



San Diego State University

2023-24

Student-Athlete Handbook

Department of Intercollegiate Athletics

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WELCOME AND INTRODUCTION

San Diego State University Aztecs Fight Song

**Fight on and on
Ye Aztecs, then
Mighty Montezuma we will
Win again
Keep your spirits high
Never bow a knee
We will fight till victory.**

**Fight on and on ye Aztecs, then
Proudly raise your banners high
For it's the Red and Black
Hail to our team
San Diego Aztec Fight!**

S-D-S-U

SDSU Aztecs Fight!

*The content, policies, and procedures within this document are subject to change during the course of the academic year at the discretion of the Department of Athletics. This Handbook will be updated, at a minimum, annually in the Summer of each year to reflect such changes. *

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A Message from John David Wicker Director of Athletics



Dear Aztec Student-Athlete,

Welcome to the 2023-24 year at San Diego State University!

SDSU Athletics is grateful to be a part of your journey, and we anticipate that you will find a great sense of purpose and pride on your way to becoming an Aztec for Life!

Look around: you have coaches and staff who care deeply about your academic, athletic, and personal successes. You have been given the opportunity to train and develop as an athlete in great facilities while working towards a degree at one of the most sought-after universities in the country.

You are our top priority, and we are committed to your success. We will assist you every step of the way as you navigate collegiate athletics, the college classroom, and the university environment. We believe you will meet us in that commitment and give your very best effort to your team, your school, and yourself.

SDSU Athletics has a tradition of excellence that is illustrated in our two primary goals: to graduate student-athletes and to win championships.

You are here to graduate. If you give good and consistent effort, you will be rewarded with a degree and a set of life skills that will open the door for future successes. Academic resources are in place to allow you to strive academically, as evidenced by the 372 scholar-athletes honored in 2022-23, representing more than 50 percent of our student-athlete population. SDSU's NCAA Academic Performance Rate and team GPA's are at an all-time high, further indicating that our student-athletes are extremely competitive in the classroom.

In addition, we are here to prepare you for life after college athletics. We will continue to provide opportunities for you to grow and reach new heights in your personal development, not just in the classroom and in competition, but also in the community. You represent San Diego State University wherever you go and whatever you do and say -- 24 hours a day, 7 days a week, 365 days a year. Whether it be on Instagram, Twitter, Snapchat, or TikTok, or while out exploring beautiful San Diego, we expect that you will hold yourself and your fellow student-athletes accountable in making good decisions and conducting yourself in a way that makes this university proud. We trust that, as a representative of SDSU Athletics, you will engage yourself in the true pursuit of integrity and what it means to be Aztec Proud.

What a time to be an Aztec! San Diego State athletic teams enjoyed another outstanding season with six teams winning conference titles from 18 varsity sports. In addition, all 18 athletic programs exceeded the NCAA Academic Progress Rate (APR) standards issued by the NCAA with two teams (women's golf and women's tennis) recording a perfect multi-year APR score and five programs earning a perfect single-year score. This past year, the Aztecs claimed conference championships in men's basketball (regular season and tournament), swimming & diving, men's golf, softball and baseball (co-regular season), taking San Diego State's conference-leading team championship total to 67 league titles since the start of the 2010-11 campaign.

This handbook has been developed just for you. It provides information in many areas that will affect your daily life as a student-athlete at San Diego State University. Please read it and use it as a handy reference when you have questions or issues.

Best wishes for a great year! I look forward to meeting you!

Go Aztecs!

A handwritten signature in black ink, appearing to read "John David Wicker". The signature is fluid and cursive, with a long horizontal stroke at the end.

John David Wicker
Director of Athletics

Department of Athletics Mission Statement

The mission of the San Diego State University Department of Intercollegiate Athletics is to support the university mission by providing a balanced, high-quality education for student-athletes, and by serving the university community, alumni, and friends through success and distinction within an environment of uncompromising integrity. The goal of the department is the same as that of the university: excellence. That excellence is to be demonstrated in the graduation of student-athletes, service, and competitive success against major collegiate competition. Intercollegiate Athletics recognizes its role in promoting school pride and uniting students, faculty, staff, and alumni through shared experiences. It will strive to be recognized as a leader in diversity and inclusion, and will promote an environment of teamwork, leadership, and personal accountability.

As a Team We Will:

1. Fulfill the mission of San Diego State University.
2. Adhere to NCAA, MWC, affiliated conferences, and university regulations.
3. Create a source of pride to all associated with the university.
4. Provide equitable opportunities regardless of gender, race, or creed.
5. Inspire cooperation, group loyalty, sportsmanship, and school spirit.
6. Develop strong character by supporting student-athlete welfare, physical and emotional well-being, social development, progress toward graduation, personal growth, and a commitment to community service.
7. Maximize the generation of revenue to fund the athletic programs.
8. Be fiscally responsible.
9. Respect and appreciate constituents who have a stake in our mission.
10. Actively pursue championships.
11. Represent San Diego State University with the utmost integrity, pride, and professionalism.

SDSU Team

The athletic department team is comprised of the athletic director, coaches, student-athletes, administrators, and staff. Our extended team includes the university, boosters, corporate sponsors, alumni, and the San Diego community. Our commitment to excellence is the foundation upon which our team builds to produce success in a solid, cohesive, well-coordinated manner.

Department of Athletics Diversity Statement

SDSU Athletics is committed to diversity, inclusion, and gender equity while championing the value they bring to our success. We strive to become one of the most diverse and inclusive athletic departments in the country by celebrating each other and our diverse backgrounds. We seek to establish and maintain an inclusive culture that fosters equitable participation for student-athletes and career opportunities for staff.

In support of this mission, the SDSU Athletics Diversity and Inclusion Committee – composed of student-athletes, coaches, staff, and administrators – engages, develops, and supports sustainable strategic activities as we progress toward fostering an environment that appeals to individuals from varied backgrounds, abilities, and beliefs. We welcome diversity of thought because we know that it dynamically enriches our collective productivity and creativity.

Each person's perspective is unique, and when all of us come together in the genuine spirit of learning and growing, our distinct views produce a stronger SDSU Athletics Department.

Together, we are the Aztec Family.

The Aztec Tradition

San Diego State University has been an integral part of the San Diego landscape for more than 125 years. Since 1921, the school has sponsored an intercollegiate athletics program that year-in and year-out, week-in and week-out, has been the most visible facet of the university's activities in the community and the nation.

Located on a bluff overlooking Mission Valley, Montezuma Mesa has been home to SDSU and the collegiate athletic focal point of San Diego.

The rich tradition of Aztec athletic achievements has received national notoriety on many fronts.

Overall, the SDSU athletics program has developed into one of the best programs in the nation. In the 2021-22 academic

season, San Diego State claimed five Mountain West championships, including swimming and diving, softball, women's tennis, track and field and men's golf, and produced 14 All-Americans. SDSU had nine conference players of the year and four conference coaches of the year. San Diego State now has 61 team conference championships since the start of the 2012-13 campaign and the Aztecs own 58 team Mountain West championships since the start of the 2010-11 season, the most in the conference (New Mexico is second with 44). Academically, the Aztecs also excel in the classroom and in 2021, recognized 412 scholar-athletes.

Aztec teams have won national championships in volleyball, track and field, basketball, football, men's tennis (ITA doubles), and swimming.

Pride. Honor. Respect.

These words describe the passion San Diego State and its fans have felt since 1925 when "Aztecs" was introduced as the university's athletic name.

In 2002, an Aztec Identity Task Force was convened by former President Stephen Weber to study the most accurate way to celebrate the Aztec Empire and its traditions. The expectation was to:

1. Create an identity program to celebrate, honor, respect, and educate;
2. Showcase the Aztecs and their culture in a way that demonstrates respect for the diversity of opinion and perspectives at the university; and
3. Build unity and spirit among the diverse sectors of the SDSU Community.

Aztec History

The mighty Aztec Empire ruled in Mexico in the 15th and 16th centuries. The Aztecs were a proud people and complex society that built one of the great cultures in world history. They were known for their agricultural, business, and political progression, as well as their commitment to education and dedication to their religious beliefs.

The Aztecs ruled as a military society, and warfare was the core of its culture. Throughout its history, a symbol most representative of this resplendent empire was its insignia. It has been said that the Aztec battle insignia was among the most elaborate and magnificent ever devised for military purposes.

The Aztec people and their culture continue to shape the culture of modern Mexico. Aztec pride flourishes in Mexico, and at San Diego State University. The university takes great pride in its affiliation with Aztec culture and traditions as it embodies the virtues of strength, valor, and intellectual achievement.



SAN DIEGO STATE

Long wooden spears were tipped with stone, obsidian, or copper points. Among the favorite weapons the Aztec used were the double edged obsidian spears.

The spear symbolizes offensive strength and power.

STUDENT-ATHLETE ACADEMIC SUPPORT SERVICES

Mission Statement

The Student-Athlete Academic Support Services' mission is to uphold the ideals of San Diego State University and its Intercollegiate Athletics Department. SAASS instills the values of education through creating a culture of academic integrity and professional development in order to enhance the holistic student-athlete experience. SAASS is dedicated to meeting the unique demands of student-athletes by integrating a support system of campus and community resources.

The SAASS office offers many opportunities and programs to help student-athletes make satisfactory progress toward their degree. The staff includes an Executive Associate Athletic Director, Academic Advisors, Learning Specialists, a Student-Athlete Services Specialist, an Associate Athletic Director of Student-Athlete Development, Student-Athlete Development Assistant, Academic Coordinators, and various tutors. Each advisor works individually with members of his/her assigned teams to ensure that student-athletes are getting the most out of their educational experience.

The Learning Specialists are the liaisons to the Student Ability Success Center, and they also work with student-athletes with identified learning disabilities.

The Academic Coordinators assist the full-time staff in improving student-athletes' time-management and study skills, while working one-on-one with student-athletes who need additional help with their course assignments.

The Associate Athletic Director of Student-Athlete Development and the Student-Athlete Development Assistant provide student-athletes with yearly innovative programming, one-on-one coaching, and unique experiential learning opportunities that help them create and prepare for their post-graduate plans and build a strong network of connections available through the SDSU community.

SAASS Rules and Regulations

1. All student-athletes must be enrolled in a minimum of 12 units each semester in order to practice or compete. Do not add or drop a class without prior approval from an academic advisor.
2. All students must be in good academic standing (minimum 2.0 SDSU GPA) in order to compete in athletics. Student-athletes enrolled in graduate school require a minimum 2.85 SDSU GPA to be in good academic standing.
3. The study areas and computer lab are for academic purposes only and should remain quiet at all times. FOOD, DRINKS (other than water), AND CHEWING TOBACCO are NOT allowed. Food and drinks are allowed in only the study lounge area, provided that students clean up after themselves and take out their trash. Sleeping, lounging, and horse-playing should be avoided at all times. Inappropriate use of email, Internet, or study areas will not be tolerated.
4. **Class attendance is mandatory!** If class time will be missed due to competition, students must let instructors know within the first two (2) weeks of the semester. Academic advisors will provide a letter to deliver to instructors indicating which dates will be missed. Even though an instructor MAY excuse an absence, student-athletes are responsible for all notes, tests, or assignments. Student-athletes are randomly checked for attendance.
5. If student-athletes are too ill to attend class, they must notify the athletic training room staff and their advisor before class time is missed. They should also notify all instructors and make arrangements for all missed assignments.
6. Student-athletes are always welcome to meet their advisors on a walk-in basis, but should set up an appointment in advance whenever possible.
7. When working with the academic staff and tutors, student-athletes are expected to have all appropriate books, notes, and supplies. **Staff members are not allowed to loan or give out flash drives, pens, paper, or other supplies. The staff is also not allowed to make photocopies for student-athletes.**
8. **Failure to attend an assigned tutoring appointment or mentor meeting, without notifying the appropriate staff and/or academic advisor in advance and with an appropriate reason for missing, will result in notification of the coach.**
9. Use of the copy machine is not permitted. Should printers need to be restocked with paper, please see a staff member for assistance. If any equipment fails to work properly, please notify a staff member immediately.
10. Student-athletes will be required to clear all registration holds (testing, immunization, cashiers, insurance, etc.) in order to maintain priority registration privileges. Student-athletes should see their advisor at least two (2) weeks before their registration date for more information.

Advising

Academic advisors in athletics are here to assist student-athletes through the educational process and should be viewed as a partner with a campus major advisor. With some majors, student-athletes will be referred to the campus department for advising. Advisors are available through walk-in or appointment basis. An Athletics Academic Advisor will assist with planning a student-athlete's academic schedule that works with scheduled team practice, degree programs, academic progress towards graduation, and tutor and academic coaching appointments. They will also help in setting academic goals, using a daily planners, and encouraging career ideas for life after college athletics.

The Student Ability Success Center

Location: Calpulli Center, Suite 3101 – Across from Extended Studies on Hardy Ave.
Hours: Monday-Friday, 8:00 a.m.-4:30 p.m.
Phone: 619-594-6473
Fax: 619-594-4315

Student Ability Success Center (SASC) is the university office responsible for providing appropriate academic accommodations for students with disabilities. Our goal is to minimize barriers and ensure equal access for eligible students with disabilities to higher education through academic support services, technology, and advocacy in order to promote their retention and graduation. Services and accommodations are available to students with documented disabilities, including but not limited to students who have visual limitations, communication limitations, learning disabilities, psychiatric disabilities, attentional disabilities, mobility and other functional limitations, as well as those who are deaf or hard of hearing. Student-athletes with documented learning disabilities, Attention Deficit Hyperactivity Disorder, or those who suspect they might have a learning disability, should contact the SAASS learning specialist for assistance in applying for accommodations or services. The learning specialist will provide SASC applications and review the procedures and benefits. Please be prepared to submit copies of all medical and testing documentation. The learning specialist is a liaison to SASC and is an ongoing resource for any questions or concerns relating to this area.

Student-Athlete Development/ Aztecs Going Pro

The Associate Athletic Director of Student-Athlete Development and Student-Athlete Development Assistants are committed to providing opportunities for personal and career development through a comprehensive four-year student-athlete development program, *Aztecs Going Pro*. Student-athletes will receive annual innovative programming in a classroom setting that addresses the transition from being a student-athlete to post-graduation through a variety of different campus and community resources. Opportunities for self-discovery, both in and outside the classroom are linked to the Career Services Center on the SDSU Campus. The SDSU Career Center also offers career path inventories, resource libraries, career workshops, and campus wide career, and job fairs. Through this unique *Aztecs Going Pro* program, student-athletes will gain knowledge and skills necessary for writing an effective resume, cover letter and/or personal statement. Student-athletes will also learn and practice a variety of interviewing techniques through mock interviews offered throughout the program. In addition, student-athletes will participate in many different experiential learning activities such as: community services, leadership development, informational interviews, career mentoring, career/internship fairs, LinkedIn bootcamps, *Aztec Mentor Program*, *Dinner with an Aztec*, *Network with an Aztec*, *Mock Interview with an Aztec*, *Major/Career Exploration Night*, etc.

Mission of the Aztecs Going Pro: This learning community provides each student with a comprehensive, four-year student-athlete development program centered around three foundational pillars: personal growth, career development, and civic engagement. Student-athletes will receive yearly innovative programming, one-on-one coaching, and unique experiential learning opportunities that will help them create and prepare for their post-graduate plans and build a strong network of connections available through the SDSU community.

To learn more about Aztecs Going Pro, visit our website: [HERE](#).

International Student-Athlete Mentor Program

The International Student-Athlete Mentor Program was created in Summer 2019 by the Student-Athlete Academic Support Services (SAASS) staff in conjunction with the International Student Center (ISC). The purpose of the program is to help foster academic and personal excellence among incoming international student-athletes by:

1. Increasing their knowledge about U.S. culture and lifestyle by creating relationships with international peers;
2. Connecting International student-athletes to athletic and campus resources that will help them succeed as SDSU student-athletes;
3. Help build essential skills for academic, athletic, and personal success.

Mentors will encourage mentees to embrace their new learning environment, while recognizing the importance of overcoming the diverse challenges and demands of college life to successfully pursue their academic, athletic, and personal goals.

Student-Athlete Advisory Committee

The Student-Athlete Advisory Committee (SAAC) is comprised of representatives of each varsity team and an athletic training student representative.

Members of SAAC take an active role in leading community service projects, including trips to local elementary schools, to serve as role models and a source of inspiration in the local community. SAAC has also participated in the YMCA Holiday Gift Drive, where the student-athletes are involved with the purchasing and delivering gifts and clothes to needy families in San Diego during the holidays.

Members of SAAC are also engaged in several committees within the department and on campus and helped campaign for a new swimming pool, The Aztec Aquaplex, which opened in March 2007.

This leadership group meets once or twice a month to plan and organize a variety of activities and to discuss student-athlete welfare issues. One member also represents SDSU at Mountain West Conference SAAC meetings in Colorado Springs, CO.

