



STUDENT-ATHLETE
HANDBOOK

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FROM THE ATHLETIC DIRECTOR

WELCOME GOVS

It is a great day to be a Governor! Welcome to Stacheville and Austin Peay State University. I am so glad you are on our team, and I look forward to getting to know you.

Our number one priority at Austin Peay is to provide you with an exceptional student-athlete experience. My expectations for you as a student-athlete are three-fold.

First, go to class and succeed in the classroom. After all, earning a degree will provide the opportunities to enhance your life once you leave; being an athlete is temporary, your education is worth a lifetime.

Second, be great citizens and partners of this campus, community, state, and college athletics.

Support your classmates and fellow student-athletes by showing up and being active on campus. Additionally, support the Clarksville and regional communities by being involved through community service opportunities and outreach programs.

As Governors, see no borders, and be daring in all that we do. I expect us to raise the bar; I challenge us to think. Success will not lower its standards to us, we must RAISE our standards to success. It is our responsibility and duty to leave Clarksville and Austin Peay in a better place than when we arrived.

Third, you are expected to demonstrate championship level sportsmanship and effort each time you compete. I believe we can and will win championships together the right way. Finally, I want each of you to know that we are available. Should you need anything, please don't hesitate to contact anyone in the administration office, myself included.

This is going to be an exciting year for Austin Peay Athletics, and I will proudly cheer you on as you charge forward on the relentless pursuit of excellence!

SEE RED!
Gerald Harrison
Director of Athletics

MISSION | VISION | VALUES

AND KEY ATHLETICS POLICIES

MISSION

Austin Peay Athletics mission is to facilitate a culture of excellence that equips and empowers our GOVS for lifelong success.

VISION

To be the premier mid-major Division I athletics department by providing our student-athletes with an exceptional experience in a culture of excellence for all Governors.

VALUES

Growth - Fostering an environment of personal, academic, and professional growth and wellness that allows student-athletes to pursue excellence in all aspects of their college experience.

Opportunity - Providing transformational opportunities. Equipping student-athletes with the opportunities and resources to positively transform their lives.

Victory - Experiencing victory in competition by consistently competing for championships. Experiencing victory in the classroom by excelling academically, while preparing GOVS to experience victory in life and to thrive after APSU.

Synergy - Collaborating and cultivating partnerships with campus and community leaders to increase APSU Athletics visibility.

TOTAL GOV CONCEPT

The foundation of the 'Total Gov' concept is to expect success, attack challenges with enthusiasm and believe there is a way to perform to our fullest potential.

We seek for all Governors to pursue excellence in all aspects of their experience: leadership development, professional development, personal growth and wellness, and community outreach.

EQUITY AND DIVERSITY

It is the objective of Austin Peay State University to provide men and women with educational opportunities to achieve their fullest potential, both as individuals and as members of society. It is therefore imperative that artificial barriers to achievement be eliminated and that the only limits placed on the potential of individuals be those of their own abilities. The University is committed to a nondiscriminatory philosophy that extends to all constituents. In its educational activities, all are treated equally without regard to race, color, religion, ethnic or national origin, sex, sexual orientation or gender identity, disability, age or status as a covered veteran.

APSU may have gender specific sports teams. If there is a question about eligibility to participate in women's athletics, eligibility shall be determined in accordance with Tennessee Public Chapter 1005, Section 2.

FACULTY

ATHLETIC REPRESENTATIVE

Dr. Jennifer Thayer
APSU Faculty Athletics Representative
Assistant Professor Accounting, Finance,
& Economics
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The Faculty Athletics Representative (FAR) is a position designated by the NCAA to work in conjunction with the President, the Athletics Director, the Senior Woman Administrator, Athletics Academic Services, and the Compliance Office to assure that the University is meeting its goals with regard to NCAA rules compliance, academic integrity, equity and diversity, and student-athlete well-being. The FAR should be a full-time faculty member selected by the President and will report directly to the President. As a faculty member, the FAR must be considered an employee under the supervision of the Provost and not the Athletics Director.

- The FAR should work to ensure, either directly or indirectly, that student-athletes meet all NCAA, conference and institutional requirements.
- The FAR will ensure that academic eligibility certification should be performed by a person outside of the Department of Athletics.
- The FAR should be involved with all reports and evaluations of the academic preparation and performance of all student-athletes in order to uphold high academic standards.
- The FAR shall work as part of the Compliance Committee and be responsible for compliance activities or activities which involve campus entities outside the athletics department.
- The FAR shall participate in, or be fully aware of, investigations of rules violations and allegations. He or she should play a major role in matters that may involve serious violations of NCAA rules.
- The FAR shall have direct contact with student-athletes on a systematic and periodic basis. Student-athletes must recognize the FAR as someone outside of the athletics department.
- The FAR shall work closely with the Athletics Director, Senior Woman Administrator, and other members of the Athletics Administration in order to formulate and recommend institutional positions on NCAA legislation and other matters affecting, or related to, intercollegiate athletics on campus.
- The FAR shall represent the institution to the NCAA and to the ASUN.
- The FAR shall chair the University Athletics Committee.

STUDENT-ATHLETE

CODE OF CONDUCT

STUDENT ATHLETE RESPONSIBILITIES AND EXPECTATIONS

As a student-athlete, you have elected to become representatives of APSU. With this, a student who chooses to be an athlete will be held to a higher standard of conduct than the regular student body. It is a privilege to be a student-athlete at Austin Peay State University.

Every student-athlete is expected to demonstrate a behavior (on- and off-campus and in cyberspace communities) that exhibits honor and respect to their team, department, University, and community for the duration of his or her tenure as a student-athlete. You are expected to conform to all federal, state and local laws as well as University Code of Conduct regulations. Likewise, student-athletes are expected to abide by all policies, guidelines, and rules set forth by APSU, the Athletics Department, the ASUN and the NCAA. Student-athletes are also expected to abide by individual team rules which may supplement the university, ASUN or NCAA rules. Students prosecuted for violating public laws are not exempt from further penalties by University authorities if their actions also violate University rules. In addition, the Athletics Department and respective coaches reserve the right to implement additional sanctions. Each student-athlete agrees to the following principles, expectations and responsibilities.

REPORTING OBLIGATION

Every student-athlete is obligated to report his or her violations of this Code of Conduct to his or her Head Coach or the Director of Athletics within 24 hours of such violation. This obligation is in effect year-round, including semester and summer breaks. Student-athletes also have a responsibility to notify the Department of Athletics of any activities which occurred prior to their enrollment at Austin Peay State University.

ACADEMICS

The most important mission of APSU is to provide all students with an outstanding education, to instill in students habits of critical inquiry as they gain knowledge, skills and values for life and work in a global society. As a student-athlete, an individual must be committed to the following principles:

1. Follow institutional policies on academic integrity;
2. Attend all classes and complete all academic assignments;
3. Consult with athletic academic advisors and attend tutoring sessions as directed;
4. Follow athletic academic services and/or coach-directed requirements for mandatory student hall hours;
5. Maintain an academic course load of at least 12 hours per semester and make satisfactory progress towards a degree (as stipulated by NCAA bylaws)

ATHLETICS

The conduct of student-athletes is also governed by ASUN and NCAA policies in addition to APSU Athletics and University policies, procedures, practices and codes of conduct.

Therefore, the student-athlete agrees to follow these principles:

1. Abide by all team, APSU Athletics, University, ASUN and NCAA rules.
2. Abide by team practice and sport competition rules and regulations.
3. Promptly report any knowledge of a violation of ASUN or NCAA rules and regulations.
4. Keep oneself in top physical condition within accepted health standards.
5. Report promptly to and attend all organized and required practices, games, rehabilitation and medical evaluation sessions, travel and meetings unless officially excused.
6. Treat teammates, officials, opponents, and coaches with respect while displaying good sportsmanship.

ETHICS

All APSU students are governed by a set of ethical standards of behavior as outlined in the APSU Code of Student Conduct. Student-athletes agree to the following behavioral guidelines:

1. Understand and comply with the [APSU Code of Student Conduct](#)
2. Abide by all federal, state, and local laws;
3. Display appropriate conduct while interacting with University faculty, administrative, and sports medicine staff, coaches, and members of the Clarksville community. Student-athlete conduct should not reflect negatively on the image to the team, APSU Athletics, or APSU;
4. Refrain from behaviors which can be interpreted as sexual harassment, hazing, and general misconduct;
5. Demonstrate responsibility by ensuring hazing activities do not occur;
6. Demonstrate honesty and truthfulness in all communication and behavior;
7. Abide by all University rules, policies, and regulations;
8. Follow all reasonable directives from coaches and Athletics staff members;
9. Abide by all APSU Athletics, ASUN and NCAA drug education and testing program policies.

INTERNET/SOCIAL NETWORKING

Appropriate and ethical conduct also applies to any information that is submitted electronically (e.g. email) or posted on any social media platform (e.g. Facebook, Twitter, YouTube, Instagram, Snap Chat, Tik Tok, etc.). You must be conscious of the potential fallout associated with online social networks or communities. You are not barred from participation in such activities, however you are representatives of APSU at all times and your comments or postings on these sites are reflective of APSU. You should conduct yourself in the same manner as you would conduct yourself in the APSU and Clarksville community. Inappropriate content (e.g. pictures, messages) should never be posted on any social media platform at any time and all public postings are subject to review by the Athletics department. Remember, no matter where you are, you are always in an APSU uniform, so conduct yourself in a way that reflects positively on the entire university.

CRIMINAL ACTIVITY POLICY

A student-athlete has a duty to report any instance of arrest for misdemeanors or felony, to include those that occurred before initial enrollment at APSU. A student-athlete who is arrested for a misdemeanor or felony will face consequences for their actions, which may include dismissal from the team and immediate loss of financial aid. Failure of the student-athlete to immediately report such incidents may result in dismissal from their respective team and immediate loss of financial aid.

Any violation of the Athletics Department standards, or any action that is considered detrimental to the team, department or university, including any criminal charges, is subject to disciplinary action, which includes but is not limited to: dismissal from the University, suspension, non-renewal of athletics aid, or removal from team; the severity of which will depend on the violation, mitigating circumstances and jurisdiction.

HAZING POLICY

The Athletics Department is committed to preventing and eliminating any hazing behavior which violates University rules, Tennessee law, or whose purpose is to humiliate, demean, or devalue the worth of another person. Hazing is unlawful, criminal and will not be tolerated. It runs counter to the mission of the university and athletics department to provide a student with outstanding educational and athletic opportunities. Hazing will not be tolerated at APSU. Any student-athlete or Athletics Department staff member involved in a hazing incident is subject to University investigation and disciplinary proceedings as well as civil and criminal penalties under Tennessee law. Examples of hazing include:

1. Any type of initiation or other activity where a person is expected to participate in behavior designed to humiliate, degrade or abuse them.
2. Forcing, requiring, or pressuring a person to consume alcohol or any other substance.
3. Forcing, requiring or pressuring a person to tattoo, pierce or shave any part of the body.
4. Any requirement or pressure to participate in any activity that is illegal, perverse and publicly indecent, contrary to generally accepted social norms and/or beliefs.
5. Required eating of anything a person wouldn't otherwise consume.
6. Any activity or action that creates a risk to the health, safety or property of the University or any member of its community.
7. Physical abuse of any kind.
8. Engaging in public stunts or buffoonery.
9. Nudity at any time or forced reading, listening or viewing of pornographic material.
10. Morally degrading/humiliating games or other activity that makes a person the object of amusement, ridicule or intimidation.

11. Subjecting a person to cruel and unusual psychological or physical conditions.

If these type activities are required for any individual or group (not just freshman), it can be considered hazing.

REPORTING SUSPECTED HAZING ACTIVITIES

The entire Athletics Department staff, as well as the student-athlete population, is expected to help ensure compliance with this policy. If a person reasonably believes that this policy has been violated, they should refer the matter to the appropriate individual for investigation (Athletics Director, SWA, FAR, Athletics Academic Advisor, Compliance Coordinator, Athletic Trainer, Office of Student Affairs). Individuals who have knowledge of (either by viewing or participating) hazing activities must report and thoroughly cooperate in the investigation of the activity by university officials. Those who do not report, do not cooperate or who provide false or misleading information with respect to the investigation will be subject to other violations of the Code of Student Conduct and may be subject to sanctions and penalties.

DISCRIMINATION AND SEXUAL HARASSMENT

All faculty members, students and staff of APSU are subject to the Discrimination and Harassment Policy as outlined at [6:001 Equal Opportunity, Harassment, and Nondiscrimination Policy for all Faculty, Students, Staff, Applicants and Third Parties v.1 \(navexone.com\)](#).

