

STUDENT-ATHLETE HANDBOOK



FAIRLEIGH
DICKINSON
UNIVERSITY

A T H L E T I C S

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I. INTRODUCTION

This handbook has been prepared for the purpose of clarifying the policies of the Fairleigh Dickinson University Madison Athletic Department as they relate to student-athletes. This handbook presents an overview of department policy and philosophy and is in no way intended to cover all situations which may arise. Hopefully, it will clarify areas of maximum concern and give a better understanding of policies and procedures which serve to guide the day to day operation of the program of intercollegiate athletics.

FDU-Madison holds membership in **Division III** of the **National Collegiate Athletic Association (NCAA)**. In addition, FDU-Madison is a member of the **Middle Atlantic Conference (MAC)** and the

Eastern College Athletic Conference (ECAC). As a member of these organizations and in keeping with the values upon which the FDU-Madison experience was founded; the Athletic Department is committed to providing an athletic program conducted in such a manner as to serve as an integral part of the total educational experience of the student athlete.

II. ATHLETIC DEPARTMENT PHILOSOPHIES

Philosophies which guide the day to day activity of the Athletic Department include:

1. to provide an opportunity for those students who desire to strive for excellence through involvement in a highly competitive intercollegiate athletic program.
2. to develop and maintain an intercollegiate athletic program which is competitive and at the same time uncompromising in subscription to NCAA Division III principles as well as the values upon which the FDU-Madison experience is founded.
3. to develop and maintain a program of intercollegiate athletic activities which is sensitive to the needs and desires of the College Community.
4. to provide experiences through intercollegiate athletics designed to enhance the athletic, intellectual, moral, and social development of students.

III. PROGRAM OFFERINGS

FDU-Madison offers students the opportunity to participate in the following varsity athletic activities:

FALL

Field Hockey (Women)
Soccer (Women)
Soccer (Men)
Volleyball (Women)
Football (Men)
Tennis (Women)
Cross-Country (Men)
Cross-Country (Women)

WINTER

Swimming (Men)
Swimming (Women)
Basketball (Men)
Basketball (Women)

SPRING

Golf (Co-ed)
Tennis (Men)
Lacrosse (Men)
Lacrosse (Women)

IV. ELIGIBILITY REQUIREMENTS

Student athletes at FDU-Madison must be prepared to meet NCAA eligibility regulations. In addition, student athletes must meet academic regulations as established by the University. A summary of eligibility requirements follows:

It is important to note that information presented will **not include reference to all NCAA Division III requirements.** The entire code is extensive and complex. As such information presented here is designed to provide important details. For complete information regarding NCAA Division III eligibili-

ty standards, student athletes should consult with the Director of Athletics.

1. NCAA DIVISION III REGULATIONS

In order to be eligible for participation in a sport you must not have:

- a) Accepted pay for competing in that sport
- b) Agreed to compete in professional athletics in that sport
- c) Played on any professional athletic team in that sport as defined by the NCAA.

In addition, you are not eligible in any sport if, because of your athletic ability, you were paid for work you did not perform, were paid at a rate higher than the going rate, or accepted pay in any form unacceptable to the NCAA.

Financial Aid

You shall relinquish your eligibility in all sports if you receive financial aid other than that which FDU-Madison distributes. However, it is right to receive:

- a) Money from anyone upon whom you are naturally or legally dependent.
- b) Financial aid that has been awarded to you on a basis other than athletic ability.
- c) Financial aid from a program outside of FDU-Madison that meets the requirements of the NCAA. You must report to FDU_Madison any financial aid received from persons other than those upon whom you are naturally or legally dependent.

Academic Standards

To be eligible to compete you must:

- a) Be a regular matriculated degree seeking student
- b) Be in good standing according to the standards of FDU-Madison. **(see pg.3- Institutional Academic Standards)**
- c) Be enrolled in at least a minimum full time program, not less than 12 semester hours, and maintain satisfactory progress toward a degree.

If you are enrolled in less than a full time program, you are eligible to compete only if you are in the last term of your degree program and carrying enough credits to finish your degree.

Other NCAA Regulations Concerning Eligibility

- a) You are not eligible to participate in more than four seasons of intercollegiate competition in any given sport.
- b) You must complete your eligibility during the first 10 semesters in which you are enrolled in a collegiate institution in a minimal full time program of study.
- c) You are not eligible if you have satisfied the requirements for a baccalaureate degree unless you have eligibility remaining while seeking a second baccalaureate degree or graduate degree from FDU-Madison.
- d) Except for the sport of **basketball**, you are not eligible in your sport for the rest of your season if,

following enrollment at FDU-Madison and during any year in which you are a member of an intercollegiate team, you competed as a member of any outside team in non-collegiate amateur competition in the sport during FDU-Madison's sport season.

e) You are not eligible for basketball if you participated in more than two high school "All Star" basketball games.

f) In basketball, you are not eligible if you played in any organized basketball competition after you became a candidate for the FDU-Madison basketball team. It should be noted that it is all right to have played on a basketball team in an NCAA approved summer league.

g) Under no circumstances shall a student athlete participate on an outside team or competition while in season.