Community Service

SAASS's Community Service program offers our student-athletes the potential to develop leadership skills by volunteering in local community projects and events. Our student-athletes have a chance to impact the lives of people within our local community by participating in a number of different events including Junior Seau's Shop-with-a-Jock, visits to Children's Hospital, and elementary school visits where student-athletes read to the kids. Each team that participates in community service activities are rewarded with team points for the Montezuma Cup. These events provide our local community with role models for learning and giving while allowing our student-athletes a fun-filled way to give back to those that generously support them on an annual basis.

Scholar-Athlete Awards

Each spring, San Diego State student-athletes are honored at a special awards recognition event for their academic achievements in the previous academic year. Every student-athlete could be one of those honored for the fall or spring semester!

In order to qualify as a "Scholar-Athlete" for the semester, a student-athlete must achieve at least a 3.00 cumulative GPA, or a 3.20 semester GPA with the following requirements:

- Must have completed two semesters of attendance (summer counts) for cum GPA requirements;
- First-year SDSU student-athletes must have passed all remedial courses plus have a minimum of 6 credits of graded academic work;
- Upper-class student-athletes must have at least 6 credits of graded academic work, with the exception of graduating seniors who may be enrolled in fewer than 6 credits;
- Incomplete grades should be calculated as F grades until a grade is posted;
- Deadline for grade changes to qualify for the award is the last day to add classes each semester
- Fifth-year student-athletes and student-athletes deemed Medical Non-Counters are included;
- Post-graduate students' GPAs begin anew with graduate level coursework (consistent with SDSU GPA policy)
- Exceptions for compelling and unique academic reasons may be made at the discretion of the Associate Director of SAASS;

Those student-athletes who qualify will be invited to attend the special awards event honoring each recipient.

The **Dr. Jim Malik Academic Achievement Award** will also be presented to the male and female student-athlete(s) who achieve the following:

- Graduate student-athletes may be considered if they meet the 4.0 GPA and have no credit/no credit grades.
- 12 units of undergraduate or 9 units of graduate graded coursework to be completed (no remedial, or credit/no credit). Graduating seniors enrolled in their final semester in less than 12 units, must also have a 3.0 cum GPA to

qualify or at the discretion of the Director SAASS.

If there are questions regarding the Scholar-Athlete Awards, contact an Athletics Academic Advisor.

Academic Services

Academic Coordinators/Tutors

SAASS academic coordinators assist the academic advising staff by providing individual attention and learning support in areas including time management and organization, exam preparation, note taking, goal setting, and communication with faculty and staff.

SAASS tutors provide specific academic support one-on-one or in a group setting. Tutors assist our students by evaluating the student's current need in a course and then recommending possible learning strategies to enhance their skills for success in a specific subject area. Tutors may be recommended by SAASS advisors, or a student-athlete may request one through his or her academic advisor or coordinator. Tutoring services are usually arranged on an appointment basis through EAB Navigate. Student-athletes are expected to keep all tutoring appointments or be subject to disciplinary action.

Plagiarism

Competition in Division I College Athletics is a privilege, and as such, a student-athlete has many responsibilities to which he/she must adhere. **At no point is plagiarism or other methods of academic fraud permissible or tolerated.** Documented cases of plagiarism will be handled through The Center for Student Rights and Responsibilities Office and can result in suspension from the team and expulsion from the university.

Computer Lab

Computers have become an integral part of the learning experience in college. Student-athletes need access to computers and resources daily. The Academic Computer Center is here to meet those academic needs. **The Internet is available for academic use only.** Student-athletes will also be able to access their e-mail, ARMS, Canvas, EAB Navigate, and Web Portal accounts using their SDSU email.

Student-athletes should have a personal storage device (e.g., thumb drive, flash drive, or a computer key) or use the individualized OneDrive/Office365 account (available to all active students) to save all academic work. Saving academic work on the computers is only allowed through a student-athletes Office365/SDSU ID account. When a student-athlete is logged in to their OneDrive/Office 365 account, personalized documents are also saved in the account, allowing access to documents from computer to computer.

Absolutely NO FOOD, DRINKS (water only) or CHEWING TOBACCO allowed in the Computer Lab!

The Academic Computer Center is for academic purposes only and should remain quiet at all times. Any member of the SAASS staff, coach, or administrative staff may enforce the computer lab rules.

Academic Eligibility Rules/NCAA Requirements

The National Collegiate Athletic Association (NCAA), of which San Diego State University is a member, imposes rules and regulations that all student-athletes must follow in order to be eligible to practice and participate in a particular sport.

Full-time Enrollment

During the academic year, student-athletes must maintain full-time enrollment at all times, every semester, even during the two-week add/drop period at the beginning of the semester. Full-time enrollment for undergraduate students is 12 units, and for graduate students is generally 9 units (or otherwise defined by the program). If a student-athlete drops below these thresholds at any time during the semester, he/she will immediately be ineligible to practice or to compete in their sport and their financial aid could be discontinued for the remainder of the semester. Student-athletes should always consult with their athletic academic advisor before dropping or adding courses. Exceptions to be less-than full-time are required to be approved by the academic advisor prior to the semester and are only permitted in accordance with NCAA rules.

Good Academic Standing

Academic standing for undergraduate students at San Diego State University is determined by the grade point average a student earns in university coursework. At the undergraduate level, good academic standing means that the student has an overall cumulative GPA and an SDSU cumulative GPA of 2.0 or better. (Students should note that in order to graduate, they also need a GPA of 2.0 in the major.) At the graduate level, good academic standing means that the student has an SDSU cumulative GPA

of 3.0 or better.

NCAA Progress Toward Degree Requirements

All undergraduate student-athletes are required to:

- Successfully complete a minimum of 6 units in the previous full-time regular academic semester to be eligible for the following semester (football student-athletes must successfully complete 9 units during the fall semester);
- Successfully complete a minimum of 18 units per academic calendar year (fall and spring semesters combined); and
- Have a cumulative SDSU GPA of 2.00 after every semester (this requirement begins after the first two semesters for incoming freshmen);

Student-athletes must complete:

- A minimum of 24 semester units **prior** to the beginning of the second year (third semester) of enrollment;
- A student-athlete must meet the following progress toward degree requirements:
 - Start of third year 40% of degree completed
 - Start of fourth year 60% of degree completed
 - Start of fifth year 80% of degree completed

All graduate student-athletes are required to:

- Successfully complete a minimum of 6 units in the previous full-time regular academic semester to be eligible for the following semester.
- Have a cumulative SDSU GPA of 3.00 after every semester.

Declaration of Degree Program

Before the beginning of the fifth semester as a college student, student-athletes must declare an academic major and complete coursework directly related to the major. This means a student-athlete should decide on a major and officially declare a major before the end of the fourth semester.

Summer School

All student-athletes must meet with their athletics academic advisor to make sure their classes will apply to their degree. **To apply for summer aid, student-athletes must submit an application that can be found on ARMS and during the applicable timelines (emails are sent annually with additional information on application deadlines). Summer aid is not guaranteed, and priority is given to those who need it for continuing eligibility or degree completion purposes. See an Athletics Academic Advisor if you have questions or need additional information.**

SDSU Undergraduate Student Policies

Academic Probation

The purpose of probation is to warn students that their academic performance is below the state minimum required for graduation and to indicate that improvement is required before a degree can be granted.

An undergraduate student whose grade point average falls below a C average (2.0) for either all baccalaureate level college work attempted or all work attempted at San Diego State University will be placed on academic probation at the end of the semester. Provided a student earns a C average (2.0) or better in San Diego State University work during the semester while on academic probation, academic probation may be continued to a maximum of three semesters.

All student-athletes who go on academic probation will meet with the director of Student-Athlete Academic Support Services, his or her head coach, and his or her academic advisor at the beginning of the next semester to discuss what steps are necessary to rectify the student's probation status. Academic probation will be lifted when the student has attained a C (2.0) average or better on all baccalaureate level college work attempted and on all work attempted at San Diego State

University.

Summer Session and Open University courses are included in the SDSU grade point average. Extension courses are calculated only in the overall grade point average. Grade point average is computed by dividing the number of grade points accumulated by the number of graded units attempted (see chart in the *SDSU General Catalog* under “Plus/Minus Grading” for number of grade points assigned per unit in each grade category).

Academic Disqualification

Students who are admitted to SDSU in good standing will not be disqualified at the end of their first semester of coursework at San Diego State University. Subsequent to the first semester, students will be disqualified at the end of a following fall or spring semester if the following conditions exist:

- A student on probation fails to earn at least a 2.0 grade point average (C average) in San Diego State University work for any semester while on probation, or
- A student on academic probation still has less than a 2.0 grade point average in all work attempted at San Diego State University at the end of the second semester of probation.

Reinstatement of Academically Disqualified Students

Disqualified students will not be reinstated earlier than the third semester after disqualification. Students may be considered for reinstatement only after filing an official application for readmission/reinstatement with a \$55 application fee by the published deadlines—November for fall semester and August for spring semester.

Certification of Minimum Grade-Point Average

A student-athlete’s institutional grade point average will be certified at the end of each regular term, and may be certified at the beginning of any regular term.

2023-24 Academic Calendar

(These dates listed are subject to change. Please visit https://registrar.sdsu.edu/calendars/academic_calendars for the most current academic calendar.)

Fall Semester 2023

August 15	Basic Tuition and fee deadline, including non-resident tuition
August 18	Welcome Week begins
August 20	New Student and Family Convocation
August 21	\$50 late registration fee is assessed for late enrollment
August 21	FIRST DAY OF CLASSES
August 27	Last day of wait list auto-enrollment
August 30	Last day to drop classes (11:59 p.m. deadline).
September 1	Last day to add classes or change grading basis. No schedule adjustments allowed after 7:59 p.m. on this date.
September 1	Last day to officially withdraw from the university without penalty fee for fall semester 2023.
September 1	Last day to file application for bachelor's degree for December 2023 graduation.
September 1	Last day to opt-out of Immediate Access or Equitable Access for online materials.
September 4	Holiday – Labor Day. Campus closed.
October 1	FAFSA Applications begin for 2024-25 academic year.
November 1	Spring 2023 Registration begins.
November 10	Holiday – Veteran's Day. Campus closed.
November 23 - 24	Holiday – Thanksgiving recess. Campus closed.
December 11	Last day of classes before final examinations
December 12 – 18	Final examinations
December 21 - 26	Holiday – Winter recess. Campus closed.
January 1	Holiday – New Year's Day observance. Campus closed.

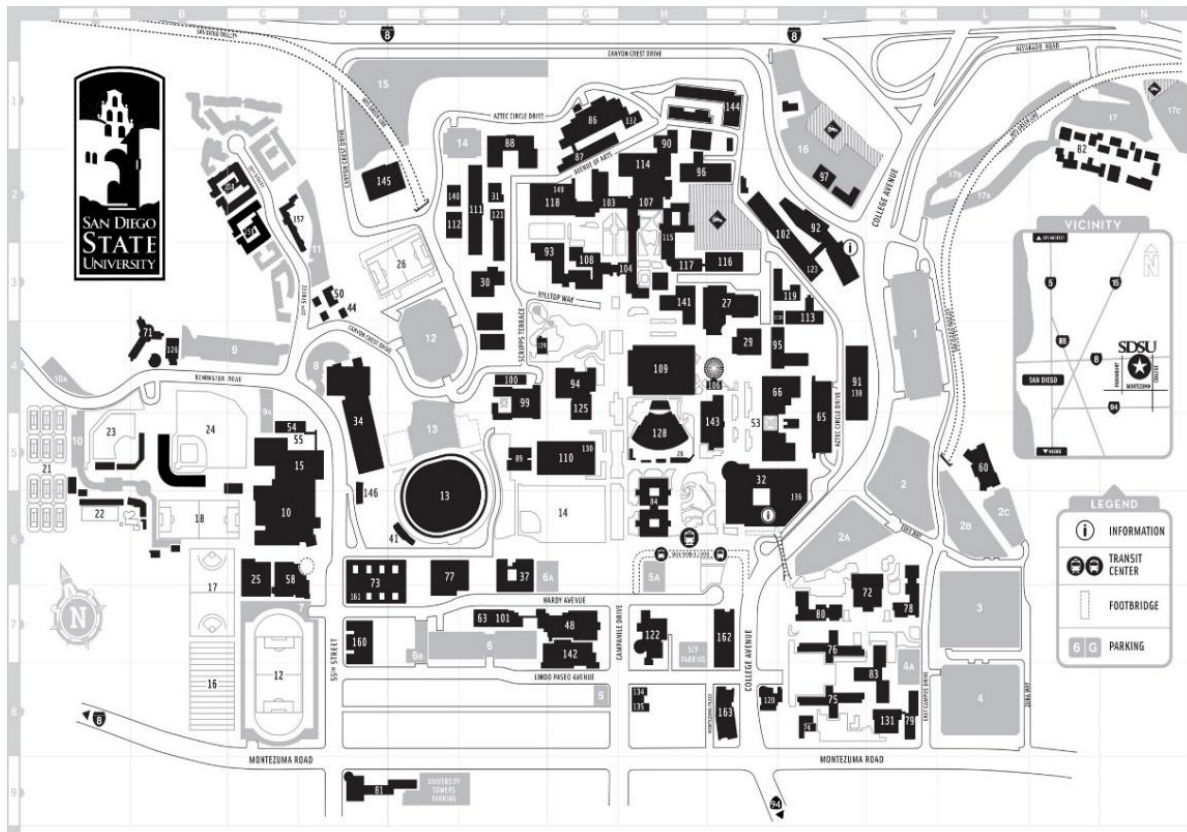
Spring Semester 2024 - TBD

January 15	Holiday – Martin Luther King, Jr. Day. Campus closed.
January 18	FIRST DAY OF CLASSES.
March 27 – 31	Spring recess
March 31	Holiday – Cesar Chavez Day. Campus closed.
May 4	Last day of classes before final examinations
May 5 – 11	Final examinations
May 12 – 14	Commencement days
May 29	Holiday – Memorial Day. Campus Closed.

Please visit https://registrar.sdsu.edu/calendars/academic_calendars for the updated Spring 2023 calendar

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SDSU INFO (619) 594-5200

www.sdsu.edu

SDSU is a SMOKE-FREE CAMPUS
smokefree.sdsu.edu

PARKING SERVICES
594-6671

UNIVERSITY POLICE
594-1991

SAFETY / SECURITY SERVICES
594-6659

STUDENT HEALTH SERVICES
594-4325

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Helpful On-Campus Phone Numbers / Websites

Department of Athletics Staff Directory https://goaztecs.com/staff-directory	619-594-3019
Associated Students http://as.sdsu.edu/	619-594-6555
Aztec Shops Bookstore https://www.shopaztecs.com/	619-594-7525
Campus Safety Escort Service Dusk-Dawn	619-594-6659
Career Services http://career.sdsu.edu/	619-594-6851
Center for Student Rights And Responsibilities csrr.sdsu.edu	619-594-3069
Counseling & Psychological Services http://studentaffairs.sdsu.edu/cps/index.html	619-594-5220
Center for Intercultural Relations https://diversity.sdsu.edu/cultural-centers/intercultural-relations	619-594-7057
Educational Opportunity & Ethnic Affairs (EOP) http://studentaffairs.sdsu.edu/EOP/	619-594-6298
Emergency (Police, Fire, Ambulance)	9-1-1
Housing & Residential Life Office http://housing.sdsu.edu/housing/	619-594-5742
International Affairs Complex http://studentaffairs.sdsu.edu/ISC/	619-594-1982
Library (General Information) http://library.sdsu.edu	619-594-6728
Office of Advising and Evaluations http://arweb.sdsu.edu/es/advising/	619-594-6668
Office of Financial Aid & Scholarships http://studentaffairs.sdsu.edu/ofas2/	619-594-6323
Ombudsman http://studentaffairs.sdsu.edu/ombuds/contact.html	619-594-6578
Parking & Transportation Services parking.sdsu.edu	619-594-6671
Photo I.D. https://bfa.sdsu.edu/financial/student/sdsucard/get-a-card	619-594-6800
University Police Department, Campus http://police.sdsu.edu/dps/	619-594-1991
Student Ability Success Center http://go.sdsu.edu/student_affairs/sds/	619-594-6473
Student Health Services http://shs.sdsu.edu/index.asp	619-594-5281
After Hours: After Hours Nurse Advice Line	858-225-3105
Student Life and Leadership https://newscenter.sdsu.edu/student_affairs/sll/Default.aspx	619-594-5221
Student Testing, Assessment & Research http://studentaffairs.sdsu.edu/testofc/Other-Exam-Services.html	619-594-521
University Cashiers http://bfa.sdsu.edu/fm/co/sfs/	619-594-5253

Center for Student Rights & Responsibilities

Location: Student Services Building, Room 1604
Hours of Operation: 8:00 a.m.– 4:30 p.m.
Phone: 619-594-3069

In support of the mission of San Diego State University, the Center for Student Rights and Responsibilities educates campus community members about the Student Code of Conduct and assists in the development of students as good citizens.

