

HOKIES®

Student-Athlete Handbook

2024-2025

Table of Contents

Mission Statement	3
Virginia Tech and Conference Affiliations	3
Role of a Student-Athlete	4
Student-Athlete Conduct Policies	5
Alcohol, Tobacco and Other Drug Use	8
Drug Testing Programs	9
Sports Wagering	10
Hazing	11
Title IX and Sexual Harassment	12
Virginia Tech Official Visit Policy	15
NCAA Playing and Practice Season Information	17
Countable Athletically-Related Activities (CARA)	20
Name, Image and Likeness (NIL)	22
Student-Athlete Academic Support Services	22
NCAA Eligibility Requirements	28
Scholarship Book Loan Procedures	28
Academic Awards and Scholarship Opportunities	30
NCAA Policy on Extra Benefits	33
Ethical Conduct	35
Financial Assistance	36
Medical Disqualification Protocol	38
Exhausted Eligibility Athletics Aid (5th year Aid)	39
Summer Session Athletics Aid	40
Procedures to Appeal Reduction in Aid	41
Notification of Transfer Policy	42
Student-Athlete Conflict Resolution Protocol	44
Role of Sport Administrator	45
NCAA Student Assistance Fund (SAF)	46
Student-Athlete Development	49
Student-Athlete Advisory Committee (SAAC)	50
Sports Medicine	51
Strength & Conditioning	53
Sports Nutrition	54
Counseling & Athletic Mental Performance (CAMP)	55
Letter Award System	57
Student-Athlete Feedback	57
Diversity, Inclusion, & Belonging	60
Equipment ad Locker Room Procedures	63
Team Travel	64
Inclement Weather Policy	65
Signature Page	68

MISSION OF THE VIRGINIA TECH ATHLETICS DEPARTMENT

Virginia Tech Athletics is committed to excellence, both academically and athletically, and to the personal development of our student-athletes. In the spirit of Ut Prosim, we stand together to serve and represent our university and community with integrity and respect.



Virginia Tech has competed in varsity sports for more than 100 years. The athletics program was established on September 26, 1891 and the first varsity sporting event was held in the spring of 1892 when the baseball team defeated Newport 18-8.

Women's varsity athletics began in 1976. Currently, Virginia Tech sponsors 22 varsity sports at the NCAA Bowl Championship subdivision level and they are divided equally into 11 men's sports and 11 women's sports. The university fields men's teams in soccer, cross-country, swimming, indoor and outdoor track, football, basketball, wrestling, baseball, golf and tennis. The women's teams compete in cross-country, golf, volleyball, indoor and outdoor track, swimming, basketball, soccer, tennis, lacrosse and softball.

VT in the ACC

The Atlantic Coast Conference is composed of the following institutions: Boston College, Clemson University, Duke University, Florida State University, Georgia Tech, University of Louisville, University of Miami, University of North Carolina, North Carolina State University, University of Notre Dame, University of Pittsburgh, Syracuse University, University of Virginia, Virginia Tech and Wake Forest University.

In the summer of 2003, Virginia Tech was invited to become a member of the Atlantic Coast Conference. Virginia Tech officially joined the ACC on July 1, 2004 and began play in 21-varsity sports during the 2004-2005 academic year.

In 2014, the Hokies added women's golf as the 22nd intercollegiate sports program with the inaugural season commencing in the fall of 2015.

ROLE OF A STUDENT-ATHLETE

A. General Responsibilities as a Student-Athlete

It is a privilege, and not a right, to participate in intercollegiate athletics. As a student who participates in intercollegiate athletics, you become a member of a team. With great privilege comes great responsibility. When you accept the privileges of being a Virginia Tech athletics team member, you also accept all of the responsibilities of representing the university as a student-athlete. In addition to NCAA, ACC, institutional, and department rules, you are expected to follow team rules and practices set forth by your coaches.

You are expected to conduct yourself, both on- and off-campus, in a manner which respectfully represents you, your family, your team and Virginia Tech. Your personal conduct is an important aspect of how other people, your fellow students and administrators will interact with you. You should at all times demonstrate good judgment, ethical behavior, and comply with all ACC, NCAA and institutional rules. Remember, you are a highly visible member of the university community.

Students who do not conduct themselves in a manner consistent with these expectations may be subject to discipline in keeping with federal, state, institutional, departmental and team protocol.

B. Responsibilities as a Student-Athlete

Virginia Tech Student-athletes are high profile community members. Your conduct on and off the playing surface matters and will reflect upon you, your future, your team, your coach, the athletics program and Virginia Tech. You are expected to conduct yourself responsibly, honestly and with integrity. At a minimum, you are expected to:

- Comply with all Virginia Tech Athletic Department rules and regulations.
- Participate in NCAA Compliance sessions and ask questions if there is any confusion regarding the material discussed.
- Read all forms thoroughly before signing,
- Comply with all NCAA and ACC rules and promptly report any rule infraction.
- Comply with all team rules, policies and practices.
- Display good sportsmanship.
- Protect your health, both mentally and physically, and report promptly any health concerns you may have.

C. Athletic Sportsmanship

Under the principles of conduct of intercollegiate athletics, the NCAA notes that, “Student-athletes of a member institution shall display themselves with honesty and good sportsmanship. Their behavior shall at all times reflect the high standards of honor and dignity that characterize participation in competitive sports in a collegiate setting.”

Examples of poor sportsmanship include, but are not limited to:

1. Physical abuse of an official, coach, athlete, or spectator.
2. The intentional injury of an opponent or teammate during a game or practice.
3. Use of obscene or inappropriate language or gestures to officials, the media, opponents, team members or spectators.
4. Any action, which violates recognized intercollegiate athletics standards, or the values and standards associated with Virginia Tech

Student-athletes who engage in poor sportsmanship will face discipline up to an including termination of athletics participation. Students who engage in such behaviors may also be subject to additional federal, state and institutional penalties.

In addition, student-athletes are expected to follow all ACC rules and regulations including those found in the ACC Manual.

STUDENT-ATHLETE CONDUCT POLICIES

Policies on Misconduct for Virginia Tech Student-Athletes

These Athletic Department Policies are meant to supplement and expand on University Policy 1035 “Student-Athlete Conduct.” If this Student Athlete Handbook is inconsistent with Policy 1035, Policy 1035 will control. The Student Athlete Conduct Policy - Policy 1035 can be found here: <https://policies.vt.edu/assets/1035.pdf>

Students have a continuing duty to promptly report to the Office of Student Conduct, any arrests or convictions for violation of federal, state, or local laws, or laws of other countries, excluding minor traffic violations that do not include injury to others. An arrest includes the issuance of a written citation or summons regardless of whether the student is taken into custody by law enforcement. This duty applies regardless of where the arrest occurred (inside or outside the Commonwealth of Virginia), and regardless of whether the University is in session at the time of the arrest.

Legal Issues

Any VT student-athlete arrested for either a felony, misdemeanor, or any lesser criminal offense must notify his or her head coach (or assistant coach if the head coach is not available) as soon as possible after the arrest. Regardless of the nature of the criminal offense for which the VT student-athlete has been arrested, he or she may not participate in any team activities until he or she has met with the head coach and the Director of Athletics or sports supervisor designated (hereinafter “Designee”) by the Director.

After the VT student-athlete meets with his or her head coach and the Director of Athletics or the Designee, based upon a reasonable evaluation of known circumstances surrounding the situation and using the below-referenced guidelines, a decision will be made by the head coach and the Director of Athletics with regard to the student-athletes playing status.

Felony Charge or Arrest

Any Virginia Tech varsity student-athlete who is charged with, or arrested for a felony as defined by the State of Virginia shall be suspended immediately from practice and from competition until final resolution of the criminal proceeding or such time that the Director of Athletics, after careful consideration of the totality of the circumstances and upon meeting with the student-athlete, may choose to reinstate the student- athlete, continue the suspension, or continue the suspension subject to conditions provided. The Director of Athletics may also consult with the FAR and appropriate University officials for recommendations regarding the appropriate sanction(s).

Specific sanctions and conditions for felony misconduct include, but are not limited to: warning, reprimand, probation with or without conditions, requirements for restitution, conditions to encourage personal rehabilitation (e.g., counseling and community service), conditions related to satisfactory academic performance, suspension from practice, suspension from competition, suspension from access to athletic departmental services and/or action to revoke or modify athletically-related financial aid. Any revocation or modification of athletically related financial aid will be in accordance with NCAA and University procedures outlined in the Student- Athlete Handbook.

Non-Felony Misconduct

Virginia Tech varsity student-athletes charged with a misdemeanor offense as defined by the State of Virginia must report the charge to his or her head coach (or assistant coach if the head coach is not available) as soon as possible after the arrest, and in all cases, prior to participation in the next organized athletic activity.

The Director of Athletics will review the circumstances to reasonably determine if there has been a violation of athletics department or team policies.

Student Arrest Disclosure

All Virginia Tech students are responsible for reporting within 10 business days of any arrest, conviction, or issuance of a protective order, to the Student Conduct Office, as a condition of the Student Code of Conduct. This notification must be made in person to the Student Conduct Office using the required [self-disclosure of arrest\(s\)/conviction\(s\) form](#), which is available on the [Student Conduct website](#). The purpose of this policy is to enhance the safety and security of the university community.

A. Dismissal

Athletics participation is a privilege not a right. As such, a student-athlete may be dismissed from all elements of participation in intercollegiate athletics when the Director of Athletics, in consultation with the coach, and other appropriate University officials, reasonably determines that either the severity or the frequency of the misconduct necessitates the dismissal. A student-athlete who has been dismissed from participation in practice, competition, and/or services

provided by the Department of Athletics shall be provided the opportunity to appeal the decision. Please see University Policy Section 1035 for the appeal process that the student-athlete must follow if he or she wishes to exercise this appeal option. Appeals under Policy 1035 are final.

B. Appeals

A student-athlete may appeal a revocation or modification of athletically related financial aid in accordance with NCAA procedures and University procedures, as outlined in this Student-Athlete Handbook and University Policy 1035. If there is a substantial change in circumstances affecting a student-athlete who has been suspended from participation in practice, competition, and/or services provided by the Department of Athletics, the student-athlete may petition the Director of Athletics to review the changed circumstances. The student-athlete may submit a written statement in support of the request. Thereafter, the Director of Athletics shall consult with other appropriate University officials on whether the suspension should be modified. If circumstances warrant a change in a suspension, a student-athlete may be reinstated by the Director of Athletics to resume participation in practice, competition, and/or services provided by the Department of Athletics.

Any student athlete sanctioned under these procedures may appeal within five working days, in writing to the Athletics Director. In the event of an appeal, a Review Committee shall consider all factors, including any extenuating circumstances. The

student athlete may appear personally before the committee, with or without a representative of her/his own choosing from the members of the university community. The Review Committee shall be composed of:

- A. The President (or designee);
- B. The Athletic Director; Vice President for Student Affairs (or designee)
- C. The NCAA Faculty Representative (who shall chair the committee).

Dismissal or reduction of a criminal charge is a change of circumstance that may or may not justify revision of a suspension from participation in practice, competition, and/or services provided by the Department of Athletics.

C. Records and Privacy

Records of misconduct and actions taken will be maintained in your education record within the Office of the Associate Athletics Director for Student-Athlete Development. These records are subject to state and federal privacy protection, as well as University policies regarding confidentiality.

Notification to the public regarding your eligibility for intercollegiate competition shall be limited to your name and eligibility status, public information, and information that is not part of your education record subject to the privacy protections noted above.

D. Review of Policy

This Code of Conduct will be reviewed within three years after the latest revisions are implemented and revised as appropriate. This policy is subject to review at any other time deemed necessary by the President, the University Athletic Advisory Committee, the Director of Athletics, or the General Counsel.

The Virginia Tech Athletics Department condemns the use of any illegal drugs or the illegal use or abuse of any controlled substances, including the underage consumption of or abuse of alcohol, by anyone including Virginia Tech student-athletes.

We maintain a substance abuse program to:

- Help student-athletes avoid improper involvement with drugs or alcohol.
- Identify potential drug or alcohol abuse.
- Provide support services and aid in the rehabilitation of student-athletes who are misusing drugs or alcohol.
- Remove from our athletic programs any student-athletes who have violated the law, NCAA regulations, the policies of this department or the policies of their team.

ALCOHOL, TOBACCO, AND OTHER DRUGS

The Use of Alcohol and Alcohol Abuse

Alcohol abuse is a progressive disorder in which physical dependency can develop. The negative physical and mental effects of the abuse of alcohol are well-documented.

Even low doses of alcohol impair brain function, judgment, alertness, coordination, and reflexes. Very high doses cause suppression of the respiratory system and can lead to death.

All Student-Athletes involved in alcohol-related incidents are subject to the rules and disciplinary policies of Virginia Tech, which may be found here:

<http://www.hokiehandbook.vt.edu/codeofconduct/>

Alcoholic beverages are further governed by Virginia Polytechnic Institute and State University Policy 1015. This policy is available at <http://www.policies.vt.edu/1015.pdf>

The Virginia Tech Office of Student Conduct Policy on Controlled Substances

The illegal use or possession of any controlled substance is strictly prohibited by the university. The illegal use of controlled substances is incompatible with the goals of the academic community. Students found responsible for possessing, using, manufacturing, possessing with intent to manufacture, selling, dispensing, or distributing any illegal drug or substance controlled under state or federal law will face serious disciplinary action that will likely result in suspension or dismissal from the university for a first offense.

Virginia Tech has a "zero tolerance" policy with respect to illegal drugs, including but not limited to marijuana, LSD, ecstasy, rohypnol, cocaine, heroin. Possessing, using, making, growing, giving, selling, or distributing any illegal drug or controlled substance is forbidden.

The Virginia Tech policy on Alcohol and Other Drug Offenses can be found on page 8 of the Student Code of Conduct

https://codeofconduct.vt.edu/content/dam/codeofconduct_vt_edu/CodeOfConduct-Fall2021.pdf

DRUG TESTING PROGRAMS

Student-Athlete Monitoring and Assistance Program (SAMAP)

Virginia Tech Athletic Department Drug Testing Program Virginia Tech and the Department of Athletics believe that alcohol and drugs have no place in intercollegiate athletics participation. The Department of Athletics has developed the Student-Athlete Monitoring and Assistance Program (SAMAP), which is designed to promote the physical and mental health of its student-athletes while protecting their individual rights to privacy.

The program is administered by the Student-Athlete Monitoring and Assistance Program Committee (SAMAPC), which is composed of: Associate A.D., Sports Medicine (Chair) Assistant A.D., Licensed Clinical and Sport Psychologist Chief Medical Officer (CMO), Team Physician Sr. Associate A.D., Student-Athlete Services and University Affairs Sr. Associate A.D., Internal Operations (Ex Officio)

The comprehensive program consists of random testing as well as for improper drug use on the basis of reasonable suspicion or in response to a voluntary request from a student-athlete or a request by the coach. In addition, the program emphasizes education, preventative programs, and counseling.

The policies and procedures for the testing are reviewed and revised yearly by the SAMAPC and approved by the University Legal Counsel. The policies and procedures are distributed to all coaches and student-athletes each year.

Each student-athlete will be made aware of the consequences involved if he or she violates the rules established by SAMAPC and abuses chemical substances. All coaches are responsible for knowing the policies and procedures and for educating the student-athletes regarding the disciplinary actions that will be taken if they test positive.

Every fall, all student-athletes attend a mandatory meeting, in which Sports Medicine staff members review current drug testing policies and procedures with the student-athletes and culminates in the signing of the Consent to Testing Form (different from the NCAA form). This form is kept on file in the Compliance Office. According to Athletic Department policy, a student-athlete cannot practice or compete if he or she fails to sign the form.

All coaches involved in recruiting should advise the prospective student-athletes of the drug-testing program during the recruiting process. Coaches are expected to support the efforts of the

Department of Athletics to ensure that the athletics program is drug-free and that Virginia Tech student-athletes are informed of the risks involved in drug use. Coaches' regular contact with student-athletes provides an excellent opportunity to counsel and educate. They are assisted in this effort by other departmental and university staff members. The full version of the Student-Athlete Monitoring and Assistance Program (SAMAP) – Policy 1036, can be found here:

<https://policies.vt.edu/assets/1036.pdf>

NCAA Drug Testing Program

The NCAA requires student-athletes competing in NCAA championships to be drug-free. If the NCAA determines that a student-athlete has engaged in NCAA Banned Drug use, that student-athlete shall be declared ineligible for all regular season and postseason competition through the time period ending one calendar year after the positive drug test. Steroid use is also prohibited and the NCAA tests student-athletes for steroids on a year-round basis.