Harassment includes but is not limited to verbal or physical conduct by an individual based on another individual's age, ability, national origin, race, religion, sex or sexual orientation that interferes or prevents the person from conducting his or her usual affairs, puts the person in fear of his or her safety or causes actual physical injury. This may include conduct such as making threatening phone calls, sending or posting (electronically or otherwise) threatening letters, or the vandalism of a person's property.

Any person found to be in violation of the Policy by engaging in behavior constituting discrimination or harassment will be subject to disciplinary action, up to and including termination. All persons are responsible for taking reasonable and necessary action to prevent and discourage all types of discrimination and harassment.

Should a student-athlete find themselves the recipient of discrimination or sexual harassment, they are encouraged to respond clearly and directly as soon as it begins. Depending on the circumstances, this may include; informing the athletics academic advisor, coach or an athletic administrator that an incident has occurred; discussing the incident confidentially with a representative of the University's Affirmative Action Office or Office of Student Life and Leadership or the appropriate dean; and/or informing the harasser to stop. All incidents and complaints of sexual harassment are to be taken seriously and will be referred to the appropriate university department and supervisor.

CAMPUS AND SEXUAL VIOLENCE POLICY

APSU Admissions does not exclude students from attending the University based on any type of Title IX violation, conviction or felony. However, APSU Athletics must take reasonable steps to confirm whether any incoming, continuing and transfer student-athletes have been disciplined through a Title IX proceeding or criminally convicted of sexual, interpersonal or other acts of violence. During the recruitment process, it is incumbent upon the coaches to gather information that reasonably yields information

regarding such activities (i.e. google search, discussions with coaches/administrators from previous institutions, etc.) prior to that student's enrollment. Once signed or committed to APSU, all incoming transfers and freshman will be required to fill out the PROSPECTIVE STUDENT-ATHLETE CONDUCT VERIFICATION FORM. Should any question be answered "YES" the student must disclose the findings and meet with the Director of Athletics and Senior Woman Administrator to determine if the student will be allowed to participate in APSU Athletics. The findings will be filed with the Office of Equity, Access and Inclusion. Continuing student athletes will verify through an ARMS workflow, along with other mandated NCAA forms, as to whether they have any Title IX violation/conviction/felony. Any issues will be addressed as outlined for incoming transfers and freshman. Educational meetings regarding Title IX may be warranted. Should an athlete be found to have been dishonest or provided false information on the conduct verification, they will be immediately dismissed permanently from all APSU Athletics Teams and any athletic aid received will be removed.

ACADEMIC DISHONESTY, UNEXCUSED CLASS ABSENCES AND POOR ACADEMIC PERFORMANCES

Student athletes will be held to the "Academic Policy and Procedures" found in the University Undergraduate Bulletin. The Athletics Department expects student-athletes to engage in all academic pursuits in a manner beyond reproach. Offenses against academic honesty are any acts that would have an effect of unfairly promoting or enhancing one's academic standing, including cheating, plagiarism, or knowingly permitting or assisting any person in the commission of an offense of academic dishonesty.

Student-athletes are expected to attend class regularly and punctually and to fulfill academic requirements. Student-athletes are also expected to represent themselves in a respectful and attentive manner in the classroom. Failure to meet such obligations may affect eligibility to participate in team sports and to receive scholarships, as well as academic standing.

GAMBLING

Sports wagering is seen as a serious violation by the athletics department, the University and the NCAA. The NCAA has established strict guidelines and sanctions concerning gambling activity by student-athletes. Student-athletes shall not knowingly participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card or any other method employed by organized gambling.

NCAA Bylaw 10.3 states that student-athletes and staff members of the athletics department shall not knowingly:

1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
2. Solicit a bet on any intercollegiate or professional team;
3. Accept a bet on any team representing the institution;
4. Solicit or accept a bet on any intercollegiate competition for any item that has tangible value. This is not limited to cash bets. It is also illegal to bet for meals, clothes or any other item.
5. Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card or any other method employed by organized gambling.

Do not become involved in sports "pools," even those run by your friends in the dorm.

NCAA PENALTIES FOR INVOLVEMENT IN GAMBLING ACTIVITIES

Student-athlete's involvement in activities designed to influence outcomes or win/loss margins ("fixing the game") shall result in permanent loss of all eligibility.

- Student-athlete's involvement in accepting or soliciting bets on their own institution shall result in permanent loss of all eligibility.
- Student-athlete's involvement in any other type of sports wagering through organized gambling shall result in at least one year loss of all eligibility.

FAILURE TO MEET TEAM OBLIGATIONS

Student-athletes must complete training requirements; arrive promptly for team practices, meetings, and departures for away games and other team events; attend team functions; and otherwise fulfill their responsibilities as team members. Absences must be excused in advance by the Head Coach unless an unforeseeable emergency arises.

SPORTSMANSHIP

The ASUN is committed to establishing sportsmanship and developing healthy environments for competition. This conference wants to lead the way in abolishing the notion that it is desirable to create a "hostile" environment for intercollegiate athletics contests. Instead, this Conference will strive to create "hospitable" environments. It is believed that part of the role of education through sports is to teach our youth and our communities to conduct themselves with sportsmanship and respect for all participants.

The following is a list of guidelines in the ASUN Sportsmanship Statement that pertain directly to the student-athlete identifying expectations and repercussions for unacceptable behavior:

- Coaches should remove student athletes who demonstrate disrespect for an opponent, official or others.
- There can be no tolerance for taunting and baiting of opponents. ASUN students-athletes must understand that they are perhaps the most visible representatives of their institutions. Also, their behavior is observed and emulated by many who are younger. ASUN student-athletes must honor the responsibilities that accompany the privilege of representing our schools by behaving with dignity and class on and off the field.
- In the unfortunate event that an altercation occurs during a contest, all individuals who are on the bench are expected to remain there.
- In sports other than FCS football, the minimum penalty for any coach, student-athlete or athletics staff member ejected from a Conference contest by an official shall be suspension from the next Conference competition. Subsequent ejections in the same season shall carry the minimum penalty of suspension from the next two scheduled Conference regular season or postseason Conference contests. An individual serving a suspension may not be in the playing facility for the time period beginning thirty (30) minutes prior to the start of the contest and ending thirty (30) minutes after the conclusion of the contest. The Commissioner may assess additional penalties as appropriate. The minimum penalty described above is not subject to appeal.
- In FCS football, any coach, student athlete, or athletics staff member ejected from a Conference contest in the sport of FCS shall be assessed a minimum penalty in accordance with NCAA Football Rules. The Commissioner may impose additional rules.

STUDENT-ATHLETE

SUCCESS SERVICES

MISSION

Student-Athlete Support Services at Austin Peay State University strives to empower and encourage student-athletes to meet their full potential academically, personally, and professionally through building relationships and providing resources to prepare them for graduation and beyond.

ACADEMIC EXPECTATIONS

Student-athletes are expected to be active learners and engage in the academic process. It is important student-athletes not only attend class, but participate. Effective communication with professors, Academic Advisors, and Athletic Academic Advisors is imperative to their success. Student-Athlete Support Services expect our student-athletes to:

- Attend all class sessions, including labs and supplemental instruction. In addition, being late to a class will not be tolerated.
- Attend all required study halls, academic meetings, and tutoring sessions.
- Communicate with instructors regarding team travel. Make arrangements to make-up tests, quizzes, and homework assignments in advance.
- Not drop a class or change your major without notifying your assigned Athletic Academic Advisors for your sport as this can impact eligibility and graduation.
- Act with integrity on all classwork. Plagiarism or cheating is a serious academic offense that can compromise not only the integrity of the student-athletes, but the athletic department and the university as well. A student-athlete who is found guilty of plagiarism or cheating is subject to failing the class in addition to disciplinary action from the athletic department (refer to the academic handbook for additional information).
- Adhere to the policies and procedures outlined. Failure to do so can result in the loss of privileges and services provided by this department.

DR. DAVID P. ROE ACADEMIC CENTER (THE ROE)

Student-Athlete Support Services is located in the Dr. David P. Roe Academic center (The Roe). The facility serves as a student-athlete advising center and computer lab. In collaboration with Head coaches, the Athletic Academic Advisors will let student-athletes know if they are required to attend study hall each semester. Student-athletes may earn their way out of study hall by maintaining a cumulative grade point average as determined by the Associate Director of Athletics for Student-Athlete Success. Additionally, Athletic Academic Advisors and Head coaches have the discretion to place any student-athlete in study hall at any time.

Hours of Operation: (Summer and university break hours vary)

Monday:	8:00 a.m. – 8:00 p.m.
Tuesday:	8:00 a.m. – 8:00 p.m.
Wednesday:	8:00 a.m. – 8:00 pm.
Thursday:	8:00 a.m. – 8:00 pm
Friday:	8:00 a.m. – 4:00 pm

THE ROE RULES

- No food or drink is allowed except for water bottles.
- No animals are allowed unless they are a designated service animal.
- Student-athletes are responsible for cleaning the area before leaving. Papers and other items should not be left behind.
- If a student-athlete is disrespectful in any way, they will be asked to leave and their Head coach will be notified. This can include, not following directions or listening to staff members, using foul language, and/or being destructive to the academic facility.

STUDY HALL EXPECTATIONS

- Student-athletes are responsible for checking in and out of study hall utilizing the Retain QR code.
- Student-athletes need to complete objectives each week and have their Athletic Academic Advisor or assigned designee to sign off on each task to complete study hall requirements.
- Student-athletes need to come prepared with books and materials needed to study and use their time wisely; excessive time on cell phones or social media sites will not be allowed.
- If you need a tutor, please notify your Athletic Academic Advisor immediately.
- Please refer to athletic academic advisor and coach for additional study hall expectations specific to each team.

TUTORING

Student-Athlete Support Services will work to find all student-athletes requesting assistance with a tutor free of charge. All requests must be made through their Athletic Academic Advisor. Athletics works with the Learning Resource Center on campus to coordinate tutorial sessions. The Learning Resource Center, located in Marks 124, is open weekly Monday-Friday from 8 a.m.-6 p.m., and provides tutorial assistance on either a walk-in or scheduled basis. In addition, all students at APSU have access to tutor.com, which is available 24/7 at no cost and can be accessed through the student's D2L.

TUTORING REMINDERS:

- Student-athletes cannot hire tutors.
- Tutoring sessions do not replace meeting with course instructors or attending class.
- Student-athletes must come to tutoring sessions prepared.
- Do not request a tutor if you do not plan to attend.
- Athletic Academic Advisors and Head coaches will be notified when a planned tutorial is not attended.

NCAA RULES RELATED TO TUTORING

Any inadvertent or intentional violation of the following rules may result in you jeopardizing your athletic eligibility:

- Tutors cannot write or type papers and student-athletes will not ask them to do so.
- Tutors cannot complete or take exams, and student-athletes will not ask them to do so.
- Tutors are not allowed to lend money in any amount to student-athletes.
- Student-athletes will not ask tutors for transportation.
- Student-athletes and tutors will maintain a professional relationship.
- Tutors may not buy a gift, food or beverage for a student-athlete.
- Tutors may not co-sign a loan for a student-athlete.
- Tutors may not provide housing arrangements for a student-athlete.
- Tutors may not permit a student-athlete to use institutional resources, such as a copier or fax machine.
- Tutors may not make credit cards available for student-athletes to use.

Please Note: This is not an all-inclusive list; if you have questions, consult the Student-Athlete Support Services staff or the Compliance Office.

PRIORITY REGISTRATION

Student-athletes have the privilege of enrolling for semester classes during “priority registration.” This allows student-athletes to select classes needed for their degree program, while working around their athletic schedule. It is essential that student-athletes meet with their major advisor prior to the priority registration date in order to get cleared for registration. After meeting with their major advisor, they need to meet with their Athletic Academic Advisor to finalize a schedule.

ADVISING SERVICES

Each team is assigned an Athletic Academic Advisor who assists them in planning their academic program while monitoring eligibility. Student-athletes who have declared a major will be assigned a departmental advisor. Those who are undeclared will be advised by a Student Success advisor. All student-athletes are encouraged to meet with their advisor on a regular basis to discuss any academic concerns. Those seeking changes in their schedule must discuss the change with their Athletic Academic Advisor. An “Athlete Hold” is placed on all student-athletes so they may not drop below the required 12 hours. Coaches are responsible for notifying Compliance when a student-athlete leaves a team so registration holds can be removed.

ACADEMIC MONITORING

Academic performance is monitored both formally and informally by the Student-Athlete Support Services staff. Instructors submit early alerts to notify student-athletes and athletics of potential concerns. In addition, progress reports are sent out twice a semester to receive feedback from professors regarding a student’s progress in the course. This information will be provided to their coaches.

