

<p style="text-align: center;">TIME LIMITS FOR ATHLETICALLY RELATED ACTIVITIES: NCAA BYLAW 17.1.6</p>

Form(s) Used:	Daily-Weekly Hour Limitations Log UNL Practice Summary (Email)
Purpose:	To document and verify with the student athletes the daily and weekly hour limitations of athletically related activities during the academic year.
Action:	Coach records information on required form. Compliance sends email to student athletes requesting practice summary for the indicated week.
Administrative Date:	Ongoing throughout the academic year when student-athlete(s) is participating in countable athletically related activities.
Submit To:	The Daily-Weekly Hour Limitations Log form must be submitted to the Compliance Office on a bi-weekly basis.

Hour Limitations Log Procedures:

1. Sport indicates the date at top of the form and also above the daily columns.
2. Using the activity key, sport indicates the amount of time in the box below the type of activity that is considered countable. (1 hr., 30 min., etc.)
3. The form will automatically combine the amount of time for entire week in "Weekly Total" box.
4. The signature of the Head Coach is obtained and form is submitted to the Compliance Office on a bi-weekly basis.

UNL Practice Summary (sent to Student Athletes) Procedures:

1. A number of student athletes are selected from a team and recorded in the Monitoring Worksheet. [The number of student athletes selected is dependent upon the squad size of the sport.]
2. Each sport will be audited at least once per month.
3. The Monday of the requested week, the select student athletes are sent the UNL Practice Summary email requesting a report of the sport's countable athletically related activities. Responses are due back the following Monday. Follow up email and/or text is sent to student athletes who have not responded.

Example of timeline:

- a. Monday, October 4, student athletes receive email requesting practice summary for the week of October 3-9.
- b. Responses are due back by Monday, October 11.

- c. Follow up email and/or text is sent on Monday, October 11 to student athlete(s) who have not yet responded.
4. Received responses are recorded in the Monitoring Worksheet by **bolding** the student athlete's name.
5. The responses are compared to the coach's Daily-Weekly Hour Limitation Log.
6. Discrepancies are followed up by the Assistant Director of Compliance for Student Athlete Services.
7. Once approved, responses are filed with the applicable Daily-Weekly Hour Limitation Log.

Sport: _____ Event/Position: _____ Week of: _____ Year: _____

GENERAL PLAYING SEASON REGULATIONS: NCAA BYLAWS 17.1.6.1 & 17.1.6.2

DAILY & WEEKLY HOUR LIMITATIONS

PLAYING SEASON: 20 hours total per week; 4 hours total per day, 1 day off per week

OUTSIDE PLAYING SEASON: 8 hours total per week; 2 required off-days per week, 2 hours of skill instruction or FB film review only

Key: P: Practice

S: Skill Instruction/Film Review

M: Meeting (athletically related)

W: Required Weight Training/Conditioning C: Competition

OFF: OFF DAY

	1/1					1/2					1/3					1/4					1/5					1/6					1/7					
Student-Athlete Name	Sunday					Monday					Tuesday					Wednesday					Thursday					Friday					Saturday					Weekly Total
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In accordance with NCAA Bylaws 17.1.6.1 and 17.1.6.2, I attest that the information provided on this form accurately reflects the daily and weekly hours utilized in athletically related activities and that participation in such activities did not exceed the limitations set forth by the NCAA.

Head Coach _____ Date _____

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Student-Athlete Name		Sunday					Monday					Tuesday					Wednesday					Thursday					Friday					Saturday					Weekly Total
		P	S	M	W	C	P	S	M	W	C	P	S	M	W	C	P	S	M	W	C	P	S	M	W	C	P	S	M	W	C						
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Student-Athletes,

This is a notification that you have been randomly selected by the Nebraska Athletics Compliance Department to submit a Countable Athletically Related Activities (CARA) summary for your team for the week of April 18-24.

Countable athletically related activities include team meetings, mandatory weight lifting, practices and competition. You do not need to include any voluntary activities.

You must reply to this email by **Monday, April 26**. Please submit a day-by-day breakdown of team activities as shown in the example below:

- Sunday – 4/18
 - Meeting* - 3.5 hours
- Monday 4/19
 - Competition** - 3 hours
- Tuesday – 4/20
 - Day off
- Wednesday – 4/21
 - Practice – 4 hours
- Thursday – 4/22
 - Practice – 3 hours
- Friday – 4/23
 - Practice – 3 hours
 - Film – 1 hour
- Saturday – 4/24
 - Lifting/conditioning – 1.5 hours
 - Meeting* - 2 hours

*Meetings for topics such as Academics, Life Skills or personal issues are not counted.