The NCAA may conduct drug individual drug tests on specific occasions (including, but not limited to, NCAA championships, on-campus previous to football bowl games, or on other occasions for selected football and track athletes). A list of banned substances developed by the NCAA Executive Committee* may be found here:

NCAA List of Banned Substances

This list consists of substances purported to be performance enhancing and/or potentially harmful to the health and safety of the student-athlete. The drug classes specifically include stimulants (such as amphetamines and cocaine) and anabolic steroids, as well as other drugs.

A consent form, prescribed by the NCAA Management Council, is administered individually to student-athletes each academic year at the time that the squad first meets. Failure to sign the consent form shall result in the student-athlete's ineligibility for practice or competition. The consent form is kept on file in the Compliance Office for the Director of Athletics. Detailed information on the NCAA Drug Testing Program is on file in the office of the Associate A.D. for Sports Medicine.

SPORTS WAGERING

Student-athlete involvement in sports wagering compromises the integrity of sport. The NCAA has established specific guidelines concerning involvement in sports wagering of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Student-athletes shall not knowingly participate in any sports wagering activity, whether through a bookmaker, parlay card, sports book, online casino, mobile phone application, fantasy leagues or any other method employed by organized gambling.

Virginia Tech student-athletes are responsible for the following:

- Reporting any offers or gifts, money or favors in exchange for supplying team information or for attempting to alter the outcome of any contest;

- Maintaining a clear understanding of what constitutes gambling and bribery activities and reporting any suspected infractions;
- Contacting a coach or other Departmental personnel (e.g., Strategic Communications staff) when questions concerning appropriate release of team information occur; and
- Increasing one's awareness that participation in gambling or bribery activities will result in disciplinary actions by the NCAA as well as local, state, and/or federal prosecution of the involved individual(s).

Remember your involvement in any form of gambling or bribery, even in the most minor fashion, can jeopardize your athletic career per NCAA regulations. For example, you may not enter a March Madness Basketball Bracket that requires an entry fee with the opportunity to win a prize. Additionally, any fantasy football league that requires an entry fee is impermissible.

If you receive any form of threat from an individual regarding sports wagering activities or the outcome of an athletic event, notify your coach or the compliance office immediately.

[NCAA Sports Wagering Resources](#)

HAZING

Hazing is a violation of Virginia Tech policy and may also constitute a criminal offense under the laws of the Commonwealth of Virginia. Hazing, as defined by Virginia Tech, means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity. It should be noted that consent is not a defense.

Information obtained from: Hokie Handbook – Student Code of Conduct Section

Prohibited hazing behaviors include, but are not limited to the following activities:

Physical

1. Encouraging or requiring persons to consume excessive amounts of alcohol or other liquids (e.g., encouraging or requiring individuals to use beer bongs, play drinking games or drink unknown substances).
2. Requiring that a person do or submit to any act that will alter his or her physical appearance in any significant degree for any substantial period of time (e.g., branding or tattooing; using makeup, paint, or markers on a person; or shaving the head or body).
3. Requiring activities that disrupt a person's normal schedule. A normal schedule includes three reasonably spaced meals per day, the opportunity for sufficient rest at night (at least six full hours), time required for study outside of scheduled class hours, and reasonable time for personal hygiene.

4. Requiring a person to engage in physical activity of unusual kind or duration, such as: calisthenics, overly difficult work assignments, activities that may be excessive for a person with physical disabilities, activities that require a person to remain in a fixed position for an extended period of time, or confining a person in a room that is too hot, too cold, too noisy, or too small.
5. Hitting or pretending to hit an individual.
6. Performing acts that are or seem to be dangerous.

Psychological

1. Requiring a person to pretend to or actually violate a law.
2. Yelling or screaming at individuals.
3. Calling individuals demeaning names.
4. Interrogating individuals in an intimidating or threatening manner.
5. Requiring a person to perform acts of servitude or perform personal errands for others.
6. Deceiving an individual into believing that they will be hurt during induction or initiation.
7. Forcing a person to publicly wear apparel that is abnormal and not normally in good taste.
8. Requiring a person to appear nude at any time. Engaging in an activity that compels a student-athlete or team to remain in a certain place or transporting anyone without his or her knowledgeable consent (e.g., taking a person on a road trip to an unknown destination, or kidnapping).
9. Requiring an individual “pledge” or “associate” for a period of unusual length (more than 10-12 weeks) for reasons other than achieving academic requirements.

In determining whether a specific behavior violates the hazing policy, please see:

https://campuslife.vt.edu/Student_Orgs/conduct_status.html

TITLE IX AND SEXUAL HARASSMENT

Title IX of the educational amendments prohibits discrimination on the basis of sex in any educational program or activity that receives federal financial assistance. Title IX prohibits sexual harassment, including sexual violence.

Educational institutions are required to provide women and men comparable resources, support, and promotional opportunities in all disciplines, including science, technology, engineering, mathematics and athletics. Title IX’s protection is not limited to women, but protects the rights of both women and men.

Virginia Tech’s Sexual Harassment and Sexual Misconduct Policy

Virginia Tech does not tolerate discrimination or harassment that is based upon a person’s gender, gender identity, sexual orientation or gender expression. Such behavior is inconsistent

with the university's commitments to excellence and to a community in which mutual respect is a core value as articulated in the [Virginia Tech Principles of Community](#).

Virginia Tech's policy on harassment, discrimination and sexual assault is outlined in University [Policy 1025](#) and it includes a comprehensive listing of protected classes under Title IX.

The Office for Equity and Accessibility (OEA) coordinates the university's response to all reports of discrimination, harassment, or retaliation (Prohibited Conduct) under the university's anti-discrimination policies, including Policy 1025. [Please see Policy 1025 for definitions of Prohibited Conduct](#). Forms for reporting Discrimination and Harassment and Gender Based Harassment can be found on the Dean of Students website [here](#).

The Student Code of Conduct includes policies related to Gender Based Violence. That information and can be found here:

https://codeofconduct.vt.edu/content/dam/codeofconduct_vt_edu/CodeOfConduct-Fall2021.pdf

Virginia Tech has a process for conducting investigations of sexual misconduct, please visit [SAFE at VT](#) to get more information.

If you or someone you know has been involved in an incident of sexual misconduct, please visit [SAFE at VT](#) in order to get more information about options for help. Additionally, below is a list of resources within the Virginia Tech and New River Valley communities.

Confidential Resources: cannot share identifying information about you without your written consent. Exceptions can be made in response to court orders, when child or elder abuse is involved, or if there are serious threats to hurt one's self or others.

All of the following agencies and/or practitioners are considered confidential resources for Virginia Tech:

- The Women's Center at Virginia Tech - 540-231-7806
- Virginia Tech Cook Counseling Center - 540-231-6557
- The Women's Resource Center of the New River Valley/ 24 Hour Hotline - 540-639-1123
Administration Offices - 540-639-9592
- Athletics Team Physicians - 540-231-7741
- Dr. Gary Bennett, Associate Athletics Director, Clinical & Sport Psychologist - 540-449-4597- gabennet@vt.edu
- Dr. Paul Knackstedt, Assistant Athletics Director, Clinical & Sport Psychology - 717-576-7448 - pknack35@vt.edu
- Kara Hoff, Licensed Professional Counselor – 540-231-2984 - khoff@vt.edu
- Lauren Kellar Naldo, Licensed Professional Counselor - 540-231-6557 - kellarl@vt.edu

Private Resources: are required to report some information about incidents to the Virginia Tech Title IX Coordinator. Other university departments may also be involved as a means to help survivors or protect the campus community.

All of the following agencies and/or practitioners are considered private resources for Virginia Tech:

- Harrison Blythe, Interim University Title IX Coordinator - 540-231-0448- hblythe@vt.edu
- Bridget Brugger McSorley, Executive Associate Athletics Director/ Title IX Liaison in Athletics - 540-231-4776 - mcsorlbb@vt.edu
- Dean of Students - 540-231-3787 <https://www.dos.vt.edu/>
- Virginia Tech Office of Student Conduct - 540-231-3790
- Virginia Tech Police Department - 540-231-6411

For a more comprehensive summary about resources, please visit SAFE at VT: www.safe.vt.edu

NCAA POLICY ON CAMPUS SEXUAL VIOLENCE

Virginia Tech Athletics Protocol

Virginia Tech and the National Collegiate Athletics Association (NCAA) are committed to fostering safe and productive learning environments. As such, the NCAA issued a policy on Campus Sexual Violence designed to assist member institutions in their collective efforts to prevent sexual violence on their respective campuses. Sexual discrimination, sexual harassment and sexual and interpersonal violence undermine the core values of Virginia Tech and the NCAA.

In accordance with Virginia Tech's protocol, all initial (first year and transfer) AND returning student-athletes shall complete an annual attestation as a condition of their athletics participation. The attestation is designed to assess previous criminal convictions of sexual, interpersonal, or other acts of violence as well as Title IX, or a similar student disciplinary proceeding, outcomes, including pending cases.

The attestation is a component of the NCAA student-athlete forms in the ARMS database, which is a comprehensive athletics software database for the Virginia Tech Department of Athletics. The Athletics Eligibility Coordinator will issue the forms packet to all student-athletes annually in the summer, once rosters are finalized.

Should the attestation confirm a prior criminal conviction or a responsible or pending Title IX, or similar student disciplinary proceeding, outcome, the University Title IX Coordinator will initiate next steps in accordance with University policy and procedure and NCAA policy guidance.

All transferring student-athletes must also complete an authorization for release of information for all previous post-secondary institutions. This requirement is a condition of their athletics participation at Virginia Tech. The authorization permits Virginia Tech Officials to obtain disciplinary records and/or criminal information from the transferring student's educational record at all previous post-secondary institutions. The Athletics Admissions Liaison will send a unique link to each transferring student-athlete so that he/she may complete this process.

In accordance with this protocol, the Virginia Tech Title IX Coordinator will inquire about serious misconduct information from the prior institution(s) once the authorization for release of

information has been received. If there is confirmation of a prior criminal conviction or a responsible or pending Title IX, or similar student disciplinary proceeding, outcome, the University Title IX Coordinator will initiate next steps in accordance with University policy and procedure and NCAA policy guidance.

VIRGINIA TECH OFFICIAL VISIT POLICY

Recruiting Philosophy

The recruitment philosophy of the Virginia Tech Athletics Department is to identify young men and women who possess the intellectual, athletic and personal attributes necessary to succeed in a highly competitive and diverse collegiate environment. The university seeks both to recruit for and to nurture personal character, with an emphasis on honesty and lawful behavior. An assessment of personal character is fundamental to predicting a prospect's potential to contribute and succeed academically and athletically. Coaching staff members must be committed to understanding a prospect's background, and determining if they have the character, academic skills, and athletic talent to participate academically, socially and athletically at Virginia Tech.

As stated in Virginia Tech's Policy 1035, student-athletes make an enormous contribution to the institution as a result of their athletic performances. It is entirely appropriate for the university to work tirelessly to provide an environment in which they can mature as individuals, succeed in achieving their educational goals, and also participate in their sport. The university continues to sponsor successful athletic programs with student-athletes of high moral character by working together across the institution to set and enforce ethical, moral, and legal standards. This includes a set of clear expectations, strong support services, and clearly understood sanctions for misbehavior. Student-athletes must understand that there is a standard to be met on and off the field. If they do not meet that standard, they will not have the privilege of participating in their sport or representing Virginia Tech.

Description of Educational Component

The promotion of dialog and evaluation between the prospect and Virginia Tech regarding academic compatibility is paramount during the recruiting visit. A major goal of the recruiting process is to expose the prospect to faculty and academic staff that can convey the standards and expectations of the university's academic community. It is the prospect's responsibility to determine whether Virginia Tech provides the academic program and level of academic support they desire. During each recruiting visit, Virginia Tech will facilitate interaction with the appropriate faculty, academic counselors and/or academic support staff members, and provide full opportunity for prospects to have their academic questions answered.

Responsibilities of the Student Host

When a prospect makes an official visit to campus, they can be assigned a team member as host. This student host serves an extremely important role in the recruitment process. Often, it is the

job of the host to fill the unstructured time in the prospect's recruitment trip schedule. The following activities are strictly prohibited for the host to use in the entertainment of the prospect:

- Hazing
- The use of alcohol
- The use of drugs
- The use of sex as a recruiting tool
- The use adult entertainment or attendance in "gentleman's clubs" or equivalent
- Gambling or gaming activities
- Any activity that violates institutional policy or federal or state law

These specific prohibitions are delineated on the Virginia Tech Official Visit Form, which is signed at the time that the hosting guidelines are reviewed with the host and entertainment money is distributed, when applicable. Relevant legislation in NCAA Bylaw 13, recruiting rules governing Official Visits and host actions are also included on the form.

Communication of Policies and Expectations to Hosts

As stated previously, the student host serves a major role in any Official Visit. With this in mind, each host should be chosen carefully, and have a clear understanding of their responsibilities. During a team meeting prior to the start of the recruiting season in each sport, the respective head coach is responsible for instructing the team regarding Virginia Tech's recruiting policies and expectations. All team members should be included, since the possibility exists that they will interact with prospects on campus or in Blacksburg during the course of the academic year.

Freshmen who are academic nonqualifiers or academic redshirts are not permitted to be student hosts until they have served an academic year in residence.

A student-athlete may not serve as a student host on any required day off from athletic activities.

A VIRGINIA TECH STUDENT-ATHLETE'S ROLE IN RECRUITING

Rules that apply to a student host's participation in recruiting include:

- You may NOT meet off-campus with a prospect for the purpose of promoting the Virginia Tech athletics program or encouraging enrollment to Virginia Tech.
- You cannot provide any souvenirs for a prospect (e.g., university mementos, t- shirts, mugs).
- You CANNOT arrange for a prospect to receive a discount on merchandise or receive any merchandise without charge.
- You CANNOT borrow a coach's car or use any university vehicle to transport a prospect.
- You may NOT comment publicly, including social media, about any prospective student-athlete that Virginia Tech is recruiting, including comments made on the social media profiles of recruits.

- You may NOT interact with a prospect on social media at the direction of a coach. Any interaction on social media must be at your own initiative.
- You MAY call or FaceTime a prospect at your own initiative and at the direction of a coach if it is not on a required day off.

Even if the prospective student-athlete has signed a National Letter of Intent to attend Virginia Tech, they are still considered a prospective student-athlete until one of the following occurs:

- **They complete their high school graduation or college transfer requirements and receive a benefit from VT.**
- **Attend the first day of fall classes.**
- **Participate in fall practice prior to fall semester classes.**
- **Attend a summer school session while receiving an athletic scholarship.**
- **Participate in summer access activities (football and basketball only).**

Prior to hosting a visit, all student-athletes will receive a personal briefing from a member of their coaching staff regarding policies and behavioral expectations concerning recruiting. Virginia Tech expectations, relevant NCAA regulations, and specific prohibited activities will be listed on the Virginia Tech Official Visit Form.

Each host will be required to sign this form, indicating that they are aware of – and will abide by – these guidelines. The recruiting coach (or designee) will also sign the form confirming that they have discussed the information with the host.

Additionally, the Compliance Office will provide educational materials regarding official visits through the Student-Athlete Advisory Committee to help student-athletes further understand these policies, their role, and the implications of violating these policies.

Enforcement

The Virginia Tech Compliance Office will monitor the activities of prospects on recruiting visits through the forms mentioned above, as well as through the travel and meal expense vouchers submitted by the coaches and athletic department staff members. Upon learning of a potential violation of NCAA, ACC, and/or Virginia Tech regulations, the departmental procedure for investigating and reporting a violation will be followed. This procedure can be found on-line at <https://hokiesports.com/compliance>

NCAA PLAYING & PRACTICE SEASON INFORMATION

It is your responsibility as a student-athlete to know and understand the rules pertaining to daily, weekly, and annual participation limits. Please review the information below regarding terminology, maximum limits, and what are countable, required and voluntary athletically-related activities. Student-Athletes should download the Teamworks app on their mobile phone to receive occasional electronic notifications from their monitoring service. It is important that you do not delete emails received from the ARMS software platform. Each week, student-athletes will

be selected at random by Teamworks to verify the number of countable athletically-related hours reported by your coaches. In addition, whether you are contacted or not, student-athletes must CONTACT THE COMPLIANCE OFFICE with any concerns about the amount of countable hours reported for your program. Student-athletes may raise concerns with athletic department officials identified in this Handbook, by responding directly to the report in question, or by reporting concerns to your Student-Athlete Advisory Committee representative. Student-athletes who raise good faith concerns about NCAA and departmental compliance issues will not be subject to any form of retaliation and may report concerns anonymously.