COMPUTER RESOURCES

Desktop computers are available for student-athletes to use in The Roe during operating hours. Laptops are available for temporary checkout while traveling or as needed, upon approval from their athletic academic advisor. For full semester use, laptops can be checked out from the library.

NCAA SPONSORED SPORT TEXTBOOK LOAN PROGRAM

Scholarship aid for textbooks is limited to books needed for the student's course of study. All collections and/or distributions of textbooks will be made from the Student-Athlete Support Services Office. Scholarship athletes are required to check with the assigned designee for books. Digital books are available through either D2L or an email from digital learning. It is the responsibility of all textbook scholarship students to return all books at the end of each semester. Failure to do so will result in a hold being placed on your record and charges accrued for lost/non-returned items.

ACADEMIC POLICIES

The following academic policies are established by the university.

REPEAT COURSES

Students who have received a grade below an 'B' in a course may repeat the course, provided they have not completed a course for which the repeated course is a prerequisite. When a course is repeated, the first grade remains on the permanent record, but only the last grade is used in computing the grade point average. Repeated courses will not be covered by athletics aid.

NOTE: Student-athletes may repeat a course at their own cost only. The athletics department (scholarship) will not pay for a repeat course.

'FA' AND 'FN' GRADE POLICY

A student, who stops attending a class without officially dropping, will be subject to being awarded an FA/FN grade for the class. A student-athlete who receives an FA/FN grade and as a result does not meet the 12-hour requirement at the end of the semester, may be eligible to participate between terms only if they have passed at least 6 hours and are registered full-time for the next regular semester (Fall or Spring), provided applicable NCAA progress toward degree and grade point average requirements are met. Courses that are re-taken due to FA, FN will not be covered by athletics aid.

ACADEMIC PROBATION

A student will be placed on academic probation at the completion of any semester/term or summer session when the student's cumulative GPA falls below the chart below.

Quality hours attempted includes all courses and hours except for grades of "AU," "I," "IP," and "W." Students on academic probation are limited to a credit load of 14 hours during the Fall and Spring semesters, or six hours at Fort Campbell or all Summer sessions. Freshmen placed on academic probation during their first year will be required to participate in the academic strengthening program, Promoting Academic Student Success (PASS). Other students on probation or students returning from academic suspension are also encouraged to participate in the program. Conditionally admitted students enter on probation and will be suspended after the first semester if the GPA is less than 1.50.

Quality Hours Attempted	Minimum Grade Point Average
11 or less	No minimum
12 - 29	1.50
30 - 45	1.80
46 - 59	1.90
60 and above	2.00

ABSENCE FROM CLASS (UNIVERSITY POLICY)

Students are expected to attend class regularly, participate, and be prepared for assignments. The University requires faculty to report students who have never attended or stopped attending class. The impact of class attendance on the final grade is within the purview of the teaching faculty, and faculty will inform class members of their attendance policies through a course syllabus distributed at the beginning of the semester or term. Irregular attendance may result in referral to the Academic Support Office (Academic Alert). Students who miss an examination because of extenuating circumstances must request approval from the instructor. Unless the student is officially representing the University off campus, the discretion of the instructor determines the action regarding missed exams or work. Class absenteeism that results in the grade of "FA" (failure, stopped attending and reported within 14 days of the last date of attendance) or "FN" (failure, never attended and reported within the first 14 days of class) may adversely affect the student's time status, financial aid repayment of lottery scholarship, and/or veteran's benefits. Grades of "FA" are awarded for courses when a student stops attending class, and a grade of "FN" is awarded for courses when a student never attends class.

ABSENCE FROM CLASS DUE TO TRAVEL FOR COMPETITION

When student-athletes are scheduled to participate in an institutionally scheduled activity (for instance, athletic activity, band, or military event), class absences that fall during the sanctioned time (this time may include travel) shall be considered as excused absences. Although the student-athletes are excused from attending class, the student-athlete have the responsibility to check with the instructor to find out what work was missed. Staff members shall make reasonable arrangements for student-athletes to make up assignments, quizzes and tests missed during the excused absence. These make-up activities shall be comparable to the missed assignment, quiz or test and shall not be graded for reduced credit or treated as a dropped grade.

The athletic director shall determine whether a particular athletic-related activity qualifies as a university-excused absence. The Dean of Students shall determine whether a particular student affairs-related activity qualifies as a university-excused absence. If a faculty member desires to have a class-related activity designated as a university-excused absence, s/he must request prior approval from his/her department head. Additionally, department heads must request prior approval from the appropriate Dean. Once an activity has been granted excused status by an academic dean, the athletic director or the Dean of Students (as may be appropriate), the excused absence policy will take effect.

INSTRUCTIONS FOR APPROACHING FACULTY MEMBERS REGARDING CLASS ABSENCES DUE TO COMPETITION:

- You are NOT automatically excused from class.
- At the beginning of each term, during the first week of classes, contact each of the faculty members on your class schedule to discuss possible absences due to team travel.
- Find the office hours of each faculty member and set up an appointment; do not discuss class absences during class time.
- You should come up with a mutual agreement on how and when to make up missed class work, which can include prior to the scheduled absence.
- Thank the faculty member for his/her support.
- One week prior to each class absence, remind the faculty member you will be missing class. Reconfirm the rescheduling of assignments, quizzes, exams, etc.

REMINDERS

- Always turn your assignments in when they are due.
- The fact that you will be absent from class does not mean you will have an extra day to complete an assignment.
- Be sure and communicate with the faculty member.
- Do not tell a faculty member you will miss class when you are not competing.
- Students who miss class unrelated to athletic competition are accountable for such absences.
- Student-athletes are not allowed to miss class due to practice.

STUDENT-ATHLETE GRADUATION SASHES

Student-athletes will be eligible to receive a graduation sash if they are a current member of the team and complete all graduation requirements. The only exception is made to those athletes who have exhausted their eligibility prior to completing their degrees. Exhausted eligibility for Spirit team members means they must have participated for four years.



GOVS360

Govs 360 aspires to empower Austin Peay student-athletes to achieve their potential in all areas of their lives. We strive to achieve this vision by providing resources, experiences, and opportunities for Governor student-athletes to succeed personally, mentally, and professionally.

AREAS OF FOCUS ARE:

- Career Readiness
- Personal Development
- Community Outreach

We seek to fulfill our vision by providing resources, experiences, and opportunities in the above focus areas through:

- Community service opportunities (voluntary unless scheduled by team)
- A semester calendar of events distributed to coaches
- ELECT (Elevating Leaders and Enhancing the Collegiate Transition); a mentorship program required for freshmen
- Resume workshop; required for sophomores
- Junior Jamboree; career readiness event required for junior
- Fortera Credit Union Financial Workshop; required for seniors
- Night of Networking; required for all student-athletes
- One additional student-athlete development event per team, organized by the coach and director
- Govs Cup (see below)

Govs Cup

Govs Cup is a comprehensive student-athlete competition that is designed to create a culture of excellence through rewarding excellence. Each APSU Athletics team will compete against each other in four categories:

- Academics
- Community outreach
- Supporting other APSU athletic teams
- Participation in Govs 360 programming

The team that accumulates the most points at the end of each academic year will receive the coveted Govs Cup trophy at the ESPEAYS. Standings are updated periodically and can be found through Govs360 social media channels.

The mission of the Austin Peay State University Student-Athlete Advisory Committee (SAAC) is to promote opportunities for student-athletes to effectively communicate and improve relationships with the administration by familiarizing them with the operating principles of the NCAA and providing them with information regarding the Austin Peay Athletics program. In support of this purpose, the Committee should promote positive images in academics, athletics, sportsmanship, personal and social development, community outreach, and career exploration for student-athletes.

SAAC meets monthly and includes two representatives from each team. All student-athletes are welcome to attend a SAAC meeting. Please contact Matthew Kilpatrick if you are interested in representing your team or have an issue for the committee to discuss.

PURPOSE

The purpose of the Student-Athlete Advisory Committee is to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare, and fostering a positive student-athlete image. To this end, through the orderly establishment and enforcement of legislation, the committee aims:

- to encourage sound academic practices for student-athletes,
- to serve as the liaison between the campus SAAC, ASUN SAAC, and national SAAC,
- to stimulate good sportsmanship,
- to provide leadership and a voice in the development of public attitudes toward intercollegiate athletics generally,
- to address the future needs of conference athletics in a spirit of cooperation and mutual benefit of the member institutions,
- to encourage cooperation amongst student-athletes toward the support of gender equity,
- to provide health, safety and wellness information to student-athletes,
- to provide personal and professional development opportunities, and
- to provide community service at the institutional and conference level.

SERVICES

Services such as University projects and community service will be organized and/or provided by SAAC members at least once every semester. These services will include anything involving student-athletes, the University student body, or the people in the community. SAAC will not participate in any acts subversive to the welfare of the nation.

SUB-COMMITTEES

Each student-athlete representative shall serve on at least one sub-committee. All student-athletes are encouraged to join a sub-committee, but membership is only required of those serving as representatives for their team. Sub-committees include:

- Community outreach
- Campus engagement
- Diversity, Equity, & Inclusion
- Faculty Relations
- Mental Health & Wellness
- Philanthropy

DUTIES OF MEMBERS

Members must show active participation in the council. Each active member must serve on a SAAC Sub-Committee and miss no more than 2 meetings a year, excluding the dates missed for athletic reasons.

NCAA COMPLIANCE

Austin Peay is committed to an athletic program that complies with all NCAA legislation. As a Division I student-athlete there are numerous NCAA rules and regulations that may affect you, particularly in the areas of amateurism, recruitment, eligibility, financial aid, awards and benefits, ethical conduct and playing and practice seasons. This is not an all-inclusive list. If you are uncertain about a situation, ASK your coach or the Compliance Office first! There will be no tolerance for intentional violations of NCAA and/or ASUN rules. NCAA rules are very detailed and cannot be included in this handbook in total. If you have any questions about NCAA Rules, please contact the Compliance Office at (931) 221-6119.

ELIGIBILITY

The main purpose of eligibility rules is to ensure that your best interests as a student are being met while you compete in athletics. Eligibility rules set minimum standards which show that, as a student, you are progressing in a reasonable and timely fashion toward receiving your degree at Austin Peay. A student-athlete must compete with honesty and integrity at all times and represent the honor and dignity of fair play. A student-athlete is not eligible if he/she has shown dishonesty in evading or violating NCAA regulations. Eligibility is a complicated matter. If you have any questions or concerns, please see the Athletics Academic Coordinator or the Compliance Office. Ultimately, the student athlete is responsible for their own eligibility.

In order to be eligible for competition and practice, a student-athlete must maintain certain academic requirements established by the NCAA. The following sections describe those requirements.

ENROLLMENT IN 12 CREDIT HOURS

You must be registered for at least 12 hours at all times on main campus during the Fall and Spring semesters. During your final semester, you can be below 12 hours so long as you are enrolled in all courses necessary to complete your degree. If you drop below 12 hours, you immediately become ineligible for practice and competition and will be held financially responsible for any course(s) dropped without prior approval from the Athletics Department. Should a student-athlete drop below full time while receiving athletics aid, they will be required to pay back the pro-rated value of their scholarship. Before making a program change (adding or dropping a course, or change of major), each student-athlete is required to meet with a staff member of Athletics Academic Services to gain approval.

DECLARING A MAJOR

By the beginning of your third year (5th semester) in school, you must declare a major leading toward a bachelor's degree. If you fail to declare a major leading toward a bachelor's degree by the first day of class in your 5th semester, you are ineligible for practice and competition. Before declaring a major, student-athletes are required to meet with the Athletics Academic Services staff.

PROGRESS-TOWARD-DEGREE

To stay on track with progress towards degree requirements, student-athletes should complete at least 24 credit hours that count toward their declared degree at Austin Peay each academic year.

MINIMUM CREDIT HOURS EARNED

In order to practice, receive athletics aid, or compete in intercollegiate athletics, you must, in addition to being enrolled in full time hours:

- All student-athletes must pass 6 degree applicable credit hours each semester in order to be eligible to compete the next semester (i.e. you must pass 6 hours in spring to be eligible to play in fall, etc.). Eighteen (18) degree applicable semester hours must be passed in the previous 2 semesters (fall and spring semesters) to be eligible to compete the following semester. This is in addition to meeting minimum GPA and satisfactory progress requirements.
- Football student-athletes who fail to pass 9 degree applicable hours during the fall semester will be ineligible to compete in the first 4 games of the following season.
- Baseball student athletes who fail to pass 6 hours in the spring shall be ineligible for competition during the next academic year.