In order to carry out this mission, we strive to:

- Demonstrate care for individual students, their educational aspirations, and personal development
- Help students and parents understand the importance of accountability
- Increase retention by encouraging students to make appropriate, ethical, and positive choices
- Decrease risk behaviors through intervention and appropriate sanctioning
- Ensure that students' due process and privacy rights are protected
- Provide outreach, educational materials and advisement to students, faculty and staff regarding the Student Code of Conduct and system wide processes.

Through the Student Code of Conduct, campus and residence hall policies exist to promote a healthy and productive living-learning environment. Behaviors that do not uphold these policies will be addressed by the Center for Student Rights and Responsibilities in order to support students and other members of the campus community. Restorative sanctions intend to allow for reflection, behavior modification, and continued success at SDSU until graduation. In addition to these restorative sanctions, students, consequences for violating the Student Code of Conduct may include warnings, probation, suspension, or expulsion.

For any questions regarding the Student Code of Conduct or the student conduct process at SDSU, please do not hesitate to reach out to the Center for Student Rights and Responsibilities.

For more information, please visit the CSRR website at csrr.sdsu.edu, the Guide to Community Living (residence hall policies), and the 2022-23. General Catalog

Office of the Student Ombudsman

Location: SSE 1105 **Hours:** Mon-Fri, 8 a.m.-4:30 p.m.
Phone: 619-594-6578 **Fax:** 619-594-2383

The word “ombudsman” originated in Scandinavia and means “representative of the people.” In 1967, SDSU became the first university to have an ombudsman. The position was created at the recommendation of the Long Range Planning Committee of the Associated Students. Today the Office of the Student Ombudsman is a student-focused resource to support students in addressing and resolving concerns or issues that may arise within the university. The Student Ombudsman can assist students in resolving all sorts of problems, including administrative procedures, appeals/waivers, and grade disputes. For additional information please see <http://www.sa.sdsu.edu/ombuds/index.html>.

Situations brought to the Office of the Student Ombudsman are processed as quickly and informally as possible. Students are often referred to other offices for assistance. Should a complaint not be resolved at the referral level, the Student Ombudsman may act as a mediator and suggest compromise solutions between parties or direct actions to correct or prevent problems.

If the problem is not resolved, a grievance may be filed with the Student Grievance Committee and the Student Ombudsman will assist students in preparing their case. This committee is “the court of last resort” within SDSU. No student grievance can be filed with this committee later than the last day of the semester (excluding summer) after the semester during which the student was allegedly aggrieved. This campus hearing body follows a set of formal procedures.

The Student Ombudsman may also provide accurate information about administrative structure and has detailed knowledge of rules and processes of the university. Examples of student problems which have been resolved through the Office of the Student Ombudsman include disputes over grades, course requirements, faculty or staff conduct, fines, administrative policies and procedures. For issues related to institutional compliance with federal and state nondiscrimination laws regarding ethnicity, gender, disability, race, religion, color, age, marital status, sexual orientation, or national origin students are

referred to the Office of Employee Relations and Compliance.

University Police Department

The University Police Department (UPD) provides policing services to the SDSU community 24 hours a day, seven days a week. UPD prides itself in working collaboratively with local, state, and federal law enforcement agencies and the university community to promote the safety and well-being of all who live, work, study, or visit campus. The primary goal of UPD is to mitigate crime on campus while employing community-oriented policing practices. The full-service organization contains multiple units, including a 9-1-1 dispatch center, investigations team, and crime prevention programs.

Visit police.sdsu.edu to learn more about safety programs and resources

Emergencies:

Call 9-1-1 from your cell phone in case of an emergency. Immediately provide your location to the police dispatcher and proactively verbalize if you are on SDSU campus.

Text to 9-1-1 by entering 9-1-1 into the “To” field and then sending a description of your location and nature of the emergency. Calling is the fastest way to reach 9-1-1, but you should text if:

- You are deaf, hard of hearing, non-verbal or have difficulty speaking
- You are in a situation where it is unsafe to call 9-1-1 for help
- You are having a medical emergency and cannot speak on the phone

Please note: messages and data rates may apply. Avoid sending emojis, abbreviations, acronyms, photos, videos, and also avoid including other recipients in the message.

Non-Emergencies:

Call (619) 594-1991, and press 1 to report non-urgent information and for general inquiries.

Safety and Security Report

The Annual Safety and Security Report (ASR), required by the federally mandated Clery Act, is available online by visiting police.sdsu.edu. Also contained in the report is an overview of safety programs and resources.

Parking & Transportation Services

The Parking & Transportation Services department is devoted to providing students, faculty, and staff with parking information and innovative transportation options. For more information, visit parking.sdsu.edu

Parking Office (619) 594-6671

Transportation Line (619) 594-6659

SDSU Athletics Medical Services

Athletic Training Room

The Athletic Training Room (ATR) is room 1400 of the Fowler Athletics Center. Team Physicians, staff Athletic Trainers and Athletic Training students will provide and administer all treatments for student-athletes in this facility. General hours of operation are from 8:00 a.m. – 5 p.m. but will also be flexible around a team’s practice schedule otherwise. Summer and winter break hours will vary. Check with the Athletic Training staff if special consideration is needed.

Athletic Medicine Program

The Athletic Medicine department works in a cooperative effort to assist student-athletes with medical needs. Although a

diligent effort is made to minimize injury risk, there is always a possibility of injury through sports participation. Certified Athletic Trainers and supervised students majoring in athletic training will provide evaluation, treatment, and rehabilitation of Aztecs student-athletes' injuries. These injuries will be referred to the Head Athletic Trainer or a Team Physician as needed

Athletic Medicine Staff

Patrick Spieldenner	Senior Assoc. Athletic Director/Head Athletic Trainer	619-594-7650
Sergio Ibarra	Assistant Director of Athletic Medicine	619-594-7652
Queenie Soriano	Assistant Director of Athletic Medicine	619-594-1339
Josh Nutsch	Associate Athletic Trainer	619-594-5272
Bronson Santillan	Associate Athletic Trainer	619-594-7653
Erica Nelson	Associate Athletic Trainer	619-594-7653
Alexandra Twombly	Associate Athletic Trainer/Health Educator	619-594-7653
Sam Schaff	Assistant Athletic Trainer/Insurance Coordinator	619-594-7651
Jessica Reed	Assistant Athletic Trainer	619-594-7660
Nate Steblay	Assistant Athletic Trainer	619-594-5551
Kendall Butler	Assistant Athletic Trainer	619-594-5551
Maria Barajas	Assistant Athletic Trainer	619-594-5551
Bryce Jobson	Assistant Athletic Trainer	619-594-7660
McKenna Peterson	Assistant Athletic Trainer	619-594-5551
Addison Mienert	Assistant Athletic Trainer	619-594-5551
Kelli Stetson	Assistant Athletic Trainer	619-594-5551
Rob Vetter	Assistant Athletic Trainer	619-594-5551
Sara Thompson	Assistant Athletic Trainer	619-594-5551
Beatriz Cruz	Licensed Vocational Nurse	619-594-7651

Student-Athlete Athletic Responsibilities

It is important that a student-athlete understand how medical bills for an athletic-related injury are paid. To summarize:

1. **Costs:** There are no costs to the student-athlete for **approved** athletically-related expenses provided the medical service is authorized by the Athletic Medicine staff.
2. **Primary Insurance:** We will use a student-athlete's primary insurance as the initial mode of payment of athletically-related medical bills. For example, this could be a parent's or spouse's insurance. The insurance premiums for this insurance policy will not be affected if the policy is used in this manner. It is important that we have this policy's information prior to the start of each season. If a student-athlete has Kaiser insurance, we recommend he/she gets a Southern California Kaiser policy number.
3. **Secondary Insurance:** The SDSU Athletic Department has an insurance policy to cover any portion of a bill not covered by a primary insurance.
4. **Unauthorized coverage:** A student-athlete will be responsible for the costs of a medical opinion or service arranged without pre-authorization by the Athletic Medical staff.
5. **Insurance check(s):** On occasion, an insurance check designed to pay a medical bill is sent to the student-athlete or their family. If this happens, the student-athlete must contact the Athletic Insurance Coordinator as soon as possible.

The Department of Athletics will cover only medical services related to student-athlete injuries which occur in practice or competition. Any medical expenses that occur in non-sanctioned SDSU activities may not be covered by the Department of Athletics. **The financial obligation of a non-sanctioned injury is the student-athlete's responsibility.** Examples of this type of injury would include:

1. Playing basketball at the ARC with friends;
2. Recreational activity in the dorms or off-campus;
3. Illnesses such as an appendectomy or routine dental work; or
4. Summer league competition.

Both the Athletic Training Staff and our Athletic Insurance Coordinator are available to answer any questions regarding this

important information.

Emergency Treatment

If a student-athlete needs medical treatment and the Athletic Training room is closed, the student-athlete should contact the Athletic Trainer assigned to their sport or their sport's coach. However, if the condition is life-threatening, the student-athlete should be transported to the local emergency room. **For on-campus emergencies, contact SDSU Public Safety: 619/594-1991.** Here is other key contact information:

Alvarado Hospital
6655 Alvarado Road
San Diego
619-287-3270
(closest emergency room to campus)

Kaiser Hospital
4647 Zion Avenue
San Diego
619-528-5000

Athletic Training Room Rules

The rules listed below are designed to ensure an efficient operation and provide the best healthcare for all Aztecs student-athletes. Compliance to these simple rules will be appreciated:

- a) The ATR is a co-educational facility. Appropriate dress is required at all times. This includes wearing dark compression shorts for hot/cold tub therapy.
- b) No treatment other than ice is to be self-administered.
- c) Student-athletes should be in ATR only for the appropriate reason. No lounging or 'hanging out'.
- d) No horseplay.
- e) Control voice-tone, language, and personal music while being treated.
- f) Medical supplies and equipment should not be removed by a student-athlete without approval by an Athletic Trainer. This could range from a foam roll to band aids.
- g) Treatments and taping will stop in an adequate time prior to the start of each practice. It is not likely that a student-athlete will be late to practice because of the ATR.
- h) Post-practice treatments will be provided only after showering.
- i) Shoes must be removed before using a treatment table. Cleats must be removed before entering ATR. Athletic equipment must be left at the front ATR door.
- j) Smoking and chewing tobacco are strictly prohibited from the ATR. Eating is strongly discouraged and must be approved by the team's Athletic Trainer.

Athletic Training Room Procedures

- All injuries should be reported to the Athletic Medicine staff as soon as possible.
- Generally, injuries will be treated multiple times during the day. This is based on the severity of the injury as well as academic and practice schedules.
- A student-athlete who gets ill during an evening should contact their team's Athletic Trainer. They will help determine the direction of care after that.
- Routinely a team's head coach and strength coach will be updated on a student-athlete's injury status. This will be in the format of an injury report.
- In the event of an off-campus medical exam, the Athletic Trainer will authorize the visit by sending an *SDSU Athletic Medicine Authorization Referral* form to the physician, MRI center, etc. This form gives all of the pertinent insurance information.
- Any medical bills that the student-athlete receives must be conveyed to the Athletic Insurance Coordinator as soon as possible. Delays will slow the payment process down significantly.
- Medical equipment must be returned to the ATR as soon as the student-athlete finishes using it. This could include: crutches, braces, sleeves, portable stim units, etc.

Injury Prevention Measures

There are several things that a student-athlete can do to prevent injuries from occurring or getting worse.

- (a) Initial immediate care of an injury should consist of: ice, compression and elevation of the body part above the heart. Typically, this would last for 20 minutes.
- (b) Wash all scrapes and cuts well with soap and water after practice.
- (c) Remove all jewelry for practice and competitions.

Prescription Medication

Medication prescribed by the SDSU team physicians must be taken in accordance with the prescription. This medication is being prescribed by the physician as an element of care. We encourage all student-athletes to discuss the advantages and potential drawbacks of any medication as it is being prescribed by the physician. Medication is not to be shared or given to others.

Disordered Eating

SDSU's Department of Athletics and Student Health Services view disordered eating/eating disorders as important health issues. The purpose of this policy is to facilitate cooperation among all stakeholders: student-athletes, coaches, athletic trainers, physicians, and athletic administrators. Our goal is to provide education, support, and treatment for student-athletes with these conditions.

Eating disorders can jeopardize the physical and psychological well-being of a student-athlete. It can certainly affect athletic performance as well. All involved must be knowledgeable about the resources available on our campus for the identification and treatment of eating disorders. These resources include Student Health Services and Counseling and Psychological Services as well as the Athletic Medicine Women's Clinic in the ATR. In the event treatment is needed, a treating professional may ask and encourage the student-athlete to permit the coach and athletic trainer to be aware of or be involved in the case. Coaches and athletic trainers are key elements in developing a treatment plan and supporting a recovering student-athlete.

It is important to remember that criteria for participation in intercollegiate sports are based on overall physical health, not solely on the absences of disordered eating/eating disorder issues. These conditions are treated as any other medical condition that could jeopardize a student-athlete's health and safety. A student-athlete who is identified with disordered eating/eating disorder should be assured that the Aztecs healthcare providers and Department of Athletics personnel are concerned about their welfare. In the case of disordered eating/eating disorders, approval for return to training and competition will be determined by the Disordered Eating Treatment Team.

Confidentiality regarding a student athlete's disordered eating/eating disorder medical condition and treatment will be strictly respected and maintained. Information will not be disclosed without the student-athletes' written consent.

We encourage all student-athletes to contact anyone who they trust in the Department of Athletics or on campus for personal support or for a teammate who might need guidance.

For More Information:

Athletic Training Room: 619-594-5551

Health Promotion Department: 619-594-4133

Student Health Services: 619-594-5281

The Aztec Club

The Aztec Club is the primary fundraising arm of San Diego State Athletics, with the priority to raise funds for the overall experience of our student-athletes. More than 5,000 Aztec Club donors contribute annually to provide the resources for success, both in competition and in the classroom.

The Aztec Club raises funds through private donations to offset annual expenses to the SDSU Department of Athletics. Aztec Club donors participate in a variety of events and activities throughout the year and are eligible for benefits including priority seating at Aztec Athletic events.

Gifts in support of the Aztec Club's mission will be administered by The Campanile Foundation (TCF). TCF is the 501 (c) 3

non-profit organization for San Diego State University.

The Aztec Club Office is located at the SDSU Experience Center in Mission Valley. Please contact the Aztec Club Office with any questions at (619) 594-6444, or via email at AztecClub@sdsu.edu.

Aztec Varsity Club

Mission: The Aztec Varsity Club is the Official Letterwinner Association of SDSU. We support the mission of the San Diego State University Athletics Department, while acting as a liaison between former student-athletes, student athletic trainers, and equipment managers. The Aztec Varsity Club intends to engage and build relationships through the common bond of sport with all athletic alumni, current student-athletes, and the athletic department of SDSU. We strive to support current letterwinners, not only in athletic competition and academics, but also to prepare them for life after college.

Athletic Equipment Services (AES)

The SDSU Department of Athletics provides student-athletes with the finest athletic equipment and apparel available for practice and competition to ensure protection, safety, comfort, and exceptional appearance.

The Athletics Equipment Room, for all sports, is located in the Fowler Athletics Center, Room 1030, across from the weight room.

Athletic Equipment Services (AES) Rules

The regulations listed below have been established to assist the student-athlete in obtaining practice and competition apparel and equipment in a prompt manner. (In the following rules, apparel and equipment will be referred to as “equipment.”)

1. A student-athlete must be cleared by the athletic compliance staff and pass a physical examination conducted by the athletic medical staff before checking out any equipment.
2. Before a student-athlete obtains equipment, he/she will be required to sign an equipment issue contract. The student-athlete who signed it is responsible for all items issued to him/her. This document states that the student-athlete will be charged for the value plus replacement costs, for any equipment that is either lost or not returned to the equipment room. Per AES policy, failure to return non-expendable equipment or pay equipment replacement costs will result in a hold being placed on the student’s account.
3. Equipment may be obtained at the Equipment Room window, designated laundry lockers, or any locker room/location specified by a team’s Equipment Manager. Do not enter the Equipment Room unless escorted by AES personnel. Equipment personnel will issue all equipment. Student-athletes must not help themselves.
4. Return all equipment to designated drop boxes for proper repairs and laundering
5. A student-athlete will wear issued uniforms for competition only. Uniforms are not to be worn for personal use.
6. Towel Policy (Olympic Sports):
 - 1) Towels are marked for each sport.
 - 2) Continue to return towels with dirty laundry and pickup clean towels from the Equipment Room window.
 - 3) Towels are provided at the beginning of the academic year and will be each sport’s allotment for the year.
 - 4) Towels taken and not properly returned will not be replaced.
7. Practice apparel returned for laundering should be secured on the laundry loop and properly fastened. No personal laundry should be on the loop or in the bag. The equipment room will not be responsible for any personal laundry that is lost. A student-athlete must give the equipment personnel 24 hours to have his/her clean loop returned, unless otherwise notified.
8. Student-athletes are to retain the designated locker in the locker room that he/she is originally assigned. Moving to an alternate locker is not allowed without notifying equipment personnel and getting their permission. Lockers are to be kept clean and neat; personal property should be kept to a minimum. To protect personal belongings, all issued lockers and locker room lockers are to remain locked at all times.
9. Student-Athletes are to retain the designated laundry locker that he/she is originally assigned. Moving to an alternate locker or switching your combo lock is not allowed without notifying equipment personnel and getting their permission. Do not share your laundry locker combination with anyone, that includes other student-athletes! Lockers are to be kept clean and neat; personal property should be kept to a minimum. To protect all belongings, all lockers in the locker rooms are to remain locked at all times. The equipment room will not be responsible for any

items that are lost/stolen.