17.02.1 Countable Athletically Related Activities.

Countable athletically related activities include any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by, one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations under Bylaws 17.1.7.1 and 17.1.7.2. Administrative activities (e.g., academic meetings, compliance meetings) shall not be considered as countable athletically related activities.

17.1.7.3.3 Definition of Week.

A "week" shall be defined as any seven consecutive days to be determined at the institution's discretion. Once the institution determines the seven-day period that shall constitute its week, it shall not change the designation for the remainder of the segment.

17.1.7.3.2 Competition Day.

All competition and any associated athletically-related activities on the day of competition shall count as three hours regardless of the actual duration of these activities.

17.1.7.3.6 Vacation Periods and Between Terms.

Daily and weekly hour limitations do not apply to countable athletically-related activities occurring during an institution's official vacation period and during the academic year between terms when classes are not in session. If such vacation periods occur during any part of a week in which classes are in session, the institution is subject to the daily and weekly hour limitations during the portion of the week when classes are in session.

17.1.7.4 Required Day Off.

During the playing & practice season, all countable athletically-related activities shall be prohibited during one calendar day per week, except during participation in one conference and postseason championship and any postseason bowl game. A travel day related to athletics participation may be considered as a day off, provided no countable athletically-related activities occur during the day.

17.1.7.3.5 and 17.1.7.4.3 Preseason Practice.

Daily and weekly hour limitations do not apply to countable athletically-related activities that occur during preseason practice prior to the first day of classes or the first scheduled contest, whichever is earlier.

17.1.7.3.2.1 Countable Athletically Related Activities Prohibited After Competition.

Practice may not be conducted at any time (including vacation periods) following competition, except between contests, rounds or events during a multi-day or multi- event competition (e.g., double-headers in softball or baseball, rounds of golf in a multi-day tournament).

17.1.7.2.2 Skill Instruction -- Sports Other Than Football.

Participation by student-athletes in skill-related instruction in sports other than football is permitted outside the institution's declared playing season, from the institution's first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the institution's final examination period at the conclusion of the academic year [see Bylaw 17.1.7.2-(a)]. In basketball, skill-related instruction shall not be publicized and shall not be conducted in view of a general public audience.

17.1.7.2.1 Institutional Vacation Period and Summer.

A student-athlete may not participate in any countable athletically related activities outside the playing season during any institutional vacation period and/or summer. Strength and conditioning coaches who are not countable coaches in the student-athlete's sport may design and conduct specific workout programs for a student-athlete, provided such workouts are voluntary and conducted at the request of the student-athlete.

17.1.7.2.1.3 Exception -- January 15 to First Day of Classes of Second Term -- Baseball and Women's Lacrosse.

In baseball and women's lacrosse, required weight training, conditioning and skill-related instruction are permitted, pursuant to Bylaws 17.1.7.2 and 17.1.7.2.3, during an institution's vacation period from January 15 to the first day of classes of the institution's second academic term.

17.02.19 Voluntary Athletically-Related Activities.

In order for any athletically-related activity to be considered "voluntary," all of the following conditions must be met:

- a) The student-athlete must not be required to report back to a coach or other athletics department staff member (e.g., strength coach, trainer, manager) any information related to the activity. In addition, no athletics department staff member who observes the activity (e.g., strength coach, trainer, manager) may report back to the student-athlete's coach any information related to the activity;

- b) The activity must be initiated and requested solely by the student-athlete. Neither the institution nor any athletics department staff member may require the student- athlete to participate in the activity at any time. However, it is permissible for an athletics department staff member to provide information to student-athletes related to available opportunities for participating in voluntary activities (e.g., times when the strength and conditioning coach will be on duty in the weight room or on the track). In addition, for students who have initiated a request to engage in voluntary activities, the institution or an athletics department staff member may assign specific times for student-athletes to use institutional facilities for such purposes and inform the student-athletes of the time in advance;
- 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 the student-athlete may not be subjected to penalty if he or she elects not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives (e.g., awards) to a student-athlete based on his or her attendance or performance in the activity. (Note: Coaching staff members may be present during permissible skill-related instruction pursuant to Bylaw 17.1.7.2.3).

PLAYING AND PRACTICE SEASON LIMITATIONS (In-Season)

****No More Than Four Hours Per Day****

****No More Than 20 Hours Per Week****

****One Day Off Per Week****

COUNTABLE ATHLETICALLY-RELATED ACTIVITIES (CARA)

1. Practice.
2. Competition (counts as three hours, regardless of actual length).
3. Required weight training and conditioning activities.
4. Film or videotape review of athletics practices or contests required, supervised or monitored by institutional staff members.
5. Required participation in camps, clinics or workshops.
6. Meetings initiated by coaches or other institutional staff members on athletically-related matters.
7. Individual workouts required or supervised by a member of the coaching staff. However, in the sports of swimming & diving and track & field (field events only), the coach may be present during voluntary individual workouts in the institution's regular practice facility (safety exception).
8. On-court or on-field activities called by any member or members of a team and confined primarily to members of that team are considered as requisites for participation in that sport (e.g. captain's practice).

Non-countable Athletically-Related Activities

1. Training table or competition related meals.
2. Physical rehabilitation.
3. Dressing, showering, or taping.
4. Athletics department academic study hall or tutoring sessions.
5. Meetings with coaches on non-athletics matters.
6. Travel to and from practice and competition.
7. Visiting the competition site in sports other than cross country, golf, or skiing.
8. Medical examination or treatments.
9. Fundraising activities.
10. Recruiting activities (e.g. serving as student host).
11. Participation in regular physical education classes, with or without credit, that is listed in the institution's catalog and open to all students.
12. Voluntary individual workouts - provided these workouts are not required or supervised by coaching staff members, except that such activities may be monitored for safety purposes by the institution's strength and conditioning personnel.
13. Individual consultation with a coach initiated voluntarily by a student-athlete provided the coach and student-athlete do not engage in athletically-related activities.
14. Use of the institution's athletics facilities by student-athletes, provided the activities are not supervised by or held at the direction of any member of an institution's coaching staff.
15. Involvement of an institution's strength and conditioning staff with enrolled student-athletes either in a supervisory capacity for the institution's weight training facility or assisting in conditioning programs.

PLAYING AND PRACTICE SEASON LIMITATIONS OUTSIDE THE PLAYING SEASON

****No More Than 8 Hours Per Week****

****No More Than 2 Hours of Skill Instruction Per Week****

****Two Days Off Per Week** Countable Athletically-Related Activities**

Outside of the declared playing & practice season, a student-athlete may only participate in two types of countable athletically-related activities:

1. **Required weight training and conditioning activities** held at the direction of, or supervised by, an institutional staff member; or
2. **Individual or group skill-related instruction** (sports other than baseball and football) is permitted from the institution's first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the institution's final examination period at the conclusion of the academic year.

ALL athletically-related activities outside the playing season are prohibited one week prior to the beginning of the final examinations period through the conclusion of each student-athlete's final exams.

Student-Athlete Employment

If you desire to work during a semester, please contact your head coach. **DO NOT**, under any circumstances, accept a job or continue a summer job during the school year without first completing a Student-Athlete Employment Form. These forms may be obtained in the Compliance Office.

NAME, IMAGE AND LIKENESS (NIL)

Effective July 1, 2021, the NCAA changed its regulations to allow student-athletes to earn compensation for name, image and likeness (NIL) activities which are used for promotional purposes by a non-institutional entity, including a commercial entity, or a non-institutional nonprofit or charitable entity. In conjunction with NCAA policies and Virginia state law, Virginia Tech and the Department of Athletics have developed specific policies* to address NIL activities of student-athletes. If an individual, organization or business wishes to enter into an NIL agreement with a student-athlete, remember the following:

- All NIL activities **MUST** be reported to the Compliance Office as soon as possible.
- NIL opportunities may **NOT** be used in the recruitment process of a prospective student-athlete.
- NIL activities should occur outside of participation in academic, athletic, or VT sponsored activities.
- All NIL related compensation must be fair market value and only for work actually performed.
- Compensation may not be provided in exchange for athletic performance, achievement or attendance at Virginia Tech.
- VT logos or marks, including team issued uniforms, may **NOT** be used in NIL activities unless approval has been granted by the university.
- Any agent/attorney that represents a student-athlete must be cleared by the Compliance Office.
- A student-athlete may not participate in NIL activities that involve a prohibited item or substance listed in the Virginia Tech NIL protocol.

**Please check with the Compliance Office to ensure all guidelines are the most recent version.*

STUDENT-ATHLETE ACADEMIC SUPPORT SERVICES

Student-Athlete Academic Support Services (SAASS) supports student-athletes in balancing their academic and athletic demands. SAASS provides comprehensive academic support to approximately 550 student-athletes in 22 sports in the following areas: Advising Support, Tutorial Assistance, Study Hall, Mentoring, Learning Assistance Program (LAP), College Success

Strategies, and Computing Services. A SAASS Counselor is assigned to each athletic team, providing support to meet the academic needs of each individual student-athlete on their caseload.

Academic support is available to all student-athletes and spirit squad members, free of charge. SAASS is located in the Quillen Family Academic Center for Student-Athletes, on the third floor of Lane Stadium. During the academic school year, hours of operation are Sunday 6:00pm-9:00pm, Monday- Thursday 8:00am-9:00pm, and Friday 8:00am-5:00pm.

Advising Services

Advising at Virginia Tech is a collaborative process between the student and their college advisors leading to the exchange of information that encourages the individual student to make responsible academic and career decisions. Student-athletes receive academic advising services from college advisors; this advising is supplemented with input from SAASS counselors regarding NCAA regulations and practice/competition time concerns.

Tutorial Assistance

The Tutorial Program at Virginia Tech SAASS seeks to supplement classroom instruction via individual and group tutoring appointments. The program employs roughly 80 tutors each semester, whose knowledge covers nearly all academic disciplines offered at Virginia Tech. All tutoring appointments take place in the Quillen Family Academic Center for Student-Athletes, which is located on the third floor of Lane Stadium. The tutoring program is fully certified by the College Reading and Learning Association (CRLA).

Learning Assistance Program (LAP)

The Virginia Tech SAASS Learning Assistance Program (LAP) exists to support the needs of student-athletes with education impacting disabilities and those who are underprepared to meet the academic demands of Virginia Tech. The goal of the program is to help the University and the Athletic Department meet their vision of recognizing a diversity of peoples, creating a welcoming university climate, and increasing the participation and success of underrepresented groups among students. The program's focus is to work within Student-Athlete Academic Support Services to provide individualized assistance in the development of independent, successful students. LAP also serves as a liaison between SAASS and the office of Services for Students with Disabilities.

Mentor Program

The Mentor Program provides a proactive approach to assist student-athletes in adjusting to college life and academics, and/or maintaining acceptable college level academic performance through the utilization of peer college skills tutoring. The goals are to foster independent learning through various skill-building activities, such as time management, organization, and goal setting. The focus of the program is to encourage student-athletes to think critically about their short-

term academic coursework while learning research-based strategies that will ensure long-term academic success.

Study Hall

The intent of the SAASS study hall program is to provide a structured approach to studying. Study hall sessions are monitored and quiet so that students can work uninterrupted. Student-athletes who participate in team or flex study hall sessions are expected to come to study hall on time with all of the materials necessary for completing assignments and studying. The overarching mission of the SAASS study hall program is to support the student-athlete and help instill and reinforce appropriate and consistent study habits.

Computing Services

SAASS Computing Services is a combination of one of the finest computer labs that Virginia Tech has to offer and a multitude of computing services for student-athletes and SAASS staff. SAASS Computer lab is equipped with free wireless printing, 14 desktop computers and 10 large study stations that are furnished with laptop charger capability. Wireless network service is provided in the building as well as throughout Virginia Tech's campus. The Athletics Department has an IT Specialist on-site Monday-Friday 8:00am-5:00pm.

Progress Reports

Progress reports are academic reports that the SAASS staff send to faculty twice throughout each semester. These academic reports allow for faculty to provide feedback on student-athletes' performance in each class.

Class Absence Letters

It is the student-athlete's responsibility during the first week of classes each semester to communicate their sport travel and home competition commitments with each of their faculty members. The purpose of the class absence letter is to ensure faculty are fully informed that the student has been selected for the travel/competition team and will be absent from class. Class absence letters are sent via Navigate each week for those students traveling or competing, to their respective professors.

Academic Integrity

The Virginia Tech Honor System provides standards that prohibit all forms of scholastic dishonesty, including, but not limited to, cheating, plagiarism, complicity, collusion, and falsification or misrepresentation of data. The Honor Pledge, which states that, "As a Hokie, I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do," prohibits students from giving or receiving unauthorized assistance on assignments. The assignment pledge, "I have neither given nor received unauthorized assistance on this assignment," is expected to be written out and signed by the student on all

academic work that is submitted to an instructor. However, even in the absence of a written honor pledge, it is important to remember that the honor code will still apply to all assignments.

All forms of academic dishonesty are regarded as serious academic offenses and may result in expulsion from the university. All students are expected to abide by the Virginia Tech Honor Code. A student who has doubts about how the Honor Code applies to any assignment, quiz or test is responsible for obtaining specific guidance from the instructor before beginning and/or submitting the assignment, quiz or test for evaluation. Any suspicion of academic misconduct or breach of academic integrity by a student will be reported to the Virginia Tech Undergraduate Honor System, and the instructor will be provided notification. The Undergraduate Honor System will investigate and resolve all suspicions of academic misconduct and/or breaches of academic integrity by a student in accordance with university policies and procedures.

Tips for Academic Success

- Attend all classes
- Arrive on time and sit close to the front of the classroom
- Come prepared – bring all necessary materials
- Turn off your cell phone and put it away
- Do not bring food or drink to class
- Contribute to class discussion when appropriate
- Avoid side conversations
- Address the professor properly (Dr., Professor, Mr./Mrs., etc.)
- Be attentive in class – NO SLEEPING
- Stay for the entire class – do NOT leave class early
- Contact the professor ahead of time when you have to miss class due to sport obligations.

Virginia Tech and NCAA Eligibility Rules

NCAA Grade Point Average

- 1.80 overall GPA by the start of your 2nd year
- 1.90 overall GPA by the start of your 3rd year
 - overall GPA by the start of your 4th year

Virginia Tech Grade Point Average

- Below 2.0 overall GPA = VT Academic Probation
- Below 2.0 overall GPA for 2 consecutive semesters = VT Academic Suspension
- Degree applicable credit hours are classes that count toward your specific major
- You must have a specific declared major by the start of your 3rd year
- You must always be registered as a full time student (12 credit hours in fall & spring)
- **You must consult with your SAASS counselor before you drop/switch a class**
- **You must consult with your SAASS counselor before you declare/change your major**

NCAA 6 Hour Rule

- You must earn 6 degree applicable credit hours every fall & spring semester NCAA 18 Hour Rule
- You must earn 18 credit hours during each regular academic year
- (i.e. fall + spring)

NCAA 24 Hour Rule

- Freshman only – You must earn 24 degree applicable credit hours during your first year of enrollment (i.e. summer II, fall, spring, summer I, summer II)

Progress Towards Degree

- 40% completion of your degree by the start of your 3rd year
- 60% completion of your degree by the start of your 4th year
- 80% completion of your degree by the start of your 5th year

Post-Season Competition

- You must earn 6 degree applicable credit hours during the previous regular full-time semester (i.e. fall or spring)

NCAA Football 9 Hour Rule

- Football student-athletes must earn 9 degree applicable credit hours during every fall semester, or be subject to a 4 game penalty in the following year

NCAA Baseball Rule

- Baseball student-athletes who are not eligible for the fall semester will not be eligible for the spring semester

Academic Probation

Academic probation is imposed when the cumulative GPA is less than 2.0 and will be lifted when the cumulative GPA is at least 2.0. A student on probation may take no more than 16 hours per semester, should consult with a counselor, and may be required to sign an academic contract.

First Academic Suspension

The first academic suspension is imposed whenever a student has two consecutive semesters ending with a cumulative GPA below 2.0.