PERCENTAGE OF DEGREE COMPLETION

- A student athlete who is entering his/her **second year** (3rd semester) of collegiate enrollment must successfully complete at **least 24 hours**.
- A student-athlete who is entering his/her **third year** (5th semester) of collegiate enrollment must successfully complete at **least 40%** of the course requirements in their specific degree program.
- A student-athlete who is entering his/her **fourth year** (7th semester) of collegiate enrollment must successfully complete at **least 60%** of the course requirements in their specific degree program.
- A student-athlete who is entering his/her **fifth year** (9th semester) of collegiate enrollment must successfully complete at **least 80%** of the course requirements in their specific degree program.

GPA REQUIREMENTS

- You must have a cumulative GPA of 1.80 or higher after your 1st two semesters of enrollment.
- You must have a cumulative GPA of 1.90 or higher after four semesters of enrollment.
- You must have a cumulative GPA of 2.00 or higher after six semesters and beyond.

Student-athletes who fail to meet the required Minimum Credit Hour, Percentage of Degree and/or GPA requirements will not be eligible for competition during the semester that follows.

AMATEURISM

An individual is not eligible for participation in an intercollegiate sport if that individual ever has been a professional in that sport. An individual becomes a professional if he or she:

- Signs a contract or commitment of any kind to participate in professional athletics in that sport, regardless of its legal enforceability or any consideration received;
- Participates on a team and knows (or had reason to know) that the team is a professional athletics team in that sport; or
- Receives, directly or indirectly, a salary or reimbursement of expenses from a professional organization in that sport based upon athletic skill or participation, except as permitted by NCAA legislation

To be eligible as a student-athlete, you must remain an amateur. The following is a list of some of the NCAA guidelines for protecting your amateur status. In your sport, you cannot:

- Accept payment or a promise of payment (in cash, prizes, gifts, or travel) for participation in your sport
- Enter into an agreement of any kind, verbal or written, to compete in professional athletics
- Request that your name be put on a draft list for professional sports, or try out with a professional sports organization
- Play on any professional athletics team
- Have your athletically related financial aid determined by anyone other than the University
- Participate on teams other than those of Austin Peay during the season (this includes exhibition or tournament contests)

In ANY sport, you cannot:

- Have your picture or name used to promote or endorse a commercial business or product without first submitting the NIL Disclosure form in ARMS or INFLCR and receiving approval.
- Accept such things as gifts, meals, loans of cars or money from groups or individuals with athletics interests or people within the APSU athletics program
- Be represented by an agent, individual or organization to market your athletic skills or reputation
- Receive any benefit that is not available to other AP students
- Participate in a summer league not approved by the NCAA – you must have written permission from the Athletics Director.

Amateur Status if Professional in Another Sport — A professional athlete in one sport may represent a member institution in a different sport. However, the student-athlete cannot receive institutional financial assistance in the second sport unless the student-athlete:

- Is no longer involved in professional athletics;
- Is not receiving any remuneration from a professional sports organization; and
- Has no active contractual relationship with any professional athletics team
- However, an individual may remain bound by an option clause in a professional sports contract that requires assignment to a particular team if the student-athlete's professional career is resumed.

AGENTS

Agents are becoming more and more prominent in intercollegiate athletics and it is important that you know the NCAA rules related to professional sports and agents. Any violation of these rules could have severe consequences on your eligibility, your team and Austin Peay State University. These rules apply not only to the student-athlete, but also to relatives and friends. This is only a small sample of the NCAA guidelines concerning agents. The APSU Athletics website has an information section to better help you understand rules concerning agents. When unsure about a situation, please ask your head coach or the Compliance Office. A student-athlete and/or family member cannot:

- Enter into an agreement, written or oral, with a person for the purpose of marketing his or her athletic ability or reputation.
- Enter into an agreement, written or oral, with an agent for representation in future professional sports negotiations that are to take place after eligibility is exhausted.
- Accept transportation or other benefits from any person representing any individual in marketing of his/her athletic ability or an agent, even if the agent has expressed no interest in representing the student-athlete.
- Agree, either orally or in writing, to be represented by an agent or organization in the marketing of your athletic ability or reputation until after completion of your last intercollegiate contest, including post-season games.
- Negotiate or sign a playing contract in any sport in which you intend to compete.
- Ask to be placed on a professional league's draft list.
- Accept payment of expenses or gifts of any kind (including meals and transportation) from an agent.
- Receive preferential benefits or treatment (e.g. loans with deferred payback basis) because of reputation, skill, or payback potential as a professional athlete.
- Retain professional services for personal reasons at less than the normal charge from a representative of APSU's athletics interests.

PROMOTIONAL ACTIVITIES

Before participating in any institutional, charitable, educational or nonprofit promotion, you must receive permission from the Athletics Director. You may not receive any compensation for or permit the use of your name or picture to advertise, recommend or promote the sale or use of a commercial product or service of any kind without submitting the NIL Disclosure Form in ARMS first. This includes promoting yourself (music, author, modeling, your own business, etc.). There are some situations where we may be able to file a waiver with the NCAA—please see Compliance.

HOSTING PROSPECTIVE STUDENT-ATHLETES

Hosting a prospective student-athlete is a privilege, which carries certain responsibilities. These responsibilities include being aware of the prospect's itinerary and the required campus meetings the prospect is obligated to attend. Additionally, a student host must understand and abide by all applicable NCAA, Conference and University regulations.

These regulations prohibit the following activities:

- Providing alcohol to a prospect
- Providing or encouraging the use of drugs or sex
- Engaging in any behavior that could be considered a violation of criminal law
- Participating in any form of gambling activities
- Providing exotic dancers, visiting gentlemen's club, or any equivalent

The following rules and regulations apply to a student-athlete who serves as a host during a prospect's official visit:

- Student-athlete hosts must review and approve the Student Host Record in ARMS that outlines NCAA and institutional policies regarding official visits PRIOR to the start of the visit.
- Only full-time students at Austin Peay who are eligible to practice may serve as hosts. Partial qualifiers or non-qualifiers are not eligible to serve as a prospect's host.
- Only one student may serve as an official host; other students may assist the host but must pay for their own entertainment and meals. Hosts should remain with the prospective student-athlete at all times.
- The official visit may last no more than two nights once the PSA arrives on campus, and all entertainment must occur within a 30-mile radius of the Austin Peay campus. Note: Traveling outside the state of Tennessee is also prohibited.
- A maximum of up to \$60.00 for each PSA and family member per visit may be provided by Austin Peay State University to cover all actual costs of entertaining the host, prospect and the prospect's parents/legal guardian or spouse. These funds may not be used to purchase souvenirs such as T-shirts or other institutional mementos.
- If recreational equipment (e.g., Jet-ski, fishing poles, bowling shoes, ice skates) is used to entertain a prospect or the prospect's parents/legal guardians or spouse, the normal retail cost of the use of such equipment must be assessed against the \$60.00 allotted for entertainment. If the normal retail cost exceeds the \$60.00 per day allowance, such equipment may not be provided.
- No cash, including any portion of the entertainment money provided to the host, may be given to the prospect or anyone else.
- Entertainment money may not be used for any person other than the host, the assigned prospect, the prospect's parents/legal guardians, siblings, and/or the prospect's spouse. Additional persons (e.g., the prospect's friends, significant others) may accompany the prospect at their own expense, and only if they are not prospects.
- The cost of actual meals, not to exceed three (3) per day, on the official visit for the host, prospect, prospect's parents/legal guardians, and/or prospect's spouse need not be assessed against the \$60.00 entertainment expense limit. A desert or after-dinner snack at the coach's residence may also be excluded.
- The prospect may be provided lodging in an on-campus facility at the institution's expense. The host may not allow the prospect to stay in the host's room overnight without the permission of the recruiting coach.
- If permission is granted, the host must be aware that room service meals, telephone calls billed to the room, in-room pay-per-view movies, and similar expenses are the responsibility of the host and the prospect.
- The host may provide transportation during the official visit but may not use vehicles provided or arranged for by a coach, institutional staff member, or booster. NEVER allow a prospect or the prospect's parents/legal guardians and/or spouse to use or drive your car.
- The host must not allow recruiting conversations to occur on- or off-campus between the prospect and a booster, alumni of Austin Peay. Former athletes are permitted to speak to PSA's on Austin Peay's campus only. If an incidental, unplanned meeting occurs, an exchange of greetings is permissible; but, in a polite manner, do not allow the contact to go beyond a greeting.
- The prospect may engage in recreational or workout activities, including the sport for which the prospect is being recruited. Hosts may engage in athletic activities with prospects; however, coaches/ managers may not be present nor can they ask questions regarding the PSA's athletic performance during such activities.

- The host, the prospect, and the prospect's parents/legal guardians, siblings, and/or spouse may receive a complimentary "general admission" ticket to campus athletics events during the official visit. No "hard tickets" may be provided during the official visit.
- Do not publicize the prospects visit on social media or through any other venue.

UNOFFICIAL VISITS

During an unofficial visit, a prospect cannot receive any type of expense. This includes arranging for a prospect to stay with a current athlete overnight free of charge. During an unofficial visit, the rules and regulations that govern an official visit still apply. Current athletes can only have off campus contact with a prospect within a one-mile radius of Austin Peay's campus.

PLAYING/PRACTICE SEASONS

The NCAA requires that each sport have a limit on a student-athlete's participation in activities required by a coach. The head coach is to keep log detailing how many hours are spent each day on athletically related activities. Student athletes are to sign off on this log each week through ARMS. Student-athletes must be provided a schedule each week for all required activities, both countable and not countable. By noon each Monday, the following week's required athletically related activities schedule must be posted in ARMS. Any change to the weekly schedule must have a 24-hour notice unless it's due to inclement weather. Please be sure you understand and review what you are approving. If you are being made to engage in more than the hours listed below, or changes to weekly schedule are being made without 24 hours' notice (with exception of inclement weather), please see the Athletics Director or Compliance Office. These meetings will be confidential.

DAILY AND WEEKLY HOUR LIMITATIONS - PLAYING SEASON

A student-athlete's participation in countable athletically-related activities during his/her declared playing season is limited to a maximum of four hours per day and 20 hours per week. You must be given one day off per week (7 days). Note: a day of competition counts as three hours, regardless of how long the competition lasts. For each sport an athlete participates in, one week (7 days) must be given off from all athletically related activities beginning the day after the last contest of the NCAA Championship season.

WEEKLY HOUR LIMITATION - OUTSIDE THE PLAYING SEASON

A student-athlete's participation in the off-season will be limited to a maximum of eight hours per week of countable athletically-related activities. Note: a maximum of only four hours per week may be dedicated to individual skill instruction; for football, it's 2 hours of film review/walk throughs. You must be given two days off per week.

Outside the playing season, all athletically-related activities are prohibited 7 days prior to the beginning of the final examination period through the conclusion of each student-athlete's final exam.

PRESEASON, VACATION PERIODS, AND BETWEEN TERMS

Daily limitations do not apply to countable athletically-related activities occurring during an official vacation period (as listed in Austin Peay's official calendar) and during the academic year between terms when classes are not in session if you are in a declared season. During these time periods, student-athletes must be provided with one day off per week (7 calendar days) during a vacation period when classes are not in session and during preseason practice.

Activities which may be required by your coaches or the athletics department, but do not count toward the weekly or hourly limitations include attendance at the following:

- Study Hall
- Recruiting Activities
- Fundraising Events
- Educational Seminars
- Team Social Functions

These events can also take place on your required “day off.” A more detailed listing of what is considered countable is available on the APSU Athletics website. If you have questions as to what constitutes athletically-related activity, please contact the Compliance Office at 931-221-6119.

VOLUNTARY WORKOUTS

For a workout to be considered voluntary and not count against the 8/20 hours rule, they must:

- not be required to report back to coach/manager/strength staff/trainer any information related to the activity. In addition, no staff member can report back to a coach information about the activity
- must be initiated and requested solely by the athlete. Activity cannot be required by any staff member; however, information can be provided regarding open weight room times.
- attendance and participation in voluntary activity can't be recorded for purposes of informing staff members (includes "checking in" or pictures taken during activity being posted on social media, progress sheets being sent in, etc.).
- athlete shall not be subjected to any type of penalty for not participating in voluntary activity, nor can there be any type of incentives or recognition based on participation or performance in voluntary activities.
- For some sports (tennis and track), there are exceptions to coaches being present during voluntary work - please check with Compliance Office.