**Competition and activities related to the competition count as 3 hours no matter the duration.

Remember your responses are due back by **Monday, April 26**. Also, coaches will not know who has been selected and will not have access to your responses.

Thanks for your cooperation in this matter.

Jena

<p style="text-align: center;">DECLARATION OF PLAYING AND PRACTICE SEASON TEAM COMPETITION LIMITS: NCAA BYLAWS 17.__.1 AND 17.__.5.1</p>

Form(s) Used:	Declaration of Playing & Practice Season Audit Declaration of Playing & Practice Season Audit – Football Declaration of Playing & Practice Season Calendar
Purpose:	To document the length of playing season and the maximum limitations of dates/contests of team competition.
Action:	The head coach or designee meets with the Compliance Staff to audit the in-season and out-of-season athletically related activities.
Administrative Date:	Prior to the beginning of the academic year.
Submit To:	The Declaration of Playing & Practice Season form is maintained by the Assistant Director of Compliance for Student Athlete Services.

Procedures:

1. Discuss any new legislation or important reminders in regard to bylaw 17.
2. Provide a copy of the team's competition schedule.
3. Provide the name of the relative sport.
4. Indicate the academic year period.
5. Establish the "week" or seven consecutive day period i.e., Monday through Sunday, Wednesday through Tuesday, etc.
6. Indicate the beginning of the in-season playing period with the symbol [. Indicate the end of the in-season playing season with the symbol].
7. Place an X on the off-days each week.
8. Original form will be maintained in the Athletic Compliance office; a copy will be provided to the head coach/designee.
9. The Assistant Director of Compliance for Student Athlete Services must be notified of all changes that occur.

<p align="center">DECLARATION OF PLAYING AND PRACTICE SEASONS: NCAA BYLAW 17</p>

Coach _____ **Sport** _____ **Academic Year** _____

The length of playing season shall be limited to a _____-day season that shall consist of _____ segment(s).

Segment 1:

First Practice Date: _____ Last Practice Date: _____ Segment Break _____

The 7-day period will be: _____ to _____

Segment 2:

First Practice Date: _____ Last Practice Date: _____

The 7-day period will be: _____ to _____

Competition Limitations:

Contests _____ Dates _____ Tournaments _____ Multi-day Events _____

Exempted Contests _____

Minimum Participants _____ Minimum Contests _____ Other _____

General Playing Season Limitations:

Preseason practice did not commence prior to (date): _____

The first contest is not scheduled prior to (date): _____

Does the first practice date conform to NCAA Bylaw 17.____.2? Yes No

Does the last practice date conform to NCAA Bylaw 17.____.4? Yes No

Does the total number of practice dates conform to NCAA Bylaw 17.____.1? Yes No

Does the first contest date conform to NCAA Bylaw 17.____.3? Yes No

Does the number of competitions conform to NCAA Bylaw 17.____.5? Yes No

Did the coach designate at least one day off per week during the playing season as required by NCAA Bylaw 17.1.5.4? Yes No

Notes:

Head Coach or Designee

Date

Compliance Office Approval

Date

DECLARATION OF PLAYING AND PRACTICE SEASON: NCAA BYLAW 17.11—FOOTBALL
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SEGMENT 1: SUMMER CONDITIONING

Time Period Begins: _____ **Ends:** _____

General Guidelines

- May begin 9 weeks prior to 1st permissible day to report to preseason practice.
- Must designate one week (seven consecutive days) as discretionary time.
- Strength coach may conduct maximum of eight (8) hours per week of non-mandatory conditioning and weight training during the eight (8) weeks remaining after the week of discretionary time is determined.
- No football-related equipment (e.g., helmets, pads) may be used during this period.

Dates for One (1) Week of Discretionary Time: _____

- Student-athlete may only participate in athletics activities at his/her discretion.
- No required or recommended workouts.
- Strength and conditioning coach may monitor (not conduct) non-mandatory workouts.

SEGMENT 2: PRESEASON

Time Period Begins: _____ **Ends:** _____

- Practice Limitation includes 29 on-field practices during this segment.

Participants may report: _____ **Medical Exams:** _____

- May conduct medical exams on evening of first permissible day to report.
- May conduct compliance related activities and take individual photographs prior to the first date of practice.
- May serve evening meal.
- Must conduct exams *prior to* participation in *any* preseason activities.
- No practices, football related meetings, other administrative activities allowed.

