational opportunities as part of his/her sanctions.

Method of Testing

All student-athletes will be subject to a random testing program. The standard method of testing will be urinalysis, unless otherwise determined by the SAC. For a current listing of the banned drug list, refer to the NCAA’s website at www.ncaa.org. UT San Antonio may test for any of the substances that appear on the NCAA’s list of banned drugs. UT San Antonio reserves the right to test for substances not contained on the NCAA banned-drug list as well.

Selected Types of Drug Testing

Random Testing - All student-athletes listed on the institutional squad lists are subject to unannounced random testing. An independent 3rd party collection agency will select student-athletes from the official institutional squad lists by using a computerized random number program.

Reasonable Suspicion Screening - If any staff member feels there is probable cause that a student-athlete violated the drug policy, the staff member can present information to the SAC. If the SAC determines there is reasonable basis to believe that a student-athlete is using a banned substance, the Athletics Department Drug Testing Site Coordinator (DTSC) will work to arrange testing for said student-athlete. SAC will also arrange to have a student-athlete tested if the Office of Student Conduct and Community Standards informs them that a violation of the Student Code of Conduct has occurred.

Notification and Reporting for Collections

Prior to the start of competition each year, every student-athlete will be provided access to and sign an acknowledgement of the UT San Antonio Athletics Drug Testing Program. By signing the acknowledgement, student-athletes indicate their receipt and understanding of the program. Further, this serves as their consent to random drug testing as outlined in the program. If the student-athlete is a minor (under age 18), the signature of his/her parent or legal guardian will be required. Signing of the acknowledgement/consent form is a condition for participation in athletics. Testing can take place at any time during the calendar year, to include the regular academic year, summer and vacation periods

The student-athlete will be notified of, and scheduled for, testing by the Athletics DTSC. Failure to show up for a drug test after receiving notification will be considered a positive test and sanctions will be applied accordingly.

The Athletics DTSC or his/her designee will be at the testing site to certify the identity of the student-athletes selected. Student-athletes shall provide picture identification and surrender all electronic devices prior to entering the testing station. The Athletics DTSC or his/her designee will remain at the testing site until all student-athletes complete the collection process.

The student-athlete may be asked to remove any or all clothing during collection, if a reasonable suspicion of outside elements or an attempt to manipulate the testing exists.

Medical Exceptions

UT San Antonio requires that all student-athletes keep the athletics training staff and/or team physician aware of any prescribed drugs and dietary supplements that he or she may be taking, prior to being tested, and throughout the year. Ultimately, each student-athlete takes on sole responsibility for any and all substances to which they are exposed.

The NCAA and UT San Antonio recognize that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA and UT San Antonio may allow exceptions to be made for those participants with appropriate medical documentation demonstrating the necessity for use of a banned substance. Exceptions may be granted for substances included in the following classes of banned drugs: anabolic agents, stimulants, beta blockers, diuretics, anti-estrogens, beta-2 agonists, and peptide hormones. Information regarding these medical exceptions can be found at www.ncaa.org/health-safety.

There is a stricter application of the NCAA Medical Exception Policy, specifically for the use of banned stimulant medication to treat Attention Deficit Hyperactivity Disorder (ADHD). This stricter application requires documentation that demonstrates the following:

- The student-athlete has undergone a clinical assessment to diagnose ADHD using DSM-V criteria.
- The student-athlete is being monitored routinely for use of the stimulant medication.
- The student-athlete has a current prescription on file.

Failure to provide this information can result in the student-athlete being denied a medical exception for stimulant use. This documentation should be kept on file in the student-athlete's medical record and available if they test positive for the banned medication. Student-athletes taking a banned stimulant for the treatment of ADHD must provide this documentation at the start of their eligibility or as soon as possible after diagnosis. Furthermore, student-athletes who do not disclose to the athletic training staff that they are taking a banned substance could face loss of eligibility in a positive NCAA or institutional

drug test. For more information regarding the NCAA Medical Exception Policy specific to stimulants, please visit [NCAA Guidelines for ADHD Medication Reporting](#).

