

Club Information Form

Approval from the Compliance Office is required prior to any involvement with a local sports club. You must remain in compliance for the duration of this agreement.

Name of Coach: _____ Club Gender & Sport: _____

Name of Club: _____ Age of Participants: _____

Address/ Location of Club: _____

Facilities Used: _____

Membership Dues (attach any policy for discounts or waivers): _____

Description of Duties: _____

When was this club established?: _____

Please Attach or Complete the Following Documents:

Employees of Local Sports Club (Fill out Sheet Below)

Members/Participants of Local Sports Club (Fill out Sheet Below)

Outside Competition Schedule (Attach and Submit to Compliance)

Facilities Agreement (Attach and Submit to Compliance)

All Promotional Materials (Attach and Submit to Compliance)

Club Bylaws, or Requirements for Membership (Attach and Submit to Compliance)

I understand that my ability to operate a local sports club is a privilege, which may be revoked at any time by the University of Miami.

I have submitted accurate information and will continue to follow NCAA rules regarding this local sports club. In addition I will notify the compliance office of any changes to this local sports club.

I will not participate in any activity with the local sports club until I receive final approval from the compliance office.

I agree to allow all components of this local sports club and the corresponding information to undergo an audit conducted by the University of Miami Athletic Department or University of Miami Internal Audit Office.

Signature of Coach/ Staff Member

Date



LOCAL SPORTS CLUB

Local Sports Club Checklist

TO BE COMPLETED BY THE COMPLIANCE OFFICE

Name of Club: _____

Coach/Athletics Staff Member: _____

- _____ Information Form
- _____ Club Employee Information Form
- _____ Club Membership Form
- _____ Outside Competition Schedule
- _____ Facilities Agreement
- _____ Promotional Materials
- _____ Club Bylaws
- _____ Compliance Education Session

I have reviewed the information for the above named local sports club and it complies with all applicable NCAA regulations.

Compliance Office

Date



LOCAL SPORTS CLUB

Local Sports Club Employee Information

(This form must have names and information for all employees working for the local sports club)

Name of Local Sports Club: _____

Name	Occupation (i.e., Coach)	Affiliation (i.e., Miami H.S.)	Compensation	Responsibility
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				

Signature of Club Director/Coach

Date

Local Sports Club Membership Information

(This form must have all individuals who are participants in the club regardless of age*)

Name of Local Sports Club: _____

Name	Age	Address	Distance from Campus (miles)	Membership Paid (\$)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				

*Please print an additional copy of this page if there are more participants.

Signature of Club Director/Coach

Date

Local Sports Clubs NCAA Bylaws:

13.11.2.4 Local Sports Clubs.

In sports other than basketball, an institution's coach may be involved in any capacity (e.g., as a participant, administrator or in instructional or coaching activities) in the same sport for a local sports club or organization located in the institution's home community, provided all prospective student-athletes participating in said activities are legal residents of the area (within a 50-mile radius of the institution). In all sports, an institution's coach may be involved in any capacity (e.g., as a participant, administrator or in instructional or coaching activities) in a sport other than the coach's sport for a local sports club or organization located in the institution's home community, provided all prospective student-athletes participating in said activities are legal residents of the area (within a 50-mile radius of the institution). Further, in clubs or organizations involving multiple teams or multiple sports, the 50-mile radius is applicable only to the team with which the institution's coach is involved; however, it is not permissible for the coach to assign a prospective student-athlete who lives outside the 50-mile area to another coach of the club. A coach also may be involved in activities with individuals who are not of a prospective student-athlete age, regardless of where such individuals reside. (In women's volleyball and women's sand volleyball, see Bylaws 13.1.7.12 and 13.1.7.13, respectively, for regulations relating to a coach's involvement with a local sports club and the permissible number of evaluation days.)

(Revised: 1/10/90, 1/16/93, 9/6/00, 4/25/02 effective 8/1/02, 5/11/05)

13.11.2.4.1 - Exception.

The 50-mile radius restriction shall not apply to a prospective student-athlete who resides outside a 50-mile radius of the institution, provided the institution documents that the local sports club is the closest opportunity for the prospective student-athlete to participate in the sport. (Adopted: 1/9/06 effective 8/1/06)

13.11.2.4.3 - Institutional Sponsorship of Local Sports Club.

Neither an institution's athletics department nor an institution's athletics booster group may sponsor a local sports club that includes prospective student-athletes. It is permissible for a department of the institution that operates independent of the athletics department (e.g., physical education department, recreation department) to sponsor a local sports club that includes prospective student-athletes, provided no athletics department staff member is involved with the club team. (Adopted: 1/16/93; Revised: 1/11/94)

13.11.2.4.4 - Women's Volleyball -- Additional Restrictions.

In women's volleyball, during a dead or quiet period, institutional coaching staff members may not coach a local sports club team at an off-campus competition where prospective student-athletes are present. However, it is permissible for an institution's coach to coach his or her own local sports club team in practice activities. (Adopted: 4/28/05, effective 8/1/05)

17.22.8.1.2.1 Involvement of Coaching Staff.

No member of the coaching staff of a member institution may be involved in any capacity (e.g., coach, official, player or league/team administrator) during the academic year (including vacation periods during the academic year) with an outside team that involves any student-athlete with eligibility remaining from the institution's tennis team except as provided under Bylaws 17.1.1.1, 17.29, 17.31.3.