5-day Acclimatization Period: _____

- Allowed one 3-hour practice per day plus one 1-hour walk-thru per day; no football related equipment or conditioning activities allowed.
- Sundays will count if practice held on Sunday. If no practice held on Sunday, 5-day period must be extended one additional day.
- Day 1 & Day 2: Helmets are only permissible protective equipment.
- Day 3 & Day 4: May use shoulder pads in addition to helmets.
 - Day 5: Full pads are permissible.

Date or Dates of Academic Orientation Session (for initial participants): _____

- Must conduct at least 6 hours of academic orientation for new participants.
- We may conduct the required academic orientation period any time prior to or during the five-day acclimatization period for *student-athletes enrolled in summer classes or participating in summer conditioning activities prior to the student-athlete's first season of eligibility in football at the certifying institution.*
- We may establish an academic orientation day on the day prior to the start of the five-day acclimatization period for those student-athletes who are beginning their initial season of eligibility in football at the certifying institution. *On the day designated for the sole purpose of academic orientation, student-athletes may engage only in academic related activities, which may include*

compliance-related activities (e.g., reviewing NCAA eligibility requirements, signing the Student-Athlete Statement or Drug-Testing Consent Form). It is not permissible for student-athletes to participate in medical examinations or issuance of equipment until following the evening meal on the academic orientation day.

Remainder of Preseason segment: _____

- May practice in full pads.
- May not conduct multiple on-field practices on consecutive days.
- On days of one practice session: Three (3) hour limitation.
- On days of multiple practice sessions: Five (5) hour total limitation, Three (3) hour recovery required between sessions. (No athletically related meetings allowed)

Practice Days: See Calendar

- No more than 29 on-field practices during this segment.
 - Practices during 5-day Acclimatization Period *do* count toward total.
 - Walk-through practices *do not* count toward total.
-

SEGMENT 3: PLAYING SEASON

Time Period Begins: _____ **Ends: January 1,** _____

Total Number of Contests: _____ **Exempted Contest(s):** _____

General Guidelines

- No more than four (4) hours each day of athletically related activities.
 - No more than twenty (20) hours each week of athletically related activities.
 - One (1) day off from all athletically related activities required each week.
 - Student-athlete limited to eleven (11) regular season contests during academic year.
-

SEGMENT 4: SPRING SEASON

Time Period Begins: January 1, _____ **Ends:** _____

General Guidelines

- Begins January 1st, regardless of bowl participation.
- Must designate eight (8) weeks of discretionary time (see below).
- Required conditioning activities during the academic year are limited to eight (8) hours per week.
- No more than two (2) hours of the eight (8) hours each week may be spent viewing game film.
- Limited to 15 practice sessions (see below).

Off-Season Discretionary Dates: _____

- Includes an eight (8) week period of no required or recommended workout sessions.
- Must be determined and put in writing by January 1.
- Institutional vacation periods (e.g., holiday break, spring break) may be designated as discretionary time.
- Each designated week must be seven consecutive days.
- Any days between the last day of the academic year and first day of summer conditioning not already designated as discretionary time shall be considered as such.
- May not count time after January 1st but before bowl participation as discretionary time.
- Student-athlete may only participate in athletics activities at his/her discretion.
- Strength and conditioning coach may monitor (not conduct) non-mandatory workouts.

Spring Practice Period (34 consecutive calendar days): _____

- Must hold all 15 practice sessions within this 34-day period.
- Vacation and examination days are omitted from count.

Fifteen (15) Practice Sessions (including Spring Game): See Calendar

- Limited to 12 sessions involving contact, and no contact sessions allowed until third session.
- Non-contact sessions may involve helmets as only protective gear.
- Of 12 contact sessions, only eight (8) may involve tackling.
- Tackling is absolutely prohibited in four (4) of the 12 contact sessions.
- Of eight (8) tackling sessions, only three (3) may be devoted primarily (greater than 50 percent of practice time) to 11-on-11 scrimmage.
- Spring Game will count as one of three (3) sessions that may be devoted primarily to 11-on-11 scrimmages.
- Practice sessions limited to four (4) hours per day, 20 hours per week.

Head Coach or Designee Signature

Date

Compliance Office Approval

Date

**DECLARATION OF PLAYING AND PRACTICE SEASONS:
NCAA BYLAW 17**

First day of classes:

Final Exams-

Labor Day

Fall Break:

Thanksgiving:

First day(s) of practice: _____

Spring:

Spring Break:

M.L. King Day:

Xmas:

August '05

Su Mo Tu We Th Fr Sa

days _____

October '05

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December '05

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July '06

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Total Days Segment One _____

Total Days Segment Two _____

Total Days _____