It is illegal to consume medications prescribed to another individual and to provide another individual with medications prescribed to you. If it is determined that a student-athlete has taken medication prescribed to and provided by another, both parties may face sanctions. Student-athletes are required to report all medications to the athletic training staff. In the event that a student-athlete tests positive for a prescription medication, the following documentation is necessary to approve a medical exception:

- Documentation from physician indicating necessity of medication.
- Copy of current prescription or packaging label, dated within last 30 days. If dated beyond 30 days, documentation must support use beyond 30 days.

Medication from a previous injury, condition, procedure, or surgery, should be disposed of and is not permissible for use after the resolution of respective injury, condition, procedure, or surgery.

Positive Test

It shall be deemed a positive test result if the student-athlete:

- Submits a sample that meets the threshold for a positive test;
- Fails to comply with the collection process;
- Fails to arrive at the collection station at the designated time without justification;
- Fails to provide a specimen according to protocol; collector will determine sufficient number of attempts - it is a positive test if collector leaves without a viable specimen to test;
- Attempts to dilute, tamper with, or falsify a sample; or
- Uses a masking agent.

Sanctions

First Violation of the Drug Testing Program:

- The student-athlete will be referred to mandatory counseling services for evaluation, education, and counseling sessions. The substance abuse counselor will determine the appropriate duration of counseling required.
- Additional sanctions may be applied if University policy infractions supersede Department of Athletics policy.
- The student-athlete will be subject to subsequent follow-up testing at the discretion of the SAC.

Failure or refusal to participate in the conditions set forth in this policy and/or those provided by counseling services will be treated as a second positive test result. Failure to complete the requirements mentioned for a first violation prior to a second violation will also result in an immediate third positive test result.

Second Policy Violation of the Drug Testing Program:

- Suspension: The student-athlete will be suspended for 10% of his/her team's total scheduled contests for that Championship season (regular season or post season, not exhibition games). If the positive test occurs during the off-season, the suspension will apply to the beginning of the next season. If the season ends before the student-athlete completing his/her suspension, the balance will be served in the subsequent season. Suspensions will be applied to regular season and post-season competition only. Non-championship season competitions and exhibition/scrimmage competitions will not be counted in determining the length of the suspension.

- Counseling: The student-athlete will be referred to mandatory counseling services for evaluation, education, and counseling sessions. The substance abuse counselor will determine the appropriate duration of counseling required.
- Additional sanctions may be applied if University policy infractions supersede Department of Athletics policy.
- Additional Drug Testing: The student-athlete will undergo subsequent regular testing for up to one year from the date of the second violation or until the SAC has deemed the drug testing unnecessary.

Failure or refusal to participate in the conditions set forth in this policy and/or those provided by counseling services will be treated as a third positive test result. Additionally, failure to complete the requirements mentioned for a second violation prior to a third violation will also result in an immediate fourth positive test result.

Third Policy Violation of the Drug Testing Program:

- Suspension: The student-athlete will be suspended for 25% of his/her team's total scheduled contests for that Championship season (regular season or post season, not exhibition games). If the positive test occurs during the off-season, the suspension will apply to the beginning of the next season. If the season ends prior to the student-athlete completing his/her suspension, the balance of the suspension will be served in the subsequent season. Suspensions will be applied to regular season and post-season competition only. Non-championship season competitions and exhibition/scrimmage competitions will not be counted in determining the length of the suspension.
- Counseling: The student-athlete will be referred to mandatory counseling services for evaluation, education, and counseling sessions. The substance abuse counselor will determine the appropriate duration of counseling required.
- Additional sanctions may be applied if University policy infractions supersede Department of Athletics policy.
- Additional Drug Testing: The student-athlete will undergo subsequent regular testing for the remainder of his/her eligibility or until the SAC has deemed the drug testing unnecessary.

Failure or refusal to participate in the conditions set forth in this policy and/or those provided by counseling services will be treated as a fourth positive test result. Additionally, failure to complete the requirements mentioned for a third violation prior to a fourth violation will also result in an immediate dismissal from the athletic program.

Fourth Policy Violation of the Drug Testing Program:

The student-athlete will be dismissed from the athletics program. Further sanctions by the university may be imposed, including suspension or expulsion.

