



**Drew and Brittany Brees  
Student-Athlete Academic Center**

A large, faint, light-tan watermark of the center's logo is visible in the background. It features a stylized 'P' and a banner that reads 'DREW AND BRITTANY BRES' and 'STUDENT-ATHLETE ACADEMIC CENTER'.

**Academic Support Services  
Tutoring Program Handbook  
2015-2016**

**Purdue University**

## **Acknowledgements**

The Purdue University 2015-2016 Academic Support Services Tutor Handbook is a uniquely collaborative effort of several institutions. Review of tutoring manuals from other institutions influenced and assisted in improving the manual used by Purdue Athletics. Portions of the manual have been derived from like manuals at the University of Oklahoma, Clemson University, Baylor University, Maryland University, University of Kentucky, and Eastern Kentucky University. The information provided by all of the mentioned institutions is gratefully acknowledged and used to enhance this handbook, created by the Academic Support Services Staff in the Drew and Brittany Brees Center. In the interest of promoting academic integrity and enhancing success among NCAA student-athletes, we are happy to share any or all parts of this manual with other universities.

## **Introduction**

At Purdue University, we place value in the intercollegiate athletic experience of our student-athletes. Our athletics department operates within the overall mission of Purdue University and is an integral part of Purdue's educational program. Purdue's athletics department supports the educational mission of our institution through its pursuit of higher education and ultimately the graduation of our student-athletes.

The athletics student services staff is committed to the success of each student-athlete. The demands of intercollegiate athletics require every student-athlete to acquire an ability to balance a rigorous schedule and to confront outside influences that are contrary to the goals set first as a student and second as a student-athlete. Our staff will be there to help student-athletes each step of the way.

## **Overview of the Academic Support Services Program**

Student-athletes at Purdue University are offered tutoring services through the Athletics Academic Support Services unit. Group tutoring, individual tutors, on-site, and evening walk-in tutors are offered. The tutorial program is designed to act as a supplement to classwork and individual study. It is not designed to take the place of in-class learning and development.

Student-athletes also have the opportunity to meet with mentors. In the program, the student-athlete is paired with an individual who has been selected by the academics staff as a role model and academic leader. The mentor works with the student-athlete to assist them in managing their academic course load coupled with their sport requirements and the general demands of being a college student.

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## **Purdue Athletics Academic Support Services Directory**

Drew and Brittany Brees Student-Athlete Academic Center

Purdue University

Tutor/Mentor Program Office: BRES (IAF) 207

Email: [icatuto1@purdue.edu](mailto:icatuto1@purdue.edu)

Office Phone: (765) 494-5479

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Learning Specialist  
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[kmburks@purdue.edu](mailto:kmburks@purdue.edu)

Kristen Cooney  
Academic Graduate Assistant  
765.494.5479  
[cooneyk@purdue.edu](mailto:cooneyk@purdue.edu)

Elizabeth Holmes  
Academic Graduate Assistant  
765.494.5479  
[eaholmes@purdue.edu](mailto:eaholmes@purdue.edu)

## Advisors Organized by Sport

<b>Men's Swimming &amp; Diving</b>	<b>Nicole McKinney</b>
<b>Women's Swimming &amp; Diving</b>	
<b>Men's Golf</b>	
<b>Women's Golf</b>	
<b>Volleyball</b>	
<b>Women's Basketball</b>	<b>Tanya Foster</b>
<b>Softball</b>	
<b>Soccer</b>	
<b>Spirit Squad</b>	
<b>Men's Track &amp; Field</b>	<b>Tiffany Britten</b>
<b>Women's Track &amp; Field</b>	
<b>Baseball</b>	
<b>Men's Tennis</b>	
<b>Women's Tennis</b>	
<b>Men's Basketball</b>	<b>Todd Foster</b>
<b>Football</b>	<b>Seth Schwartz Amy Kendall Kristen Burks (GA)</b>
<b>All sports</b>	<b>Ryan Barbauld (Learning Specialist) Kristen Cooney (GA) Elizabeth Holmes (GA)</b>

***How Tutors are Assigned***

Student-athletes requesting a tutor must complete a Tutor Request Form online. Once the student-athlete has submitted the Tutor Request, they will hear from the graduate assistants with a list of possible tutors to contact via email. From that point, it is the responsibility of the student-athlete to contact a tutor. Since all tutors have different classes they are able to tutor and we cannot predict which classes will be requested, **we cannot guarantee you a minimum number of hours or an estimated workload per week.**

It is your responsibility to respond to **ALL** student-athletes' tutor request emails. You do not have to work with every athlete who requests your help, but please communicate with them that you are unavailable, otherwise we may assume that you are no longer available to tutor for the semester and your name will be removed from our available list of tutors.

