

**Overview:** This policy outlines the processes of the notification of transfer (including permission to use the one-time transfer exception) and the resources that will remain available to current SDSU student-athletes who have notified of their intent to transfer.

### **Notification of Transfer**

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 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 Front Rush 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 and 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](mailto: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.

- Sports Medicine Services (e.g., athletic trainers; team physician; athletics training room)  
ONLY for documented injuries that have not been resolved as a result of participation while representing SDSU
- 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, tutors)
- 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.

### **One-Time Transfer Exception Appeal/Hearing Process**

In the event SDSU objects to the one-time transfer exception, the student will be notified in writing of the decision and of their right to appeal the decision.

Should a student wish to appeal the decision under the one-time transfer exception, the student shall submit a written request to the Faculty Athletics Representative (FAR) within 14 days from the date of the email notifying the student that a release is not being granted.

Below is the IAC Student-Athlete Transfer Appeals Committee Process:

1. The Compliance Office notifies a student-athlete of the Department of Intercollegiate Athletics decision to object to the one-time transfer release.
2. The student-athlete shall be informed that he/she can appeal the decision by contacting the Faculty Athletics Representative (FAR) within 14 calendar days. The student-athlete shall also be informed that if he/she wants to appeal the decision of the Department of Intercollegiate Athletics, a three-person committee, chosen from faculty members of the IAC, will hear the appeal.
3. The Compliance Office shall notify the FAR of all student-athlete denial decisions.
4. If the FAR receives written notification from the student-athlete requesting an appeal, he/she shall create an ad hoc committee of three IAC faculty members to hear the appeal.
5. The FAR shall inform the student-athlete and the committee of the time and location of the hearing and the procedures that will be followed. The student-athlete shall be notified that he/she must make a good-faith effort to appear at the hearing, but if the student-athlete is unable to attend, he/she may appear electronically or to only submit written information to the committee.
6. The FAR shall notify the student-athlete and the committee that the student-athlete must be provided with written results of the appeals committee's decision, which shall be 15 business days of the FAR's receipt of the student-athlete's written request for a hearing.

7. The appeals committee shall select a chair who will run the appeals meetings.
8. At the appeals meeting,
  - a. Without the presence of any representatives from the Department of Intercollegiate Athletics, the student-athlete shall present his/her case to the appeals committee. The student-athlete may invite a witness(es) to support their case.
  - b. Without the presence of the student-athlete or his/her witness(es), a representative from the Department of Intercollegiate Athletics representative(s) shall present its case to the appeals committee.
9. Prior to rendering a decision, the appeals committee can request additional information from either party.
10. The appeals committee shall provide written results of its decision to the student-athlete, The Director of Intercollegiate Athletics, Associate Athletic Director of Compliance, student-athlete's head coach, FAR, and members of the appeals committee.
11. If the student-athlete has not been sent a response to his/her written request for a hearing within the 15-business day period, the Associate Athletic Director of Compliance shall update the NCAA Transfer Portal to reflect that SDSU no longer objects to the one-time transfer exception. This also applies if the student-athlete is not notified of the appeals committee's decision within 15 business days of the FAR's receipt of the student-athlete's request.
12. Decisions by the appeals committee are final.