****All % suspensions will be for complete contests and will be rounded up or down using traditional rounding methods. All numbers are subject to change from year to year based on number of actual scheduled contests. Golf percentages will be based on the number of scheduled tournaments for the year. Tennis percentages will be based on scheduled team matches (individual competitions will not be included). Track percentages will be based on the current competitive season that the student-athlete is competing or the next available season that the student-athlete will compete.**

Additional Information - Sanctions

- All positive results are cumulative. Regardless of any negative tests that may occur subsequent to a positive test, any future positive test result will be equivalent to a second policy violation.
- Unexcused absences from this testing procedure will be treated as the equivalent of a positive test.
- Following the first and/or second positive drug test offenses, the student-athlete will be retested anytime ***within 30 days***, or as circumstances dictate, from the initial testing date. The results of this retest must be negative or at least show evidence of no new drug use or it will be considered an additional positive drug test offense. If the retest returns positive, a laboratory analysis of results will determine if there was new drug use since the last testing date. Once a negative screen is obtained, any subsequent positive screens will be treated as an additional drug test offense. All student-athletes who have tested positive for a banned substance must undergo re-entry testing; and in the case of a second positive drug test offense, the results must report as negative before the student-athlete can return to competition. ***With a second positive drug test offense, no student-athlete will be allowed to return to competition while the results of the most recent retest are still positive for the identified substance.*** In this instance the student-athlete will undergo weekly retesting to determine when the student athlete can return to competition. The results of any subsequent retesting must be received by the Associate Athletic Director for Sports Medicine/Athletic Training and/or Associate Athletic trainer before a student-athlete can be granted re-entry into competition. This retesting will be conducted as early as possible on a weekly basis.

Additional Information – Counseling and Education

A student-athlete whose drug test results indicate evidence of use, but do not rise to the level of a positive test, may be provided counseling and education related to substance use and abuse. This is consistent with the intent of this policy, which is to promote a healthy lifestyle.

Notification of Positive Drug Tests and Appeals

Upon receiving notification of a positive drug test, the following will occur:

- Drug Testing Site Coordinator will notify the Associate AD for Sports Medicine and Sr. Associate AD for Compliance.
- The Sr. Associate AD for Compliance will notify the VP for Athletics, SWA, and the Sport Administrator, if different than above titled individuals.
- The Sport Administrator will notify the Head Coach.
- Sr. Associate AD for Compliance (or his/her designee) will notify the student-athlete of the positive test and explain the appeals process in a timely manner.
- The Associate AD for Sports Medicine will notify student-athlete's assigned Athletic Trainer

Appeals Process

Student-athletes who test positive under the UT San Antonio Drug Testing Program will be entitled to an appeal hearing with the SAC before any sanction. Requests for such a hearing must be made within seventy-two (72) hours of notification of a positive test result. If the seventy-two hours would end on a weekend or holiday, the request must be made by noon on the next business day. Requests must be in writing and received by the SWA. The student-athlete will be provided with the guidelines of the appeals

process at the time of appeal notification. The student-athlete may remain eligible during the appeals process, based on the discretion of the SAC and subject to student conduct rulings.

If a positive test is appealed, the Sr. Associate AD for Compliance will request the laboratory 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.

During the appeals hearing the student-athlete may have an advisor present, or any representative other than an attorney, if the student so desires. However, the student-athlete must present his or her own case. If reasonable under the circumstances, the meeting should take place no more than 10 business days after the written request is received.

The SAC Appeals Committee will consist of at least three members. At least one member of the committee will be the Faculty Athletics Representative, or a university staff member not employed by the Department of Athletics. Either the student-athlete or the other parties involved may request an extension of time to the SWA, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include a chance for the student-athlete to present evidence and review the results of the drug test(s). The proceedings shall be confidential. The decision by the SAC Appeals Committee regarding the sanction to be imposed shall be final. The student-athlete will be notified of the SAC's decision within three business days of the hearing.