Access doors to locker rooms must remain closed at all times. These rooms are for authorized athletes, coaches, and staff only. Each locker room facility is accessed by entering a student-athletes personal red ID code (last 6 digits and then *) into the door. Do not share the code with anyone, that includes other student-athletes.

****Due to COVID-19, some or all of the laundry service procedures may be changed. The team's equipment manager will be in contact with your Coach on any changes. If there are any questions on equipment or laundry services, please reach out to your team's Equipment Manager and/or your Coaches.**

Media Relations

The media relations office serves as the liaison between the athletics department, coaches, student-athletes and the media that cover the university's intercollegiate athletics program. In addition to facilitating interviews, our office also produces press releases, game programs and is responsible for the athletic department website (www.goaztecs.com).

The media relations office is here for all student-athletes. Feel free to contact us at any time there is a question or concern. Our office is located on the third floor of the Fowler Athletics Center in room 3014 (619-594-5547).

San Diego State University fans are interested in you, and during your athletic career you may be called upon to interact with the media. This is an opportunity to develop and refine your communication skills, which can be beneficial in the classroom, with your fellow student-athletes and in your future careers.

You have a responsibility to the university, your coaches and your teammates to have a positive relationship with the media. The following hints may provide some guidance in developing a successful relationship.

1. Members of the media relations office will inform you of any interview requests. We will coordinate with you concerning day, time and location of an interview (personal or via telephone) before it is scheduled.
2. Prior to every interview, you should know who the interview is with (reporter and outlet) and what topics are likely to be covered. If not, ask your media relations contact before you start the interview.
3. No member of the media should contact you directly. If you have not been contacted by the media relations office, then the interview has not been cleared. Politely state that they need to call the media relations office.
4. The media relations office will never give out your cell or home phone numbers. We suggest that you do not give out your numbers or that of your family members either. If a reporter asks for a number to reach you in case they have any follow-up questions, give them the media relations office number (619-594-5547).
5. Be on time for scheduled interviews. If you have a problem with a scheduled appointment, notify the media relations office so appropriate action can be taken.
6. Be courteous with the media. They are professional journalists who have been assigned to cover San Diego State University Athletics. They should also treat you with professional courtesy.
7. During an interview, avoid criticism of any type.
8. Do not respond to a question if you do not wish to respond. Simply say, "I'd rather not discuss the subject." Remember, if you don't want to read, see, or hear it in the media, don't say it.
9. If you feel uncomfortable with the questions, answers, or general tone of the interview, politely end the interview and consult with the media relations office.
10. If you are pleased with the results of an interview, take time to let the reporter know by dropping a note or saying hello the next time you meet.

Interview Tips

1. Pause before speaking.
2. Don't feel obligated to answer every question. Not every question can or should be answered. In the face of loaded or unclear questions that fail to provide fair options, the student-athlete has a right not to answer. Some responses that may be appropriate include, "That is a question for coach" or "I don't know" or "I don't think I can answer your question" or "I'm not sure I understand the question." Another answer is "I'm not comfortable answering the

question at this point in time.”

3. Defer certain questions to other people. In media interviews, you should never speak for someone else. Some examples include, "Maybe you should ask Jimmy that question" or "You'll have to ask coach."
4. Do not repeat negative statements. If a reporter asks, "It sure has been a long time since you have won a game" don't respond by saying "Even though it has been a long time since we have won a game...". Instead change the premise of the question. Maybe start an answer with "We have had a great week of practice and know that we are in a good position to play well Saturday".
5. Speak slowly and be yourself.

Communication Responsibilities

Look upon the following suggestions as communication responsibilities.

1. Do not lie to a reporter. Frequently, smaller stories have become bigger stories because information given in a quote turned out to be false.
2. Practice modesty in victory and self-control in defeat. In victory and defeat, the successful communicator controls expression of emotion and language.
3. Never speak "off the record." This type of statement can be interpreted as an open admission that student-athletes are not always open and honest with people. Student-athletes who attempt to speak in private tones appear dishonest and manipulative. There is no such thing as "off-the-record" comments.
4. Never say "No Comment." No comment is a poor answer. This type of statement can create suspicion and mistrust in the minds of the audience. If an athlete has nothing to say, no answer should be forthcoming.
5. Keep your cool. Student-athletes should never feel intimidated by cameras, bright lights, tape recorders and microphones being pushed into their faces. Question and answer sessions are not the time to get angry, argue, attack the officials or question a coach.
6. Act professionally at all times. Whenever possible, concentrate on being the "good guy" who is above pettiness and unprofessional behavior. This helps build a positive image with both the media and the public.
7. If a question is poorly worded or has been asked before, a student-athlete should be patient. Attempt to understand why the question is being asked and answer the best you can.
8. Audiences remember negative information more accurately than positive information. Whenever possible, share positive accounts and information.
9. Support teammates and your school. Never appear on camera wearing another team's letters, logo, or colors. Pride is expected and is demonstrated through the way a student-athlete speaks and appears in public.

Remember that 55 percent of communication is visual, not verbal. How you look, how you dress, and how you carry yourself account for more than half the message you convey and how you are perceived by people. Stand tall, have pride, look the interviewer in the eye (no sunglasses) and tell your story.

If you have a negative experience during an interview, be sure and tell the media relations staff.

Helpful Interview Do's and Don'ts

DO'S

1. Be prepared
2. Be positive
3. Praise your teammates
4. Smile
5. Be enthusiastic
6. Be available and cooperative
7. Be polite in difficult situations
8. Bridge your message (turn a negative question into a positive answer)
9. Speak in complete sentences

DON'TS

1. Don't say "No comment" (say "I'd prefer not to discuss that")
2. Don't be negative
3. Don't hide
4. Don't lose your cool
5. Don't use fillers (um, you know, like, etc.)
6. Don't forget that you are always "on"
7. Don't use slang
8. Don't forget to show up on time for interviews
9. Avoid one-word answers or short phrases

Name, Image, Likeness (NIL)

San Diego State University embraces Name, Image, and Likeness (NIL) and the new opportunities available for our student-athletes. The Aztec Advantage Program strives to provide the tools to succeed in this new era of collegiate sports. For more information about NIL, please visit the NIL website at : Goaztecs.com/NIL

Strength & Conditioning

The objective of our strength & conditioning program is to develop each student-athlete with a sport-specific and scientifically based training program in order to reach his/her full athletic potential.

The everyday goal of our strength & conditioning staff is not only to produce stronger, better conditioned student-athletes, but also to build self-discipline and mental toughness in each student-athlete conducted through a structured and organized environment. Student-athletes must be held accountable for the commitment and effort that they put into the program.

The most fundamental aspect of our strength & conditioning program is that our coaches are on the weight room floor to constantly teach, instruct, provide feedback, and motivate the student-athlete. Every repetition of every set of a workout will be monitored by a coach to ensure proper technique and safety.

Weight Training Facilities

SDSU has one of the finest strength training facilities on the west coast. The purpose of this facility is to provide all SDSU varsity student-athletes with the opportunity for pre-season, in-season, and off-season strength and conditioning. Located in the Fowler Athletics Center, Room 1100, the 13,000 square-foot facility houses over 19 tons of personalized weights and maintains a complete free-weight and equipment selection.

Strength & Conditioning Rules & Regulations

1. Only current student-athletes and staff at SDSU are permitted to use the weight room. A student-athlete's name must appear on a team roster and they must be pre-approved by the Athletic Medicine and Compliance Staff.
2. All student-athletes must be properly dressed (**SDSU issued gear only**) in order to use the facility. Neither cleats nor sandals are permitted. All changing must be done prior to entering the facility.
3. No iPods or personal radios are allowed during team workouts.
4. Drinks and food are not allowed. Chewing tobacco, candy, toothpicks, and straws are also prohibited.
5. No profanity or horseplay will be tolerated.
6. No personal contact. (hugging, kissing, etc) The weight room is not a social venue. It is a place to work.
7. Utilize a spotter for all free weight activities.
8. All bars must be stripped after use. Collars must be used at all times. Weights shall never be placed on the floor at any time.

The Strength and Conditioning Department at SDSU believes in the pursuit of excellence in our student-athletes as

well as our staff. Our goal is to get the student-athletes to give championship effort and compete every day.

Varsity Letter Awards

Varsity letter awards are presented to student-athletes who participate in the 18 men's and women's varsity intercollegiate sports. Varsity letters are prestigious, and the recipients have exemplified Aztec athletic prowess. Student-athletes will be given awards only if they have participated and lettered in a sport at San Diego State University. Team managers, cheerleaders, and athletic trainers who have completed their second year of service are also eligible to receive a letter award.

Varsity Letter Award Criteria

Award winners are recommended by the head coach of the respective sports based on established criteria.

NCAA RULES

NCAA Compliance

The following pages are a review of selected topics that each student-athlete should be familiar with in order to maintain his or her eligibility. Please note the information provided here is only an outline of selected topics and not a complete review of all NCAA rules relating to eligibility. For more information, call the Athletics Compliance Office at 619-594-3395.

When student-athletes have knowledge of a problem regarding eligibility and/or possible violations, they are required to provide complete and accurate information to the Compliance Office, Head Coach, or Faculty Athletics Representative. If student-athletes are uncertain about how governing legislation may apply to a specific situation, they must contact one of the above individuals for assistance in clarification **before** taking any action that might jeopardize their eligibility.

Agents

Any agreement between a student-athlete and a **sports agent**, whether oral or in writing, that is not otherwise permitted under the Name, Image, and Likeness policy, violates the NCAA's principle of amateurism, and will result in the student-athlete losing his/her eligibility to be an intercollegiate student-athlete. This holds true even if the agreement specifically indicates that the agent representation will not begin until after the student-athlete's eligibility has expired. Moreover, a student-athlete's friends or relatives may not enter into an agreement with an agent on the student-athlete's behalf. Student-athletes will further lose eligibility if they, their relatives, or their friends accept any benefits from a sports agent.

Student-athletes are strongly encouraged to talk with their coaches about future professional careers and agents.

SDSU requires all agents seeking contact with an SDSU student-athlete do three things:

1. Fill out an **Agent Registration Form** with the Compliance Office.
2. Speak with the specific team's head coach or designated agent representative. Each SDSU sports team has its own policy regarding agents; agents should contact a team representative before contacting a student-athlete.
3. Comply with all rules concerning agent conduct imposed by the state of California and the NCAA.

NCAA Bylaw 12.3.1: An individual shall be ineligible for participation in an intercollegiate sport if he or she ever has agreed (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, an agency 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.

NCAA Bylaw 12.3.1.3: Representation for Future Negotiations. Student-athletes will be ineligible if they enter into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after they have completed their eligibility in that sport.

NCAA Bylaw 12.3.1.4: Benefits from Prospective Agents. Student-athletes will be ineligible if they (or their family members or friends) accept transportation or other benefits from:

- (a) Any person who represents any 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;

or

- (b) An agent, even if the agent has indicated that he or she has no interest in representing a student-athlete in the marketing of his or her athletic ability or reputation, and does not represent individuals in their sport.

Amateurism

An individual must comply with the following to retain amateur status outside of any agreement between a student-athlete and a sports agent, whether oral or in writing, that is not otherwise permitted under the Name, Image, and Likeness policy:

NCAA Bylaw 12.1.2 Amateur Status. An individual loses amateur status and thus shall not be eligible for intercollegiate competition in a particular sport if the individual:

5. Uses his or her athletic skill (directly or indirectly) for pay in any form in that sport;
6. Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
7. Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received;
8. Receives, directly or indirectly, a salary, reimbursement of expenses, or any other form of financial assistance from a professional sports organization based upon athletics skill or participation, except as permitted by NCAA rules and regulations;
9. Competes on any professional athletics team and knows or had reason to know that the team is a professional athletics team, even if no pay or remuneration for expenses was received;
10. After initial full-time collegiate enrollment, enters into a professional draft; or
11. Enters into an agreement with an agent; unless otherwise permitted under Name, Image, and Likeness rules

Employment

All student-athletes are expected to complete a Student-Athlete Employment form on ARMS to ensure compliance with NCAA employment policies and procedures. Failure to do so could place a student-athletes eligibility in jeopardy.

Student-Athlete Employment Compensation

1. Student-athletes can be compensated only for work actually performed.
2. Student-athletes cannot be paid more than the going rate at the employment site for similar services.
3. Compensation cannot include any remuneration for value that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletic ability.

Student-athletes are permitted to work within the Athletic Department; however, the Student-Athlete Compensation Policy and Procedures apply. Prior to employment in the Athletic Department, the department head who is in charge of hiring the students will have the student-athletes complete the Student-Athlete Employment form on ARMS. This form must be completed before the student-athlete begins working in the Athletic Department.

For further details on employment rules and regulations (including fee-for-lessons instruction (private lessons), employment on a commission basis, and modeling), please contact the Assistant Athletic Director of Compliance at 619-594-8393.

Extra Benefits

Student-athletes are not permitted to accept impermissible aid and/or benefits. The student-athlete who does so runs the risk of losing his or her scholarship and/or eligibility to compete in intercollegiate athletics.

The following are examples of impermissible extra benefits:

- (a) Gifts or money;
1. Selling complimentary tickets or exchanging such tickets for items of value;
 2. Receiving material benefits not available to the general student body (e.g., discounts on purchases);
 3. Personal loans or assistance in the arrangement of loans;
 4. A meal at a restaurant;
 5. An automobile or the use of an automobile;

6. Transportation;
7. Free or discounted activity admissions (e.g., movies, professional sports tickets, concert tickets);
8. "No charge" or reduced fees for services rendered (e.g., haircut, oil change); or
9. Selling or trading equipment, gear, awards, or autographs for items of value.

Receipt of a benefit by student-athletes, their relatives or friends is not a violation of NCAA rules if it is demonstrated that the same benefit is generally available to SDSU students and their relatives or friends.

If student-athletes are in doubt as to whether a benefit is permissible, they must **ask** the Compliance Staff **before** taking any action.

Athletics Financial Aid (Athletics Scholarships)

The purpose of the Athletics Financial Aid Program at San Diego State University is to ensure that all financial assistance to student-athletes is in accordance with the regulations of the NCAA, the conference, and the educational values of the university. An athletic scholarship (also known as athletic "grant-in-aid") is given to student-athletes based upon athletic ability and must be earned by participating, to the best of their ability, not only on the playing field, but in the classroom as well.

Each varsity sport is provided a grant-in-aid budget within the NCAA limitations. Grants are allocated at the discretion of the head coach, subject to the approval of the Athletic Director and the Office of Financial Aid & Scholarships. Renewals of grants-in-aid are subject to the discretion of the Head Coach and/or Athletics Department.

Questions regarding the terms of an athletic grant should be directed to the Head Coach or the Athletics Financial Aid Coordinator. Below is an example of the terms that may be provided along with your athletics scholarship, please review your specific agreement for any potential changes:

A. Terms and Conditions of Awarding Athletics Scholarships and (Institutional) Financial Aid

The student-athlete shall be enrolled in at least a minimum full-time program of studies, be in good academic standing, and maintain progress toward a baccalaureate or equivalent degree (as defined by the NCAA).

1. A student-athlete may not receive financial aid (athletics and non-athletics) that exceeds the SDSU cost of attendance (NCAA Bylaw 15.01.6). In the event that a student-athlete's financial assistance from sources listed in NCAA Bylaw 15.1.2 (e.g., grants, scholarships, etc.), when combined exceeds the maximum individual amount allowed per NCAA rules, the athletics scholarship must be reduced by the excess amount.
2. Athletic scholarship awards are calculated based upon the published total cost of attendance (COA) for an academic year as defined by the SDSU's Office of Scholarships and Financial Aid as of August 1 of each year. Any adjustment to an individual's COA must first be approved by OSFA; funding with athletics' aid may then be considered by Athletics on a case-by-case basis. Any COA adjustment by OSFA does not obligate Athletics to fund that adjustment with athletics aid.
3. Athletic scholarship awards are calculated based upon the student's residency and housing status as of the date this award is signed by the student. If the student's residency or housing status changes during their attendance at SDSU, their athletics award will be adjusted to maintain his/her equivalency.
4. A student-athlete may receive financial assistance from anyone upon whom the student-athlete is naturally or legally dependent, exempted government grants, bank loans, student loans, spousal support, and money from legitimate employment without affecting the athletics scholarship award.
5. An SDSU honorary academic award/research grant for outstanding academic achievement may be received; however, the student-athlete must first obtain clearance from the Athletics Financial Aid Coordinator to ensure NCAA rules are met.