OUTSIDE ATHLETICS PARTICIPATION

It is not permissible for a student-athlete to compete for an outside (non-university) team during the academic year without approval from the Compliance Office. This includes APSU's recreation sports. During official vacation periods, always check with your head coach and the Compliance Office before participating in any organized competition or leagues. Written permission from the Athletics Director is necessary before engaging in any summer competition or leagues. The Outside Competition form is located in ARMS.

COMPLIMENTARY TICKETS

Policies and Procedures

- NCAA rules allow Austin Peay to provide a maximum of four complimentary admissions per home and away contest to a student-athlete in the sport in which the individual participates.
- Complimentary admissions shall be provided through a pass list for those individuals designated by the student-athlete. The pass list must be submitted through ARMS the day before competition. On game day, no additions or changes can be made.
- Your guest must provide proper identification and a signature for the complimentary tickets to be honored. You must include legal first and last names for each guest. Please make your adult guests aware that they each will be asked to present an ID, and no tickets will be issued without one.

- At home games, players' guests must come to the designated entrance to claim complimentary tickets.
- Once tickets are received, the guest must immediately enter the venue. They cannot pick up the ticket, leave and come back.
- Complimentary admissions may be provided to members of Austin Peay's team for all contests in a tournament in which the team is participating, provided that all contests are held at the site at which the team is participating.
- Complimentary admissions to away contest are subject to the number of admissions provided to Austin Peay by the opposing institution. Ensure your guests will be in attendance prior to requesting tickets for away contests. You may be charged for the purchase of these tickets if your guests do not attend.
- NCAA rules state that you may not receive payment for complimentary tickets from any source or exchange them for any item of value. A student-athlete found to have sold or exchanged complimentary tickets for cash or any item of value automatically loses his/her eligibility.

Note: The individuals you list on pass lists are your guests—take responsibility for making sure their names are correct and that they know what is needed in order to pick up their ticket.

BOOSTERS, EXTRA BENEFITS AND OCCASIONAL MEALS

Boosters

As a student-athlete, you need to be aware that there are limitations on the interactions which you may have with individuals the NCAA defines as a booster. A representative of athletics interests, or "booster," is anyone who has ever:

- Made any type of contribution to the athletics department or to a booster club
- Joined the institution's booster club or any sport specific support group
- Assisted in any manner in the recruitment of prospective student-athletes
- Promoted the institution's athletics program in any manner
- Purchased season tickets from the University
- Ever participated in the University Intercollegiate Athletics program

Once a person becomes a booster, they retain that status FOREVER!

EXTRA BENEFITS

Student-athletes or their friends/relatives who accept benefits or expenses not authorized by NCAA rules from coaches, boosters or institutional staff members must be declared ineligible immediately for competition. The general rule is that a benefit that is not available to the general student body is not permissible for student-athletes.

Examples of non-permissible extra benefits include, but are not limited to the following:

- Purchase or use of an automobile or transportation
- Use of a telephone or credit card for personal use
- Gifts or loans of money or co-signing a loan
- Gifts of clothing or other personal items
- Free or reduced cost services (i.e. laundry, attorney fees, physician fees, rent)
- Free or reduced cost entertainment services (e.g., tickets to professional sports events or movies, discounts for meals at restaurants)

Members of the athletic department staff (including tutors) may not type reports, papers, letters, make photo copies, fax documents, etc.

If you are unsure if something is considered an extra benefit, check with the Compliance Office first!

OCCASIONAL MEALS

A student-athlete or an entire sports team may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals.

A student-athlete may also receive an occasional meal from a representative of athletics interest (booster) on infrequent and special occasions under the following conditions:

- The meal can be provided in an individual's home or a restaurant and
- A representative of the institution's athletics interest may provide reasonable local transportation to student-athletes to attend the meal function only if the meal function is at the home of that representative.

Please note: Approval must be obtained through the Compliance Office PRIOR to receiving an occasional meal.

STUDENT-ATHLETE EMPLOYMENT

If a student-athlete wishes to work off campus, he or she must submit Student Athlete Employment Approval form, which can be found on the APSU Athletics website or in ARMS. Please note that certain NCAA rules apply to student-athlete employment:

- The student-athlete cannot be hired based on his/her athletic ability or the value that the student-athlete may have for the employer because of the athletics reputation or fame the student-athlete has achieved.
- The student-athlete is to be compensated only for work actually performed.
- The student-athlete cannot be paid more than the going rate in the locality for similar services.

TRANSFER RELEASE

A student-athlete who is interested in transferring from Austin Peay should discuss her/his options with both the coaching staff as well as the Director of Compliance. Some transfer rules are very complex, and different rules apply to different sports. Please speak with the Compliance Office as well as your head prior to initiating transfer so that you are making an informed decision.

Intent to Transfer

In order to speak to another institution regarding the possibility of transferring, you must be in the NCAA Transfer Portal. Speaking with another institution/coach prior to this is considered tampering and can result in a loss of eligibility for you and sanctions for the coach/institution you are speaking to. To be put in the transfer portal, you must complete the "Intent to Transfer" workflow in ARMS. Compliance is unable to enter a student athlete into the NCAA Transfer Portal outside their sport's transfer window dates unless the student athlete meets another transfer exception. The Compliance Office has two business days to enter you into the Transfer Portal. You will receive a notification once that is completed and that is when you are able to start talking to other institutions. Sport Transfer Window dates can be found on the APSU Compliance website. Please note that completing the Intent to Transfer workflow allows the coach to cancel your athletics aid for the next academic term.

If transfer exceptions are met, to be immediately eligible to compete at another NCAA institution, you must leave APSU in good academic standing and be eligible to compete had you stayed.

FINANCIAL AID

Scholarships

Athletic scholarships, the values of which are varying combinations of tuition, fees, books, room and board, are available to student-athletes who demonstrate outstanding athletic ability. To qualify for this scholarship, you must fulfill the admissions requirement for Austin Peay State University and meet and maintain the eligibility requirements for athletics participation and financial aid established by the NCAA, Conference and the University. These scholarships are generally granted for a period of one academic year (fall and spring semesters) and may be increased, decreased, renewed, or not renewed in accordance with NCAA regulations after each academic year of participation.

Students who receive athletics aid will be informed in writing or via ARMS from the Director of Student Financial Aid no later than July 1 of each year of the exact amount of aid they will be offered for the following year. If your athletics aid is decreased or not renewed for the following year, you have a right to a hearing to appeal the decision. If you receive a letter of scholarship nonrenewal or reduction and you feel it is unwarranted, you need to follow the instructions in the letter and request a hearing with the APSU Scholarship Committee to begin the appeal process.

Student-athletes are also eligible for aid from other sources outside the athletics department (grants, scholarships, student work and loans) as long as the total value of their financial aid package does not exceed the maximum limits established by the NCAA. Student-athletes should complete a Free Application for Federal Student Aid (FAFSA) form each year in order to check eligibility for grants, loans, TN Lottery and other forms of aid. All student-athletes should complete their FAFSA form no later than May 1 of each year. By doing so the student-athlete can maximize their individual aid package and determine whether they qualify for aid for which they were unaware (e.g., Pell grants). All academic cash awards received by a student-athlete are subject to NCAA regulations and must be approved by the athletics department before the student-athlete can receive the cash award. As a result, your athletics scholarship award may be reduced by scholarships you receive from other sources.

Reduction or Cancellation of Athletic Aid During Period of Award

A student-athlete's scholarship will not be increased, reduced or cancelled during the period of its award on the basis of athletics ability, performance or contribution to the team's success because of injury or illness that prevents participation in athletics or for any other athletics reason. However, should a student-athlete knowingly violate NCAA or Conference regulations, they will be declared ineligible and their scholarship will be cancelled. Scholarships will not pay for you to repeat a course if your athletics scholarship has previously paid for you to take the course.

Pursuant to NCAA regulations, the amount of a student-athlete's scholarship must be immediately reduced or cancelled during the term of the award if the student-athlete:

- Signs a professional sports contract
- Receives other aid that causes the recipient to exceed their individual limit
- Accepts money for playing in an athletics contest that causes them to exceed the value of a full grant-in-aid
- Agrees to be represented by an agent and accepts money causing them to exceed the cost of full grant-in-aid
- Submits an intent to transfer request (aid will be cancelled the next semester)

In addition, a scholarship may be immediately reduced or cancelled for failure to follow university and athletics department policies, and if a student-athlete does not fulfill their academic responsibilities. Examples include:

- Becoming ineligible for intercollegiate competition. (e.g., by carrying less than 12 credit hours, not maintaining needed GPA, etc.)
- Giving false information on your application, National Letter of Intent, or Athletics Financial Aid Agreement
- Engaging in serious misconduct that brings disciplinary action from Austin Peay State University
- Voluntarily withdraws from a sport at any time for personal reasons
- Failure to adhere to departmental and/or team rules and responsibilities

MEDICAL NON-COUNTER

A student-athlete receiving athletics aid who becomes injured or ill to the point he/she will apparently never again be able to participate in intercollegiate athletics may be awarded an amount equal to the initial amount awarded for a maximum of four semesters from the date of disqualification. Note: A student-athlete receiving athletics aid under this provision will be asked to volunteer within the Department of Athletics in lieu of practice/competition.

SUMMER ATHLETICS AID

Athletic financial aid for the summer semester is not a part of the scholarship agreement, it is a separate award from athletic financial aid award for the academic year. It is awarded at the discretion of the athletics department. Factors that are considered in determining approval of a student-athlete's request for summer athletic financial aid include: availability of funds, applicability of the courses to the applicant's designated degree, the applicant's fulfillment of academic requirements, as well as his/her adherence to team responsibilities. Athletics summer aid covers tuition and fees only; living expenses are not provided. The following guidelines govern the Summer School Scholarship Program:

- Student-athletes who receive athletics financial aid may receive no more than 12 hours of summer school tuition during their period of undergraduate eligibility.
- Student-athletes will receive an amount of summer aid towards tuition and fees only that is equal to their NCAA equivalency for their previous academic year (i.e., students who receive a 50% scholarship will receive 50% of their summer tuition).
- Student must return to APSU in the fall (extenuating circumstances will be reviewed)
- Summer School aid may not be used to repeat courses (courses repeated due to pre-requisite requirements may be appealed on a case by case scenario).
- Student-athletes will be held financially responsible for any class that is dropped without prior approval from the Athletics Department or failed class(es).
- To be considered for athletic financial aid for the summer semester, student-athletes must complete an application. Applications must be received by the published deadline in order to receive consideration. Applications received after that date may not be reviewed.

POST-ELIGIBILITY SCHOLARSHIP PROGRAM

The Post-Eligibility Scholarship Program is designed to provide financial assistance to those student-athletes who have exhausted their athletics eligibility but have not satisfied their degree requirements for graduation. The Program is not designed to allow a student-athlete to pursue an additional minor, second degree, or to attend graduate school. Post eligibility aid covers tuition and fees only; living expenses are not provided.

Post-eligibility athletic aid is not an entitlement and is awarded at the discretion of the athletic department. All post-eligibility athletic aid will be awarded on a semester-by-semester basis. Student-athletes receiving post-eligibility athletic aid must pass 12 hours and maintain a minimum 2.00 GPA in order for aid to be renewed the following semester.

Factors that are considered in determining whether to approve a student's request for post-eligibility athletic aid include: availability of funds, satisfactory completion of degree completion requirements, and recommendations received from Athletic Academic Services and your Head Coach.

In order to be eligible for post-eligibility athletic aid, student-athletes must be within thirty (30) semester hours of satisfying degree completion requirements. Therefore, post-eligibility athletic aid is limited to a maximum of thirty (30) semester hours of tuition and fees only.

Student-athletes will be held financially responsible for any course(s) dropped without prior approval from the Athletics Department and failed course(s). A student-athlete that drops below 12 hours while receiving post-eligibility aid will be required to pay back the pro-rated value of his/her scholarship.

Student-athletes receiving post-eligibility athletic aid will be required to volunteer in areas which will be assigned (tutoring, running errands, working with specific programs, etc.). Failure to do so may result in the loss of post-eligibility athletic aid. Those student-athletes who must complete their degree requirements at an off-campus location (student teaching, internship, etc.) may be granted an exception to the volunteer requirement.

ADDITIONAL FINANCIAL ASSISTANCE

Additional financial assistance is available through the following loans: Federal Pell Grant, Supplemental Educational Opportunity Fund, Stafford Loans, Federal Work Study (FWS), Parent Loans for Undergraduate Students (PLUS), and Perkins Loan. Please see the APSU Financial Aid Office for more information.