- Fall: A student who is placed on first academic suspension at the end of fall semester will be suspended from continued enrollment through the end of the following spring semester. Note: students placed on first academic suspension at the end of fall semester are eligible to return the subsequent first summer, second summer, or fall semester.

- Spring: A student who is placed on first academic suspension at the end of spring semester will be suspended from continued enrollment through the end of the following fall semester. Note: students placed on first academic suspension at the end of spring semester may NOT enroll in the immediately following summer session. A student must earn a minimum 2.0 semester GPA the first semester back and raise the cumulative GPA to at least 2.0 by the end of the second semester back or earn a 2.5 GPA for every semester following the suspension until cumulative GPA is 2.0 or greater. A student will be placed on second academic suspension for failure to meet returning performance requirements.

Returning from Academic Suspension

A student must earn a minimum 2.0 semester GPA the first semester back and raise the cumulative GPA to at least 2.0 by the end of the second semester back or earn a 2.5 GPA for every semester following the suspension until cumulative GPA is 2.0 or greater. A student will be placed on second academic suspension for failure to meet returning performance requirements.

Second Academic Suspension

- Fall: A student who is placed on second academic suspension at the end of fall semester will be suspended from continued enrollment through the end of the following fall semester. Note: students placed on second academic suspension at the end of fall semester may NOT enroll in the immediately following summer session.
- Spring: A student who is placed on second academic suspension at the end of spring semester will be suspended from continued enrollment through the end of the following spring semester. Note: students placed on second academic suspension at the end of spring semester may NOT enroll in the immediately following summer session. The same returning performance requirements apply for second suspension as for first suspension.

Final Academic Suspension

A student will be permanently dismissed for failure to meet returning performance requirements after a second academic suspension.

Athletics Graduation Sashes

Graduating student-athletes and student trainers, video support, photography, and managers will have the opportunity to receive an Athletics Graduation Sash, which they are encouraged to wear during the commencement ceremonies. This sash represents their commitment to academics and athletics, and the achievement of receiving their academic degree.

To be eligible to receive a graduation sash, students must fulfill the following requirements:

- Be on an active roster (provided by coaches/area directors)
- Complete the Post-Graduate Plans Survey (student-athletes only)

- Graduate within the current academic year

Athletics Graduation Sashes are presented at the SAASS Sundaes and Sashes event, at the conclusion of the fall and spring semesters.

NCAA ELIGIBILITY REQUIREMENTS

As a student-athlete, you must be enrolled full-time (12 hours as an undergraduate or 9 hours as a graduate) each semester to maintain eligibility to practice and compete in your sport.

Dropping below full-time status will make you ineligible and may also affect your scholarship. The Compliance Office and your SAASS counselor will educate you as to the academic requirements needed to maintain your competitive eligibility. In all cases, *if you pass less than 6-degree applicable hours during any fall or spring semester, you will be ineligible for competition for the next academic semester.*

Amateur Status

The following are NCAA guidelines for maintaining amateur status in Division I athletics. An individual loses amateur status and becomes ineligible for intercollegiate competition if they (Paraphrased from section 12.1.2 NCAA Manual):

1. Uses his or her athletics skill (directly or indirectly) for pay in any form in that sport;
2. Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
3. Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received, except as permitted in Bylaw 12.2.5.1;
4. Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based on athletics skill or participation, except as permitted by NCAA rules and regulations;
5. Competes on any professional athletics team per Bylaw 12.02.12, even if no pay or remuneration for expenses was received, except as permitted in Bylaw 12.2.3.2.1;
6. After initial full-time collegiate enrollment, enters into a professional draft (see Bylaw 12.2.4); or
7. Enters into an agreement with an agent for professional athletics representation.

SCHOLARSHIP BOOK LOAN PROCEDURES

It is the policy of Intercollegiate Athletics to provide books, through an athletic scholarship, to selected student-athletes, in accordance with NCAA rules and regulations. The ordering process is completely online. Please see below for details/step-by-step instructions and contact your SAASS counselor if you have any questions:

1. Go to www.Hokieshop.com
2. Select "Textbooks"

3. Select the Term
4. Select the Department, Course, and Section for each of your classes
5. Select "Find Materials"
6. Select "Buy Used" or "Buy New" or "Buy Digital" depending on the options available (and your preference) for all required textbooks **DO NOT RENT ANY TEXTBOOKS**
7. Add all of the required items to your "Bag"
8. Select "Checkout"
9. Select "Yes" you are okay with making textbook substitutions
10. Sign in or create an account using your full name (no nicknames). Use your VT email address.
11. Select your delivery method (University Bookstore)
12. Select "any special instructions?"
13. Type your sport
14. Then, you will need to see your SAASS counselor for their approval
15. Once your advisor has approved your order, proceed to payment
16. Select Athletic Scholarship and enter your Student ID Number
17. Check your email for confirmation and updates regarding your order!

What Happens Next?

- Your books will be boxed for you once your order is received by the bookstore
- Check your VT email so you know when your books are ready for pick-up. If you need a book that is listed on a syllabus but was not found online, bring the syllabus to the bookstore so they add it to the system or see your SAASS counselor

A few important reminders:

- Please place your online order in a timely manner
- Review your syllabi carefully to ensure you know which books are required for your courses
- You will need to see your SAASS counselor with all course syllabi in order to receive required approval for your online purchase
- You must have your SAASS counselor approve your "bag" and authorize your purchase before you will be able checkout online (your order will be cancelled if you do not have his/her authorization)
- Scholarship student-athletes are encouraged to save their "bag" and then go and see their SAASS counselor for purchase approval. Student-athletes showing up with their carts full and ready to go will save us all time
- This approval process is for scholarship student-athletes only; non-scholarship student-athletes do not require the approval of a SAASS counselor

Please communicate with your SAASS counselor if you have any questions and/or concerns.

At the conclusion of each semester you will be required to return all the books that were loaned to you for the semester. Notices will be posted as to the dates when books will need to be returned. Failure to return the books loaned to you will result in you being billed the buyback value assigned to the books not returned.

Note: NCAA rules and regulations specify that only course-related books can be provided for student-athletes. In addition, student-athletes are not permitted to purchase books for any other individuals.

ACADEMIC AWARDS & POST-GRADUATE SCHOLARSHIP OPPORTUNITIES

Academic Awards

Student-athletes interested in applying for academic awards and post-graduate scholarship opportunities are encouraged to speak to Natalie Wimmer, Assistant A.D., Student-Athlete Personal Development (nforbes9@vt.edu / Lombardi Student-Athlete Development Center).

The following awards and scholarship opportunities are available to Virginia Tech student-athletes:

Virginia Tech Awards

Athletic Director's Honor Roll

The Director of Athletics will recognize those student-athletes who are honored as members of the Athletic Director's Honor Roll. The minimum requirement for selection is a 3.0 GPA for the preceding fall or spring semester.

Skelton Award for Academic Excellence in Athletics

- Sponsored by the late Dr. and Mrs. Skelton
- Up to \$5,000 scholarship/recognition which may only be used at Virginia Tech
- Must be a junior, senior, or rising 5th year student-athlete
- Minimum 3.4 GPA
- Participation in intercollegiate athletics at Virginia Tech for two competitive seasons
- Demonstrated leadership and community involvement
- Deadline: Early March

ACC Opportunities

ACC Postgraduate Scholarship Award

- \$6,000 scholarship
- Minimum cumulative GPA of 3.0
- Completed at least seven semesters
- Must be in final year of intercollegiate athletic competition
- Performed with distinction as a member of a varsity team

- Applicants must be continuing academic work beyond the baccalaureate degree as a full-time graduate or professional student
- Deadline: Late January

NCAA Opportunities

NCAA Postgraduate Internship

- Provides on-the-job learning experiences at the national office in Indianapolis to college graduates who are passionate in their pursuit of a career in college sports administration
- Eligibility: Graduate from a 4-year NCAA member school by the start of the internship
- Deadline: Early September

Learn more about this opportunity here: <https://www.ncaa.org/about/resources/leadership-development/postgraduate-internship-program>

NCAA Ethnic Minority and Women's Enhancement Postgraduate Scholarship for Careers in Athletics

- \$10,000 scholarship awarded to 13 ethnic minorities and 13 female college graduates who will be entering their initial year of postgraduate studies
- Applicants must be seeking admission or have been accepted into a sports administration or other program that will help the applicant obtain a career in intercollegiate athletics, such as athletics administrator, coach, athletic trainer or other career that provides a direct service to intercollegiate athletics
- Applicants may not have begun any initial postgraduate studies
- Applicants must be U.S. citizens
- Deadline: Mid-December

Learn more about this opportunity here: <https://www.ncaa.org/sports/2013/11/21/ethnic-minority-and-women-s-enhancement-graduate-scholarship.aspx>

NCAA Postgraduate Scholarship Program

- Minimum cumulative GPA of 3.2 (based on a 4.0 scale)
- Enrolled in final season of eligibility
- Performed with distinction on a varsity team; academic and athletic achievement weighed equally
- Must intend to continue academic work beyond the baccalaureate degree and enroll in a graduate degree program
- Behaved on and off the field in a manner that has brought credit to the student-athlete, institution, and intercollegiate athletics
- Deadline: Fall Sports– Mid-January; Winter Sports– Mid-March; Spring Sports– Mid-May

Learn more about this opportunity here: <https://www.ncaa.org/sports/2013/11/21/ncaa-postgraduate-scholarship-program.aspx>

NCAA Today's Top 10

- Honors top ten outstanding senior student-athletes of the preceding calendar year
- Must have been a varsity letter winner
- 3.3 minimum GPA
- The nominee must complete intercollegiate eligibility in the fall or spring of the current academic year to be eligible for the award
- The following scale will be used to determine eligibility:
 - Athletic ability and achievement - 50%
 - Academic achievement - 30%
 - Character, leadership and activities - 15%
 - Five additional percentage points may be awarded in any category
- Deadline: Early June

Learn more about this opportunity here: <https://www.ncaa.org/sports/2013/12/9/today-s-top-10.aspx>

NCAA Woman of the Year

- The NCAA Woman of the Year award honors graduating female student-athletes who have distinguished themselves throughout their collegiate careers in the areas of academic achievement, athletics excellence, service and leadership. The NCAA Woman of the Year will be announced at the NCAA Convention the following January.
- The nominee must have competed and earned a varsity letter in an NCAA-sponsored sport.
- The nominee must have earned her undergraduate degree.
- 2.5 minimum cumulative GPA
- Deadline: Mid-July

Learn more about this opportunity here: <https://www.ncaa.org/sports/2013/12/9/ncaa-woman-of-the-year.aspx>

NCAA Walter Byers Postgraduate Scholarship

- \$24,000 scholarship
- 3.5 minimum cumulative GPA
- Graduating senior or graduate student completing final eligibility year
- Accepted for admission to graduate degree program
- Personal and intellectual development positively influenced by athletics participation
- Deadline: Mid-January

Learn more about this opportunity here: <https://www.ncaa.org/sports/2013/11/21/walter-byers-graduate-scholarship.aspx>

NCAA POLICY ON EXTRA BENEFITS

16.11.2.1 - General Rule.

The student-athlete shall not receive any extra benefit. The term "extra benefit" refers to any special arrangement by an institutional employee or representative of the institution's athletics interests to provide the student-athlete or his or her family members or friends with a benefit not expressly authorized by NCAA legislation.

16.11.2.2 Other Prohibited Benefits. [A]

An institutional employee or representative of the institution's athletics interests may not provide a student-athlete with extra benefits or services, including, but not limited to:

- (a) A loan of money;
- (b) A guarantee of bond;
- (c) An automobile or the use of an automobile; or
- (d) Signing or co-signing a note with an outside agency to arrange a loan.

16.11.2.3 - Camp Concession.

It is not permissible for a member institution or a member of its athletics department staff conducting a sports camp to permit a student-athlete (enrolled in the institution) to operate, at the student-athlete's own expense, a concession selling items related to or associated with the camp to campers or others in attendance (see also Bylaw 13.12.1.7.3.2).

16.11.2.4 - Items Received for Participation in Intercollegiate Athletics.

An item received for participation in intercollegiate athletics may not be sold or exchanged or assigned for another item of value.

16.2.1.1 - Institutional Events in the Student-Athlete's Sport.

An institution may provide four complimentary admissions per home or away intercollegiate athletics event to a student-athlete in the sport in which the individual participates (either practices or competes), regardless of whether the student-athlete competes in the contest. Such complimentary admissions are for the use of the individuals designated by the student-athlete and may be issued through digital ticketing or a pass list on an individual-game basis.

16.2.1.1.1 - Exception -- Postseason Events.

An institution may provide each student-athlete who participates in or is a member of a team participating in a postseason event (e.g., conference championship, NCAA championship, National Invitation Tournament, bowl game) with six complimentary admissions to all intercollegiate athletics events at the site at which the student (or team) participates.

16.2.1.1.2 - Tournaments.

Complimentary admissions may be provided to members of the institution's team for all intercollegiate athletics events in a tournament in which the team is participating, rather than only for the games in which the institution's team participates. However, the contests must be at the site at which the institution's team participates.

16.2.1.2 - Institution's Home Events in Other Sports.

An institution may provide admission for each student-athlete to all of the institution's regular-season home intercollegiate athletics events in sports other than that in which the student-athlete is a participant.

16.2.1.2.1 -Nonqualifier.

A nonqualifier (per Bylaw 14.02.13.3) may receive a complimentary admission to all of the institution's regular-season home intercollegiate athletics events in the first academic year of residence.

16.2.1.2.2 - Complimentary Admissions to an Institution's Home Contest Honoring a Student-Athlete.

An institution may provide a maximum of four complimentary admissions to a student-athlete for an institution's game or event during which a student-athlete is being honored but not participating, provided such complimentary admissions are used by the student-athlete's family members.

16.2.1.3 -Student-Athlete Postseason Ticket Purchases.

An institution may arrange for a student-athlete to purchase tickets at face value for an athletics event in which the student-athlete's team (or the student-athlete as an individual) participates.

16.2.2 Nonpermissible Procedures.

16.2.2.1 - Sale of Complimentary Admissions.

A student-athlete may not receive payment from any source for his or her complimentary admissions and may not exchange or assign them for any item of value.

16.2.2.2 - Payment to Third Party.

Individuals designated by the student-athlete to receive complimentary admissions are not permitted to receive any type of payment for the admissions or to exchange or assign them for any item of value. Receipt of payment for complimentary admissions by such designated individuals is prohibited and considered an extra benefit.

16.2.2.3 - Sale Above Face Value.

A student-athlete may not purchase tickets for an intercollegiate athletics event from the institution and then sell the tickets at a price greater than their face value.

ETHICAL CONDUCT

As a reminder, violations of ethical conduct result in permanent ineligibility to participate in NCAA intercollegiate athletics. All questions regarding unethical conduct should be directed to the compliance office.

Contact information is:

- Sheri Dooley, Assistant Athletic Director Compliance/Financial Aid (540) 231-0644
sheridooley@vt.edu
- JC Godin, Associate Director Compliance (540) 231-6047
jcgodin@vt.edu
- Megan Griesemer, Assistant Athletic Director for Compliance (540) 231-9709
burker@vt.edu
- Derek Gwinn, Executive Associate A.D. for Compliance (540) 231-2696
gwinn@vt.edu
- Nick Parman, Associate Director Compliance (540) 231- 4111
nparman@vt.edu
- Alison Whittaker, Senior Dir., Compliance/Admissions (540) 231-3719
ahedrick@vt.edu

Bylaw 10.1 Unethical Conduct

10.1 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:

- a. Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
- b. 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");
- c. 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;

- d. Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or
- e. 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.

Cost of Attendance

Beginning in 2015-16 the maximum scholarship value is now Cost of Attendance (COA). Each school's financial aid office determines COA, using federal guidelines originating from the Higher Education Act of 1965. COA is an estimate of expenses designed to represent a student's projected cost to attend a specific college or university. The new maximum scholarship consists of tuition, fees, room, board and books, plus money to cover academic supplies, transportation and miscellaneous personal expenses.

As you probably know, NCAA rules governing athletics scholarships have changed greatly since last year. We encourage you to review your student account carefully, and discuss your scholarship with your coaching staff.

If you have questions or want additional information about your scholarship, how you will receive it, or the conditions related to it, please contact: Sheri Dooley sheridooley@vt.edu.