6. If the student receives other institutional financial aid that increases the value of the equivalency counting toward NCAA team financial aid limitations, the other countable aid may be reduced or cancelled to maintain compliance with applicable NCAA rules. A student-athlete may only decline their athletics aid if the amount of the other institutional countable aid is equal or larger.
7. A student-athlete may receive up to a total of \$1,000 of athletically related outside financial aid per academic year, without restrictions, through one or more established and continuing programs to aid students. Compliance office notification and approval is still required.
8. Each academic year, after a student-athlete has received \$1,000 of athletically related outside financial aid, he or she may receive additional athletically related outside financial aid through an established and continuing program to aid students without the additional aid counting in the institution's financial aid limitations, provided:
 - a. The recipient's choice of institutions is not restricted by the donor of the aid;
 - b. There is no direct connection between the donor and the student-athlete's institution; and
 - c. The financial aid is not provided by an outside sports team or organization that conducts a competitive sports program to an individual who is or has been a member of that team or organization.
 - d. All such aid must be reported to the Athletics Financial Aid Coordinator **prior to issuance**, who will determine whether it is permissible to receive per NCAA rules.
9. All on- and off-campus employment earnings are exempt from institutional and individual financial aid limits; however, compensation may be paid to a student-athlete only for work actually performed, and at a rate commensurate with the going rate in that locality for similar services. The student-athlete must report all employment activities to the Athletics Compliance Office **prior** to employment. Please see the applicable forms in ARMS for reporting this information.
10. NCAA rules require that SDSU notify you in writing by **July 1** following the end of the period of your award (so long as you have eligibility remaining) whether or not your athletic aid will be renewed, reduced, or canceled going forward. There is no requirement to renew an athletics scholarship beyond the terms outlined in this agreement.
11. If the institution decides not to renew or decides to reduce the award for the ensuing period, the institution shall inform the student-athlete via electronic mail that he or she, upon request, shall be provided a hearing before the SDSU Scholarship Appeals Committee. It is the student-athlete's responsibility to check their SDSU email frequently for updates.
12. Financial aid for summer school and intersessions is not a part of this award. Financial aid for such terms must be requested through the Athletics Department and may be awarded separately upon the recommendation of the head coach and the approval of the Director of Intercollegiate Athletics (or designee).

B. Reducing and Canceling Athletics Scholarships During the Period of the Award (NCAA Bylaw 15.3.4.2)

1. Institutional financial aid based in any degree on athletics ability may be reduced or canceled during the period of the award if the recipient:
 - a. Renders himself or herself ineligible for intercollegiate competition; or
 - b. Fraudulently misrepresents any information on an application, transcript, letter of intent, or financial aid agreement; or engages in serious misconduct warranting substantial disciplinary penalty; or
 - c. Voluntarily (on his or her own initiative) withdraws from a sport at any time for personal reasons; or

- d. Provides written notification of transfer to the institution; however, your athletics aid may not be reduced or canceled until the end of the regular academic term in which the written notification of transfer is received.
2. Additionally, failure to meet and/or breach of SDSU Standards for Student Conduct, SDSU Athletic Department Student-Athlete policies, or specific team rules may result in the reduction or cancellation of your athletics scholarship.
3. The institution will inform the student-athlete via electronic mail if his/her scholarship has been reduced or cancelled. If the student-athlete wishes to appeal the reduction/cancellation decision, he or she, upon request, shall be provided a hearing before the SDSU Scholarship Appeals Committee.
 - **NOTE:** Student-athletes stipend installments for the fall and/or spring semesters may be delayed for academic or disciplinary reasons. Delays will be resolved through meetings with the Sport Liaison, Director of Athletics (or designee), Senior Associate Director of Compliance or Executive Associate Director of Student-Athlete Academic Support Services. The outcome of this meeting will determine whether future stipend installments will be released for disbursement.
4. Institutional financial aid based in any degree on athletics ability may not be reduced or canceled during the period of its award:
 - a. On the basis of a student's athletics ability, performance or contribution to a team's success; or
 - b. Because of an injury that prevents the recipient from participating in athletics; or
 - c. For any other athletics reason.

C. Increasing Athletics Scholarships During the Award Period (NCAA Bylaw 15.3.4.1)

1. Institutional financial aid based in any degree on athletics ability may be increased for any reason at any time.

A. Admission Contracts

1. The SDSU Athletics Department will provide guidance to recruited prospective student-athletes through the admissions process. As a recruited prospective student-athlete, should it be determined that you are not regularly admissible to SDSU and the Athletics Department decides to support your admissions, the below terms will apply to your admission and will thus be referred to as you "Athletic Admission Contract":
 - a. I UNDERSTAND my academic credentials did not meet SDSU's standards for regular admission to the University.
 - b. I UNDERSTAND my admission to SDSU is only made possible by execution of an Athletic Admission Contract.
 - c. I UNDERSTAND that I MUST maintain an ACTIVE role on the NCAA sports team I am recruited to for a minimum of one year.
 - d. I UNDERSTAND that, in accordance with the above terms and conditions, if I choose to CEASE PARTICIPATION with the sport sponsoring my admission prior to the conclusion of my first year, my admission and/or enrollment to SDSU WILL BE CANCELED.
 - e. I UNDERSTAND if I render myself ineligible for violation of NCAA, MWC, Athletic Department or SDSU rules or policies, and I am no longer eligible to maintain an active role in the sport sponsoring my admission in this contract, my admission and/or enrollment to SDSU WILL BE CANCELED.
 - f. I UNDERSTAND that my admission to SDSU is contingent upon my NCAA eligibility. If I do not meet NCAA initial eligibility or transfer rules, my admission WILL BE CANCELED.

B. Name, Image, Likeness

1. SDSU is committed to allowing our student-athletes the freedom to use their name, image, and likeness ("NIL") and be fairly compensated in doing so. SDSU's policy is posted on our athletics website at www.goaztecs.com/NIL and fully complies with California's Senate Bill No. 26 "Student-Athlete Compensation and Representation." This policy is intended to serve as the SDSU Athletic Department's policy for student-athletes seeking to earn compensation in exchange for the use of their name, image, or likeness. By

receiving this handbook, you are affirming that you have been made aware of SDSU's NIL policies.

Athletic Scholarship Renewal/Non-Renewal and Reduction

Subject to limited exceptions, athletic scholarships may not be awarded for a period of less than one academic year nor for a period exceeding the student-athlete's five-year period of eligibility. Scholarships that are awarded on a one-year basis are subject to renewal by July 1 of the new academic year. All renewals/non-renewals and reductions are emailed to a student-athletes SDSU email by the Office of Financial Aid & Scholarships. It is the student-athlete's responsibility to check their SDSU email on a regular basis. Student-athletes are given instructions to log into ARMS and electronically sign their Athletics Aid Grant-In-Aid Agreement. Once a student-athlete electronically signs his/her athletic scholarship, the award will be transmitted to the Student Account Services Office for disbursement on the pre-determined date. The student-athlete's award will not be transmitted to Student Account Services until the Grant-In-Aid agreement is electronically signed by student-athlete.

SDSU Office of Financial Aid & Scholarships Athletics Scholarship Appeals Policy and Procedures

In accordance with NCAA regulations, a student whose athletics-related financial aid is being reduced, cancelled, or not renewed by the Department of Intercollegiate Athletics is entitled to an appeal. This appeal will be heard by a committee appointed by the Director of Financial Aid. The Appeals Committee will decide whether the reduction, cancellation, or non-renewal concerns a violation of NCAA, MWC, or University rules and regulations. If they do, the Committee will determine whether the appeal should be approved or denied. If the reduction, cancellation, or non-renewal does not relate to a violation of NCAA, MWC, or University rules or regulations, the appeal will be denied.

A. Notification

The student whose aid is being reduced, cancelled, or not renewed by the Department of Intercollegiate Athletics will be notified via electronic mail sent by the Director of Financial Aid and Scholarships. Within a reasonable time frame (within 2 weeks from the date of the notification email, absent special circumstances presented by the student and agreed upon by the Committee) the student may file a written request for an appeal. Appeals must be submitted in writing within two weeks from the date of this notice to: Athletics Scholarship Appeals Committee, 5500 Campanile Drive, San Diego, CA 92182. The written request should indicate whether the student is requesting an In-Person Appeal or will submit a Paper Appeal (see items E and F below).

B. Appeals

1. The written request for a financial aid appeal should include the following:
 - a. Student's name, RED ID, sport, year in school, local address, SDSU e-mail address, and local telephone number;
 - b. Type and amount of financial aid being reduced, cancelled or not renewed;
 - c. The reason for believing the reduction, cancellation, or non-renewal was a violation of NCAA or MWC rules and regulations, or a violation of University policy, guidelines, or practices;
 - d. The names of institutional staff members (e.g., coach, academic advisor) with whom the student has discussed the aid;
 - e. Copies of any relevant documents (e.g., initial award, athletics scholarship contract); and,
 - f. A statement of preference for either a paper review of the appeal or an in-person hearing (the student cannot have both).
2. **Appeals Committee:** The Appeals Committee shall consist of the chair and two University faculty or staff members.
 - a. Upon receipt of a request for an appeal:
 - The Appeals Committee shall set a date for an appeal hearing, no later than 30 calendar days after the request for an appeal is received by the Appeals Committee.
 - The Associate Athletics Director of Compliance shall be provided with a copy of the student's request for an appeal.

3. **Scheduling of Appeal:** The appeal hearing will be scheduled as soon as possible, but no later than 30 calendar days after the request for the hearing is received by the Appeals Committee.
4. **Scope of Appeal:** The scope of the appeal shall be limited to the following issues:
 - a. Did the reduction, cancellation, or non-renewal violate NCAA rules or regulations?
 - b. Did the reduction, cancellation, or non-renewal violate MWC rules or regulations?
 - c. Did the reduction, cancellation, or non-renewal violate University policies, guidelines, and practices?
5. **In-Person Appeals:** If the student chooses an in-person appeal:
 - a. The student, Head Coach and Associate Athletics Director of Compliance will be consulted and notified of the date, time, and place of the hearing.
 - b. The student and Department of Intercollegiate Athletics must present any supportive written materials to the Appeals Committee no later than 10 working days before the scheduled hearing.
 - c. The student and the Department of Intercollegiate Athletics shall have the opportunity to obtain copies of all materials at least five working days prior to the hearing.
 - d. Participants at an in-person hearing are limited to the student, the Department of Intercollegiate Athletics representative (e.g., head coach), and the hearing committee. The student may elect to bring a representative to the hearing. The Appeals Committee must be informed at least five working days prior to the scheduled hearing if the student will be bringing a representative, and if the student's representative has legal training. If there is student representation, the Department of Intercollegiate Athletics or another university department are allowed to provide a representative for the athletic department staff member.
 - e. The Appeals Committee may request additional information or conduct further independent investigation at any time, at its discretion.
 - f. The Appeals Committee will make its decision on the basis of the information presented, as well as its own investigation, if any.
 - g. In-person appeals may be tape-recorded. If requested, the Appeals Committee will copy the tape(s) for the student and the Department of Intercollegiate Athletics.
6. **Paper Appeals:** If the student chooses a paper appeal:
 - a. The Head Coach and the Senior Associate Athletic Director of Compliance will be notified of the date of the appeal review.
 - b. All parties to the review must present their appeal and any supportive written materials (e.g., statement from doctor) to the Appeals Committee within 10 working days of the request for a paper appeal.
 - c. The Appeals Committee will provide both parties with the other party's submissions within five working days of their receipt.
 - d. Both parties have five working days to submit additional information and comment based on their review of the other party's written materials. No further information can be submitted prior to the committee's review of the appeal.
 - e. The Appeals Committee may request additional information or conduct further independent investigation at any time, at its discretion.
 - f. The Appeals Committee will make its decision on the basis of the information presented, as well as its own investigation, if any.
7. **Notification:** The Appeals Committee shall reach a decision and notify both parties in writing within 10 working days of the date of the appeal's hearing or review. One of two actions will be taken:
 - a. If the Appeals Committee finds that the decision to reduce, cancel or not renew aid is not a violation of NCAA, MWC rules, or University policies, guidelines or practice, the appeal is denied.
 - b. If the Appeals Committee finds that the decision to reduce, cancel, or not renew aid is a violation of NCAA, MWC rules, or university polices, guidelines or practice, the appeal is approved.
 - Action taken by the Appeals Committee has no effect on the athlete's status as a member of the relevant athletic team.
 - Reinstatement of financial aid after a successful appeal does not require the coach to allow the student to participate on the team.

8. **Further Appeals:** The decision of the Appeals Committee shall be binding on the Department of Intercollegiate Athletics.
9. **Access to Records:** Students may obtain copies of records relating to their athletic scholarship from the Department of Intercollegiate Athletics or from the Office of Financial Aid & Scholarships consistent with policy governing disclosure of information from student records.

Book Loan Program

All scholarship student-athletes will be placed on the Book Loan Program (academic year only). At the beginning of each semester, the bookstore will grant you digital access to textbooks and materials by the first day of class. Your materials are available via a link placed in your course's Canvas (usually within the Modules). Textbooks and materials that are not available online will be **pre-packaged** for each student-athlete to be picked up from the second floor of the SDSU Bookstore. Student-athletes must have their eligibility cleared and have no outstanding books from the previous semester in order to pick up their textbooks from the bookstore. A valid ID card will be required by the bookstore as identification; a friend, relative or spouse cannot pick up books for student-athletes. When the pre-packaged textbooks are picked up at the bookstore, each student-athlete will be required to sign a form verifying receipt of textbooks and acknowledging responsibility for returning books at the end of the semester (last day of finals). The student-athlete is responsible for the loss of any textbooks checked out under his/her name and will be required to pay back the university for the full cost of lost textbooks. **If any student-athlete has his/her books stolen, he/she must provide a valid police report to the Athletics Financial Aid Coordinator in order to receive replacement books.** All textbooks, study guides, course packets, clickers, etc., that are checked out to the student-athlete must be returned in good condition at the end of each semester by the end of the last day of finals. If a student-athlete returns their books and they are damaged (covers gone, pages ripped or torn out, water damage), the SDSU Bookstore has the right to refuse the books and the student-athlete will be responsible for payment of the damaged books. **Items on the student-athlete's book list that are not returned at the end of the semester will be charged to the student-athlete. This amount will be deducted from the student-athlete's scholarship check. There are no exceptions to this rule. If a student-athlete is not returning the following semester, a hold will be placed on the student's university records until payment is received by the Student Account Services department for the outstanding books. Outstanding payment amounts are subject to late service fees and collections fees.**

Any questions or concerns regarding the Book Loan Program should be directed to the Athletics Financial Aid Coordinator.

Stipend Checks

Student-athletes who are on a full athletics scholarship **and are off campus** will receive five stipend checks each semester. Student-athletes on partial scholarships and full rides living in the dorms will receive one stipend check at the beginning of each semester. All students must be enrolled in a minimum of 12 units (undergrad) or 9 units (grad) in order to receive a stipend check (or meet an NCAA legislative exception to be less than full-time).

All financial aid/scholarship checks will be direct deposited into students' private bank accounts. Student-athletes will need to set up their direct deposit accounts through my.SDSU. If student-athletes do not establish a direct deposit account, their stipend check will not be processed.

First-year student-athletes will not receive a stipend check until their eligibility gets cleared by the Student Services Specialist. Transfer student-athletes will not receive a stipend check until their transfer eligibility has been cleared by the NCAA Certifying Officer and/or Faculty Athletics Representative.

Federal/State Financial Aid

All student-athletes are encouraged to apply for non-athletically-related financial assistance. This includes federal Pell Grants as well as other financial assistance. Student-athletes should apply for financial aid October 1 of each year for the next school year. A student-athlete will need to complete the Free Application for Federal Student-Aid (FAFSA) online at: studentaid.gov

Click on apply for aid button and then click on "Complete the FAFSA Form." Determination of financial need is also possible by accessing this web site. For more specific information regarding federal financial aid, go to the SDSU Financial Aid & Scholarships Office web site at: <https://sacd.sdsu.edu> > financial-aid

Click on the "my.SDSU" icon on the right side of the page and then click "Student Login" to access your current financial aid information.

For all information regarding your financial aid, a student-athlete must either call the Office of Financial Aid & Scholarships at (619) 594-6323 or go to the Office of Financial Aid & Scholarships on campus, located in Student Services West, Room 3615.

All athletics aid and non-athletics aid are monitored and reviewed by the Athletics Financial Aid Coordinator to ensure compliance with NCAA rules and regulations regarding financial aid.

Outside Scholarships

Some student-athletes may qualify for outside scholarships. An “outside” scholarship, grant, or loan is any non-federal/state financial assistance program where the recipients of the financial award and the amount are not determined by SDSU (e.g., Rotary/Kiwanis Club, academic, high school booster group). All outside scholarships must be monitored and reviewed by the Athletics Financial Aid Coordinator to ensure compliance with NCAA rules and regulations. **Student-athletes must notify the Athletics Financial Aid Coordinator before they receive these types of awards.** Failure to notify the Athletics Financial Aid Coordinator about an outside scholarship grant could jeopardize that student-athlete’s eligibility. If a student-athlete does not provide documentation regarding outside scholarship, a hold will be placed on the scholarship until the proper documentation is received by the Athletics Financial Aid Coordinator.