IN-STATE RESIDENCY

Out-of-state student-athletes receiving athletics aid are encouraged to become Tennessee residents if they meet the criteria which includes: 1 year of residency, be at least 21 years of age, obtain a voter registration card, Tennessee driver license, and have proof of employment. Tennessee Residency forms may be obtained on the APSU Registrar's Office website. If your residency status changes to in-state, you must notify the Compliance Office immediately.

NCAA STUDENT ASSISTANCE FUND

The NCAA has established a Special Assistance Fund to assist Division I student-athletes who demonstrate financial need.

Non-qualifiers in their initial year of residence are not eligible to receive assistance from this fund. All student-athletes must qualify for the fund on an annual basis. Uses of this fund can include family emergency expenses and certain medical, dental or vision expenses; all subject to approval by the Athletics Director.

PAY FOR PARTICIPATION

Allowable financial aid is strictly limited by NCAA regulations. An individual loses amateur status through receipt of “pay” which includes, but is not limited to, the following practices:

- Educational expenses not permitted by the governing legislation of this Association (see Bylaw 15 for permissible financial aid)
- Any direct or indirect salary, gratuity or comparable compensation
- Any division or split of surplus (bonuses, game receipts, etc.)
- Excessive or improper expenses, awards or benefits (see Bylaw 16)
- Expenses received from an outside amateur sports team or organization in excess of actual and necessary travel, room and board expenses, and apparel and equipment for competition and practice held in preparation for such competition
- Actual and necessary expenses or any other form of compensation to participate in athletics competition (while not representing an educational institution) from a sponsor other than an individual upon whom the athlete is naturally or legally dependent of the nonprofessional organization that is sponsoring the competition
- Expenses received by the parents or legal guardians of a participant in athletics competition from a non-professional organization sponsoring the competition in excess of actual and necessary travel, room and board or expenses not made available to the parents/legal guardians of all the participants in the competition
- Payment to individual team members of individual competitors for unspecified or un-itemized expenses beyond actual or necessary travel, room and board expenses for practice and competition
- Expenses incurred or awards received by an individual that are prohibited by the rules governing an amateur, non-collegiate event in which the individual participates
- Any payment, including actual and necessary expense, conditioned on the individual's or team's place finish or performance or given on an incentive basis, or receipt of expenses in excess of the same reasonable amount for permissible expenses given to all individuals or team members involved in competition
- Educational expenses provided to an individual by an outside sports team or organization that are based in any degree upon the recipient's athletic ability (except as specified by NCAA), even if the funds are given to the institution to administer to the recipient
- Cash, or the equivalent thereof (e.g. trust fund) as an award for participation in competition at any time, even if such award is permitted under the rules governing an amateur, non-collegiate event in which the individual is participating. An award or cash prize that an individual could not receive under NCAA legislation may not be forwarded in the individual's name to a different individual or agency
- Preferential treatment, benefits, or services (e.g. loans with deferred payback) because of an individual's athletics reputation or skill or payback potential as a professional athlete, unless such treatment, benefits or services are specifically permitted under NCAA legislation
- Receipt of a prize for participation (involving the utilization of athletic ability) in a member institution's promotional activity that is inconsistent with the provisions of NCAA Bylaw 12.5 or official interpretations approved by the NCAA Council

STUDENT-ATHLETE **WELLNESS**

ROLE OF THE ATHLETIC TRAINER

A certified athletic trainer is a professionally trained individual whose role in association with an athletic team includes the prevention, treatment, evaluation, and rehabilitation of athletic injuries under the supervision of the team physician.

Skills include evaluating and caring for athletic injuries, taping, wrapping, applying treatments, making special pads, rehabilitating injuries, planning and supervising diets and menus, assisting in the conditioning of student-athletes, and seeing that all playing fields are free from hazards.

The athletic trainer also serves as the liaison between the team physician, other specialists, the coaching staff, administration, student-athletes, and parents. The athletic training sports medicine staff has the best interests of the student-athlete in mind when it comes to their health and welfare. On occasion, the athletic trainer must make unpopular decisions – but these decisions are based on the physical and mental ability of a student-athlete to practice or compete.

AUSTIN PEAY SPORTS MEDICINE STAFF

Austin Peay State University has seven full-time certified athletic trainers.

TRAINING ROOM FACILITIES

- Monday – Friday: 8:00 am – 5:00 pm
- Saturdays, Sundays, & holidays are based on team practice schedules.
- Summer hours are based on sports' needs.
- Hours will be adjusted based on team practice and weight room schedules if needed.
- No treatments will be given after 5:00 pm unless prior arrangements are made with an athletic trainer.

AFTER NORMAL OFFICE HOURS

Remember, there are very few emergencies, but if you believe one exists, always refer to the ER and use an ambulance when you think it is appropriate. In all cases, contact the team's Athletic Trainer and/or Head Coach. In all cases, the Assistant AD—Health and Human Performance must be notified immediately, after the student-athlete is receiving appropriate care and has arrived at the medical facility.

ATHLETIC TRAINING ROOM POLICIES AND PROCEDURES

- All student-athletes must be respectful of athletic trainers and other medical personnel.
- All injuries should be reported to the Sports Medicine staff in a prompt manner.
- All illnesses should be reported to the Sports Medicine staff in the morning.
- Student-athletes are expected to be on time for all appointments.
- No horseplay or profanity.
- Pants/shorts must be worn at the waist at all times.
- Unless receiving treatment on the upper body, shirts must be worn at all times (no sports bras only).
- Never take supplies without permission from one of the Sports Medicine staff.
- Return equipment and supplies as soon as they are no longer needed.
- No one is allowed to operate the equipment without proper supervision by one of the Sports Medicine staff. No self-treatment.
- No over the counter medications will be given out without consent from an athletic trainer.
- No video recording with cell phones or other electric devices by student-athletes in the athletic training room.
- Full showers must be taken following practice prior to receiving treatment or entering the hot tub and cold tub.
- All treatment will be under the direction of a physician and supervised by the Sports Medicine staff.
- Treatment is scheduled around class time and study hall. No student-athlete should miss class or study hall for treatment or an appointment unless previously approved of by the academic department.
- The use of tobacco products is strictly prohibited in the athletic training room.

DOCTOR'S CARE

A doctor is at Boyd Health Services (BHS) every Monday, Wednesday and Friday on a yearly basis from 7:00 to 9:00 AM (excluding University holidays). It is preferred that the initial referral for all illnesses / injuries take place during the time that the doctor is at BHS. Non-emergent illness or injury referrals may not be made to BHS until the start of the next business day.

REMEMBER—office hours at BHS are not the same as the office hours of the Athletic Training Room. Therefore, it is advised that student athletes report to their athletic trainer for referral to BHS at 7:00 AM Monday through Friday. This will avoid any delay in care due to closure of BHS.

All student-athletes must obtain a referral slip prior to going to BHS every time.

Procedures for Athletic Related Injuries/Illnesses

- Any student-athlete who has an injury or illness should make it known to the sports medicine staff as soon as possible.
- The athletic trainer will provide care and make a proper referral to the team physician if necessary. If the team physician believes the injury requires additional consultation, a referral will be made as soon as possible to a medical specialist.
- Student-athletes who are injured may be required to receive specific treatment in the athletic training room. All treatment and rehabilitation will be directed by an athletic trainer.
- If a student-athlete is injured during practice, workout or game the sports medicine staff will assist him/her as quickly as possible, evaluate and proceed with the appropriate, immediate care. The coach will be updated as quickly as possible regarding the student-athlete's injury status.
- If a student-athlete is restricted from athletic activity because of an injury or illness s/he must be cleared by the sports medicine staff to resume activity.
- Coaches are not permitted to refer student-athletes to any medical facility or physician except in the case of extreme illness or injury when a member of the sports medicine staff is unavailable.
- All athletic injuries will be handled by the sports medicine staff without interference from the coaching staff.
- In the case of an emergency, the sports medicine staff will administer the necessary emergency care until EMS or a team physician arrives.
- Coaches should NOT under any circumstances request the removal of a student-athlete or attempt to move him/her if an injury has occurred to the student-athlete's head, neck or back.
- Coaches are not to interfere with the sports medicine staff and their management of emergency situations.

EXIT PHYSICALS

Non-Returners

All student-athletes who will not be returning the following year must complete an exit physical at the end of their final season. They have 14 days from the time they finish their season or enter the transfer portal to complete their exit physical.

- 3 attempts will be made by the Sports Medicine staff to contact the student-athlete.
- If the student-athlete does not complete his/her exit physical s/he will forfeit medical coverage of any existing athletic-related injuries.
- If the student-athlete has any current issues, s/he must see the team physician before leaving.
- The student-athlete or athletic trainer can request a physician exam to determine the status of a previous or current injury. At that time a plan for continuation of care will be developed.
- Exit physicals should be scanned into the student-athlete's ATS account and the student-athlete will be archived.

Returner Exit Physicals

All returning student-athletes should complete an end-of-season exit physical.

- If a student-athlete has any current issues a plan should be made with the student-athlete and athletic trainer as to what needs to happen to resolve the current issue.
- If the student-athlete did not have any injuries during the year s/he should sign indicating, they have no injuries.

- These exit physicals ensure that no injuries are missed, and a student-athlete does not come back from break stating that a new injury actually occurred during the season.
- Exit physicals should be scanned into the student-athlete's ATS account.

Non-Therapeutic Drugs, Supplements

APSU Athletic Department will use various resource to education student-athletes on miscellaneous drugs and supplement usage in accordance with the NCAA yearly policy.

Student-athletes will sign paperwork in ATS that states they will report any medications and supplements to their athletic trainer.

Medications and supplements should be reported to Asst. Athletic Director-Health and Human Performance and will be checked through Drug Free Sport Axis.

Pregnancy

This policy has been developed to establish guidelines to protect the health, confidentiality, scholarship and ability to participate of the pregnant student-athlete. These guidelines will help the student-athlete make the best decisions concerning her pregnancy and her future as a student-athlete.

Male student-athletes are not physically affected by pregnancy like female student-athletes, but can experience an increase in stress over a pregnancy and worry about their pregnant partner and her fetus. We encourage you to discuss these issues with your partner and healthcare providers at the APSU Counseling Center, team physician or athletic trainer.

- If a student-athlete believes she may be pregnant she should contact her athletic trainer as soon as possible.
- The student-athlete will be required to have a pregnancy test at Boyd Health Services or their personal physician's office.
- If the pregnancy is confirmed the student-athlete will be encouraged to inform her coach of the situation. If she declines to allow information to be released to her coach, any withholding from practice will be explained as an "undisclosed illness."
- The Asst. Athletic Director-Health and Human Performance and team physician will be given information regarding the pregnancy and future course of action.
- The team physician in consultation with the student-athlete's obstetrician will make a decision regarding the student-athlete's ability to continue play, weighing the risks for both the student-athlete's health and ability to maintain the pregnancy.
- If the student-athlete is permitted to participate in her designated athletics program, a waiver will be drafted and approved by the APSU General Counsel.
- The team physician will make any decisions regarding activity status throughout the pregnancy and return to activity following pregnancy outcomes on an individual basis.
- Student-athletes shall not be forced to terminate a pregnancy for any reason, and no one shall use financial or psychological pressure to encourage a student-athlete to terminate a pregnancy.
- Student-athletes participating in athletics during pregnancy can be medically disqualified by their obstetrician and team physician due to the risk of sport participation for the student-athlete and the integrity of the pregnancy. Student-athletes may return to full-activity post-delivery.
- The athletic department excess insurance policy does not cover pregnancy related care. All costs associated with pregnancy are the responsibility of the student-athlete.

NCAA Bylaw 15.3.4.2 states “institutional financial aid based in any degree on athletics ability may be reduced or canceled during the period of the award if the recipient... voluntarily withdraws from a sport at any time for personal reasons...” Pregnancy is considered a temporary medical condition and Bylaw 12.8.1.3 in the NCAA Division I Manual states that a member institution may approve a one-year extension of the five-year period of eligibility for a female student-athlete for reasons of pregnancy. If you are pregnant and you inform your athletic trainer and coach and you do NOT voluntarily withdraw from your sport, your scholarship will remain in place for the remainder of the granting year, July 1-June 30.

A student-athlete returning from pregnancy will be evaluated in the same manner as any other team member to determine her specific position or role on the team.

Disordered Eating

Anorexia nervosa and bulimia nervosa along with other disordered eating are common health problems faced by students on college campuses. Student-athletes are at a higher risk for developing these disorders. It is a goal of APSU Sports Medicine Department to identify, evaluate and help treat these disorders.