2. INSTITUTIONAL ACADEMIC STANDARDS FOR PARTICIPATION IN INTERCOLLEGIATE ATHLETICS

In order to be eligible to participate in the program of intercollegiate athletics at FDU-Madison, a student must remain in good academic standing. Specifically, freshmen do not have a GPA because it is their first year of college. Sophomores who have attempted between 24 and 37 credit hours must have achieved a minimum cumulative GPA of a 1.80. After their sophomore year, students who have attempted in excess of 37 credit hours must maintain a minimum cumulative GPA of 2.00. All students who's semester GPA falls below a 2.0 average are subject to review by the Academic Athletic Review Committee.

3. TRANSFER STUDENTS

A student who has not previously participated in intercollegiate athletics and transfers from a two year or four year college to FDU-Madison shall be immediately eligible to compete if NCAA regulations as stated in other sections of this handbook have been met. In addition, a transfer student must be in good academic standing as defined by FDU-Madison.

If a transfer student has participated in intercollegiate athletics at a previous institution, in order to participate immediately at FDU-Madison the student must be academically eligible had he or she remained at the institution. In addition, such a student must meet all NCAA regulators as outlined in this handbook and be in good academic standing as define by FDU-Madison.

All transfer students should make their status known to the coach of said sport. In addition, transfer students should meet with the Director of athletics for a review of the NCAA regulations as they relate to the individual's situation.

V. ACADEMIC RESPONSIBILITIES

A student athlete must be committed to establishing priorities designed to satisfy academic and athletic responsibilities. Conflicts between class attendance and athletic events are inevitable due to the nature of the athletic program and the amount of travel required to complete the competitive schedule.

College policy permits students the opportunity to make up work missed in the classroom because of involvement in activities representing the University. When one participates in an intercollegiate athletic contest, this is considered to be an activity in which the University is being represented.

It is the responsibility of the student athlete to maintain clear communication with faculty members regarding class absences due to athletic participation. This should be done in timely fashion.

Student athletes are expected to attend **ALL** classes when participation in athletic contests does not conflict.

VI. LEARNING CENTER

Through a cooperative arrangement with the FDU-Madison Learning Center, a program of academic and personal support for student athletes is available. This program is coordinated by a member of the Learning Center Staff.

Activities of the Coordinator of Academic and Personal Services include:

1. Counseling students regarding strategies designed to assist in meeting academic goals while remaining eligible for athletic competition.
2. Coordinating regular communication between Athletic Department and faculty members regarding the academic progress of student athletes.
3. Coordinating the availability of tutors for all courses.
4. Working with coaches and student athletes in regarding academic progress.
5. Providing student athletes with relevant information and assistance regarding the course registration process.

Student athletes are encouraged to seek assistance from the Coordinator of Academic and Personal Support. Whenever possible, the scheduling of an appointment with the Coordinator will insure that concerns are given the attention needed.

The student Athlete Advisory Committee shall exist to assist in efforts to realize the goals and objectives of the Athletic Department. Generally, these goals and objectives focus on maintaining a program of intercollegiate Athletics which complements the philosophy of NCAA Division III, supports the mission of FDU-Madison, and contributes to the physical, mental, and social development of student athletes.

Specifically, the Student Athlete Advisory Committee shall promote communication between the athletic department and student athletes on matters including:

- a) Soliciting student athlete input on the operation of the intercollegiate athletic program.
- b) Soliciting student athlete response to proposed NCAA legislation.
- c) Disseminating pertinent information to student athletes.
- d) Creating support from student body and the community for athletics.

The membership of the Student Athlete Advisory Committee shall be represented of the diversity of the student athlete population. The Committee shall be composed of one representative from each varsity sport. That representative shall be appointed by the Athletic Director based on recommendations by each head coach,

Each Committee member shall serve as a liaison between the Committee and his or her team and will serve a one year term. Members can be reappointed and may serve a maximum of two years.

The Associate Athletic Directors shall serve as co-moderators of the committee. The Athletic Director will be an Ex-officio member of the committee.

The Student Athlete Advisory Committee shall meet at least twice each academic year. Meetings shall be called by the co-moderators.