***Informal tutor requests:***

If you are contacted directly by a student-athlete who has asked for your help without first submitting a request to the graduate assistants' office, please have the student-athlete fill out a Tutor Request Form either on-line or using the paper forms located next to the timecard drop box. The student-athlete can simply indicate on the form that they are already working with \_\_\_\_\_ (Name of tutor). This is to ensure that we keep accurate record of the number of student-athletes who use tutoring services through the Academic Support Services department.

***Location of Tutoring***

Tutors must **ONLY** meet with student-athletes at the Brees Academic Center (BRES). In cases where it is necessary for tutoring to occur elsewhere, prior approval must be obtained from Todd Foster, Tutor/Mentor Coordinator. However, tutors may be contacted by Kristen Burks, the football academics graduate assistant, to tutor football players during the team's study hall sessions in the Mollenkopf Athletic Center.

**NOTE:** We cannot provide parking passes for any athletic event to tutors. Information regarding tow notices will be sent via email. Additionally, Room 201 in BRES is closed on the day of all home football games.

**BRES Computer Lab Hours:**

<b>Monday – Thursday</b>	<b>7:00 a.m. - 10:30 p.m.</b>
<b>Friday</b>	<b>7:00 a.m. - 6:00 p.m.</b>
<b>Saturday</b>	<b>9:00 a.m. - 6:00 p.m.</b>
<b>Sunday</b>	<b>12:00 p.m. - 10:30 p.m.</b>


**Tutor Session Reports**

After each tutoring session, tutors are required to complete a Tutor Session Report. This report is very important to our program because it allows our staff to assess the quality of the tutoring sessions and the student-athlete's participation. **TUTORS MUST COMPLETE A SESSION REPORT FOR EACH TUTORING SESSION**, and Session Reports must be signed by both the tutor and the student-athlete. The Session Report form must be filled out completely and accurately. Tutors should place the session report in the timecard drop box. Session Report forms for small group sessions must be completed for **each group member**.

Please reference the following example.

Purdue University – Division of Intercollegiate Athletics  
Drew and Brittany Brees Academic Learning Center for Student-Athletes

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**Tutor Session Report**

Tutor's Name: Purdue Pete Course: MA 153  
Student-Athlete's Name: Sally Swimmer Sport: WSW

☐ **NO SHOW** (IF NO SHOW, Contact Tutorial Coordinator Todd Foster at [tfoster@purdue.edu](mailto:tfoster@purdue.edu).)

Date: 7/15/12 Time: Start: 7:00 pm End: 8:30 pm

1. What was accomplished this session?  
Completed HW #3

2. In preparation for the next session, the student-athlete will:  
- Read Ch. 4  
- Bring class notes

3. Comments:  
Shows good understanding of material

*\*Please feel free to talk with the student-athlete's athletic advisor if needed.*

4. Next Session: Date: 7/17 Time: 7pm  
5. Tutor's Signature: Purdue Pete  
6. Student-Athlete's Signature: Sally Swimmer

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**Missed Sessions****By Student-Athletes**

If a student-athlete fails to attend a scheduled session OR fails to contact the tutor within a reasonable time prior to the session, do the following:

1. Note the student-athlete's name, course, date, and time of session on the session report form.
2. Check NO SHOW on the Tutor Session Report form. You will receive one hour of compensation for the "No Show" session.
3. E-mail Todd Foster with your name, student-athlete's name, sport, and the day and time of scheduled session.

**By Tutors**

If you are unable to attend a scheduled tutoring appointment, you should contact the student-athlete at least 24 hours in advance. In the event of an emergency, please contact a graduate assistant so the student-athlete can be notified. Repeated absences and missed or late appointments will result in termination of your employment.