Anorexia nervosa – primarily characterized by self-starvation and excessive weight loss. Symptoms include:

- Refusal to maintain weight at or above the minimally normal weight for height and age
- Intense fear of weight gain
- Distorted body image
- Loss of 3 consecutive menstrual periods
- Extreme concern for body weight and shape

Bulimia nervosa – primarily characterized by a secretive cycle of binge eating following by purging. Symptoms include:

- Repeated episodes of bingeing and purging
- Feeling out of control during a binge
- Purging after a binge (vomiting, use of laxatives, diet pills, diuretics, excessive exercise or fasting)
- Frequent dieting
- Extreme concern for body weight and shape

All Athletic Department staff members are encouraged to notify the Asst. Athletic Director-Health and Human Performance or sport athletic trainer of individuals that are believed to be at risk of disordered eating.

Possible symptoms of concern include:

- Amenorrhea or oligomenorrhea
- Stress fracture, repeated stress fractures or multiple stress fractures
- Slow healing time for injuries, repetitive injuries
- Decrease in body weight or body fat, thinning of hair, dental problems
- Admits to bingeing, purging, using diet pills or diuretics, strict dieting, restrictive eating, chewing and spitting out food or other unusual dieting practices
- Participates in additional exercise, in addition to regular workouts or practices, not heeding advice from coach or athletic trainer concerning injury, recovery time.
- Distorted body image, makes comments concerning body weight, body fat, etc
- Weighing frequently, denying hunger, preoccupied with food, calories, nutrition or cooking

The Asst. Athletic Director-Health and Human Performance and sports athletic trainer will meet with the student-athlete to discuss concerns regarding possible disordered eating behavior.

Based on objective information shared in the meeting the steps below may be taken:

- Student-athlete will be referred to APSU team physician, sports dietitian and mental health professional for further evaluation and to determine proper treatment.
- Proper treatment may include, but is not limited to
- Monitor, with no direct intervention
- Psychological counseling
- Nutrition counseling
- Full physical with team physician
- Maintain minimal bodyweight

Return to play will be at the discretion of the APSU team physician in consultation with the sports dietitian, mental health professional and sport athletic trainer. The release for return to play will be documented through formal writing.

The Asst. Athletic Director-Health and Human Performance and sports athletic trainer will share information with coaching staff and team members on a need-to-know basis to assist the student-athlete.

If the student-athlete has not been medically cleared or if further intervention is necessary, a team may be established to develop a formal healthcare plan and written contract with the student-athlete which must be signed.

The team may consist of the following: student-athlete, student-athlete's chosen rep, team athletic trainer, Assistant AD for Health and Human Performance, Senior Women's Administrator, Team Physician.

The healthcare plan and contract developed will include a process for determining the student-athlete's compliance with the contract and consequences for non-compliance. The student-athlete may or may not be cleared for athletic participation following review of the plan.

Chaperone for Medical Evaluation

Austin Peay State University will provide patient chaperoned medical examinations and related services to student-athletes, including, but not limited to physician or athletic trainer exams, procedures or treatments, diagnostic tests, rehabilitation, massage therapy, body composition assessments and/or other one-on-one appointments that are deemed appropriate for the presence of a chaperone.

Necessary emergency care should never be impeded or delayed by this policy.

The purpose of this policy is to provide a consistent, standard and safe care environment within APSU athletics. The policy promotes respect for the patient's dignity and the professional nature of the medical encounter.

- For some patients, sensitive examinations may be especially threatening or confusing. A chaperone may help the patient through the process with minimal distress. Sensitive exams should not be performed outside the presence of a chaperone.
- There may be physical, psychological and cultural reasons why chaperones are requested or needed.

- A chaperone is provided to help protect and enhance the student-athlete's comfort, safety, privacy, security and/or dignity during exams. The chaperone may also provide the provider with assistance for the exam, procedure or therapy.
- The presence of a chaperone may also help provide protection to the healthcare professionals.

The chaperone is a person who is a witness or person of support for the student-athlete and healthcare professional during medical examinations or treatments, diagnostic tests, rehabilitation, massage therapy, body composition assessments, and/or other one-on-one appointments as deemed appropriate.

- Whenever possible, the chaperone should be the same gender as the student-athlete.
- The chaperone should be a full-time staff member of the APSU Sports Medicine staff
- If an APSU Sports Medicine staff member is unavailable; then a coach or student-athlete from the same team would be appropriate as a chaperone as long as both parties agree.
- A family member or friend may be present during sensitive exams or otherwise if it is the express desire of the student-athlete but will not serve as a chaperone for the purposes of this policy.

At minimum, a "sensitive area" includes the pelvic/groin/rectal regional of both males and females, the vagina/chest/breast region for females and any other region as deemed appropriate by the treating healthcare professional as well as any procedure that would necessitate the patient to disrobe any clothing.

It is recommended that a sensitive exam should be documented as follow: "The [sensitive parts of the] examination were/was performed with (name, contact information and position of the chaperone) in attendance present as a chaperone." It should include procedures, exam, therapies used and if consent was given.

- Chaperones will be provided to student-athletes for all one-on-one appointments in closed door or private settings with physicians, athletic trainers, massage therapists, or other healthcare providers; excluding mental health services. This policy will be explained to the student-athlete and s/he has a right to decline any chaperone offered. The refusal should be documented, for example "A chaperone was offered for the examination/procedure/treatment/therapy on (date) but the student-athlete requested that a chaperone not be present.
- Chaperones will be mandatory for any sensitive exams and body composition assessments.
- A chaperone should stand in a location where s/he can assist as requested and observe the exam, therapy or procedure.
- Confidential clinician/student-athlete communication should generally take place after the exam, procedure or therapy (without the chaperone present) unless the student-athlete or provider requests otherwise.
- If a physician from another team completes an exam the chaperone policy applies. In such cases the athletic trainer can serve as the chaperone.
 - When another team physician or athletic trainer is not available to be the chaperone, a medical representative, student-athlete or coach from the team may serve as the chaperone if the student-athlete agrees.
 - A hotel room or other private hotel space should not serve as the location for consultations, exams, treatments, rehabs, massage or other therapy and/or procedures or medical activities involving student-athletes, unless there are no other suitable spaces within the hotel or the practice/competition facilities

- available. This excludes ankle taping prior to a game, which can be done in a hotel room with the door propped open.
- The opposing team sports medicine staff may serve as a chaperone if the student-athlete consents.
- A provider may request and have access to a chaperone. If the student-athlete declines a chaperone, the provider may refuse to perform the exam, procedure or therapy. Documentation of this should be included in the medical record.

A chaperone shall be present for all exams, treatment, or procedures for any student-athlete who lack capacity to give informed consent or is unable to protect him/herself from abuse, neglect or exploitation including due to sedation, concussion, unconsciousness or other temporary or indefinite impact on mental capacity. However, if a chaperone is unavailable, necessary emergency care should be rendered and the situation documented.

For sensitive exams:

- The scope of the exam and reasons for exam should be explained to the patient and documented in medical record.
- A patient may full decline or refuse any portion of an exam. The refusal should be documented.
- The provider should allow privacy for a patient to dress and undress and a student-athlete must be provided with an adequate gown or drape.
- The provider should not assist with removing or replacing the patient's clothing unless there is a specific request from the student-athlete.
- A student-athlete has the right to withdraw consent from any exam, treatment or procedure.
- A medical chaperone has the right to stop an exam, treatment or procedure.
- A chaperone is obligated to report immediately any inappropriate or unacceptable behavior to the Head Team Physician, Asst. Athletic Director- Health and Human Performance and/or Title XI Rep

SPORTS PSYCHOLOGY AND STUDENT-ATHLETE MENTAL HEALTH

MISSION

The office of Sport Psychology and Student-Athlete Mental Health at Austin Peay State University was developed to:

1. Ensure that all student-athletes have access to mental health support, counseling and other resources;
2. Offer sport psychology and mental performance training to student-athletes, coaches, and athletic staff wishing to elevate their game; and
3. Provide psychoeducation and training on mental health issues as they affect both individuals and teams.

SCHEDULING AN APPOINTMENT

Anyone interested in scheduling an appointment may contact a member of the Sport Psychology department:

Deja James, Director of Sport Psychology and Behavioral Health | jamesd@apsu.edu
Chantel Whitlow, Behavioral Health Specialist/ AOD | bakerwhitlowc@apsu.edu

INDIVIDUAL COUNSELING

Individual Counseling Sessions provide an opportunity to talk with a therapist about your mental health and well-being. Sessions usually last about 45 minutes, but can be shorter if needed. These sessions will occur in a private office.

Student-athletes can attend these sessions for a variety of reasons:

- Stress, anxiety or worry
- Sadness, Depression
- Homesickness, Loneliness
- Adjusting to college
- Transition after sport
- Relationships, Family problems
- Disordered eating
- Anger
- Trauma
- Grief, Loss
- Pregnancy
- LGBTQ topics
- Identity development
- Communication skills
- Test anxiety
- Self-esteem

INDIVIDUAL SPORT PSYCHOLOGY SESSIONS

Through our office, we are also able to offer one-on-one sessions that are individualized to fit your mental performance needs. Whether you are seeking to maximize an already high level of performance, or are underperforming and want to improve, these meetings provide you with the opportunity to discuss your situation in more depth and receive individualized solutions.

Student-athletes may attend these sessions for some of the following:

- Building confidence
- Learning to focus
- Setting effective goals
- Developing routines/resets
- Managing emotions
- Regaining motivation
- Relaxation/breathing skills
- Visualization
- Returning from injury
- Communication skills

Individual meetings with a sport psychology consultant generally occur on a once per week basis, though the frequency of meetings will depend on your situation and needs. Meetings usually are held in the office, though you may also meet in your performance domain to directly observe your performance. Although the actual time of each meeting may vary, it generally will last one hour.

REFERRALS

If we feel that more specialized or long-term treatment is needed, the student-athlete may be referred to a campus counselor at Student Counseling Services. Referrals may also be made to a number of external resources (e.g. specialized treatment center, support group, inpatient-day program, etc.).

COST

There is no cost associated with attending any session within our office of Sport Psychology and Student-Athlete Mental Health, nor if you attend counseling at APSU's Student Counseling Services. If you seek counseling through an outside provider, you must manage those payments independently.

CONFIDENTIALITY

Everything discussed during a session is confidential, and will not be revealed or shared with coaches, teammates, academic counselors, professors or parents, unless you grant permission. In cases where your or another's safety is at risk, information may need to be shared with others for your/other's protection. The office of Sport Psychology and Student-Athlete Mental Health also coordinates care with athletic medicine, including with your athletic trainer and sport medicine physician, but confidentiality remains paramount. When therapeutically appropriate, we will encourage the student athlete to communicate with coaches/trainers/academic counselors about their progress.

SUPPORT GROUPS AND WORKSHOPS

The office will be running a variety of groups throughout the year to offer support for individuals who have a similar experience or provide skills related to a specific mental health topic.

CRISIS

If you or a peer are experiencing a mental health crisis and need to speak to a counselor immediately you can:

1. Call your coach, trainer, or sport administrator and they will contact the on-call counselor,
2. Reach out to one of the mental health crisis resources below, or
3. If the crisis is putting you or another person's safety at risk, please contact campus police (931-221-7786), call 911, or go to your local hospital emergency room.

ADDITIONAL ON-CAMPUS RESOURCES

Student Counseling Service- - - - - (931) 221-6162
Save Our Students (SOS) – Food Pantry - - - - - (931) 221-6120

ADDITIONAL OFF-CAMPUS RESOURCES

Athlete Crisis Text Line- - - - - Text TEAM to 741741
Tennessee Crisis Hotline - - - - - (855) 274-7471
National Suicide Prevention Line- - - - - (800) 273-8255
Trevor Lifeline (LGBTQIA Help)- - - - - (866) 488-7386
SafeSport Helpline (Sexual Assault Help)- - - - - (866) 200-0796
National Eating Disorders Association- - - - - (800) 931-2237
Planned Parenthood- - - - - (800) 230-PLAN (7586)
Substance Abuse Support (SAMHSA)- - - - - (800) 662-HELP (4357)

MISSION

The mission of your Sports Performance Staff is to inspire you to become the best version of yourself. We aim to help you realize your human potential during your time here at Austin Peay State University and help plant seeds that will contribute to your wellness for the rest of your life. We serve the Athletics Department as a whole by directly serving all of our Student-Athletes and indirectly your sport coaches. We work hand in hand with your sport coaches, your medical and academic team to help provide you with an elite level standard of care. Our aim is to keep you protected and productive. Our priority concerns are your safety and your durability. We realize you did not come to college to lift weights. You are here because you are a good competitor within your respective arena. If you are injured as a student-athlete, you are not realizing your potential. We will help you stay healthy and “in the game!” We also work directly to help you evolve your performance on and off the field. Again, we talk about safety and durability first because it does not matter how strong or fast you are if you are hurt. We understand there are four general performance components that encompass you as an athlete. They can all blend into other components, but it is helpful to categorize each one.