Athletics Scholarship

Athletic grants-in-aid (scholarships) are awarded by the Office of University Scholarships and Financial Aid upon the recommendation of the head coach and the Director of Athletics. Grants-in-aid may be awarded for multiple years or for one year, with renewal being contingent upon the student-athlete continuing to meet eligibility criteria to participate in intercollegiate athletics. Financial aid may be cancelled or reduced if a student-athlete:

- Fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement; or
- Engages in serious misconduct warranting substantial disciplinary penalty; or
- Violates written team rules; or
- Voluntarily withdraws from the team; or
- Graduation; or
- Provides written notification of transfer.

All athletic grants-in-aid are awarded and administered in accordance with University, NCAA, and ACC regulations. All student-athletes, whether receiving an athletics scholarship or not, are encouraged to apply for need-based financial aid. The Free Application for Federal Student Aid is

available online at <http://finaid.vt.edu/>. This is encouraged because you may become eligible for additional aid simply by completing the application. Since NCAA regulations specify the amounts and types of financial aid a student-athlete can receive, all financial aid from any source outside the University (except from your parents or legal guardians) must be reported to the Office of University Scholarships and Financial Aid and the Athletics Compliance Office.

If you receive one or more outside scholarships, we will ask for your help in obtaining the necessary documentation to determine whether or not the scholarship is permissible according to NCAA regulations.

Scholarship Renewal/Non-Renewal

All returning scholarship student-athletes will be provided with official notification of the status of their scholarship for the coming academic year by July 1. The Office of University Scholarships and Financial Aid will e-mail this notification of financial aid to your Virginia Tech e-mail address. If your scholarship is being renewed, you will be sent an award letter indicating the amount and the terms of the scholarship. If your scholarship is not being renewed information explaining your opportunities to appeal will be included. If you wish to appeal, please see the PROCEDURE TO APPEAL REDUCTION IN ATHLETIC AID.

Academic Incentive Award

The Virginia Tech Athletics Department values the academic pursuit and achievements of our student-athletes. The Academic Incentive program is designed to recognize and reward student-athletes for their continued achievement in the classroom and progress toward graduation at Virginia Tech.

The NCAA allows member institutions to distribute educational benefits and academic awards to student-athletes above and beyond the maximum cost of attendance. This award is known as the Academic Incentive program. At Virginia Tech, this will consist of academic award disbursements to qualifying student-athletes as defined below. The maximum amount a student athlete may receive per academic year for the Academic Incentive is \$5,980.

The Academic Incentive program will provide student-athletes, who receive 4% or greater in athletic aid, \$5,980 annually for continued achievement in the classroom and progress toward graduation. Those on less than 4% athletic aid, including walk-ons, will qualify to receive \$1,000 annually.

A student who enters the NCAA Transfer Portal is not eligible for the Academic Incentive award.

Additionally, a student who fails a course or receives an incomplete may need to provide reasonable justification in order to avoid an award reduction.

To qualify for receipt of the Academic Incentive, a student-athlete must:

- Be in good standing with the university at all times

- Be a member of the active roster, in good standing, during the applicable academic year AND the ensuing fall semester [1] [2]
- Maintain all NCAA academic continuing eligibility standards during the academic year [3]
- Complete a financial management seminar through Virginia Tech

Student-athletes who are medically disqualified or receiving 5th year aid do not qualify to receive the Academic Incentive Award due to change in roster status.

Those who qualify will receive the Academic Incentive in or by October of the successive academic year. Student-athletes who graduate and have exhausted eligibility will receive the Academic Incentive at the conclusion of their final semester. The funds will be deposited directly into the student's university account. Per university policy, any outstanding student account balances will be paid first before a disbursement is made.

If you have a concern or wish to submit an appeal to the process, please submit your appeal in writing to Sheri Dooley at: sheridooley@vt.edu. An appeals committee will review your submission and respond within five business days.

MEDICAL DISQUALIFICATION PROTOCOL

Periodically, a Virginia Tech student-athlete may be deemed as unable to participate further in intercollegiate sports due to injury or illness. This situation is commonly referred to as a "medical disqualification." The Virginia Tech Sports Medicine staff, in conjunction with physicians and other medical professionals, determines if a student-athlete has suffered an injury or illness which prevents further participation in intercollegiate sports because of its incapacitating nature. If it is determined that a student-athlete is "medically disqualified," the student-athlete is not able to participate in any intercollegiate sport for the remainder of their time at Virginia Tech.

The Virginia Tech Department of Athletics is committed to financially assisting student-athletes in completing their baccalaureate degree. Student-athletes who are medically disqualified from participation shall retain the right to receive their athletically related financial aid for the duration of its term as long as the student-athlete complies with the terms and conditions set forth in the athletics aid agreement.

Athletics aid will be awarded on a semester basis. Further, in accordance with the aid agreement, medically disqualified student-athletes shall retain the right to access the following support services: academic, medical, strength and conditioning, and student-athlete development services.

Medically disqualified student-athletes must meet the following conditions:

- Pass all enrolled courses and maintain a minimum 2.5 GPA for aid to be renewed the following semester. Failure to do so will result in reduction/cancellation of aid.
- Meet or discuss the academic progress on a monthly basis with their assigned SAASS counselor.
- Participate in community service activities.
- Maintain full-time status. They must be enrolled in a minimum of 12 credits for each semester with the exception of the last semester of collegiate enrollment.

- Provide service to the Department of Athletics based on a pro-rated scale that takes into consideration the percentage of athletics aid being awarded.
 - 75% - 100% Scholarship 16 hours/week
 - 50% - 74% Scholarship 12 hours/week
 - 25% - 49% Scholarship 8 hours/week
 - Less than 25% Scholarship 4 hours/week

Failure to complete these requirements, or actions such as not completing the responsibilities assigned by the area supervisor, will result in a reduction or cancellation of athletics aid. Any violation of the Student Code of Conduct may impact renewal, reduction, or cancellation of athletics aid.

EXHAUSTED ELIGIBILITY ATHLETICS AID (5th Year Aid)

Post eligibility scholarships will be considered on an individual basis and may be made available to student-athletes who have exhausted eligibility, have not met all graduation requirements and are seeking completion of their first baccalaureate degree.

In order to be eligible to receive this type of aid you must:

- Have exhausted all competitive eligibility in your sport;
- Have received an athletics scholarship during your final year of competitive eligibility;
- Carry a minimum cumulative GPA of 2.50 and be in good academic standing in your college;
- Be enrolled in a minimum of 12 hours, unless your college has certified that those hours are all that are required for graduation;
- Be a team member in good standing relative to team, department, institution and NCAA rules, and have generally displayed excellent personal conduct and citizenship; and,
- Agree to perform services assigned to you by the Athletics Department, if applicable.

In order to be considered for athletics aid after you have exhausted your competitive eligibility, you must:

- Submit a completed Exhausted Eligibility Aid Application Form.
- Obtain the required signatures from your college academic official, SAASS counselor, and Athletics Administrator.
- Applications will not be reviewed without the signature of your SAASS counselor or college academic official's review and signature.

Aid for student-athletes who have exhausted their eligibility will be considered upon receipt of the application. Applications are available from your sport's head coach, SAASS, and the Office of Student-Athlete Development. To be considered, all application materials must be accurately

completed and submitted to the Senior Associate Athletics Director of Student-Athlete Development, before the applicable deadline.

Recipients of these scholarships will be required to provide service to the Athletics Department based on a prorated scale that takes into consideration the percentage of scholarship aid being received, as set forth below:

75% - 100% Scholarship	16 hours/week
50% - 74% Scholarship	12 hours/week
25% - 49% Scholarship	8 hours/week
Less than 25% Scholarship	4 hours/week

Requesting post eligibility athletics aid does not guarantee that a student-athlete will receive such aid. Applications must be submitted to Reyna Gilbert-Lowry, Executive Associate A.D. (reygil@vt.edu) by the predetermined deadline.

SUMMER ATHLETICS AID

Summer athletics aid is awarded based on the Department of Athletics' budget availability, which varies annually. Summer athletics aid is available to scholarship student-athletes with consideration given to gender equity, equitable distribution of aid, and budget availability.

To request summer athletics aid, student-athletes must initiate the ARMS workflow application process. The workflow will require approval from the following individuals (in the following order) to be considered complete: SAASS Counselor, Head Coach, Sport Administrator, and Senior Woman Administrator (SWA).

The workflow can be accessed in ARMS via Workflows >Forms Launchpad >Individual Workflow >Student-Athlete Forms >Summer Aid Application.

Once the student-athlete initiates the workflow, an ARMS notification will be sent to the next individual requesting their approval. *Please note, incomplete applications will not be considered.*

Completing an application does not guarantee summer athletics aid. Student-athletes will receive an email message via ARMS of the status of their request. Upon completion of the application, student-athletes will receive the following message:

Course Approval

Priority for summer athletics aid is given to student-athletes who need summer courses for summer graduation, eligibility, pre-requisites, or fall practice conflict. Other extenuating circumstances which will be evaluated on a case-by-case basis. SAASS Counselors will utilize the following ranking system to indicate the level of priority for summer course requests. Only 1-4 will be approved.

1. Required for summer graduation
2. Required to maintain/regain eligibility*

3. Required pre-requisite for fall course or graduation
4. Fall practice conflict
5. Meets plan of study for anticipated graduation timeline
6. Required for financial aid
7. In town for practice/training
8. Other

*Student-athletes who utilize summer courses to meet eligibility requirements, will not be eligible to receive academic incentive funding the subsequent year.

Important Reminders

- Student-athletes who are granted summer athletics aid are requirement to meet
- all conditions of the Summer School Contract. Student-athletes who drop a
- course or receive an (I) incomplete, (F) fail or (W) withdraw in any summer
- course may be required to reimburse the department for the cost of the course(s)
- and/or re-pay other financial considerations i.e. Pell Grants.
- Student-athletes who are only enrolled in online classes and will not be living
- locally (Blacksburg/Christiansburg) will not be eligible to apply for room and
- board.
- Student-athletes who utilize summer courses to meet eligibility requirements, will
- not be eligible to receive academic incentive funding the subsequent year.
- Student-athletes who drop a course or receive an (I) incomplete, (F) fail or (W)
- withdraw in any summer course who utilize summer courses to meet eligibility

requirements, will not be eligible to receive academic incentive funding the subsequent year. For more information, please contact Reyna Gilbert-Lowry, Executive Associate A.D., at reygil@vt.edu.

PROCEDURES TO APPEAL REDUCTION IN ATHLETIC AID

As permitted by NCAA Bylaw 15.3.4.2, "Institutional financial aid based in any degree on athletics ability may be reduced or cancelled during the period of the award if the recipient:

- Renders himself or herself ineligible for intercollegiate competition; Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement;
- Engages in serious misconduct warranting substantial disciplinary penalty, or
- Voluntarily withdraws from a sport at any time for personal reasons."

Should a student-athlete wish to appeal this decision, or any decision made in relationship to the amount of athletics aid awarded to him/her, the following procedure governs appeals of scholarship reduction, renewal or non-renewal at Virginia Tech:

1. The appeal by the student-athlete must be submitted to the Office of University Scholarships and Financial Aid in writing within 14 days from the date of the Non-renewal/Reduction Scholarship letter, stating specific reasons for the appeal. It must include the basis for the appeal and any supporting documentation.
2. The Office of University Scholarships and Financial Aid will notify the Department of Athletics of the pending appeal and the student-athlete's reasons within 48 hours of receipt of the student's appeal letter. The Department of Athletics has 14 days from the notification date to submit statements in writing detailing its underlying decision to change the student- athlete's aid, and responding to the student-athlete's statements provided in the student's appeal.
3. The Office of University Scholarships and Financial Aid Appeal Committee will review all the information provided, and will make a decision regarding the appeal within 10 days of receipt of all required documentation. Both the student-athlete and the Department of Athletics will be notified in writing of the Committee's decision.
4. If the student-athlete or the Department of Athletics wishes to appeal the decision of the Office of University Scholarships and Financial Aid Appeal Committee, a written statement must be received within 14 days from the date of the decision letter. The new appeal letter should be addressed to the University Scholarships and Financial Aid Committee, and sent to the Athletics Financial Aid Counselor, who will compile all documentation and forward it to the University Committee.
5. The Scholarships and Financial Aid Committee is appointed by the Vice- Provost. The Committee will review the appeal and all documentation. The Committee will then make a recommendation, within three (3) weeks from the date of the second appeal letter. The Committee will notify the student- athlete and/or the Department of Athletics of the decision in writing. *The decision at the level is considered to be final.*

NOTIFICATION OF TRANSFER POLICY

This Notification of Transfer Policy summarizes the Virginia Tech Athletics, Atlantic Coast Conference (ACC) and NCAA regulations and procedures associated with a Virginia Tech student-athlete's request for Notification of Transfer. This policy seeks to clarify the regulations and conditions of the Notification of Transfer (formerly permission to contact). Student-athletes interested in pursuing a transfer are also encouraged to review the NCAA transfer regulations which can be found here: <http://www.ncaa.org/student-athletes/current/want-transfer>.

In accordance with NCAA bylaw 13.1.1.3.1, a Virginia Tech student-athlete shall complete a Written Notification of Transfer should they choose to pursue a request for transfer. In order to initiate this process, the student-athlete shall meet with a Virginia Tech Athletics Compliance Administrator. The purpose of this meeting shall be two-fold: (1) to review the contents of the Virginia Tech Athletics Notification of Transfer Policy; and (2) to complete the Notification of Transfer Form. The Notification of Transfer Form shall represent the official Written Notification of Transfer referenced in NCAA legislation.

In order to proceed with the request for transfer, NCAA rules require the student-athlete to watch the NCAA educational module and the student-athlete must sign a statement of attestation after reviewing Virginia Tech's policy. The contents of the form include the following data, required by the national transfer database: full student- athlete name, email, mobile phone number, and sport. The student-athlete shall retain the right to choose if they want to be contacted by other institutions per the database.

Pursuant to the expectations set forth in NCAA bylaw 13.1.1.3.1, a Virginia Tech Compliance Administrator shall enter the student athlete's data into the national transfer database no later than two business days (48 hours) after receiving the signed Notification of Transfer Form. The NCAA shall notify the student-athlete via email, per a date stamp record, once this process has occurred. Once the student-athlete receives this formal confirmation from the NCAA, they shall be permitted to communicate with other institutions regarding their intent to transfer.

Should the student-athlete transfer or remain enrolled at the original institution during the subsequent academic year, their notification of transfer information shall be archived.

Athletics Aid

Pursuant to NCAA bylaw 15.3.5.1, upon receipt of a signed Notification of Transfer Form, the head coach shall reserve the right to reduce, cancel, or nonrenew a student-athlete's athletics aid. However, the athletics aid shall not be reduced or cancelled until the end of the regular academic term (semester) in which the signed Notification of Transfer Form is received. Should a student-athlete submit a signed Notification of Transfer Form between regular academic terms (i.e., winter break or summer break), the head coach reserves the right to reduce or cancel athletics aid immediately. All nonrenewals, reductions, and/or cancellations are subject to the hearing opportunity per NCAA bylaw 15.3.5.1.1.

Further, any student-athlete that submits a written request to enter the Transfer Portal forfeits their ability to receive the Academic Incentive Award.

Support Services

Student-athletes who submit a signed Notification of Transfer Form shall retain the privilege of access to the following support services until the conclusion of the regular academic term in which the signed Notification of Transfer Form is received: Student-Athlete Academic Support Services (SAASS) and Sports Medicine. Sports Medicine services will only be rendered for athletically-related injuries sustained while a participant on the Virginia Tech Athletics roster.

Unless otherwise stated within this policy, the student-athlete who submits a signed Notification of Transfer Form shall not retain the right to any other services or benefits associated with student-athlete status at Virginia Tech.

Roster

The head coach shall always retain final authority on any/all roster decisions, regardless of a notification of transfer.

Withdrawal

The student-athlete may request to withdraw his/her name from the transfer database by requesting an update to his/her signed Notification of Transfer Form. While this action serves to remove the student-athlete's name from the national transfer database, it does not obligate Virginia Tech Athletics to reinstate athletics aid, a roster spot, or any other student-athlete benefit that may have been revoked due to receipt of the signed Notification of Transfer Form.

Impermissible Contact

Any contact that occurs prior to the official Notification of Transfer from the NCAA represents behavior that may constitute a significant breach of conduct. Such impermissible action(s) shall be subject to any/all penalties associated with a Level II violation of the NCAA enforcement structure.