**Payroll and Timecards**

Time cards are to be filled out after each session. Failure to correctly fill out your timecard will delay processing of your payment. **Timecards are due every other Sunday by 10 p.m.** You may turn them in early, but late timecards will be processed in the next payroll period (see the bi-weekly payroll calendar near the timecard drop box for due dates).

The following is an example of a timecard filled out correctly. Please take a moment to notice some important aspects:

1. The top portion of contact information is filled out completely.
2. The student-athletes have signed off on the amount of time worked.
3. All groups are bracketed.

**\*There is no pay increase for groups; tutors are paid for the amount of total time worked, not the number of students being tutored.**

For pay period begin and end dates refer to the dates in the *Calendar of Pay Dates 2015-16*.



Tutor Name: <u>PURDUE PETE</u> (Please Print)	Tutor Signature: <u>Purdue Pete</u>
Phone: <u>(765) 555-1234</u>	Circle One: <u>STUDENT</u> NON-STUDENT
email: <u>ppete@purdue.edu</u>	PU ID: <u>12345-6789</u>
Position: <u>Tutor</u> Mentor Runner Note-Taker Study Hall Monitor A.M. Study Hall Monitor P.M. (Circle One)	
Pay period beginning: <u>7/18/11</u>	Pay period ending: <u>7/31/11</u>

FOR OFFICE USE ONLY: Pay

Student-Athlete	Student-Athlete Signature	Sport	Course	Date	Time start AM/PM	Time end AM/PM	TOTAL HOURS
Willy Wildcat	Willy Wildcat	FB	MA 153	7/18	10:00	11:00AM	1
Brutus Buckeye	Brutus Buckeye	WR	ECON 251	7/19	6:00	9:00pm	3
Herky Hawkeye	Herky Hawkeye	MBB	FN 303	7/20	7:00	8:00pm	1
Goldie Gopher	Goldie Gopher	MBB	FN 303	7/20	7:00	8:00pm	1
INDICATE GROUPS WITH A BRACKET							

**Note:** We reserve the right to question excessive hours, hold cards if information is not correct, and ask for written confirmation from tutor or student-athlete regarding time card information.

### Additional Policies

#### Availability

Please be sure to contact the graduate assistants with any changes in your class availability. If you are no longer comfortable tutoring a specific class or subject initially listed, please communicate that in order to have those classes/subjects removed from your course list in the database. There will be opportunities to fill out a form for adding or dropping courses prior to each semester, but be sure to inform us of any changes that need to be made before or after those opportunities.

#### Confidentiality

All tutors must maintain confidentiality in their work with student-athletes. Please discuss a student-athlete's academic concerns, academic needs, or academic problems **ONLY** with the student-athlete or Academic Support Services Staff. Do not discuss student-athletes' academic concerns with:

- Other students or student-athletes
- Other tutors
- People in your academic department or college
- Someone you might meet in a social situation
- Your personal friends or family

ANY information you learn about a student-athlete on the job is confidential during and after your period of employment.

**Gambling**

Tutors should be aware that Purdue University and the Department of Intercollegiate Athletics do not condone gambling activities of any kind. Furthermore, NCAA rules forbid any Athletics Department staff member, INCLUDING TUTORS, from participation in sport related gambling activities. More specifically, tutors shall not knowingly:

- Provide information to organized gambling activities
- Solicit a bet on ANY intercollegiate team
- Accept a bet on ANY intercollegiate team
- Solicit or accept a bet on any intercollegiate competition for any item that has tangible value
- Participate in any gambling activity that involves intercollegiate athletics or professional athletics

**Social Networking**

Social network sites such as Facebook, Instagram, Twitter, and other new digital media platforms and distribution mechanisms facilitate students communicating with other students. Participation in such networks has both positive appeal and potentially negative consequences. It is important that tutors are aware of these consequences and exercise appropriate caution if choosing to participate. We ask that you DO NOT post photographs of student-athletes on any website or allow them to post photos of you.

**Rules of Appropriate Dress**

While there is no specific dress code for tutors working with the Academic Support Services Staff, appropriate dress is required at all times. Dress that distracts student-athletes from working effectively is considered inappropriate. Examples include revealing halter tops, cut off shirts, short shorts and skirts. Tutors are more than welcome to wear Purdue University school gear. Do not wear clothing with other university names and/or logos. We have a strong sense of pride in our school and we strongly encourage supporting Purdue University by wearing Purdue gear. Remember, you will be working in close contact with your student-athletes. Excess perfume/cologne, as well as poor hygiene, can be a major distraction and inhibit learning during your tutoring session.