SDSU Scholarships

All student-athletes are encouraged to apply for San Diego State University Scholarships. These scholarships are awarded to SDSU students and recognize their individual talents, academic achievement, leadership skills, and the determination to succeed in spite of significant hardships. To learn more about SDSU Scholarships, go to the Scholarships website at: <https://sacd.sdsu.edu/financial-aid/scholarships/sdsu-aztec-scholarships>

Student-Athlete Assistance Fund

The NCAA annually allocates money to a Student-Athlete Assistance Fund, which is used in part to assist student-athletes who demonstrate financial need.

The Student-Athlete Assistance Fund may be used for the following:

3. Medical or dental (non-cosmetic only) expenses that are not covered by another insurance plan (i.e., personal, institutional, or any other insurance policy. Expenses for family members are not permitted.
4. Vision therapy (contact lenses/eyeglasses).
5. Travel expenses for student-athletes and/or parents for family emergencies.
6. Clothing, shoes, and other essential expenses—maximum of \$250 per year.
7. Emergency Travel.
8. International Health Insurance.
9. Other expenses as approved by the Department of Athletics.

Written receipts are required for all requests. For more detailed information regarding the Student-Athlete Assistance Fund, please contact the Senior Associate Athletic Director of Compliance.

Gambling

The NCAA discourages all forms of gambling and adamantly opposes all forms of sports gambling because it undermines or carries the potential to undermine the integrity of sports contests.

NCAA Bylaws state that student-athletes may not 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.

Sports wagering includes placing, accepting, or soliciting a wager (on a student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur, or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize. A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

The following sanctions apply for gambling violations by student-athletes:

- 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.
- 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.

Any of the following activities will result in the appropriate sanction:

- a. Providing any information (e.g., reports concerning team morale, game plans, and injuries of team members) to any individual who is involved in organized gambling activities or could assist anyone involved in organized gambling activities.
2. Making a bet on any intercollegiate, amateur, or professional athletics contest, including pools, auctions, and fantasy leagues.
1. Accepting a bet or bribe, or agreeing to throw, fix, or illegally influence the outcome of any intercollegiate athletics contest.
4. Failing to report any bribe or offer, or any knowledge of any attempt to throw or fix a game or to influence illegally its outcome.
3. Participating through a bookmaker in any gambling activity (e.g., betting on a parlay card involving intercollegiate athletics).

Outside Competition

A student-athlete will be declared immediately ineligible for further competition if he or she, at any time during the academic year, competes on any outside team in any non-collegiate, amateur competition in their sport. It is permissible for a student-athlete to participate in outside competition as an individual during the academic year in the student-athlete’s sport, as long as the student-athlete only represents himself or herself in the competition and does not engage in such competition as a member of or receive expenses from an outside team and does not compete on the same team with an excessive number of SDSU teammates (varies by sport). **Student-athletes must complete an Outside Competition form on ARMS and receive prior approval from their coach and the Compliance office to compete in any outside competition.**

Student-Athlete Complimentary Admissions

NCAA rules allow each **eligible** student-athlete to receive up to four complimentary admissions per contest in the sport in which the individual participates. The following are the SDSU rules for this permissible benefit:

1. For HOME games, the student-athlete is allowed four (4) complimentary admissions. For AWAY games, student-athletes may be limited to less than four complimentary admissions based on availability.
2. A student-athlete may not receive payment from any source for his or her complimentary admissions and may not exchange them for any item of value.
3. Individuals designated to receive complimentary admissions must be friends or family members of the student-athlete. Agents, boosters, professors, tutors, athletics staff members, local business owners, etc. may NOT receive complimentary admissions from student-athletes.
4. 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.
5. Deadlines for complimentary admissions guest lists is determined on a sport-by-sport basis, set by the coach or event management. Student-athletes will be informed of the deadlines at the beginning of their season. **No changes or additions can be made after the designated deadline has passed!**

Playing and Practice Season Limitations/ Athletically-Related Activities

The NCAA places limitations on the amount of countable athletically-related activities that may occur during the year and SDSU has policies in place that limit the type of activity that can occur on a day off.

In-Season Limitations

The following limitations apply during the playing season, which is period from the first official practice date to last day of practice or last day of competition, whichever occurs later.

1. **Twenty hours a week:** Student-athletes are limited to 20 hours per week of countable athletically-related activities. (“CARA”)
2. **Four hours per day:** Student-athletes are limited to four hours per day of CARA. (NOTE: A practice round of golf may exceed the four hours-per-day limitation, but the weekly limit of 20 hours remains in effect.)
3. **One day off per week:** All required athletically-related activities (“RARA”) is prohibited during one calendar day per week. (NOTE: A travel day related to competition may be considered as a day off provided no other RARA occurred on that day.)

Daily and weekly CARA limitations do not apply during the vacation period between academic terms when classes are not in session, or during preseason practice prior to the first day of classes or first contest, whichever is earlier. However, during these times, a team must receive one day off per week from any physical athletic activity.

RARA is not permitted on a day off – the key is that it cannot be **required**. A student-athlete can voluntarily choose to do RARA on a day off.

Off-Season Limitations

1. **Eight hours per week:** student-athletes are limited to eight hours of required weight training and conditioning, including four hours of skill instruction (or film review in football) (“CARA”). These required sessions may be held at the direction of, or supervised by, an institutional staff member.
2. **Two days per week off:** All CARA is prohibited during two calendar days per week. All CARA outside the playing season is prohibited one week prior to the beginning of the final examination period and through the conclusion of each student athlete’s final exams.

Baseball and Women’s Lacrosse. Individual skill-related instruction outside the playing season is permitted during an institution’s vacation period from January 15 to the first day of classes of the institution’s second semester.

RARA is not permitted on a day off – the key is that it cannot be **required**. A student-athlete can voluntarily choose to do RARA on a day off.

Explanation of CARA, RARA, and Voluntary Athletically-Related Activities (“VARA”)

WHAT IS CARA?

1. Practice
 - Regular practice
 - Required individual workouts (with or without coach)
 - Field, floor or on-court activity
2. Competition (counts as 3 hours, regardless of the time spent competing)
3. Required weight-training/conditioning activities that are under the direction/supervision of an institution’s coaching staff (including strength coaches), including punishment workouts.
4. Film or video tape sessions related to games, practices or contests that are required, supervised, or monitored by an institution’s coaching staff
5. Meetings
 - Chalk talk with coach
 - Lectures or discussions of strategy with coach
 - Any other athletically-related meetings initiated by coach or an institution’s coaching staff
6. Camps, clinics, workshops and PE classes when attendance is required and are conducted by a member of the

Athletics staff

WHAT IS RARA?

1. Training table or competition related meals.
2. Ceremonies and banquets
3. Community Service and promotional activities
4. Hosting prospects on an Official Visit
5. Team building events
6. Department or team fundraising events
7. Medical examinations or treatments (although RARA, can be required on an off-day)
8. Academic support services (although RARA, can be required on an off-day)

WHAT IS VARA?

1. Voluntary workouts do not count toward the NCAA limitations if all the following conditions are met:
 - a. The workouts are not required or observed by coaching staff members. Any non-coaching staff member who observes the workout (e.g., strength coach, athletic trainer, manager) may not report back to the coach any information related to the activity. Student-athletes must not be required to report back to a coach or athletics staff member any information related to the activity.
 - b. The activity must be initiated and requested solely by the student-athlete. However, it is permissible for the Athletic Department to reserve SDSU's facilities for student-athlete voluntary workouts.
 - c. The student-athlete's attendance and participation in the activity (or lack thereof) may not be recorded for the purposes of reporting such information to coaching staff members or other student-athletes; and
 - d. The student-athletes may not be subjected to penalty if they elect to not participate in the activity. In addition, the institution or any staff member may not provide recognition or incentives (e.g., awards) to a student-athlete based on his/her attendance or performance in the activity.

Safety Exception – A coach may be present during voluntary workouts in the regular facility and may spot or provide safety or skill instruction (but cannot conduct the individual's workout) in the following sports: swimming and diving, track and field (field events only), and water polo.

2. Voluntary weight-training/conditioning activities may be designed and conducted by the strength and conditioning coach, so long as they are voluntary and at the request of the student-athlete.
3. Film or videotape sessions that are voluntary and not done in the presence of a coach or a staff member.
4. Camps, clinics, workshops, PE classes that are open to all students and are publicized in an appropriate manner.
5. Additional activities that can be VARA provided they are not required and meet all of the conditions above:
 - a. Outside competition, SAAC or other student group participation, Individual compliance meetings, Career events, Captain's practices

Promotional Activities

Outside of activities that fall under the SDSU Name, Image, and Likeness policy, all requests for appearances or use of a student-athlete's name or picture in conjunction with any type of event (charity events included), must be approved in advance and require written permission from the Director of Athletics or designee. Student-athletes may not miss class to participate in any type of promotional event.

Bylaw 12.5.1.1 Institutional, Charitable, Education or Nonprofit Promotions. A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a noninstitutional charitable, educational or nonprofit agency may use a student-athlete's name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete's participation in intercollegiate athletics, provided the following conditions are met:

1. The student-athlete's participation is subject to the limitations on participants in such activities as set forth in Bylaw 17;
2. The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company's officially registered regular trademark or logo on printed materials such as pictures, posters or calendars.

The company's emblem, name, address, telephone number and website address may be included with the trademark or logo. Personal names, messages and slogans (other than an officially registered trademark) are prohibited;

3. The name or picture of a student-athlete with remaining eligibility may not appear on an institution's printed promotional item (e.g., poster, calendar) that includes a reproduction of a product with which a commercial entity is associated if the commercial entities officially registered regular trademark or logo also appears on the item;
4. The student-athlete does not miss class;
5. All moneys derived from the activity or project go directly to the member institution, member conference or the charitable, educational or nonprofit agency;
6. The student-athlete may accept actual and necessary expenses from the member institution, member conference or the charitable, educational or nonprofit agency related to participation in such activity;
7. The student-athlete's name, picture or appearance is not used to promote the commercial ventures of any nonprofit agency;
8. Any commercial items with names, likenesses or pictures of multiple student-athletes (other than highlight films or media guides per Bylaw 12.5.1.7) may be sold only at the member institution at which the student-athletes are enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event). Items that include an individual student-athlete's name, picture or likeness (e.g., name on jersey, name or likeness on a bobble-head doll), other than informational items (e.g., media guide, schedule cards, institutional publications), may not be sold; and
9. The student-athlete and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring that the student-athlete's name, image or appearance is used in a manner consistent with the requirements of this section.

Student-Athlete Host Program

Per NCAA and Mountain West Conference rules and the SDSU Official Visit Policy, all prospects and student-athlete hosts are required to conduct themselves appropriately and adhere to the SDSU official visit policy.

Recruiting Activities Specifically Prohibited:

- Underage or excessive drinking of alcohol; Illicit drug use; sexual misconduct
- Travel outside a 30-mile radius of the university or leave the U.S.
- Visiting gambling institutions or adult entertainment venues or engaging in activities with escorts or exotic dancers.--
- Participation in gambling or gaming activities
- Abusive conduct which threatens or endangers the physical or psychological health, safety or welfare of any individual
- Receive goods or items of material value (e.g., apparel, souvenirs).
- Receive additional expenses (e.g. hotel incidentals, entertainment) beyond the permissible host entertainment money.
- Participate in an athletic activity related to their sport, if it is observed by an SDSU coach or staff member.
- Any other behavior that is illegal, inappropriate or results in embarrassment to the University, its athletic programs, its student-athletes or its recruits.

Important Reminders for Student-Athlete Hosts:

- Treat your prospect as you would want to be treated in an unfamiliar environment.

Complimentary Admissions

If the prospect is going to attend any SDSU home games during the official visit, admission to the game will be through the pass gate. The prospect and student-athlete host must sit in a general seating area and may not be in a suite or on the field during the game. All individuals need to bring an ID to the pass gate in order to be admitted.

Media/Publicity

The media is not allowed to interview a prospect during an official visit. It is also not ok for a student-athlete to post a picture of the prospect or write about the prospect on any social media sites (e.g., Twitter, Facebook, and Instagram).

Boosters

Arrangements to meet boosters are prohibited. If they happen to bump into a booster during the official visit, nothing more than an exchange of greetings is permissible. Prospects and their families may have contact with family members of SDSU student-athletes and with former SDSU student-athletes.

- Be certain that the prospect knows how and where to reach you should you become separated.
- If you have been assigned to host a specific prospect overnight, you are obligated to make sure that the prospect spends the night in a previously designated location approved by the coach.

Unethical Conduct

Unethical conduct by a prospective student-athlete or 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 the individual 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, 4/28/16 effective 8/1/16)*

- 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;
- Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or 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;
- 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");
- 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 [18.4.1.4.9](#); however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal law;
- Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or
- 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.

NCAA Bylaw 10.4 states that "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. 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."

SDSU POLICIES

Student-Athlete Conduct

Membership on an intercollegiate athletic team at San Diego State University is considered a privilege. Each student-athlete is obligated to perform, while physically capable, in all scheduled contests for the regular and post-season activities conducted by the conference and the NCAA. These competition activities take priority over all other campus activities (not directly involving course-related academic requirements) while the student-athlete is a member of an athletic team. Athletic team members must abide by all university and Athletic Department policies, team rules, the rules listed in the Student-Athlete Handbook, the rules and policies of the NCAA and the Mountain West Conference, and all federal, state, and local laws.

Because of public exposure in the competitive arena and the fact that the media places athletic team members among the most visible groups in the university community (as well as the city of San Diego, the county of San Diego, and the state of California), student-athletes' actions on and off the playing fields are often highlighted. Therefore, athletic team members must demonstrate exemplary behavior. They must conduct themselves with integrity, sportsmanship, honesty, pride,

humanity, and good citizenship. Discipline may be imposed for conduct deemed embarrassing to the university or the department.

The level of progressive discipline is at the discretion of the head coach and Athletics administration. Disciplinary actions for violation of SDSU, Athletic Department, team rules and policies, or the laws of the State of California or the United States may include, but are not limited to: probation, mandatory counseling sessions, ineligibility to practice, ineligibility to start in contests, suspension from competition, suspension and/or continued suspension from all team activities, temporary suspension and/or permanent dismissal from the team, and discontinuation, non-renewal or reduction of athletic grant-in-aid. Additionally, student-athletes or students receiving athletics aid may be temporarily or permanently suspended from a team or team activities in the event they are under investigation or being investigated for misconduct related to a violation of SDSU, Athletic Department or team rules or policies, or the laws of the State of California or the United States.

In addition to Athletic Department penalties, the student-athlete may be referred to the Center for Student Rights and Responsibilities and may face additional sanctions.

SDSU Alcohol Policy

San Diego State University and the Department of Athletics believe that self-discipline is a primary educational benefit derived by the student-athlete from athletic competition. A primary concern of San Diego State coaches in the Department of Athletics is that student-athletes remain in the best possible health and physical condition. For these reasons the following policies have been developed:

SDSU does not condone illegal or otherwise irresponsible use of alcohol. This includes drinking while under the legal age, and purchasing alcohol for use by a minor.

A student-athlete who consumes alcohol will be held accountable for any alcohol-related incident in which he/she is involved. In such cases, the student-athlete is subject to university, athletic department, or team disciplinary action whether or not there are legal implications.

If a student-athlete is involved in an alcohol-related incident which has either legal or **no** legal consequences, refer to the San Diego State Athletics Substance Abuse Education and Testing Policy and Procedures in this Student-Athlete Handbook.

In addition to Athletic Department penalties, in certain cases, the student-athlete may be referred to the Center for Student Rights and Responsibilities and may face additional sanctions.

Alcohol Policy While “On the Road”

Alcohol is not to be purchased or consumed by any student-athlete, athletic training student, or student manager while representing SDSU on the road. If an individual violates this policy, the following will occur:

1. The coach will immediately restrict the student-athlete from athletic participation.
2. The student-athlete will either stay with the team (out of uniform) or be sent back to campus.
3. Once the student-athlete is back on campus, the case will be handled in a manner consistent with an alcohol-related incident.

Alcohol Policy While at a University or Athletic Department Event

A student-athlete may not consume alcohol while at a University or Athletic Department event, such as, but not limited to, a team banquet, awards ceremony, promotional activity, or fundraising event. Penalties for violating this policy are subject to the discretion of the Athletics Department.

California Criminal Record Policy

California law prohibits any student-athlete enrolled at a California State University from participating as a member of any intercollegiate athletic team, or as a participant in any intercollegiate athletic event, except in a manner available to the general public, if he or she, at any time after his or her enrollment as a university student, is prosecuted as an adult and convicted of a violation of Section 187, 209, 210, 211, 220, 2433.8, 245, 261, 262, 264.1, 286, 288, 288a, 288.5, 289, or 459 of, or is convicted of attempted murder pursuant to subdivision (a) of Section 664 of, the Penal Code.