Safe Harbor Program

Voluntary Disclosure

- A student-athlete who has engaged in prohibited drug use or has a substance abuse problem is encouraged to seek assistance from the Department of Athletics by voluntarily disclosing his or her drug use prior to an announced drug test and requesting to enter the Safe Harbor Program. This disclosure can be made to any coach, administrator, athletic trainer, or the DTSC. The Safe Harbor Program does not apply to the NCAA drug testing program, only institutional testing.
- Official entrance into the Safe Harbor Program is the decision of the SAC. SAC will make the decision after reviewing the information provided by the staff member who made the referral as well as information provided by the student-athlete being referred.
- The SAC will notify the Associate AD for Sports Medicine of their decision for entry. The Associate AD for Sports Medicine in turn will notify the student-athlete and the student-athlete's assigned Athletic Trainer of entry into the program. The assigned trainer will notify the head coach about the student-athlete's entrance into the Safe Harbor Program.
- The student-athlete entering the Safe Harbor Program will be required to take a drug test to establish a baseline. The baseline test will not be deemed an offense for purposes of determining sanctions under this program.
- A student-athlete's request to enter safe harbor will not result in sanctions affecting his/her participation in practice and/or competition unless participation is deemed unsafe by the SAC in consultation with a Counselor.
- The student-athlete will be required to undergo an evaluation by a Counselor assigned by the Department of Athletics. The Counselor shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. All treatment plans will include regular follow-up testing while in Safe Harbor.
- Each case will be reviewed in 30 day increments to determine if continuance or cessation is needed. At that time, the counselor feedback, objective drug tests and subjective (i.e., SURE

Screen) clinical measures, any student-athlete feedback, any new information, or substance abuse history may be considered.

- Failure to complete the treatment plan recommended by the Counselor or having a positive test for any banned substance that indicates new use while participating in the Safe Harbor Program, will be deemed an offense under the Drug Testing Program and will be treated as a positive drug test in accordance with the continuum of sanctions.
- Following the completion of a Safe Harbor treatment plan, a student-athlete will be subject to follow-up testing at the discretion of the SAC. Non-compliance will be treated as a positive drug test in accordance with the continuum of sanctions.
- A student-athlete may only enter into the Safe Harbor Program once. Re-entry will be considered only in exceptional circumstances, under the recommendation of the counselor designated by Athletics, and under the SAC's discretion.

****If a student-athlete is receiving counseling and/or treatment from an outside physician/counselor, he/she will be required to be evaluated by a Department of Athletics physician/counselor before being cleared to return.**

ROADRUNNER LEADERSHIP AND PROFESSIONAL DEVELOPMENT

Background

Intentional leadership and professional development programming aligns with both the vision and purpose of our Athletic Department as well as the mission, vision and core values of UT San Antonio.

Key benefits of implementation include:

- Facilitate first-year transitions into the Roadrunner Family
- Develop self-awareness
- Become focused and deliberate in daily actions
- Identify and overcome obstacles to success
- Embrace a growth mindset and adapt to change
- Build positive and trusting relationships with the campus community
- Develop core competencies and marketable skills
- Improve student-athlete's career readiness
- Prepare student-athletes to present themselves professionally

Program Vision

To create transformational experiences which positively impact the lives of UT San Antonio Student-Athletes and their communities.

Program Mission

The Roadrunner Leadership and Professional Development Academy supports UT San Antonio student-Athletes in their pursuit of excellence through the development of tools, skills and the confidence needed to navigate both college and life after sports.

Pillars

Transition Programming

- New Student-Athlete Orientation (Freshmen / Transfers)
- AIS for Student-Athletes (Freshmen / Transfers)
- International Student-Athlete programming (in development)
- Student-Athlete Peer Mentor Program

Roadrunner Excellence and Leadership (REAL) Institute

- Rising Sophomores and Juniors Eligible
- Curriculum delivered throughout the academic year
- Application of skills developed through special project / program (ex. Development and facilitation of leadership program/summit for all student-athletes to attend, community service opportunity, Peer Mentor Program)

Career Development Programming – Roadrunners Ready

- Through AIS curriculum, Freshmen focus on self-awareness and major/career exploration
- Sophomores develop personal career action plans with the help of the Career Center
- Juniors and Seniors participate in Roadrunners Ready - a combination of mandatory and optional career development programs
- Following completion of the Roadrunner Ready programming, student-athletes will earn the digital badge signifying completion of competencies in preparation for life after sports.
- Experiential learning opportunities.
- Summer Internship Program