**Plagiarism**

All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel insecure about a question of plagiarism involving their work, they are obligated to consult their instructors on the matter before submission. When students submit work declaring to be their own, but which in any way borrows ideas, organization, wording, or anything else from another source without appropriate acknowledgment, the students are guilty of plagiarism. Plagiarism involves representing someone else's work as one's own whether it be a published article, chapter of a book, a

paper from a friend, some file, etc. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work that a student submits as his/her own. Students may discuss assignments amongst themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student and student alone.

### *Dismissal*

Tutors may be subject to termination for any one of the following reasons:

- Failure to maintain tutor/student-athlete confidentiality
- Failure to uphold the general duties of a tutor as outlined in this manual
- Failure to keep tutoring appointments or consistent reports of tardiness
- Deficient academic skills
- Falsification of timecards
- Disruptive behavior that calls unfavorable attention to the tutor as a representative of Purdue's Athletic Academic Support Services office
- Violation of university policies regarding codes of conduct as stated in Purdue University Regulations

### *Guidelines for Maximizing the Tutorial Experience*

The following guidelines should help direct all tutorial interactions toward successfully leading student-athletes to academic independence:

- Study Skills

**Facilitation and Understanding:** A tutor should not “re-teach” a class. A tutor should help the student-athlete understand the material covered and learn skills to master the subject matter. All tutors are expected to encourage whatever study skills development the student-athlete needs both inside and outside the session. For many student-athletes, this is a learning process.
- Time Management

**Organization:** Tutors should help student-athletes organize the materials for each class, including course syllabus, handouts, returned assignments, returned tests and notes.

**Planning:** One of the most important tutor responsibilities is to help the student-athlete map out daily tasks and decide how best to use study time and resources.
- Deficiency Awareness

**Detection:** Tutors should be alert to any sign of study problems. This includes reading, writing, comprehension, academic deficiencies, and lack of attention or interest, which can be often detected during a session.

**Solution:** If you detect the problem, discuss it with a student-athlete, and bring it to the attention of the Academic Services Staff. This is very important for ensuring that appropriate help for the student-athlete is arranged.
- Motivation

**Show enthusiasm!** A student-athlete is more likely to be attentive and active if the tutor shows genuine enthusiasm. The tutor should stress overall academic success in a positive, energetic and persuasive way.

***Tutor Do's and Don'ts*****TUTOR DO'S:**

- Develop a subject-centered educational plan for the best academic potential of the student-athlete.
- Create realistic and content driven subject level learning goals with the student-athlete.
- Encourage student-athletes to think for themselves.
- Review notes and text with a student-athlete.
- Stress the importance of reading the textbook.
- Identify student-athlete study habits.
- Encourage the student-athlete to participate actively in tutoring –to ask questions, solve problems, and to offer ideas.
- Model behavior you would like student-athletes to practice. BE ON TIME FOR SESSIONS! Be prepared, be organized, and have a plan.
- Ensure that cell phones are put away.
- Always be PROACTIVE and not REACTIVE.

**TUTOR DON'TS:**

- Encourage student-athletes to be overly dependent on you and your services.
- Lecture for a long period of time.
- Make student-athletes feel as though they are incapable or incompetent.
- Criticize a professor or his/her teaching abilities in front of the student-athlete.
- EVER contact faculty or teaching assistants.
- Violate the confidentiality of your student-athlete.
- Assume a role of which you are not trained or qualified to handle (such as counselor/advisor).
- Tutor outside of Brees Center facilities.

***Additional Tutoring Tips*****TIPS FOR TUTORING A LECTURE CLASS (I.E., BIO, SOC)**

- Review class notes
- Review related text material
- Tie the two together
- Quiz the student-athlete on material covered in previous sections
- If the student-athlete knows it; move on, if not review

**TIPS FOR TUTORING A QUANTITATIVE CLASS (MATH, STATS)**

- Promote discussion of the problems
- Develop mock quizzes, tests, and problem sets
- Make sure the student-athlete is attempting to do the problems on his/her own!