(Revised: 4/28/05 effective 8/1/05)

Local Sports Clubs Educational Columns:

Volunteer Coach Involvement with Local Sports Clubs and Provision of Private Lessons (I) Item Ref: 1 Date Published: March 23, 2007

NCAA Division I member institutions should note that pursuant to NCAA Bylaw 13.11.2.3, it is permissible for a volunteer coach in a sport other than basketball to be involved in any capacity (e.g., as a participant, administrator or instructional or coaching activities) in the same sport with a local sports club or organization located in the institution's home community, provided all participating prospective student-athletes are legal residents of an area within a 50-mile radius of the institution and there is no institutional sponsorship of the club. A prospective student-athlete who resides outside the 50-mile radius of the institution may be a member of the local sports club without impacting the involvement of the institution's volunteer coach, provided the institution documents that the local sports club is the closest opportunity for the prospective student-athlete to participate in the sport. Further, it is important to note that a prospective student-athlete who relocates to within a 50-mile radius of an institution on a temporary basis (e.g., to participate on a club team or attend an institution while maintaining a permanent residence outside of the 50-mile radius) would not be considered a legal resident of the area of the institution for purposes of the local sports club legislation. However, it is not permissible for a volunteer coach to conduct any physical activity at which one or more prospective student-athletes reveal, demonstrate or display their athletics ability except as provided for in Bylaws 13.11.2 and 13.11.3. Therefore, a volunteer coach is prohibited from teaching private lessons to any prospective student-athlete in the coach's sport, except women's golf and equestrian. A volunteer coach in women's golf or equestrian may teach private lessons to a prospective student-athlete in the respective sports, provided the following conditions are met: 1. The prospective student-athlete resides within a 50-mile radius of the institution's main campus; 2. The coach makes lessons available to the general public; 3. In women's golf, lessons are only provided to female prospective student-athletes and the coach is a teaching professional certified pursuant to the Ladies Golf Professional Association and/or Professional Golf Association certification program; 4. Fees charged to the prospective student-athlete are at a rate commensurate with fees charged to all individuals; 5. Fees charged to the prospective student-athlete are not paid by individuals or entities other than the prospective student-athlete or his or her parent or legal guardian; and 6. The institution keeps on file in the office of the director of athletics documentation of the fee charged for the lessons and the name of any individual receiving any portion of the fee. [References: Bylaws 13.11.1 (prohibited activities), 13.11.1.1 (definition of prospective student-athlete for tryout-rule purposes), 13.11.2.4 (local sports clubs), 13.11.2.3.1 (exception), 13.11.2.4.3 (institutional sponsorship of local sports club), 13.11.3.6 (private lessons—women's golf and equestrian exception); and an official interpretation: (01/07/07, Item No. 16-d-(3))]

Institutional Coaching Staff Members Involved with Outside Teams Including Prospective Student-Athletes (I) NCAA Division I member institutions should note that NCAA Division I Bylaw 13.11.1 prohibits an institution from conducting (or having conducted on its behalf) any physical activity on its campus or elsewhere at which one or more prospective student-athletes reveal, demonstrate or display their athletics ability in any sport except as permitted under Bylaws 13.11.2 and 13.11.3. Accordingly, it is not permissible for an institutional coaching staff member (including a volunteer coach) to be involved with the coaching or administration of an outside team that includes prospective student-athletes, including summer league and travel teams, unless the involvement is a permissible tryout activity or tryout exception, pursuant to Bylaw 13.11.2 or 13.11.3. The tryout prohibition is applicable to any individual considered a prospective student-athlete, including high school, two-year college and four-year college prospective student-athletes. The tryout prohibition remains in effect until the prospective student-athlete becomes a student-athlete by: 1. Registering and enrolling full time in a regular academic term at a four-year institution and attending classes; or 2. Participating in regular squad practice or competition at a four-year institution before the beginning of any term. An institutional coaching staff member may be involved with an outside team that includes student-athletes from other four-year institutions. However, if the coach's institution has received permission to contact a particular student-athlete, then it is not permissible for the coach to be involved with an outside team that includes that student-athlete because NCAA recruiting rules begin to apply once the institution receives permission to contact per Bylaw 13.1.1.3. Pursuant to Bylaw 13.11.2.4, an institutional coaching staff member in sports other than basketball may be involved in any capacity (e.g., as a participant, administrator or instructional or coaching activities) with a local sports club or organization located in the institution's home community that includes prospective student-athletes, provided all participating prospective student-athletes on the coach's team(s) reside within a 50-mile radius of the institution and there is no institutional sponsorship of the club. For example, in baseball, it is permissible for an institution's coach to serve as a coach for a summer league team involving student-athletes from other four-year institutions. However, the coach cannot be involved in any capacity (e.g., manager, coach, scout) if the team includes prospective student-athletes, including high school, two-year college or four-year college prospective student-athletes, unless the team and its participants satisfy the local sports club legislation (e.g., all participating prospective student-athletes on the coach's team reside within a 50-mile radius of the institution) or another exception to the tryout legislation. [References: Division I Bylaws 13.02.11 (prospective student-athlete), 13.1.1.3 (four-year college prospective student-athletes), 13.11.1 (prohibited activities), 13.11.2 (permissible activities), 13.11.2.4 (local sports clubs), 13.11.3 (tryout exceptions) and 17.32.2 (outside-team tours)]

Member institution's support of local sports club prohibited

Interpretation:

e. Member Institution's Support of Local Sports Club Prohibited: Reviewed Bylaw 13.11.2.4 (local sports club) in regard to whether a member institution may pay a coach's expenses to attend a contest in which the coach's local sports club is participating, given that, while at the contest, the coach will perform **recruiting** duties related to his position at the member institution; determined that such an arrangement is not permissible, inasmuch as the reimbursement of expenses constitutes financial support of the local sports club by the member institution, which is prohibited per 04/28/89 staff minutes, Item No. 1-(e).