If a student-athlete is charged with a crime during his/her enrollment, he/she must immediately report it to the head coach or Athletic Director.

Student-athletes may be subject to disciplinary action, including but not limited to, suspension, dismissal, or expulsion, if they knowingly provide false information.

Gender Equity in Athletics

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Title IX of Education Amendments of 1972.

SDSU is committed to gender equity in its athletics programs. If you have a complaint or questions about gender equity in SDSU athletics programs, you should contact the Title IX Coordinator, Gail Mendez or the Deputy Title IX Coordinator and Executive Associate Athletic Director/Senior Woman Administrator, Jenny Bramer, who is responsible for Title IX Compliance matters related to gender equity in SDSU athletics programs.

Title IX Coordinator: Gail Mendez, Title IX Coordinator, 619-594-6464

Deputy Title IX Coordinator, Athletics: Jenny Bramer, Executive Associate Athletic Director, FAC 3015, 619-594-0394

Hazing and / or Initiations

Initiations, or the hazing of new team members, will not be tolerated. There is no place for activities that include hazing of new team members, continuing student-athletes, or support staff students. If any hazing does take place, the coach and the team members involved will be subject to disciplinary action as determined by the Director of Athletics or designee.

In addition to Athletic Department penalties, the student-athlete will be referred to the SDSU Center for Student Rights and Responsibilities and may face additional sanctions. In addition to being a violation of the Student Code of Conduct at San Diego State University, hazing is a crime in California and can result in criminal and civil action against the participants. For the SDSU Campus Policy on hazing, please visit: <https://sacd.sdsu.edu/student-rights/student-conduct/hazing>

What is Hazing?

Hazing is defined as any method of initiation or pre-initiation in to a student organization, or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. (Penal Code 245.6) and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm to any former, current or prospective student of any school, community college, college, university or other educational institution. The term "hazing" does not include customary athletic events or school sanctioned events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

Hazing also includes any activity that compels a student to participate in any activity that is unlawful, publicly indecent or contrary to the policies and regulations of the University, or any activity that unreasonably and materially interferes with a student's academic efforts.

Hazing includes, but is not limited to, activities such as:

- Any form or physically demanding activity (calisthenics, runs, etc.) not part of an organized voluntary athletic contest or not specifically directed toward constructive work.
- Paddling, shoving, or otherwise striking individuals.
- Compelling individuals to consume or smoke alcohol, tobacco, or drugs or engage in drinking games.
- Compelling individuals to eat or drink foreign or unusual substances or compelling the consumption of undue amounts or odd preparations of food or liquids.
- Having substances thrown at, poured on, or otherwise applied to the bodies of individuals or writing embarrassing or degrading items on the bodies or clothing or possessions of individuals.
- Morally degrading or humiliating games or any other activities that makes an individual the object of ridicule, amusement or intimidation.
- Abduction or transporting individuals against their will, abandoning individuals at distant locations,

conducting any “kidnap,” “road trip,” or “ditch” that might in any way endanger or compromise the health, safety, or comfort of any individual.

- Restraining individuals or intentionally exposing them to extreme temperatures, exposure to the elements or uncomfortable conditions, or confinement to a small space.
- Causing an individual to be indecently exposed, or nonconsensual sexual contact, or sexual situations that make an individual uncomfortable.
- Activities that require a person to remain in a fixed position for a long period of time.
- “Line-ups” involving intense or demeaning intimidation or interrogation, such as shouting obscenities or insults.
- Verbal abuse or assigning derogatory names for members to use when addressing one another.
- Assigning activities such as pranks or scavenger/treasure hunts that compel a person to deface or steal property, engage in humiliating public acts, stunts of buffoonery, or harass other individuals or organizations.
- Tests of courage, bravery, or stamina.
- Physical or mental shocks, regardless of degree or nature.
- Ceremonial burials or satanic rites.
- Compelling individuals to wear or carry unusual, embarrassing, degrading, uncomfortable or physically burdensome

articles or apparel.

- Depriving individuals of the opportunity for sufficient sleep (six hours continuous sleep per day minimum), comfortable sleeping arrangements, decent edible meals, or access to means of maintaining bodily cleanliness.
- Activities that interfere with an individual’s academic efforts by causing exhaustion, loss of sleep, or loss of reasonable study time or by preventing an individual from attending class. New member activities shall normally conclude by midnight on school nights.
- Personal servitude or requirements that financially take advantage of a new member.
- Compelling an individual to become branded, tattooed, pierced or shaved.
- Intentionally deceiving new members prior to initiation to make them believe they will not be initiated or will be hurt or struck.
- Excluding an individual from social contact for prolonged periods of time.
- Intentionally creating a mess for others to clean up.
- Compelling individuals to engage in animal cruelty or mistreatment.
- Blindfolding individuals in a manner that may cause intimidation or place the person in danger.
- Depriving new members access to or use of cellular telephones, wallets, keys, and other personal possessions during initiation week.
- Confinement to unreasonably small, poorly ventilated, unsanitary or unlighted areas.

Mountain West Conference Sportsmanship Initiative Code of Conduct Statement for Student-Athletes

The Mountain West Student-Athlete Advisory Committee (SAAC) believes the most important aspects of sport are good ethics and positive sportsmanship. It is very pleased the Conference has undertaken an initiative to enhance this philosophy. We need your commitment to make this effort a success.

The SAAC believes that, in order for an institution to convey a message of good ethics and positive sportsmanship, it must have the involvement and the participation of those individuals most involved in athletics on campus. While this includes, but is not limited to, the President, athletic administrators, coaches and fans, the most important individuals are you, the student-athletes. It is your behavior, more than any other, that can shape the perception of our teams and institutions by the public, the media and our opponents.

Good ethics and positive sportsmanship are philosophies that must be displayed both on and off the playing field. Good sportsmanship on the field enhances the student-athlete image off the field. Not only should student-athletes be good citizens, they should show a general concern for others. We must take a leadership role to compete at the highest levels, always endeavoring for victory, but doing so with grace, class, dignity and respect.

Please join us in supporting the Conference’s Sportsmanship Initiative. Such an initiative will help maintain the Mountain West’s reputation as one of the premier athletic conferences in the country. Best of luck with the coming season and we look forward to crossing paths with you in and on the courses, fields, courts, pools and tracks.

Ethics and Sportsmanship Statement

All aspects of intercollegiate athletics contests shall be conducted in a sportsmanlike manner. It is the responsibility of each member institution in the Mountain West Conference to ensure that all individuals associated with its athletics program conduct themselves in a sportsmanlike manner.

All members of the Conference shall exhibit ethical behavior at all NCAA and Conference competition. Conference members shall conduct themselves in accordance with the rules of the NCAA and Conference and the playing rules of the respective sports.

The athletics personnel of a member institution shall refrain from making negative comments regarding an opposing institution or its players, teams, coaches or staff or game officials.

Each member institution shall create a healthy environment for competition. Administrators, coaches, student-athletes and spectators, as well as others involved in intercollegiate athletics in the Conference, share this responsibility.

Sexual Discrimination - Harassment & Violence

Let's Talk SDSU – <http://sdsutalks.sdsu.edu/sdsutalks/>

San Diego State University does not discriminate on the basis of sex, gender, gender identity, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972 and certain other federal and state laws prohibit discrimination on the basis of sex in all education programs and activities operated by SDSU (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and violence: SDSU is committed to providing equal opportunities to male and female students in all campus programs, including intercollegiate athletics. This policy applies equally to all students, faculty, and staff. For the complete SDSU policy, please visit: <https://sacd.sdsu.edu/student-rights/student-conduct/sexual-assault-prevention-and-response>

What is Sexual Harassment?

Sexual Harassment is unwelcome conduct of a sexual nature that includes, but is not limited to, sexual violence, sexual advances, requests for sexual favors, indecent exposure and other verbal, nonverbal or physical unwelcome conduct of a sexual nature, where such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the individual, and is in fact considered by the individual, as limiting the individual's ability to participate in or benefit from the services, activities or opportunities offered by the university. Sexual harassment also includes gender-based harassment, which may include acts of verbal, nonverbal or physical aggression, intimidation or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

What is Sexual Violence?

Sexual Violence means physical sexual acts (such as unwelcome sexual touching, sexual assault, sexual battery and rape) perpetrated against an individual without consent or against an individual who is incapable of giving consent due to that individual's use of drugs or alcohol, or disability.

If You or Someone You Know Need Assistance / Actions You Can Take

- Go to a place of safety.
- Get medical attention.
- Go to Student Health Services (you can make an appointment without identifying issue) or hospital emergency room.

- Contact someone who is knowledgeable.
 - **Title IX Coordinator:**
Gail Mendez, Center for Prevention of Harassment and Discrimination, AD 228, 619-594-6464
 - **Deputy Title IX Coordinator, Athletics:**
Jenny Bramer, Executive Associate Athletic Director, FAC 3015, 619-594-0394
 - **Deputy Title IX Coordinator:**
Lee Mintz, Director of Student Rights and Responsibilities, SSW 1604, 619-594-3069
- Find resources and information.
 - Let's Talk SDSU – <http://sdsutalks.sdsu.edu/sdsutalks/>
- Confide in someone you trust.
 - As a first step - coach, athletic trainer, advisor or administrator.
- Notify the police.
 - SDSU Police Department – in an emergency 911
 - Nonemergency contact Detective Carrie Hogan, 619-594-1783 or anyone at 619-594-1991.

Your safety and well-being is a priority. Know that there are people who want to help you. Even if you communicated to a mandated reporter, the victim/survivor is still the decision maker in the process.

Social Media Guidelines for Student-Athletes

San Diego State University student-athletes are leaders and ambassadors of SDSU. They are visible members of the community and must understand that the content on their personal social media sites may be accessible by third parties, including the media, SDSU fans, opposing fans, and future employers. Content posted on social media sites can positively or negatively affect the reputation of the student-athlete, the team, the Athletic Department, and SDSU as a whole. Therefore, these guidelines were created to help protect the well-being of SDSU student-athletes and the reputation of SDSU. Participating in athletics at SDSU is a privilege, and student-athletes have a responsibility to represent themselves, their families, and SDSU in a positive manner.

Under California law, SDSU staff may not request or require student-athletes to (a) disclose their username or password for accessing personal social media, (b) access personal social media in the presence of SDSU staff, or (c) divulge any personal social media information, unless SDSU is investigating alleged student misconduct or violations of laws and regulations. However, student-athletes should understand that even social media postings that were intended to be private may become public if they are shared or re-tweeted by a friend or follower.

Guidelines

Any postings on social media sites that are in violation of institutional policies, NCAA or conference rules, or state or federal laws may result in the student-athlete being subject to disciplinary action, including, but not limited to, reduction, cancellation, or non-renewal of athletics grant-in-aid. Examples of impermissible or inappropriate postings (photos, videos, comments, etc.) through social media include, but are not limited to the following:

6. Alcohol and Drug Use
 - a. Content showing the personal use of alcohol, drugs, and tobacco, or content that condones drug-related activity. Examples include shot glasses, plastic cups, and drug paraphernalia.
7. Offensive, Illegal or Otherwise Inappropriate Activities
 - a. Content related to hazing, sexual assault/harassment, or other illegal activities.
 - b. Derogatory or offensive content regarding race, gender, or sexual orientation.
 - c. Content that is obscene, overtly sexual in nature, or in violation of individual privacy rights.
8. Unsportsmanlike Conduct
 - a. Derogatory postings about game officials and opposing teams, coaches, student-athletes, and fans.
9. Sensitive Team or Athletic Department Information
 - a. Content about internal team matters (e.g., injuries, suspensions, eligibility status of teammates).
 - b. Content that is proprietary to SDSU and has not been released to the public (e.g., future schedules, uniforms, facility upgrades).

- c. Content that is critical of teammates, coaches, teams, Athletics Department staff or the Athletics Department.
10. Violations of NCAA Rules
- a. Content that may be perceived as an endorsement of a commercial product or entity; content related to the acceptance of impermissible extra benefits; content related to sports wagering activities.
 - b. Student-athletes may not post anything about recruits or have public communication with recruits until the recruit has signed a scholarship offer with SDSU. It is not permissible to post about a recruit's verbal commitment, but it is permissible to send a private message to a recruit through social media.

Recommendations

The following are recommendations for SDSU student-athletes to consider with their social media accounts:

- Change your security settings to ensure only your “friends” may view your profile and postings, and choose your “friends” and “followers” wisely. Remember that nothing you post on social media is ever truly private—your friends and followers may share or re-tweet your postings with the public.
- Do not post personal information such as your telephone number, home address, email address, and current location.
- If you have any questions or concerns, contact your coaches, the SDSU Media Relations staff, or the SDSU Compliance staff.

Substance Abuse Testing and Education

Purpose

The Department of Intercollegiate Athletics at San Diego State occasionally encounters student-athletes who are not able to take full advantage of their academic and athletic experiences and opportunities because of substance abuse. In response to those situations, the Department of Intercollegiate Athletics hereby adopts this Substance Abuse Education and Testing Policies and Procedures (“Policy”) because abuse of alcohol, illegal substances, performance-enhancing drugs, and certain dietary supplements by student-athletes:

10. Is detrimental to the physical and psychological well-being of the student-athlete no matter when such usage occurs during the year;
11. Can seriously interfere with the health, well-being and performance of individuals as students and as athletes;
12. May be dangerous to the life and health of the student-athlete and his/her teammates, particularly with regard to participation in athletic competition or practice; and
13. Compromises the integrity of university-level athletic competition;
14. Believes a comprehensive drug and alcohol education and testing program is essential in accomplishing a drug-free environment.

Education

1. All student-athletes will complete the e-CHUG and e-TOKE computer prevention/intervention programs. The Athletic Director has the discretion to add additional sessions at any time.
2. Any student-athlete with eligibility remaining who fails to participate in a mandated drug education session will be suspended from the next competition during the official playing season ending in the NCAA (or national governing body) Championship.

Testing

1. The Department of Intercollegiate Athletics prohibits the use of illegal and performance enhancing substances by student-athletes. Testing may be conducted for any substance banned by the NCAA as well as additional substances at the discretion of the Director of Athletics.
2. The Department of Intercollegiate Athletics prohibits the use of medical marijuana in all instances. Possession of a medical marijuana registry identification card does not qualify the student-athlete for a medical exception pursuant to NCAA requirements or this policy, and it will not excuse a positive test result.
3. The Department of Intercollegiate Athletics prohibits underage consumption of alcohol, and it strongly discourages the abuse of alcohol by those of age to legally consume alcohol.
4. In addition to other legal prohibitions, including criminal statutes, student-athletes should be aware that the regulations of the California State University state that students may be expelled, suspended, or placed on probation for the “use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.” [Title 5, California Code of Regulations, Section 41301 (b) (9)].
5. A student-athlete is held accountable and subject to University, athletic department, and/or team disciplinary action whether or not there are legal implications. If there are no legal consequences, it shall be at the discretion of the Director of Athletics to determine if counseling, intervention and/or suspension from practice/competition are warranted.
6. It is the student-athlete’s responsibility to know and understand what he/she is consuming regarding food, drugs (both over-the-counter and prescription via any route of administration) and nutritional supplements (e.g., protein powders, nutritional bars, drinks). For more information about nutritional supplements and NCAA-banned substances, visit the Resource Exchange Center (REC) web site www.drugfreesport.com/rec or contact the Head Athletic Trainer.
7. San Diego State University’s testing program is in addition to any NCAA or conference testing programs even though it may ban the same drugs as those programs.
8. If a student-athlete was properly notified of a drug test and does not appear for the test, the result will be considered a positive test.

9. All urine samples will be collected and analyzed by outside independent agencies selected at the discretion of the Director or Athletics.
10. A student-athlete or team may be subject to testing at any time when the Director of Athletics or his/her designee (i.e., team physician, head coach, athletic trainer) determines there is reasonable suspicion to believe the participant is using a banned substance. Reasonable suspicion screening may be exercised at any time. Reasonable suspicion may include, without limitation, 1) observed possession or use of drugs, 2) arrest or conviction for a criminal offense related to prohibited drugs, 3) receipt of information that suggests potential use of drugs, or 4) observed abnormal appearance, conduct or behavior reasonably interpreted as being caused by the use of prohibited drugs or substances.
11. An incoming student-athlete enrolled in summer school or participating in summer workouts, may be subject to testing at any time at the discretion of the Director of Athletics and/or his/her designee. Penalties for a failed test during this time (summer prior to initial enrollment) are subject to the discretion of the SDSU Athletics Department and may not follow the standard penalty structure identified within this policy.
12. All student-athletes who appear on an official team roster shall be tested for substances via random and selective testing. A student-athlete may be subject to testing throughout the year including team testing, pre-season, post-season, and re-entry testing.
13. The Department of Intercollegiate Athletics considers that any positive test reported from the lab would be due to direct use and could not be attributed to passive means.
14. Any positive test in a student-athlete's career will count cumulatively with respect to the provisions of this program. Positive tests need not be on consecutive testing dates, in the same academic year, or for the same category of substance to increase the level of consequence that is applied.
15. Positive tests that fall below the currently applicable NCAA threshold for a positive test, will not be included in the cumulative count of positive tests when determining sanctions.
16. San Diego State University may amend this policy at any time without prior notification.