**TIPS FOR TUTORING AN ENGLISH/WRITING CLASS**

- Discuss thoughts and ideas
- Make an outline and work from it
- Review and proof the paper

- Edit papers by printing off copies to make hand written suggestions or by using editing software
- Tutors are not allowed to email proofed papers to student-athletes, unless editing is done with editing software (e.g., using the “Review” tab in Microsoft Word)

**TIPS FROM OTHER TUTORS**

- YOU are in charge of the session, NOT the student-athlete.
- Give the student-athlete your undivided and sincere attention every session.
- Keep a folder for each student-athlete you tutor, including his/her class syllabus, plan sheet and any summary of lessons and plans for next meetings.
- Have the student-athlete communicate the types of problem she/he is experiencing.
- Use a multi-sensory approach. Think of ways a student athlete can visualize, hear, touch, and move around to learn a new idea or concept.
- Encourage student-athletes to attempt to complete assignments before coming to each tutoring session.

# GUIDELINES FOR TUTORIAL SERVICES

AS OUTLINED BY PURDUE UNIVERSITY, THE BIG TEN CONFERENCE,  
AND THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

As an employee of Purdue University who works closely with members of our Athletic Department, you need to be aware of the limitations and guidelines regarding your interactions with Purdue student-athletes. Failure to follow set policies and procedures could result in a student-athlete losing his/her athletic aid along with his/her eligibility and severe sanctions for the University. This will also result in the termination of your appointment with the tutor/mentor program. The guidelines are addressed as mandatory components of our tutor training.

1. **Under NO circumstances should a tutor speak with a student-athlete's instructor.** Please check with the tutor/mentor program staff if you or a student-athlete is unclear about the assignment. If it is determined that additional information is needed from a professor, the tutor/mentor staff will make the appropriate contact. Our general policy is that it is the student-athlete's *privilege* and *responsibility* to contact his/her instructor to clarify assignments.
2. A tutor is expected to contact the Athletic Academic Services Advisor if s/he suspects that a student-athlete is not attending class regularly, engaging in academic dishonesty, or experiencing unusual stress or difficulty in or out of the classroom. Failure to do this could cause the student-athlete to become ineligible or be expelled or suspended from the university.
3. Unethical academic behavior will not be tolerated. This includes writing papers, taking tests, completing assignments, etc. A tutor who is suspected of academic dishonesty will be suspended until the Athletic Department staff can conduct an investigation. The incident will also be reported to the Office of the Dean of Students. That office will determine disciplinary action.
4. **The tutor is to maintain confidentiality in all areas regarding student-athletes.** A student-athlete's academic concerns may be discussed with that student-athlete and the Athletic Academic Support Services staff only. **Do not discuss the student-athletes academic concerns with other student-athletes, faculty, members of the media, or anyone else.** Doing this is in violation of the student-athlete's right to privacy under the Buckley Amendment. In addition to academic concerns, tutors may find themselves exposed to information such as disciplinary matters, injuries, and personal problems. **All information must be treated with the greatest confidentiality and sensitivity.**
5. **Responsibility for academic success or failure rests with the student-athlete.** A tutor is not expected to "save" the student-athlete. You will never be evaluated based on the final grade a student-athlete receives. You are responsible for assisting the student-athletes best you can. You are not responsible for his/her performance.
6. Dependent student-athlete/tutor relationships are actively discouraged. It is the tutor's responsibility to encourage the student-athlete to learn to help him/herself. Friendships can develop between the student-athlete and the tutor but should not get in the way of "working time."

# *Applicable NCAA Bylaws and Guidelines*

## **16.3 Academic and Other Support Services.**

### **16.3.1 Mandatory.**

**16.3.1.1 Academic Counseling/Support Services.** Member institutions shall make general academic counseling and tutoring services available to all student-athletes. Such counseling and tutoring services may be provided by the department of athletics or the institution's nonathletics student support services. In addition, an institution, conference or the NCAA may finance other academic support, career counseling or personal development services that support the success of student-athletes. *(Adopted: 1/10/91 effective 8/1/91, Revised: 4/25/02 effective 8/1/02, 5/9/06, 1/19/13 effective 8/1/13)*