1. If the student-athlete has already departed the institution, they must initiate a request for a phone conference with a Virginia Tech Compliance Administrator.
2. Timing and location of services are at the discretion of the unit oversight. Includes Counseling and Athletic Mental Performance (CAMP). Student-athletes are expected to uphold the standards of conduct set forth in both the unit and the student-athlete handbook in order to retain the privilege of access to these services.

STUDENT-ATHLETE CONFLICT RESOLUTION PROTOCOL

The Department of Athletics wants to support all student-athletes academically, athletically and holistically. Should a student-athlete have a concern, they are encouraged to seek out the resources listed throughout this handbook.

Should you have a team-related conflict (e.g., communication issue, playing time, etc) you should address it with the Head Coach or Assistant Coach. If you are unable to resolve the conflict after attempting to address it with the coaching staff, you are encouraged to address it with the sport administrator.

If, however, the conflict involves behaviors such as discrimination, harassment, or physical assault or other matters cited in University Policy or law, you should report it to the proper University Official or law enforcement.

Student-athletes may also seek guidance from the CAMP staff (Dr. Gary Bennett or Dr. Paul Knackstedt) or the Senior Woman Administrator (Reyna Gilbert-Lowry). Should the concern be associated with academics, the Faculty Athletics Representative, Dr. Jennifer Irish, may serve as an alternative resource as well.

Lastly, The Office of the Dean of Students also provides support, advice and advocacy for all students. The office is located at 109 East Eggleston Hall and staff members can be contacted by phone at 540-231-3787 or via email at dean.students@vt.edu.

ROLE OF SPORT ADMINISTRATOR

An administrator supports each team's efforts to win ACC and NCAA championships and serves as the primary administrative contact for the team's coaches and student-athletes. The sport administrator's role is to provide programmatic oversight while ensuring the department's mission and core values are reflected within the sport program.

The sport supervisors for each sport are as follows:

Baseball	John Ballein	jballein@vt.edu
Men's Basketball	Chris Helms	helmsc@vt.edu
Women's Basketball	Bridget Brugger McSorley	m Scorlbb@vt.edu
Cross Country	Chris Helms	helmsc@vt.edu
Football	Danny White	dannyw@vt.edu
Men's Golf	Derek Gwinn	gwinn@vt.edu
Women's Golf	Chris Helms	helmsc@vt.edu
Lacrosse	Bridget Brugger McSorley	m Scorlbb@vt.edu
Men's Soccer	Chris Helms	helmsc@vt.edu
Women's Soccer	Reyna Gilbert-Lowry	reygil@vt.edu
Softball	Chris Helms	helmsc@vt.edu
Spirit	JC Whidden	Jcw85@vt.edu
Men's Tennis	Reyna Gilbert-Lowry	reygil@vt.edu
Women's Tennis	Reyna Gilbert-Lowry	reygil@vt.edu
Track and Field	Chris Helms	helmsc@vt.edu
Volleyball	John Ballein	jballein@vt.edu
Wrestling	Chris Helms	helmsc@vt.edu

Administrative oversight includes, but is not limited to:

- In conjunction with the Director of Athletics, performing head coach faculty performance evaluations and providing suggested contract terms to the Director of Athletics for the head coach and staff.
- Evaluation, which focuses on, but is not be limited to:
 - Student-athlete wellbeing;
 - Team athletic performance;
 - Team academic performance; and
 - External, compliance and administrative responsibilities (including, but not limited to budget, university policies and protocol).

- Assessing and ensuring sport’s programmatic needs are being planned for and addressed including but not limited to conducting student-athlete exit interviews.
- Providing timely information to the Director of Athletics on important matters related to the program’s administration.
- Execution of operational responsibilities, including
 - Working in conjunction with event management staff, serve as lead administrator at regular season ACC competitions;
 - Working in conjunction with event management and operations, serve as home tournament director for ACC and NCAA post season events; and
 - Oversee the completion of any NCAA or ACC post season event bid processes.

STUDENT ASSISTANCE FUND (SAF)

SAF Committee Members

- Bridget Brugger McSorley, Senior Associate Athletics Director, Strategic Affairs
- Sheri Dooley, Assistant Athletic Director, Compliance & Financial Aid
- Kellie Shaver, Director, Business Operations
- Alison Whittaker, Director/Compliance, Admissions & Housing
- Mike Swanhart, Associate Director/SAASS
- Jen Irish, Faculty Athletics Representative (FAR)

The Student Assistance Fund (SAF) is an allocation of funding from the NCAA to Virginia Tech. It is intended to provide direct benefits to student-athletes in meeting financial needs that arise in conjunction with participation in intercollegiate athletics. In accordance with the expectations set forth by the Atlantic Coast Conference and the NCAA, priority consideration for distribution of funds will be given to student-athletes who demonstrate financial need.

Article 4.3 of the General Policies & Procedure section of the ACC manual specifies that “ACC member institutions should avoid using funds in a manner that could be construed as attempting to gain a recruiting advantage or disadvantage over another institution and should ensure that all student-athletes have equal access to the fund.” As such, financial need and equity shall serve as fundamental principles for all decisions related to the allocation of benefits. All SAF fund transactions will be reported to the ACC, NCAA and the Virginia Tech Faculty Athletics Representative (FAR).

The SAF committee shall maintain oversight of this fund and will be responsible for determining benefit eligibility. In addition to the fundamental principles set forth above, the goal of the committee is to serve requests for 22 varsity sport programs at Virginia Tech.

Student-athletes may request a SAF benefit by completing the SAF Workflow Request. To complete the workflow, student-athletes must log into ARMS and proceed to

Workflow Launchpad>Student Athlete Forms>NCAA Student Assistance Fund Application. As noted above, the SAF committee will evaluate the request to determine eligibility and the Sport Administrator will notify the student-athlete if his/her request has been approved. A SAF administrator will notify the student-athlete if his/her request has been approved. Benefits typically fall into three categories: Educational, Health and Safety, and Personal and/or Family expenses.

Educational Expenses

A. Textbooks, Summer/Winter Aid, Study Abroad

- The Summer Scholarship Committee will determine benefit eligibility for both summer aid and winter aid.
- The SAF cannot provide required textbooks or any other elements covered by a student-athlete's athletics aid (tuition, fees, room/board, and other identified expenses).
- Student-athletes may qualify for a SAF benefit for graduate school applications, entrance exam fees, prep courses (if needed), and prep books, for a cumulative limit of \$1,000 per student-athlete.
- Any student-athlete interested in participating in a Virginia Tech sponsored study abroad program may apply for assistance through the SAF. Approved applicants will be limited to a \$2,000.00 cumulative maximum during the student-athlete's entire enrollment at VT. The SAF funds will be applied toward the student's program costs portion of their study abroad course. Pell eligible students may exceed the \$2,000 limit based on SAF Committee approval.
 - Student-athletes must provide the following:
 - Proof of acceptance into the study abroad program;
 - Documented support from the student-athlete's SAASS advisor; and
 - Documented support from the student-athlete's Head Coach.

B. Course Supplies, Cameras, and Computers

- Student-athletes on full (100%) athletics aid receive course supplies expenses through Cost of Attendance. Student-athletes on partial athletics aid may receive a course supplies and materials stipend each semester, subject to fund availability. Qualifying student-athletes will receive a letter from the SAF administrator affirming their eligibility as well as the reimbursement process. Head Coaches will also receive a copy of this communication.
- Should a student-athlete qualify for a Pell Grant (or the international equivalent), he or she may request a one-time computer benefit by completing the SAF Request Form.
- Student-athletes who receive full cost of attendance as part of their athletics scholarship are not eligible to receive SAF funds for those components covered by their scholarship, including: tuition, room and board, supplies, transportation and personal expenses.

Health & Safety Expenses

A. Medical/Dental/Vision

- In the event a member of the VT Sports Medicine Staff determines a dental or vision procedure is a medical necessity, the VT Sports Medicine Staff member will make a referral to the appropriate medical provider.
- Qualifying student-athletes will be limited to a \$2,000 maximum allowance for dental services during the student-athlete's entire enrollment at Virginia Tech.
- Qualifying student-athletes will be limited to a \$300 maximum one-time allowance for prescription eyeglasses (including frames and lenses) during the student-athlete's entire enrollment at Virginia Tech. Additional funding may be requested if necessitated by a prescription change. Additional funding requires approval by the SAF Committee.
- All expenses related to these visits must be filed through the student-athlete's primary insurance and the institution's secondary insurance (if applicable) before a SAF benefit will be rendered. Cosmetic requests will not be considered.
- Services that weren't authorized by the VT Sports Medicine Staff will not be covered.

Personal & Family Expenses

A. Clothing, Shoes and Essential Items

- All student-athletes on partial athletics aid who are Pell Grant eligible are eligible to receive an allowance for clothing, shoes and essential items during each academic school year for which the student-athlete is enrolled, provided these expenses are permissible within Federal and NCAA regulations. International students may also qualify for benefit eligibility after completing the international equivalent documentation (EFC Calculator) with Sheri Dooley (sheridooley@vt.edu) in the Compliance Office.
- NCAA regulations do not allow for reimbursements/payments for food or rent.

B. Emergency Travel

- Requests for benefits associated with a family emergency will be given consideration on a case-by-case basis by the SAF Committee.

C. Family Travel for Medical Expenses

- In the event a student-athlete is referred to a medical provider outside of the locale by a member of the VT Sports Medicine Staff, the student-athlete may request actual and necessary expenses in conjunction with this visit. After consulting with the VT Sports Medicine Staff, the SAF Committee will determine eligibility for the benefit requested. As with all SAF requests, priority consideration will be given to student-athletes who demonstrate need.

Miscellaneous Expenses

- This list of benefits is not exhaustive. Student-athletes may be eligible for funds for a variety of reasons. The SAF Committee will review each request on a case-by-case basis to determine benefit eligibility, and in most cases, these referrals will come from the sport coach or administrator.

Conclusion

SAF benefits are never guaranteed annually, and are always subject to availability of funds. Receipt of benefits is a privilege, not a right. As such, all student-athletes are expected to uphold the standards of conduct set forth in the Student-Athlete Handbook in order to be eligible for receipt of benefits.

[1] The Virginia Tech athletics insurance coordinator shall oversee this process.

[2] Subject to fund availability

STUDENT-ATHLETE DEVELOPMENT

Student-Athlete Development is committed to the holistic support of the career, leadership, and personal development of Hokie student-athletes in order to bridge the gap between athletics and academics and build a foundation for success at Virginia Tech and beyond. We develop today's champions to become tomorrow's leaders!

Inspired by the NCAA Student-Athlete Affairs commitment areas, Student-Athlete Development creates programs designed to enhance student-athletes in these areas:

Leadership Development - We believe we've been afforded a tremendous opportunity to assist Virginia Tech student-athletes in their growth as leaders. Our intent is to help student-athletes identify ways they can thrive as leaders, students and competitors. Through the Virginia Tech Athletics Leadership Institute, student-athletes have a chance to connect with peers, learn from each other, and more importantly, share the student-athlete experience as a journey done together.

Career Development - Student-Athlete Development is committed to helping Hokie student-athletes discover their strengths and passions and identify transferable skills in preparation for career success beyond Virginia Tech. The Career Game Plan provides student-athletes with insight into unique aspects of career development through their tenure at Virginia Tech and offers stepping stones on their path to post-graduate success.

Personal Development - With the university motto, Ut Prosim, (That I May Serve) at our core, Student-Athlete Development develops student-athletes for successful transitions into and out of college. Holistic education on sexual assault and relationship violence, alcohol, diversity and inclusion, time management, and financial literacy enhance the Hokie student-athlete experience.

Our office also assists student-athletes in taking advantage of the many opportunities to volunteer with local and national organizations throughout their college career.

Student-Athlete Development Staff

Natalie Wimmer, Assistant A.D., Student-Athlete Development	nforbes9@vt.edu
Cameron Spera, Senior Director, Leadership Development	camspera@vt.edu
Devin Wilson, Director, Student-Athlete Alumni Engagement	devinw11@vt.edu
CJ Carter, Director, Student-Athlete Career Development	
Olivia Dwyer, Coordinator, Student-Athlete Development	odwywer@vt.edu

STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

Student-Athlete Advisory Committee (SAAC) is a leadership group consisting of student-athletes representing all sports at Virginia Tech. The

Virginia Tech SAAC provides insight on the student-athlete experience and offers input on the rules, regulations and policies that effect student-athletes' lives. SAAC members serve as a conduit of communication among student-athletes, coaches and athletic administrators in an effort to improve the student-athlete experience.

Presently, there are separate national SAACs for NCAA Divisions I, II and III. NCAA legislation mandates that all member institutions have SAACs on their respective campuses. Further, NCAA legislation requires that all member conferences have SAACs.

Below are the key areas of focus for the Virginia Tech SAAC:

- Promote effective communication between the Virginia Tech Athletics Department administration and student-athletes.
- Serve as the student-athlete voice for NCAA and ACC legislation, as well as institution policies.
- Provide feedback and insight into athletics department matters.
- Build a sense of community and camaraderie amongst all student-athletes at Virginia Tech.

SAAC Representative Responsibilities:

- Serve as a leader and liaison within their team by educating and soliciting feedback from their team about relevant issues discussed during SAAC meetings.
- SAAC meetings will be scheduled regularly throughout the school year and attendance at meetings and events is mandatory. If an absence is necessary, a SAAC faculty advisor and/or an Executive Team member must be notified.
- Respond accordingly, and in a timely manner, to all correspondence from faculty advisors, Executive Team members, and other SAAC representatives.

For more information, please contact Natalie Wimmer or Cam Spera.

SPORTS MEDICINE

For a complete list of medical and health protocols for student-athletes at Virginia Tech, please refer to the most current sports medicine reference from the NCAA Sport Science Institute.

Mission

Sports Medicine Department will strive to provide the most efficient and effective treatments available to help prevent and manage athletic-related conditions. Treatment of athletic-related conditions will be based on sound medical and rehabilitative principles in conjunction with consideration of personal and team goals.

Philosophy

The Sports Medicine Department is committed to providing you with prompt evaluations and treatments that focus on flexibility, strength, endurance and sport specific functional activities.

Injury prevention, care, treatment and rehabilitation by the Training Staff is augmented by medical care from the various team physicians, including Primary Care, Orthopedic and other Specialists. The health and safety of our student- athletes is our primary concern.

If you are injured or become ill, you should contact your assigned trainer for advice, preferably prior to 9:00 a.m. so the trainer can notify coaches and assist in getting an appointment with the team physician. The team physician will only be seen with a referral from a staff trainer and with an appointment.

Physical Exams

Each student-athlete must have a yearly physical exam on file before beginning participation. Physical exams will be arranged for each team by your respective staff athletic trainer. Each student-athlete must also complete an exit physical upon separating from their team.

Procedures for the Care of Athletic Injuries

The following policies and procedures are in effect regarding athletic injuries:

1. All injuries should be reported to a member of the Sports Medicine staff at the time of the injury. Athletes must have a referral and appointment from their trainer to see the team physician.
2. First aid will be administered and if indicated, arrangements will be made for a consultation with the physician, for medical diagnosis and prescribed treatment of the injury.
3. If further diagnostic tests are needed, the athletic trainer will make the necessary arrangements, including transportation to the designated facility, if needed.
4. If the team physician believes the injury is of the nature or severity that requires the consultation or services of a medical specialist, necessary arrangements will be made by a member of the Sports Medicine staff.

Dental Care

The Athletic Department will assume the financial responsibility for the payment of dental repairs that are needed due to an injury incurred while participating in a formal practice or contest. All dental injuries associated with the intercollegiate sport must be reported as soon as possible. The Athletic Department will not be responsible for payment of routine dental care and maintenance such as temporary fillings due to dental cavities, cleanings, gum infections or any other dental problems not related to an athletic injury. In addition, the Virginia Tech Athletic Department will not cover any injuries received during unsupervised activities.

Corrective Lenses

If you require contact lenses or glasses for competition, please supply your lens prescription to the Sports Medicine Office. Contact lenses or glasses worn for general use will be your responsibility and will not be furnished or paid for by the program. If it is determined during the eye exam that you require corrective lenses (sport goggles, contact lenses) for competition, they may be purchased by the Athletics Department. If reported immediately, corrective lenses lost, misplaced, or damaged in practice sessions and/or contests will be replaced through the Sports Medicine Office. If they are lost, misplaced, or damaged other than in athletic participation, you must replace them.

Medical Insurance Coverage

The Virginia Tech Athletics Department will provide secondary medical insurance coverage to Virginia Tech student-athletes participating in supervised and scheduled practice sessions or competition. The department will not be responsible for pre-existing conditions or injuries, or any ailments or injuries you sustain while participating in unsupervised or non-departmental activities.