Personal Wellness and Prevention Programming

- Speakers/Trainings/Workshops supporting student-athlete wellbeing
- Topics may include, but are not limited to: Mental Health, Sexual Assault Prevention, Nutrition, Diversity and Inclusion, Financial Literacy
- Minimum of one mandatory topic focused on per semester; optional offerings
- Mental Health –Peer Mentor program (in development – launching Fall 2022) Collaboration with Sports Medicine / UT Health.

Community Engagement: Service Hours

UT San Antonio Athletics believes in the importance of giving back to the community through engagement and outreach. As such, student-athletes participate in department-wide service events and team and individual service projects. Student-Athletes should complete a minimum of 10 community service hours per year. Student-Athletes volunteer their time at local schools, hospitals, youth leagues, non-profit organizations and more.

Tracking Service Hours: Student-Athletes participating in community service should utilize Pathways to track all service hours completed.

Runners Go Bold NIL Education

Purpose:

Comprehensive and innovative Name, Image, Likeness (NIL) program designed educate and equip Roadrunner student-athletes with the knowledge and skills to build their personal brand, maximize their platform, and understand the Texas NIL law.

- **Understanding NIL** (presented during annual Welcome Back and Compliance Meetings)

- o Rights

- o Responsibilities

- o Limitations

- **Personal Branding and Brand Management** (workshops presented in collaboration with UT San Antonio faculty from Communications/Public Relations and Marketing Departments)

- o Building, Marketing and Managing Your Brand

- o Developing a Pitch

- o Effectively Using Social Media to Boost Your Brand

- **Financial Wellness/Literacy**

- o Managing Cash Flow

- o Understanding Credit and Debt Management

- o Taxes

- o Savings and Investment

- **Business Development and Entrepreneurship** (Curriculum offered through online modules and in person workshops. Access to mentors through Roadrunner Network.)

- o Business Plans

- o Understanding Contracts and Agreements

- o Social Entrepreneurship

- o Access to the Entrepreneurs Academy (via Student Innovation and Entrepreneurship)

- o Access to the UT San Antonio Small Business Development Center Advisors and Workshops

Awards and Recognition Programs

Criteria for Varsity Letter Awards

- Regular attendance at all practice sessions unless absence is due to academic priority (i.e. class falling within practice times).
- Participate in at least 25% of scheduled competitions and exhaust a year of eligibility.
- Student-Athlete must be a good representative of their team, UT San Antonio Athletics and the UT San Antonio community.
- Proper use and return of all Athletic Department equipment.
- Demonstration of good sportsmanship and team loyalty.
- The final decision on who will be recommended for a letter award will be at the discretion of the Head Coach.

The Rowdys All-sport	1 st year award	Fleece blanket including chenille UT San Antonio letter and corner embroidery
	2 nd year award	Leather, logo embossed portfolio
	3 rd year award	Soft shell jacket embroidered with logo
	4 th year award	Personalized framed chenille letters

awards/recognition program, reception and social activity hosted at the academic year's end.

Awards presented include, but are not limited to:

- Outstanding Female Athlete of the Year
- Outstanding Male Athlete of the Year
- Coach of the Year
- Newcomer of the Year – Female
- Newcomer of the Year – Male
- Clutch Play / Player of the Year
- Moment of the Year
- Strength & Conditioning Awards
- Roadrunner All-Academic Team
- Team of the Year (Fall / Spring)
- Upset of the Year
- Run as ONE Team Award
- Roadrunner Pride Award
- Barry McKinney Campus Unity Award
- Rowdy Award for Best Teammate
- Joey Longoria Inspiration Award
- Academic Athlete of the Year – Female
- Academic Athlete of the Year – Male
- Letterman Award – Female (outgoing Senior)
- Letterman Award – Male (outgoing Senior)

Link to Department of Athletics Staff Directory

[Staff Directory - UT San Antonio Athletics \(goUT San Antonio.com\)](http://goUTSanAntonio.com)