VII. SPORTS MEDICINE & ATHLETIC TRAINING SERVICES

In addition to the medical services provided for all students through the University Health Services, the Athletic Department Staff includes NATA Certified Athletic Trainers, registered in the state of New Jersey. The athletic trainers are available to student athletes during hours posted and are in attendance at all home intercollegiate athletic events.

All injuries should be reported to the athletic trainer on duty. It is the responsibility of the student athlete to see that the proper insurance form is filled out and signed. If at any time a physician is seen, clearance must be received in writing from that physician prior to the student athlete's return to athletic activities.

A student athlete must successfully complete a sports physical examination annually prior to the start of practice and or competition. All physical will be arranged by athletic trainers.

VIII. STUDENT ATHLETE CONDUCT

It is expected that student athletes will conduct themselves in a manner that reflects positively the values of FDU-Madison. Student athletes are expedited to abide by all policies and procedures regarding conduct outlined in the FDU-Madison Student Handbook as well as to federal, state, and local laws.

Student athletes shall refrain from the use of alcoholic beverages while representing FDU-Madison in competitive events, while in transit to and from athletic events, and at official social events related to such competitions. Partaking of drugs which enhance performance or modify moods or behavior

at anytime is strictly prohibited unless prescribed by a physician for medical reasons.

Each student athlete shall be mandated to sign a drug testing consent form provided by the NCAA prior to competition. The NCAA reserves the right to test student athletes at post season championships.

A student athlete is expected to attend all practices and contests unless released by the coach.

Dress policies applicable to team travel and home matches shall be established by the coach in conjunction with the Director of Athletics.

In addition to the above, the coach of each sport may, in conjunction with the Director of Athletics, develop guidelines relating to appropriate student athlete conduct. The coach will inform team members of these guidelines at a team orientation meeting conducted at the beginning of the season.

Violations of policies and guidelines pertaining to conduct as outlined in this section will subject a student athlete involved to sanctions which may include expulsion from all athletic department programs.

Other sanctions which may be imposed include a verbal reprimand, written reprimand, game(s) suspension, suspension from the team for a specified time frame, or expulsion from the team for the remainder of the academic year.

Following thorough dialogue with the coach if a student athlete has an issue with discipline and/or any aspects of the athletic program an appointment can be made with the Athletic Director.

XI. ATHLETIC INSURANCE

While FDU-Madison makes every effort to maintain a safe environment where athletes may practice and compete a student athlete must realize that there is an inherent risk involved in intercollegiate athletic participation. This risk can involve serious physical or even fatal injuries. Given the high cost of medical care, it is important that each student athlete be covered by accident/injury insurance.

FDU-Madison carries a medical insurance plan which covers all student athletes, student managers, and trainers participating in the program of intercollegiate athletics.

The plan covers injuries that occur during the play or practice of a covered sport and when traveling on an authorized team trip.

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Plan Highlights

1. The plan provides limited medical expense up to \$5000 for accidental injury sustained in play, practice, and travel.
2. The remainder is the responsibility of the legal guardians of the student athlete.
3. Includes catastrophic injury coverage designed to provide lifetime benefits when called for as provided through our association with the NCAA.

In order to supplement the insurance coverage provided by the University, prior to any practice or competition each student athlete must provide proof of personal or family accident/injury insurance coverage.

For information on the procedure for filing a claim, see the Athletic Trainer or Health Center Director.

X. ATHLETIC RELATED TRAVEL

The following guidelines apply for all travel to and from athletic events:

1. All transportation to and from athletic events shall be provided by FDU-Madison.
2. Transportation provided by the University for travel to and from athletic events shall be limited to team members, student assistants, trainers, coaches, and other University personnel as designated by the head coach in conjunction with Director of Athletics.
3. Student athletes are required to use transportation provided by the University. Should an unusual circumstance arise resulting in a request by a student athlete to use their own form of transportation, permission must be obtained from the head coach and director of athletics. In instances where permission is granted, the University will be released by written statement from any responsibility in case of injury and/or accident. In addition, University and NCAA athletic insurance will not be applicable.
4. When team travel precludes the availability of meals through University dining service, the Athletic Department will make arrangements for the provision and funding of meals.
5. Each student athlete shall assume responsibility for insuring that vans are not abused and are left litter free following travel.

XI. FINANCIAL AID

As a member of the NCAA Division III, FDU-Madison does not offer financial aid based on athletic ability. All financial aid programs at the University are administered through the Financial Aid Office.

All student athletes are encouraged to communicate with a financial aid officer on matters regarding financial assistance including the filing of appropriate University, federal, and state financial aid forms.