Virginia Tech carries a major medical insurance policy on all student-athletes. The Athletics Department insurance procedure mandates the filing of all athletic injury claims against you or your parents'/guardians' insurance policy. Once the insurance company responds, the Athletic Department's policy will be utilized to complete payment of the bills related to your injury. If no primary insurance exists, the Athletics Department policy assumes all coverage.

When a student-athlete requires medical procedures or care, which cannot be provided by the team physicians, this care must be pre-authorized by one of the staff athletic trainers. If this care is required during the summer, the student-athlete must contact the athletic trainer or the team physician for his or her sport, in advance, to receive authorization. The athletics department will not assume financial responsibility for any outside medical expenses, which were not pre-authorized by the sports medicine staff.

By letter, the Athletics Department will outline for you and your parents or guardians the insurance policies of the department. An insurance questionnaire is included for you and your parents or guardians to complete and return to the Athletics Department. This form will ask you to list the insurance company information and indicate if you are covered for athletic competition.

All non-scholarship student-athletes are required to have insurance as a condition of their participation.

Training Room Facilities

The Eddie Ferrell Athletic Training Room in 160 Jamerson Center and Hahn Hurst Basketball Practice Facility are open Monday-Friday 8:00 AM-5:00 PM (other times such as weekend and breaks will be posted). The Rector Field House Training Room will be open in the afternoons starting at 2:00 PM for athletes participating in outdoor sports in that area of our facilities. Athletes should see their respective athletic trainer for directions on which room to report.

Training Room Policies and Procedures

1. All athletes must sign in upon entering the training room. This is the only means of documenting your attendance in the training room. Rules for the training room include:
2. No profanity or horseplay.
3. Report dressed appropriately for treatment and rehab.
4. No athletic equipment in the training room.
5. You must shower after practice prior to getting treatment.
6. No athletes are permitted to use training room equipment without permission and assistance from a member of the staff.
7. Report at least one hour prior to practice for taping.
8. Be on time for all training room sessions.
9. Any issues concerning the training rooms should be addressed to the Director of Athletic Training.

The treatment schedule is 8:00 AM-11:00 AM and 1:30 PM-3:00 PM Monday through Friday. Special arrangements as needed are to be made with the training staff. Holiday and break schedules will be communicated on a team by team basis.

Sports Medicine Staff (See Hokiesports.com for updated list)

STRENGTH AND CONDITIONING

The following policies and procedures are in effect for use of the weight rooms:

1. Our mission is to train student-athletes in an effort to improve their athletic performance and minimize the severity and incidence of athletic injury. You must be on an active team roster and be cleared by the sports medicine staff in order to use the strength and conditioning facilities.
2. Each team and each athlete will be on a specific training plan designed by the strength and conditioning staff. No sport coach or athlete should alter this training plan without prior approval of the strength and conditioning professional responsible for that sport.
3. We must maintain a strict schedule in order to prevent an over-crowded, unsafe environment. You must train on the days and at the times specified for your team! If

there is a schedule conflict, it is your responsibility to communicate with the proper staff member before it takes place. Final facility scheduling will be determined by the Strength and Conditioning staff.

4. Please do not wear clothing, including hats, representing other universities, or alcohol and tobacco companies in the facility. All student-athletes must wear proper training gear and footwear when training.
5. Always return all equipment to the proper place when finished.
6. Failure to comply with these policies may result in the loss of strength facility privileges.
7. Please consult your sport-specific strength and conditioning coach for additional policies and procedures.

Olympic sport strength coaches can be reached at the Olympic Sports AP weight room.

Ron Dickson, Assistant AD, S/C, Olympic Sports	rond@vt.edu
Seth Diters, Senior Director, Olympic Sports	sethd@vt.edu
Lauren Collier, Director, Olympic Sports	laurenc23@vt.edu
Trey North, Associate Director, Olympic Sports	treyn@vt.edu
Eric Hale, Assistant Director, S/C, Olympic Sports	ericjh@vt.edu

Basketball strength coaches can be reached at the Hahn Hurst weight room.

Greg Werner, Assistant AD, S/C, Women's Basketball	wernerg@vt.edu
David Jackson, Assistant AD, S/C, Men's Basketball	twins@vt.edu

Football strength coaches can be reached at the Steve Johnson S&C Center

Dwight Galt IV, Senior Director, Football	dgalt@vt.edu
Greg Allen, Assistant Director, Football	gregallen@vt.edu
Jarrett Ferguson, Assistant Director, Football	jafergus@vt.edu
Ryan Hardie, Assistant Director, Football	rhardie@vt.edu
Brandon Dillard, Assistant Director, Football	dino@vt.edu

Weather Policy

In the event that the University closes due to weather, the weight room will also close. In the event that the University starts on a delayed schedule, we will open and resume a normal schedule at the time that the University resumes classes.

(Example: If classes resume at 10 AM we will open the day with our 10 AM team times.)

SPORTS NUTRITION

Virginia Tech Sports Nutrition is committed to empowering student athletes on and off the competitive stage through excellence in fueling, educating, collaborating and applying the latest evidence based sports nutrition research. We will serve as an important piece of the multi-

disciplinary, sports science team to best support student athlete performance, health and well-being, and life after sport.

Student Athlete Performance Center (SAPC): State of the art dining facility where athletes can eat nutritious, performance focused meals in a social environment. Throughout the semester, most athletes receive 9 meals (4 dinners and 5 brunches) per week.

Nutrition Oasis: Main fueling station for Olympic sport athletes. Used to encourage athletes to fuel before and recover well after workouts. Educational resources are also provided in this space.

Nutrition Education and Counseling: Available to all student-athletes by the Athletics Department Sports Dietitians. Sport specific nutrition education is provided to athletic teams by request of coaches, athletic trainers, physicians and student-athletes. The Sports Nutritionist's offices are located in 112 & 113 Merryman Athletic Center.

Individual nutrition education and counseling appointments can be made by contacting the Sports Dietitians. The Sports Dietitians can, but are not limited to providing individual counseling on the following topics:

- Improving performance
- Fueling before workouts
- Recovery after workouts
- Hydration
- NCAA supplement education
- Recipe and meal ideas
- Performance plates
- Medical nutrition therapy: diabetes, anemia, celiac disease, IBS issues, etc.
- Eating disorders & disordered eating
- Body composition assessment
- Food allergies and intolerances
- Vegetarian or vegan diets
- Injury or illness recovery

For more nutrition information, please follow VT Sports Nutrition on Instagram (Hokie_Fuel) and Twitter (@HokieFuel)

Staff

Clint Wattenberg, MS, RDN: Associate AD, Sports Nutrition	clintwattenberg@vt.edu
Carly Harris, RDN: Director, Football Sports Nutrition	carlyjh@vt.edu
Sara Stanford, RDN: Associate Director, Sports Nutrition	sstanford@vt.edu
Camie Martin: Assistant FB Sports Dietitian	camiem@vt.edu
Molly Miller, MS, RDN: Assistant Olympic Sports Dietitian	mollymiller@vt.edu
Savannah Gustafson, MS, RDN: Olympic Sports Nutrition Fellow	savannahgus@vt.edu

COUNSELING AND ATHLETIC MENTAL PERFORMANCE (CAMP)

The Virginia Tech Athletics Department contracts with the Thomas E. Cook Counseling Center to provide counseling services for student-athletes through the Counseling and Athletic Mental Performance (CAMP) office.

Mission

To promote mental wellness, to assist student-athletes dealing with personal and/or mental health issues, and to support the psychological development of our student-athletes in both sport and life.

Services

Students seek services through CAMP for a wide variety of reasons. CAMP provides training for athletes wishing to improve the mental aspects of their sport performance, offers consultation with coaches and administrators, and delivers workshops on specific topics tailored to teams' identified needs (e.g. team-building, performance enhancement, mindfulness training). Individual counseling sessions are offered with our clinically trained staff to address pre-existing or new mental health concerns/conditions. Examples of presenting concerns include difficulty adjusting to college, dealing with the stress associated with being a student-athlete, relationship concerns, ADHD, and other mental health conditions such as depression, anxiety, eating disorders, and substance misuse. Any of these concerns can impact student-athletes' preparation and execution in their sport. Services are provided in a confidential and comfortable setting in the Athletic Performance Center on the ground floor of the Merryman Athletic Center.

Staff

Gary Bennett, Ph.D., Associate Athletic Director, Clinical and Sport Psychologist

- Professional interests including Acceptance and Commitment Therapy, mindfulness, substance misuse, performance enhancement, and team-building. He can be reached at 540-231-2556 (W), 540-449-4597 (cell) or gabennet@vt.edu.

Paul Knackstedt, Psy.D., M.S., Licensed Clinical Psychologist

- Professional interests include sport, performance, and exercise psychology, student-athlete retirement from sport, group therapy, and diversity issues. Paul can be reached at 540-231-6293 (W), 717-576-7448 (cell), or pknack35@vt.edu.

Lauren Naldo, M.A., NCC, LPC, Licensed Professional Counselor

- Lauren's professional interests include performance anxiety, emotion regulation and mental focus, perfectionism, body image and eating concerns, women's issues, relationship issues, exploration of identity, and sexual assault and trauma. Lauren's contact info is 540-231-3747, 717-571-8425 (cell), or kellarl@vt.edu.

Kara Hoff, Psy.D., M.S., Licensed Clinical Psychologist

- Professional interests include sport culture, performance concerns, relationship issues, perfectionism, LGBTQIA+, identity development, and trauma. Kara can be reached at 570-447-7025 (cell) or khoff@vt.edu.

Referral Process

Appointments may be scheduled by either contacting the CAMP office in 112 Merryman Athletic Center or by contacting Dr. Bennett or any of the other clinicians above. In addition to individual student-athletes scheduling appointments for themselves, coaches, physicians, athletic trainers, or other Athletic Department staff can refer student-athletes to CAMP or request consultation services.

CAMP offices are open Monday through Friday, usually between the hours of 8:00 a.m. and 5:00 p.m. Additional hours can be arranged as needed. Staff members are available for after hour crisis calls. The Cook Counseling Center also provides after hours on-call emergency services which are available by calling 540-231-6557.

LETTER AWARD SYSTEM

Virginia Tech Athletics is proud to sponsor awards for student-athletes who earn a varsity letter. The department presents letter awards to those student-athletes whose participation record meets the minimum requirement for lettering. At the end of the season, head coaches submit their recommendations for lettering to the Senior Associate Athletic Director of Student-Athlete Development. (See your coach for the specific requirements in your sport).

The awards given are as follows:

1. First varsity letter earned: Letter Jacket
2. Second varsity letter earned: Tote Bag with VT logo
3. Third varsity letter earned: Framed Chenille VT logo
4. Fourth varsity letter earned: VT Monogram Ring

The Virginia Tech Monogram Ring is a varsity athlete award. Accordingly, only student-athlete letter winners are eligible to purchase or receive this award. The Athletic Department awards this ring to all four-year athletic team letter winners at no cost to the student-athlete. Any varsity student-athlete letter winner may purchase the ring.

Each senior may also receive a token of appreciation from the Virginia Tech Athletic Fund (Hokie Club). The first varsity letter award may be recommended on behalf of those seniors who have not previously earned a letter. The senior must have been a squad member for a minimum of two (2) consecutive years. This award recognizes the perseverance, commitment, and unselfish attitude demonstrated by the nominee.

For more information, please contact Reyna Gilbert-Lowry, Executive Associate A.D. & Senior Woman Administrator at reygil@vt.edu.

STUDENT-ATHLETE FEEDBACK

In an effort to evaluate and improve the overall student-athlete experience, the Virginia Tech Department of Athletics administration will obtain feedback from student-athletes through several

avenues. All student-athletes will receive a brief annual student-athlete experience survey via email each at the conclusion of their competitive season which seeks to identify the strengths of the athletic programs and areas where improvements may be necessary.

Seniors and those student-athletes exploring transfer opportunities will be asked to complete an online senior exit survey at the conclusion of their competitive season. The survey includes questions regarding the value of the student-athlete experiences athletically, academically, and socially while representing the university in sports.

As part of the NCAA certification process, all student-athletes are also provided with the opportunity to meet in-person with their respective sport administrator in order to discuss their athletic experience. Feedback from surveys and interviews will not be provided directly to coaches, however, it will be provided to sport administrators and the Director of Athletics for review and follow-up as needed.

Semester Checklist

Prior to leaving Virginia Tech, whether temporarily at semester break or permanently for graduation, it is important to make sure all of your responsibilities to the VT Athletic Department have been met. This checklist has been created to assist you in completing those responsibilities.

Graduating Student-Athletes

- Complete Exit Survey
- Complete Post-Graduation Career Survey
- Return books to Bookstore through SAASS (students on book scholarship)

Transferring Student-Athletes

- Return books to Bookstore through SAASS (students on book scholarship)
- Return laptop computer (Full scholarship recipients only)
- Complete Exit Interview
- Complete and submit Voluntary Withdrawal Form (if leaving team on own accord)

Before Leaving Campus at end of Fall/Spring Semester

- Return books to Bookstore through SAASS (students on book scholarship)
- Meet with SAASS counselor to discuss academic eligibility considerations
- Make summer school arrangements, if needed
- Confirm fall/spring schedule is in order

MEDIA RELATIONS

You may be asked to speak with members of the media. All interviews will be set up through the Creative Communications Office. If anyone contacts you directly (email or phone) for an interview, always refer him or her to your sport contact from the Creative Communications Office

to ensure the request is legitimate. Do not give your home or cell phone number to media members and do not respond to emails or direct messages on social media accounts.

Why accommodate the Media?

1. Talking with the media helps student-athletes develop communication skills that will be useful throughout college and in future professional and business careers.
2. You gain the opportunity to communicate with your fans and supporters who attend your sporting events or follow you back home.
3. Our program receives publicity, and you build the reputation as an approachable, credible and honest source for media stories.

12 Things to Remember

1. If a media member contacts you for an interview, please direct them to your Creative Communications office contact. Media members are asked to go through the Creative Communications office to coordinate all interviews.
2. You are the expert. Most questions relate to your sport and your role. Consequently, the questions should be easy to answer.
3. You control the interview and what answers are provided. Direct the conversation to what you want to talk about. Remember, you are not obligated to answer any question with which you are not comfortable.
4. Be prompt. Reporters are usually on a tight deadline and appreciate the extra effort you make to be available on time.
5. Be available for interviews after a bad game or bad performance. How a coach or athlete behaves after a loss often makes a bigger impression than after a win.
6. Think ahead. Have a game plan and identify the two or three main points that you want to get across.
7. Relax and think positively.
8. Keep direct eye contact and stay focused.
9. Praise your teammates, credit your coaches, and be gracious to opponents.
10. Talk in short, complete sentences.
11. Represent VT by putting your best self forward when being interviewed.
12. Always end the interview with a simple thank you.

SOCIAL MEDIA GUIDELINES

When using social media for personal and professional use, be sure to utilize the R.A.I.S.E. principle: RESPECTFUL • AUTHENTIC • INTENTIONAL • SMART • ENGAGING

Please keep in mind HOKIES RESPECT, the Virginia Tech Principles of Community and the “Role of a student-athlete” sections as listed in the Student-Athlete handbook.

PROFESSIONAL REPRESENTATION

Professional sports are an important part of today's society. After completing your collegiate career, you may have aspirations of competing on a professional level in your sport. It is important that you know the NCAA rules relating to professional sports. Any violation of the rules regarding agents or agreements can render you ineligible for further intercollegiate competition.

According to NCAA regulations, you will be declared ineligible for intercollegiate athletics (and may lose your scholarship) if you agree (verbally or in writing) to be represented by an agent for the purpose of marketing your athletic skills. This will be the case even if you enter into an agreement with an agent for representation in future professional sports negotiations that are to take place after you have completed your collegiate eligibility. In addition, you will be declared ineligible if you (or your relatives or friends) accept any benefits from an agent or the representative of any company that includes agents.

All individuals requesting contact with Virginia Tech student-athletes are required to complete a questionnaire, which will register the individual/organization with the Virginia Tech Athletics Department.

Student-athletes are requested to adhere to the following guidelines:

1. Submit the name and address of any agent that contacts you to the Compliance Office.
2. Do not provide an agent with a complimentary admission to your athletic events.
3. Notify the Compliance Office of any problems caused by agents, or representatives of their organizations.