Compliance of the Substance Abuse Testing and Education Program

Non-compliance by the student-athlete with these testing procedures or a general lack of cooperation on the part of the student-athlete will be considered a positive test result, at the discretion of the Director of Athletics.

Testing Procedures

1. Urine samples are routinely obtained on a random and selective basis to be tested for evidence of banned substances. Each student-athlete shall sign a consent form prior to undergoing the substance abuse testing. Signing of the consent form is a requirement to participate in intercollegiate athletics at San Diego State University. Minors require a parent or guardian signature. The consent form will be provided with a complete copy of the policy and the student-athlete will have an opportunity to ask any questions regarding the policy and procedures.
2. Once a testing list has been generated via random selection of all eligible student-athletes, a staff coach (this does not include volunteers) will notify the student-athlete verbally either by phone or in person. Notification by text message, voice mail, e-mail or via teammate is an unacceptable means of notification.
3. All female student-athletes chosen will report at their appointment time to the women's coaches' locker room or other designated location.
4. All male student-athletes chosen will report at their appointment time to the men's coaches' locker room or other designated location.
5. A site coordinator will be present to coordinate student-athletes but will not be involved with the collection process. In most cases, the site coordinator will be a staff certified athletic trainer.
6. If a student-athlete is notified of a drug test and is late, then he/she MAY be required to pay a late fee of \$50 to the collection agency, at the discretion of the site coordinator or staff certified athletic trainer administering the test and the Director of Athletics. Any class conflict must be communicated to the administering site coordinator or staff certified athletic trainer after notification and prior to the start of the drug test. At the start of a drug test, the student-athlete is given 3 hours to produce a urine sample.
7. If a student-athlete does not produce an adequate urine specimen (minimum 60 mL, specific gravity measuring greater than or equal to 1.005, and a pH between 4.50 and 7.50) in the allotted time of 3 hours, then he/she will be suspended from practice and competition until an adequate urine specimen can be produced. The next drug test will occur within 2 weeks of the inadequate specimen collection. The period of suspension for failing to produce an adequate urine specimen will never be greater than the suspension for a first positive drug test. Inadequate specimens or attempts to adulterate, substitute, or dilute specimens in an attempt to falsify a drug test will be considered a positive test at the discretion of the Director of Athletics.
8. All adequate urine specimens will be split into two samples, an "A" & "B" sample. The primary sample, "A", will be tested initially. If there is an appeal of the results of the primary sample, the "B" sample will be tested.
9. Student-athletes will be notified by the Director of Athletics, or designee, only if they have tested positive for a banned substance above the NCAA threshold.
10. If a student-athlete's sample results in positive but is below the minimum threshold that triggers a sanctionable test result, that student-athlete is required to meet with their coaches or assigned Team Physician.

Positive Test Result Procedures

Testing procedures take into account low levels of drug metabolites due to situations out of the control of the student-athlete. Any positive test reported from the lab is considered due to direct use and could not be attributed to passive means. Upon receipt of a positive test result, the laboratory technician performing the substance screen will notify the assigned staff certified athletic trainer. The staff certified athletic trainer will consult with the National Center for Drug Free Sport on any discrepancy associated with a positive test. The designee of the Director of Athletics will then notify the student-athlete of the positive result. Outside of extenuating circumstances, a meeting will be arranged between the student-athlete and the Department of Intercollegiate Athletics' representatives within 48 hours of notification of a positive test result. If the 48 hours would end on a weekend, the meeting will be held on the next business day.

All results will be handled confidentially, with the informed parties being limited to: Director of Athletics, Senior Associate Director of Athletics, Athletic Trainer/Drug Test Coordinator, Sport Supervisor, and Head Coach.

Consequences of a Positive Drug Test

All offenses are cumulative for the duration of the student-athlete's career at San Diego State University. The Director of Athletics maintains the right to adjust the consequences at his/her discretion, and on a case-by-case basis.

First Offense

- 1) Assessment and counseling (treatment) through ASPIRE at an on- or off-campus facility. Any expenses for this treatment will be the responsibility of the student-athlete.
- 2) Meet with Director of Athletics or designee and the team physician.
- 3) Parent or guardian notification at the discretion of the Director of Athletics.
- 4) Submit to follow-up drug testing as requested for 1 year from date of official notification of failed test.
- 5) The head coach may impose a stricter penalty, pending approval of the Director of Athletics. This may include removal from competition, suspension from practice and reduction or loss of athletic aid.
- 6) Failure to attend mandatory counseling or to submit to a subsequent drug test at the specified location and time shall count as a second positive test.

Second Offense

- 1) Must complete items 1 through 5 listed in the first offense. These must be completed as a condition of future reinstatement.
- 2) Suspension from competition for a designated period of time (10% of season) during the official playing season ending in the NCAA (or national governing body) Championship. The student-athlete will submit to follow-up drug testing as requested for 1 year from date of official notification of failed test.

Second Positive Drug Test Suspension Chart		
<i>Sport</i>	<i>Number of Scheduled Events</i>	<i>Suspension</i>
Baseball	56 contests	6 contests
Basketball	28 contests	3 contests
Crew	20 dates of competition	2 dates of competition
Cross Country	7 dates of competition	1 contest
Football	12 contests	1 contest
Golf	24 dates	2 dates of competition
Softball	56 contests	6 dates of competition
Track	18 dates of competition	2 dates of competition
Soccer	20 dates of competition	2 dates of competition
Swimming	20 dates of competition	2 dates of competition
Tennis	25 dates of competition	3 dates of competition
Volleyball	28 dates of competition	3 dates of competition
Water Polo	21 dates of competition	2 dates of competition

- 3) The head coach may impose a stricter penalty, pending approval of the Director of Athletics. This may include removal from competition for a longer duration or suspension from practice and athletic aid. Failure to attend mandatory counseling or to submit to a subsequent drug test at the specified location and time shall count as a third positive test.
 - Suspensions for the second positive drug test will not commence until the student-athlete is academically eligible for competition or medically cleared for competition. An ineligible athlete or an injured athlete who is not cleared to play will not be allowed to simultaneously serve his/her suspension as a result of a second positive drug test. For example, if a basketball athlete tested positive and was suspended for the first 10% of his/her season but was academically ineligible for the first semester, which would require him/her to miss all contests in the first semester, he/she would not begin serving their drug suspension until otherwise academically eligible at the beginning of the second term.
 - The suspension must be served only for dates/contests during the championship segment that are countable toward the maximum annual number of dates/contests for the student-athlete's sport. For purposes of the dates/contests suspended, the postseason will count as part of the suspension.

Third Offense

- A. Must complete items 1 through 5 listed in the first offense. These must be completed as a condition of future reinstatement.
- B. Suspended for one-year from competition to begin the date the test results are received by the university. Note: the head coach may impose a stricter penalty, pending approval of the Director of Athletics. This may include removal from practice and athletic aid.

- C. Failure to attend mandatory counseling or to submit to a subsequent drug test at the specified location and time, shall count as a fourth positive test.

Fourth Offense

A fourth positive test during the career of a student-athlete at San Diego State University will result in a permanent suspension of athletics from the University and removal of athletic aid

Appeal Procedure

Student-athletes who test positive for a banned substance by the laboratory retained by San Diego State University may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Director of Athletics or designee will formally request the laboratory retained by San Diego State University to perform testing on specimen B. Specimen B findings will be final. If results for specimen B are negative, the drug test will be considered negative. Consequences of a positive will proceed from the results of specimen A.

The student-athlete may have an advocate or other representative present during the appeal hearing if the student so desires. However, the student-athlete must present his or her own case. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence as well as to review results of the drug test. The proceedings shall be confidential. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final.

Safe Harbor Policies and Procedures

- 1) A student-athlete who initially "self-reports" to a senior athletic administrator prior to notification of a drug test that he/she is using drugs, will enter the Safe Harbor Program and not be charged the participation suspension of a "first positive." A student-athlete is not eligible for the Program after he or she has been informed of an impending drug test, after having received a positive test result from San Diego State University or a NCAA drug test, or had been in a drug or alcohol related incident. A student-athlete may enter the Safe Harbor Program only once during his/her career at San Diego State University. The self-report to a Senior Athletic Administrator must occur at least one day prior to his/her name being selected for a drug test.
- 2) San Diego State University will work with the student-athlete to prepare a treatment plan, which will include evaluation, testing, and counseling. A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed 30 days.
- 3) While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by San Diego State University, but may be selected for drug testing by the NCAA.
- 4) Failure to comply with the above to the satisfaction of the Director of Athletics will lead to sanctions including the retroactive counting of a positive drug test.

Any positive test result thereafter will count as a second positive. A student-athlete who reports to a Senior Athletic Administrator after notification of a drug test that he/she may test positive on the impending test will automatically incur sanctions of a "first positive" regardless of the test outcome. The sanctions will begin immediately upon the day of self-report

Alcohol or Drug Related Convictions Policies and Procedures (Including Under Age Drinking)

- 1) A student-athlete is held accountable and subject to University, athletic department, or team disciplinary action whether or not there are legal implications.
- 2) A student-athlete is required to notify their head coach and sport supervisor of any incident that results in arrest whether the incident occurs on- or off-campus during the school year or while on break.
- 3) If a student-athlete has a drug test that reveals alcohol in the sample, the student-athlete must meet with the Director of Athletics or designee within 48 hours of notification of a positive test result and appropriate action will be taken if necessary. If the 48 hours would end on a weekend, the meeting will be held on the next business day.
- 4) A student-athlete cited for underage drinking will be referred for a mandatory alcohol intervention program, must meet with the Director of Athletics or designee and the team physician, serve eight hours of community service, and will be subject to selective testing.
- 5) A student-athlete who is convicted of driving under the influence (DUI) of alcohol or drugs, or convicted of another drug or alcohol related offense (other than item 3 from above), will be referred to a drug or alcohol intervention program, and must meet with the Director of Athletics or designee and the team physician. In addition, this will be treated as a positive drug test.
- 6) Drinking or drug related arrests or other alcohol or drug related incidents not listed within this policy may trigger a response deemed appropriate by the Director of Athletics, which could include community service, suspension and a countable positive test.
- 7) A student-athlete charged with an offense that involves suspension if convicted may opt to start serving their suspension prior to their court trial.

What Should You Know About: Nutritional Supplements, Prescriptions, and Positive Drug Tests

- 1) Many student-athletes assume that products that can be purchased at a health food store are allowed under NCAA rules. This is not correct. Reliance on the advice of a clerk at the store, distributor at a gym, or anyone who is not with the student-athlete's athletics program, can and has resulted in erroneous information about whether the product contains any NCAA-banned substance. This false information has resulted in a positive drug test for banned substances that were contained in the product. **It is the student-athlete's responsibility to know and understand what he/she is consuming.** A positive test due to use of these substances will still result in suspension.
- 2) Many "fat burners" and weight-gain products contain nutritional supplements. Nutritional supplements can come in a pill, powder, liquid, and bars. While they can be legally sold at grocery stores, pharmacies, health food stores, on the Internet, and elsewhere, many of these products are not strictly regulated and may contain substances banned by the NCAA.

- 3) Prescription medication may also result in a positive test. Student-athletes may be required to disclose any medications, name of the physician who prescribed it, the intended use and the last fill date to the Athletic Medicine staff for verification. A positive test resulting from the use of someone else's prescription medication will be counted as a positive drug test.

If a student-athlete has questions about a supplement or prescription, a staff certified athletic trainer or team physician can be of assistance in determining if it is safe to use the product. For more information about nutritional supplements and NCAA-banned substances, visit the Resource Exchange Center (REC) web site www.drugfreesport.com/rec. The REC is funded by the NCAA to provide a confidential resource for student-athletes and athletics staff that has questions about nutritional supplements.

NCAA Policy on Attention Deficit Disorder (ADD/ADHD)

Since August 2009, the NCAA has been enforcing a stricter application of the NCAA Medical Exemption Policy, specifically for the use of banned stimulant medication to treat **Attention Deficit Disorder (ADD/ADHD)**.

This stricter application requires documentation that demonstrates the student-athlete has undergone a clinical assessment to diagnose ADD/ADHD, is being monitored routinely for use of the stimulant medication and has a current prescription on file, in order to be approved for a medical exemption to the banned drug policy.

Currently, stimulant medications used to treat ADD/ADHD are banned for use in NCAA competition. Use of such medications can result in a positive drug test and loss of eligibility, unless the student-athlete provides adequate documentation of a diagnostic evaluation for ADD/ADHD and appropriate monitoring of treatment.

All SDSU student-athletes are required to report to the medical athletic training staff any medications they are currently using. Student-athletes must complete the **Attention Deficit Disorder Information Form** and have forms completed by your treating physician. You may need to send a set of forms to two different healthcare providers if you're testing for ADD/ADHD was done by someone other than the physician who prescribes your medication. See the SDSU Athletic Medicine Department for more information.

Team Travel Policies

Student-athletes who choose not to travel with the official travel party (assuming the head coach has granted permission) must sign an **SDSU Athletics Travel Waiver Request Form in ARMS prior to leaving campus**. If the student-athlete is under 18 years of age, the form must be signed by a parent or legal guardian. These forms can be completed on ARMS.

Student-athletes who do not travel with the team are responsible for their own travel expenses. They are not covered by the university insurance policies in the event of an injury.

Tobacco Policy

The Department of Athletics also strongly encourages its student-athletes to abstain from tobacco use in their private lives.

Transfer Policy

Pursuant to bylaws 13.1.1.3 and 13.1.1.3.1, a SDSU student-athlete shall not make contact with another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first submitting their Notification of Transfer on ARMS and subsequently be listed on the NCAA Transfer Portal. In the event that a SDSU student-athlete wishes to transfer to another NCAA or NAIA four-year collegiate institution, the student must complete the "Notification of Transfer" form on the ARMS database. Per NCAA rules, the Compliance department will enter the requestor's information into the NCAA Transfer Portal within two business days of receipt of the Notification of Transfer form.

Upon receipt of the Notification of Transfer form, SDSU will provide to the student a description of services and benefits that will remain accessible (see below Restrictions on Elective Athletic Resources section).

Additionally, pursuant to NCAA bylaw 15.3.5, SDSU reserves the right to reduce or cancel a student-athletes financial aid at the end of the regular academic term in which the written notification of transfer is received. If a student-athlete provides written notification of transfer to the institution between regular academic terms (winter break, summer break) the institution may reduce or cancel the financial aid immediately. Should SDSU decide to reduce or cancel an athletics scholarship, the student-athlete will be notified via electronic mail sent by the Director of Financial Aid & Scholarships. This letter will also include a notification of the student-athletes right to appeal the decision.

Students who have submitted a Notification of Transfer but wish to withdraw their name from the NCAA Transfer Portal should submit their request to goaztecscompliance@sdsu.edu.

Restrictions on Elective Athletic Resources While Still Enrolled at SDSU

SDSU student-athletes who have submitted their notification of transfer but who are still enrolled at SDSU **may be subject to restrictions to Elective Athletic Resources.**

Section I. The following resources will remain available to student-athletes who have submitted their notification of transfer. These resources will remain available to the student-athlete through the last academic term (e.g., spring term; summer II term) the student-athlete is enrolled at SDSU or as determined by those particular department leads. Resources will remain available through appointments only.

1. Sports Medicine Services (e.g., athletic trainers; team physician; athletic training room) ONLY for documented injuries that have not been resolved as a result of participation while representing SDSU.
2. General Medical Services (e.g., mental health counselor) ONLY for documented needs that have not been resolved as a result of participation while representing SDSU.

Section II. The following elective resources will remain available, at the Athletic Department's discretion, to student-athletes who have submitted their notification of transfer. The continued availability of these resources will be determined on a case-by-case, resource by resource, basis by the Head Coach and Sport Administrator, subject to the review and final approval of the Director of Athletics. Student-athletes will be notified in writing as to which resources, if any, will continue to be available to them. The sport designees for each identified area will be copied on the email notification.

- Access to coaches/staff/sport program offices
- Access to athletic facilities (e.g., weight room; locker room; arena; track; practice/game field)
- Access to athletic academic support services (e.g., academic advising, mentors, tutors, computer lab)
- Access to equipment
- Access to apparel
- Access to transportation
- Access to performance athletics staff
- Access to incidental meals
- Any other resources or services not listed under Section I

Restrictions to elective athletic resources may NOT be appealed.

Credits: 2023-24 Student-Athlete Handbook was compiled by the Office of Athletic Compliance. Any questions regarding the content of this handbook /planner should be directed to the Compliance Office in the SDSU Athletics Department at goaztecscompliance@sdsu.edu.