**16.11.2.1 General Rule.** The student-athlete shall not receive any extra benefit. The term "extra benefit" refers to any special arrangement by an institutional employee or representative of the institution's athletics interests to provide the student-athlete or his or her family members or friends with a benefit not expressly authorized by NCAA legislation. *(Revised: 1/19/13 effective 8/1/13)*

**16.11.1.1 General Rule.** Receipt of a benefit (including otherwise prohibited extra benefits per Bylaw 16.11.2) by student-athletes, their family members or friends is not a violation of NCAA rules if it is demonstrated that the same benefit is generally available to the institution's students and their family members or friends. *(Revised: 1/19/13 effective 8/1/13)*

An extra benefit may include, but is not limited to:

1. cash or loans in any amount
2. signing or co-signing a note for a loan, or arranging a loan
3. gifts (birthday, holidays, etc.)
4. free use of a telephone to make long distance calls
5. use of an automobile or other free or reduced transportation
6. free or reduced housing or rent
7. free or reduced cost goods or services (e.g., laundry, photocopies, meals, etc.)

**16.2.2.1 Sale of Complimentary Admissions.** 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.

**16.11.2.4 Items Received for Participation in Intercollegiate Athletics.** An item received for participation in intercollegiate athletics may not be sold or exchanged or assigned for another item of value. *(Adopted: 4/15/14)*

## **Ethical Conduct**

### **10.01 General Principle.**

**10.01.1 Honesty and Sportsmanship.** Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.



**10.1 Unethical Conduct.**

Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member, which includes any individual who performs work for the institution or the athletics department even if he or she does not receive compensation for such work, may include, but is not limited to, the following: (*Revised: 1/10/90, 1/9/96, 2/22/01, 8/4/05, 4/27/06, 1/8/07, 5/9/07, 10/23/07, 5/6/08, 1/16/10, 10/5/10*)

- (a) Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual's institution;
- (b) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
- (c) Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
- (d) 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;
- (e) Receipt of benefits by an institutional staff member 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");
- (f) 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. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per Bylaw 31.2.3.2; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal law;
- (g) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or an institution's admissions office regarding an individual's academic record (e.g., schools attended, completion of coursework, grades and test scores);
- (h) Fraudulence or misconduct in connection with entrance or placement examinations;
- (i) Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or
- (j) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution's athletics department regarding an individual's amateur status.

**10.2 Knowledge of Use of Banned Drugs.**

A member institution's athletics department staff members or others employed by the intercollegiate athletics program who have knowledge of a student-athlete's use at any time of a substance within the banned-drug classes, as set forth in Bylaw 31.2.3.1, shall follow institutional procedures dealing with drug abuse or shall be subject to disciplinary or corrective action as set forth in Bylaw 19.9.

**10.3 Sports Wagering Activities.**

The following individuals shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition: (*Adopted: 4/26/07 effective 8/1/07*)

- (a) Staff members of an institution's athletics department;
- (b) Nonathletics department staff members who have responsibilities within or over the athletics department (e.g., chancellor or president, faculty athletics representative, individual to whom athletics reports);
- (c) Staff members of a conference office; and
- (d) Student-athletes.



**10.3.2 Sanctions.** The following sanctions for violations of Bylaw 10.3 shall apply: *(Adopted: 4/27/00 effective 8/1/00, Revised: 4/26/07 effective 8/1/07)*

- (a) A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins ("point shaving") or who participates in any sports wagering activity involving the student-athlete's institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.
- (b) A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a parlay card shall be ineligible for all regular-season and postseason competition for a minimum period of one year from the date of the institution's determination that a violation occurred and shall be charged with the loss of a minimum of one season of eligibility. If the student-athlete is determined to have been involved in a later violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all remaining regular-season and postseason eligibility in all sports.

**10.4 Disciplinary Action.**

Prospective or enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility. (See Bylaw 10.3.2 for sanctions of student-athletes involved in violations of Bylaw 10.3.) Institutional staff members found in violation of the provisions of this regulation shall be subject to disciplinary or corrective action as set forth in Bylaw 19.9, whether such violations occurred at the certifying institution or during the individual's previous employment at another member institution. (Revised: 1/10/90, 4/27/00 effective 8/1/00, 4/26/07 effective 8/1/07, 7/31/14)