There will be discussions regarding professional representation issues during the course of the academic year. It is extremely important for you to be knowledgeable of any information provided by the NCAA and the Virginia Tech Athletics Department that will assist in the selection of professional representation.

DIVERSITY, INCLUSION, & BELONGING

The Virginia Tech Department of Intercollegiate Athletics support the concepts embodied in the Virginia Tech Principles of Community, to create a climate free from discrimination. We embrace the idea that a diverse community of students, faculty, staff and other university officials enriches the learning experience for all, and helps prepare all members of the community for the multicultural world in which we live.

The Hokies All. In. diversity and inclusion initiative provides opportunities for Hokie student-athletes to learn about and discuss topics around diversity, equity and inclusion. Affinity groups for black, international, LGBTQ and female student-athletes also provide a comfortable space for student-athletes to connect around identities outside of athletics, share commonalities, learn from differences, and create community in familiar environments. For more information, please

contact Reyna Gilbert-Lowry, Executive Associate A.D.& Senior Woman Administrator at reygil@vt.edu.

The purpose of this section is to increase awareness of programs that exist on and around the Virginia Tech campus, which are intended to improve the experience of all student-athletes, coaches, administrators and staff, relating to diversity and multicultural affairs. Virginia Tech is committed to providing equitable opportunities in Intercollegiate Athletics for students, coaches, administrators and staff.

Virginia Tech's Multicultural Programs and Services

Cultural and Community Centers, 150 Squires Student Center, 231-8584
<https://ccc.vt.edu/index.html>

Purpose: To support underrepresented and underserved students through education, advocacy, advising, and leadership development. Through programming and events, the CCC raises cultural awareness and invites the community to learn about and develop an appreciation for cultural differences. Centers include: American Indian & Indigenous Community Center, Asian Cultural Engagement Center, Black Cultural Center, El Centro, Intercultural Engagement Center, and LGBTQ+ Resource Center.

Cranwell International Center, 240 West Campus Drive, 231-6527 <http://www.international.vt.edu/>

Purpose: The Cranwell International Center is committed to the University's globalization initiatives and serves as the primary support service for the international community. Cranwell promotes intercultural exchange, fosters a welcoming environment, and enhances the experience of all University and community participants.

SAFE ZONE Program

Purpose: The goal of the Safe Zone program is to provide a more accepting environment for lesbian, gay, bisexual, transgendered, questioning students (LGBTQ), and their allies at Virginia Tech. This environment is created utilizing a network of individuals that are committed to providing both a supportive environment for — and accurate information about — LGBTQ students and their allies. List of Safe Zones at VT can be found [here](#).

Services for Students with Disabilities, Lavery Hall, STE 310, 231-0858 <http://www.ssd.vt.edu/>

Purpose: To ensure that students with disabilities receive equal access to curricular and co-curricular opportunities in this academic community, and assist students with disabilities in becoming fully integrated into the University community. Additionally, SSD promotes greater awareness and understanding of disabilities, including the needs of students with disabilities, and also facilitates the transition of students with disabilities from high school to college, and ultimately into the workplace.

POLICY FOR INCLUSION

Consistent with the university's commitment to inclusiveness, Virginia Tech Athletics recognizes the right of every student-athlete to hold his or her own religious or non-religious views, free from direct or indirect coercion or contrary endorsement. For further information on campus resources, please see the campus organization website:

<https://gobblerconnect.vt.edu/organizations>, religious organizations or the Hokie Handbook: <http://inclusive.vt.edu/vtpoc0.html>

TRANSGENDER STUDENT-ATHLETE PARTICIPATION POLICY

The Virginia Tech Department of Athletics Transgender Participation Policy is informed by the NCAA Transgender Student-Athlete Participation Policy (TSAP) which applies to any individual who wants to compete in gender different than their sex assigned at birth. Virginia Tech Athletics maintains the following policy to facilitate and encourage the participation of transgender students and to uphold the principles of equity and inclusion. This policy covers participation in intercollegiate athletics and accommodations for individuals who participate in athletic activities that take place at Virginia Tech.

This policy applies to individuals regardless of identity (trans, non-binary, genderqueer, etc.). The NCAA Transgender Student-Athlete Participation Policy (TSAP) aligns transgender student-athlete participation with the [Olympic Movement \(PDF\)](#). The resulting sport-by-sport approach preserves opportunity for transgender student-athletes while balancing fairness, inclusion and safety for all who compete.

The NCAA Transgender Student-Athlete Participation Policy (TSAP) indicates that transgender student-athlete participation for each sport be determined by the policy for the national governing body of that sport. If there is no NGB policy for a sport, it would then be determined by the policy for that sport's international federation. If there is no international federation policy, it would be determined by [policy criteria \(PDF\)](#) previously established by the International Olympic Committee. Sport-specific policies are subject to ongoing review and recommendation by the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports to the Board of Governors.

Beginning Aug. 1, 2022, participation in NCAA sports requires transgender student-athletes to provide documentation that meets the criteria for the [2010 NCAA Policy on Transgender Student-Athlete Participation \(PDF\)](#), plus meet the sport standard for documented testosterone levels at the beginning of their competition season and again six months later.

For participation in NCAA championships, transgender athletes must additionally provide documentation of testosterone levels to the CSMAS (Committee on Competitive Safeguards and Medical Aspects of Sports) with laboratory work completed within four weeks of the championship selections.

The Virginia Tech Department of Athletics Transgender Participation Policy is informed by the principles set forth in the NCAA Inclusion of Transgender Student-Athletes Handbook:

1. Participation in interscholastic and intercollegiate athletics is a valuable part of the education experience for all students.
2. Transgender student athletes should have equal opportunity to participate in sports.
3. The integrity of women's sports should be preserved.
4. Policies governing sports should be based on sound medical knowledge and scientific validity.
5. Policies governing sports should be objective, workable, and practicable; they should also be written, available and equitably enforced.
6. Policies governing the participation of transgender students in sports should be fair in light of the tremendous variation among [all] individuals in strength, size, musculature, and ability.
7. The legitimate privacy interests of all student athletes should be protected.
8. The medical privacy of transgender students should be preserved.
9. Athletic administrators, staff, parents of athletes, and student athletes should have access to sound and effective educational resources and training related to the participation of transgender and gender-variant students in athletics.
10. Policies governing the participation of transgender students in athletics should comply with state and federal laws protecting students from discrimination based on sex, disability, and gender identity and expression.

For a more comprehensive information about guidance to NCAA athletic programs about how to ensure transgender student-athletes fair, respectful, and legal access to collegiate sports teams based on current medical and legal knowledge, please visit: [Transgender Student-Athlete Participation Policy](#) or contact:

Amy Wilson
NCAA Managing Director of Inclusion
Email: inclusion@ncaa.org
The National Collegiate Athletic Association
700 W. Washington Street
P.O. Box 6222 Indianapolis, Indiana 46206-6222

EQUIPMENT AND LOCKER ROOM PROCEDURES

Equipment Room

There are four equipment rooms that serve the athletes of Virginia Tech. The Olympic Sports Equipment Room is located in Room 124 of Cassell Coliseum. This equipment room serves all of the student-athletes except Football, Men's Basketball, Women's Basketball and Baseball. The Football Equipment

Room is located adjacent to the Football locker room and is on the bottom floor of Cassell Coliseum. The Men's and Women's Basketball Equipment Room is located next to the Men's and Women's locker room in the Hahn-Hurst Basketball Practice Facility. The Baseball Equipment Room is located in the Weaver Baseball Facility. Normal hours of operation are 8:00am-5:00pm.

Locker Rooms

You will be assigned a numbered locker in your designated locker room and a combination lock to which only you and the equipment manager know the combination. Lockers are to be kept NEAT and CLEAN at all times. Clothing in lockers should be hung and not thrown in the bottom of lockers. Do not leave clothing or equipment in someone else's locker. Equipment managers have the right to check lockers. In addition, all clothing and equipment issued is the property of the Virginia Tech Athletics Department. You will be charged for any clothing/equipment not returned when requested.

TEAM TRAVEL PROCEDURES

Team travel schedules are established by the head coach (or their designee) of each sport using the University Athletics Committee policy and team travel funds as guidelines. Travel plans are approved by the sport administrator (supervising Associate Athletics Director). The head coach (or designee) is responsible for ensuring all elements of each trip are confirmed prior to the trip.

The following will govern the method of travel used by our intercollegiate athletic teams. The policy takes into consideration safety, team sizes, and budgetary matters. Any deviation from the policy must be approved, in advance, by the supervising Associate Athletics Director, or in their absence, another Associate Athletics Director.

It is preferred that bus travel be utilized in all cases where it is a feasible option. This is particularly the case during the traditional season of competition. Any travel within a four-hour radius of campus may choose to use a van. However, if either the outbound or inbound portion of the trip demands driving after midnight, a bus must be utilized. Due to the small squad size in the sports of Golf and Tennis, we recognize that van travel is preferred. In addition to the traditional van option, the University has a 36-passenger bus that can be an option for any trip that does not require an overnight stay. Prior approval is to be requested for all exceptions to the policy.

When airline travel is needed, advance approval is necessary by the sports supervising Associate Director, or in their absence, another Associate Director. Van or bus may be utilized to transport a team to the airport. Prior to departure, a Travel Itinerary Form must be completed and delivered to the Director of Athletics, all sports administrators, the Senior Assistant Director of Athletics for Compliance, Eligibility Coordinator in Compliance, the Director of Sports Medicine, and the Sports Information Office.

The itinerary will include the following information:

1. Sport
2. Mode of travel
3. Lodging location with full address of the hotel and its telephone number
4. Departure schedule
5. List of travel party
6. Return schedule

INCLEMENT WEATHER POLICY

FROM ATHLETICS POLICY: Upon official announcement that the University has closed for a weather-related reason or due to a safety threat, all athletically related activities (ie, CARA and/or RARA) are PROHIBITED until the University officially reopens.

Competition

If a Virginia Tech Athletics competition is scheduled at home during an official University closing, the Sport Administrator, in consultation with the Athletics Director, Visiting Team's Sport Administrator, and the ACC (if applicable), will determine if the competition is able to remain scheduled as planned. Any changes will be shared per the internal communication protocol.

Practice

If a sport program is within its championship season of competition, the Head Coach may request a waiver of this policy in pursuit of an NCAA countable practice; however, student-athlete attendance is voluntary as the student-athlete reserves the right to determine if they can safely transport himself or herself to practice. At the student-athlete's request, a member of the coaching staff may choose to provide local transportation to a student-athlete in order to attend practice.

The waiver request must be initiated through the sport administrator. A certified athletic trainer must be present in order to conduct a practice. If a waiver is granted, punitive measures are strictly prohibited if a student-athlete deems it unsafe to transport himself or herself to practice due to inclement weather.

Transportation Difficulties (when the University is not closed)

Employees who do not report to work as scheduled must charge time missed to annual, sick, compensatory, or overtime leave, or leave without pay as appropriate. Employees should contact their supervisor for any other arrangements that result from transportation difficulties.

Emergency Personnel

Within the department, the following people are considered emergency personnel at all times:

1. Executive Associate Director of Athletics.

2. Outside Facilities Manager and designated crew (Stadium Shop).

Within the department, the following people are considered emergency personnel in the event a competition will take place during inclement weather:

1. Sport Administrator.
2. Any Facilities Manager who oversees the arena, coliseum, field house, stadium, etc. where the competition will take place.
3. Any other staff who are normally responsible for the operation of the sport program's competition.

VEHICLE REGISTRATION PROCEDURES

If you bring a vehicle to Virginia Tech, you must register the vehicle by the first day of classes. You register the vehicle by going to the Parking Services Office on Southgate Drive (231-3200). You are required to have your motor vehicle registration, valid driver's license and student ID card in order to register the vehicle. During registration at the Parking Services Office, ask for a copy of their comprehensive booklet of parking regulations.

RESIDENTIAL AND DINING PROGRAMS

The University offers a wide variety of housing and food service options. You may elect an option that best fits you.

Housing

Housing and Residence Life, 231-6205 or housing@vt.edu, manages over forty-six residence halls at Virginia Tech and over 10,000 on campus student residents. Student staff members (resident advisors or RAs) serve as the primary source of information and referral for hall residents. The RA can assist or refer residents with a variety of concerns, including housing regulations, emergencies, maintenance, noise problems, academic concerns, roommate conflicts, and personal matters. Life in the residence halls is governed by a specific set of rules and regulations, found in the [Housing and Residence Life](#) section of the Hokie Handbook. All residents are responsible for knowing and abiding by these guidelines.

All entering freshmen are required to live in the residence halls unless given special permission to live off-campus. Full-time returning students wishing to live on campus are encouraged to apply each year for on-campus housing accommodations through the random selection process (the Housing Application Process, or —housing lottery as some students refer to it). In all cases, you must review your housing arrangements with your coach.

However, please note, if you do not enter the Housing Application Process as a returning student, you may not be afforded on-campus housing for the next academic year. Your coach cannot enter the process for you. Assignments to CID (Creativity and Innovation District), traditional favorites of the athletic teams, are only considered when the coaching staff submits your name to

the Director Compliance, Admissions and Housing. Learn more about on-campus housing options [here](#).

If you are receiving an athletic scholarship, which includes housing, your scholarship is based on the cost of a double-occupancy room. If pre-season training requires your team to return to campus early, your coach will notify you and will make necessary arrangements for early arrival room and board.

Off-Campus Housing

If you are living off-campus in a private residence (e.g., renting a room, leasing a house), as a condition of participation, a copy of your lease/rental agreement must be in your athletic file. In addition, you are encouraged to pay rent by check or money order to keep proper records (e.g., receipts, canceled checks, miscellaneous charges). If you have such a living arrangement, notify your coach.

Dining Services

If you are utilizing University on-campus housing, you will automatically be assigned a dining plan. On-campus residents must have one of the “major dining plans.” If you are a scholarship athlete, your coaching staff may assign the specific dining plan to you, otherwise, you may choose from the available on-campus options. Off-campus dining plans are also available to students, and over 6,000 off-campus students choose to carry a dining plan for convenience.

There are convenient dining locations across campus and flexible dining plans to fit your schedule. The dining centers serve a variety of tasty and nutritious meals Monday – Friday in all-you-care-to-eat dining centers, and a la carte facilities serve a wide variety of food seven days a week, from breakfast until midnight. We have provided the approximate hours of operation. As these may change, student-athletes are encouraged to check the Dining Services website for further details: <http://www.dining.vt.edu/index.html>

In compliance with NCAA regulations, if your grant-in-aid includes board and you generally eat off-campus, you can receive a stipend at the beginning of each semester during the academic year. The stipend will be minus the cost of any meal plan you ordered.

Late or Early Meals

Your coach will be responsible for any late or early meal arrangements, such as a pre-game meal.

STUDENT-ATHLETE HANDBOOK SIGNATURE PAGE

Review this section carefully prior to signing.

By signing this page:

I am acknowledging that I have received the Virginia Tech Student-Athlete Handbook. I

understand that I am responsible for abiding by rules and regulations of each section of this handbook and the most current version will be available at

<http://www.hokiesports.com/sahandbook/>.

I understand that this handbook may be amended by the Department of Athletics and that wherever there is a conflict between information contained in this handbook and the online version, the online version controls.

I also understand that I am expected to take the initiative to get answers to any questions or concerns that I might have in regard to policies or statements within the handbook.

I understand that I am expected to conduct myself in accordance with NCAA, conference, Athletics Department (including all policies in this Student-Athlete Handbook, any policies presented at required student-athlete meetings, and any policies presented to a student-athlete via email or hard copy), Team, and University rules and regulations, as well as federal and state laws and local ordinances. I understand that I may be disciplined by the Athletics Department for violating Departmental, Team and Virginia Tech standards of conduct, as well as for violating federal and state laws and local ordinances, and that I may also be subject to discipline by University, local, state, or federal authorities for the same act.

I also understand that violations of NCAA, conference, Athletics Department (including all policies in the Student-Athlete Handbook, those presented at required student-athlete meetings, and those presented to any student-athlete via email or hard copy), Team, and University regulations, as well as federal and state laws and local ordinances can result in disciplinary action that includes, but is not limited to:

- reduction of athletics scholarship
- removal/termination of athletics scholarship
- removal/termination from athletic team
- suspension from athletic team

All sanctions are at the discretion of the Athletics Department Administration (Director of Athletics and/or Sport Administrator) and/or the Head Coach.

Print Name: _____ Sport: _____

Signature: _____ Date: _____