XII. UNIFORMS AND EQUIPMENT

Student athletes will be provided with uniforms and selected equipment on a loan basis. The student athlete is responsible for proper use, maintenance, and safe keeping of all issued uniforms and equipment.

All uniforms and equipment must be returned to the athletic department by a date specified following the conclusion of the season. Lost uniforms or equipment, as well as that damaged through misuse, shall be paid for by the student athlete at the cost required to replace these materials.

XII. MEDIA RELATIONS AND SPORTS INFORMATION

Contact between media and the athletic department is coordinated by the Sports Information Director (SID). The SID works closely with media, coaches, and athletes to provide accurate coverage and public recognition for athletes and athletic programs. Through the office of the Sports Information Director, brochures and press releases are produced, photo files are maintained, and team/individual statistics are compiled and reported to the press, NCAA, MAC, and ECAC.

To support the work of the Sports Information Director, each year student athletes will complete a sports information data form.

Interview requests and/or comments requested by the media from coaches and/or student athletes shall be arranged through the SID. Should a student athlete be contacted by a member of the media at home or in a setting other than the contest or practice site, refer the media person to the SID prior to making comment. In any case, given the implications of public comment on the student athlete, team, athletic program, and the University itself, thoughtfulness should be exhibited prior to making any public statement.

XIV. PERFORMANCE RECOGNITION

Student athletes are eligible to receive formal recognition from the University for athletic participation. The varsity award shall be presented to student athletes who satisfy requirements of their prospective coaches or to those who have made an outstanding contribution to the success of the team. In all cases the student athlete must have successfully completed the season as a member of the team. The following Varsity awards are presented to student athletes:

1. First year award: Varsity letter certificate
2. Second year award: Varsity jacket
3. Third year award: Varsity pyramid
4. Fourth year award: Varsity watch for the first sport.

Other forms of athletic recognition sponsored by the University include:

1. Jim Griffo Award- recognizes the male and female senior athlete who have achieved the highest GPA.
2. Bob Shield Award- recognizes the most outstanding male and female athlete.
3. Most Valuable Player Award- an award presented by each coach following the completion of the season to that person selected as the team's most valuable player.
4. Captain's Award
5. Rookie of the Year Award

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6. Joan Desilets Award
7. Wade Watkins Award
8. Comeback Athlete of the Year Award
9. The Athletic Department will recognize people for their special contributions to the FDU-Madison athletics.

Student athletes are also eligible to receive awards sponsored by the NCAA, ECAC, and the MAC. These awards include: All-America, All-Mac, MAC Player of the Week, All-ECAC, ECAC Basketball Weekly Honor Roll, and Scholar-Athlete.

All of the above awards will be presented at our Awards Dinner sponsored by the Athletic Department each year. Recognition at this dinner shall not be limited to those awards mentioned above. Other team awards as well as the presentation of mementoes to coaches shall also occur in this setting.

XV. STUDENT ATHLETE CHECKLIST

The completed student athlete file each year shall include:

1. Documentation of successful completion of a physical examination.
2. Signed NCAA student athlete Drug Testing Statement.
3. Signed NCAA Student Eligibility Statement.
4. Completed insurance form signed by the student athlete and/or parent/guardian.
5. Completed Sports Information form.
6. Completed emergency contact form.

In addition, each student athlete shall, annually, receive a copy of the Student Athlete Handbook.

CONCLUSION

It should be emphasized that this handbook is designed to provide information regarding areas of maximum concern to student athletes regarding the conduct of the athletic program at FDU-Madison. In keeping with this, the Director of Athletics welcomes discussion and/or comment intended to improve the form or content of this handbook.

6/22/00

DIVISION III PHILOSOPHY STATEMENT

Colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic program. They seek to establish and maintain an environment in which a student athlete's athletic activities are conducted as an integral part of the student athlete's educational experience. They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student athletes and athletic staff.

To achieve this end, Division III institutions:

- a) place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the integral constituency (students, alumni, institutional personnel) than on the general public and its entertainment needs;
- b) Award no athletically related financial aid to any student;
- c) Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student athletes, coaches, administrative personnel and spectators;
- d) Encourage participation by maximizing the number and variety of athletics opportunities for their students;
- e) Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student athletics;
- f) Assure that athletics participants are not treated differently from other members of the student body;
- g) Assure that athletics programs support the institution's educational mission by financing, staffing, and controlling the programs through the same general procedures as other departments of the institution;
- h) Provide equitable athletics opportunities for males and females and give equal emphasis to men's and women's sports;
- i) Give primary emphasis to regional in-season competition and conference championships;
- j) Support student athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.