- Technical – The specific movements and skills that are specific to your sport, such as tracking skills in tennis or foot eye coordination in soccer.
- Tactical – The differing actions or strategies used to achieve success in your sport, such as shot selection in golf or a defensive scheme in football.
- Physical – The general physical characteristics needed to train for and compete in your sport, such as basic motor skills, strength, stamina, suppleness, etc. We are guided by an athlete-centered 9S Model as adopted from Z-Health Performance Solutions.
- Mental – You will be intelligently and progressively pushed to your mental limit throughout different times of your specific yearly training cycle. We will seek to educate you to be transformed by the renewal of your mind and continually adopt new and improving habits. You must be different than a student that does not compete at the NCAA level while they are in school. You will have the opportunity to progressively learn how to care for yourself so that you can adapt positively from each training session and each mesocycle.

We adopt all of our movements from a single primal movement or a combination of many. The patterns are the Push, Pull, Squat, Bend, Lunge, Twist, & Gait. Quality movement is of the utmost importance with our training system and we will progress each athlete to their specific needs. Each new athlete will be slow-cooked and taught until they are ready to progress. We operate on a tiered, multi-year developmental system. You are already a great athlete within your respective sport. Our job is keep you on the field and continuing to progress from game to game and from season to season. We are not only interested in short-term gains, but also long-term health!

Sustenance: We are guided by and educate consistently about the six foundational wellness principles. These principles will be at the forefront of our Wellness Educational System. These principles are:

- Thoughts and Emotions
- Breathing
- Hydration
- Food & Nutrition
- Movement & Exercise
- Circadian Rhythms

Guiding Principle #1: Iron Sharpens Iron.

Championship organizations are filled with teammates who push one another in the right ways! If you derive your motivation from the collective good, and you concern yourself with sharpening your own sword, one rep, one play, one set, one game, and one day at a time, you will unconsciously motivate those around you to do the same. Chase perfection while you are training your body & mind in the weight room and on the field and we may arrive for excellence along our journey.

Guiding Principle #2: The Law of the Jungle

Taken from the beginning of “The Law of the Wolves” by Rudyard Kipling.

“Now this is the law of the Jungle, as old and as true as the sky, And the wolf that shall keep it may prosper, but the wolf that shall break it must die. As the creeper that girdles the tree trunk, the law runneth forward and back; For the strength of the pack is the wolf, and the strength of the wolf is the pack...”

Rely on your teammates and your teammates will rely on you. We invite you to always keep the TEAM in focus while you are training your body and mind. If your WHY is balanced between working to improve your individual SELF and the collective TEAM during each training session and practice, WE have a great chance at CHAMPIONSHIP CALIBER SEASONS.

How important is every member of the team? Imagine a chain with 100 individual links. If 99 of those links are solid and resilient but only one is compromised and weak, what will happen if the chain as a whole is stressed? Our collective strength relies on each individual member of the team, and EVERY member and EVERY role is important! Seek strength from your teammates when you need to and give strength to others when they may need it.

Core Tenants

Individual Humility and Collective Pride: Take great pride in your team, but humbly know that we can accomplish nothing

- Belief in the Mission: The one who prepares the best and believes will triumph.
- Love for Teammates: Care for your people
- Extreme Discipline: Commitment is what transforms a promise into reality.
- Great Passion: Find the passion in this collective cause and lift one another up.
- Harnessed Aggression: The great enthusiasm and aggressive emotions that are rewarded on the athletic field of play, must be harnessed in “civilian life” and in the emotional needs of other relationships.
- Unwavering Diligence: Do not let society’s expectations or people outside of our family stand in the way of the completion of the mission.
- Unbridled Courage: “The one who at best knows in the end the triumph of high achievement, and who at the worst if he fails, at least fails while daring greatly, shall never be with those cold and timid souls who neither know victory nor defeat.” Have the courage to prepare and compete.

Athlete Expectations

- **Be on Time** – You will be ready to go with your proper equipment at least five (5) minutes prior to any start time or you risk being late. There will be consequences for tardiness.

- **Be Accountable** – Communicate consistently and directly with your position coach and your performance coach regarding any and all issues. Should an issue arise regarding a scheduled training time you must do everything within your power to communicate with your performance coach.
- **Be Coachable** – Coaches want to teach athletes who are coachable. Be hungry to grow and willing to do what it takes to learn what your coaches are teaching. Lean in if it is hard to hear! Take ownership of your own development and the team's growth! Perfection is a moving target and every day you're not seeking to improve, is a day you let pass you by. As a Student-Athlete, you must be coachable and be able to apply the previous practice sessions into the current one. This is the same with Performance Training. Build upon your previous weight room or field session by applying what you have previously learned. Do this consistently and you will continue to build your armor, sharpen your individual sword, and thus make stronger the collective chain of your Austin Peay State University Sport Team.
- **You Are Responsible for your Station at the End of Training** – Leave the field or the weight room better than when you found it!
- **Communicate Injuries Immediately** – Be in consistent communication with the Athletic Trainers and your Performance Coaches. It is better to over communicate in this regard than to under communicate.
- **Stay on Task during Training** – This is where eye and body language enters into the conversation. There will be no sitting or leaning or crossing of the arms or any listless and apathetic behavior of any kind tolerated during any training sessions; whether you are on the field or in the weight room. There will always be something to do. Understanding and training your body is a lifelong pursuit and perfection again is a moving target. Whether it is injury prevention/pre-habilitation work paired with exercises, spotting, loading or unloading weight or cleaning up your station, you are expected to be engaged and in tune with all goings on within the given training environment.
- **Wear APSU Gear at all Times**
- **No Jewelry of Any Kind**
- **Wear and Tie Athletic Shoes**
- **No Food, Gum, or Tobacco at Any Time**
- **Work as a TEAM and Motivate Each Other**

Sports Performance: ABCs: “Actions Trigger Feelings, and Feelings Trigger Actions.

Attitude – This can be understood simply as your mental state. “A consistent organization of beliefs, feelings, and behavior towards socially significant objects, groups, events, or symbols.”

Behavior – Your attitude in any given situation, at any given time directly affects your behavior. Behavior is simply understood as the way in which one acts or conducts oneself, especially as it relates towards others.

Conduct – The way in which one consistently behaves throughout every rep, every set, every play, and every day, i.e. their behavioral reputation, can be understood as their conduct. Your conduct is the sum of your collective behavior, which is based upon your consistent attitude!

Five Star Daily Training Standard

- Building on the ABC's, there are five aspects of your daily conduct that may be scored. Hold yourself and your teammates to these standards EVERY DAY!
- Positive Attitude
- Intense Attention to Detail
- Mission Possible Leadership
- Great Passion
- Winning Effort

SPORTS EQUIPMENT

All players are required to wear issued practice and game gear. This gear must be returned at the end of the competitive season. It is an NCAA violation to keep equipment issued by the athletic department.

Athletes have the responsibility to help keep the locker room neat and clean. Practice gear should not be left on the floor. Trash should be disposed of in the waste container.

Coaches should be notified if equipment is broken, lost, stolen, or worn out.

Conduct within the locker rooms should include respectful behavior as well as respect for teammates' property and university equipment.

DRUG POLICY
SEE APPENDIX A

ATHLETICS COMMUNICATION

The Austin Peay the Athletics Communications Office consists of media specialists who facilitate communication between the athletic department and its external constituents, increase the awareness of and interest in Austin Peay Athletics, and publicize the activities and accomplishments of its student-athletes, coaches, teams and athletic department as a whole.

The Athletics Communications Office encourages and facilitates media coverage of Austin Peay's sport teams, student-athletes, and coaches. The University generally encourages you, as student-athletes, to make yourself available to the media, especially since you are tremendous representatives of the school. Both the Athletics Communications Office and the media understand the many demands on your time, further emphasizing communication between you and the Athletics Communications staff when it comes to media access. The majority of interview requests for student-athletes come through the Athletics Communications Office. The staff should be involved in arrangements for every interview involving Austin Peay student-athletes.

When the Athletics Communications Office receives a request for an interview, someone from the office will contact you or your coach. Appointments will be arranged around your athletic and academic schedules. Do not be afraid to turn down or reschedule an interview because of academic or other commitments you must keep. Most media are more than willing to adapt their schedules to accommodate yours. If you have questions about the importance or necessity of a media request, consult the staff member responsible for your sport. We cannot control what the media prints or the story they present. But, if we all cooperate and are honest, we can better guarantee positive stories.

In addition to coordinating interviews and arranging press conferences, the Athletics Communications Office compiles and presents accurate information to the media on the Governors athletics program, utilizing press releases, media guides, emails and phone calls. The staff presents the latest news and statistics to the media and general public on its official website, LetsGoPeay.com.

TIPS FOR STUDENT-ATHLETES WORKING WITH THE MEDIA

- Pause before speaking. While it is never wise to keep the media waiting for any extended period of time, an athlete has a right to pause before speaking. Practice saying, “I’d like to think for a moment before answering your question.”
- Do not feel obligated to answer every question. Not every question can or should be answered. Often, for whatever reason, an athlete has no answer to a question. Practice saying, “For some reason, I can’t come up with an answer to your question.” In the face of loaded and unclear questions that fail to provide fair options, the athlete has a right not to answer. Practice saying, “I don’t know” or “I don’t think I can answer your question” or “I don’t understand what you are asking.” After telling a reporter that a question cannot be answered, nothing else needs to be said.
- Call reporters by name. It is a matter of common courtesy to refer to a reporter by his or her name. Such a practice personalizes comments by emphasizing that a relationship exists between the athlete and the reporter. Such a practice is a right, not a responsibility. Many athletes may not know names or feel comfortable in this role.
- Show appropriate emotions for the circumstances. After a difficult game or practice, an athlete has a right not to smile and appear happy. No athlete is expected to enjoy talking about a loss, a disappointing performance, or not playing. Learning is not always a happy task. At the same time, frowns, sarcasm, and mean looks never add anything positive to an answer.
- Select and employ your own words. Just because a reporter selects certain words does not mean those same words have to be repeated in an answer. An athlete is never obligated to answer a question using someone else’s words. Athletes have a right to select their own words to explain thoughts and feelings. Unclear, offensive words and negative language should never be repeated or included as part of an answer.
- Defer certain questions to other people. In media interviews, an athlete should never speak for someone else. Certain questions are best answered by other people. In this type of situation, an athlete has a right not to comment on things outside personal experience, knowledge, and expertise. Defer all third-party questions to other people. Practice saying, “Maybe you should ask Jimmy that question” or “I wasn’t on the field when that happened; you need to ask someone who was” or “You’ll have to ask Coach.”
- Speak slowly and be yourself. Many questions can be answered quickly. Still, an athlete has a right to answer questions slowly. At the same time, simple words should be selected for usage. These words should be familiar to both athlete and reporter. In addition to translating common-sense principles into clear messages, the athlete is expected to think and communicate along certain lines.
- Never “bad mouth” an opponent or the referees. Nothing is to be gained from saying bad things about an opponent. The public does not like “trash talk.” Most people admire a student-athlete who shows respect for his or her opponent and focuses on his or her team’s performance rather than dwelling negatively on the opponent. Also, any negative comments about officiating will be interpreted by the public as excuses.
- Be cooperative. Reporters need your comments for stories. If you make yourself available to answer their questions, they will appreciate it because it makes them look more professional.
- Do not be defensive. Attitude is everything. Stay calm; remain in control in all situations.
- Think before you answer. Reporters are often in a hurry because of deadline pressures. Do not feel rushed or goaded into giving quick answers. Speak clearly with the proper rhythm. Avoid clichés.

- Listen to the question carefully. Make sure you understand the question before you answer. If you do not understand, ask for clarification or have the interviewer repeat the entire question.
- Personal appearance counts. Maintain good eye contact with the reporter and do not worry about the camera. Keep your voice strong and animated. Also, dress appropriately.
- Say “Thanks.” Your final actions in the interview may leave the strongest impression with the reporter. Make every encounter a memorable one – chances are you will receive more favorable stories in the future.
- Act ethically. Never lie to a reporter. It is unethical for an athlete to be untruthful with members of the media. An athlete should always answer questions honestly. Beyond this, the athlete is under no obligation to volunteer additional information.
- Provide short answers. Short and simple answers are the best. They are easy to quote. Answers with a central theme that is clear can prevent an athlete from rambling for minutes. When answers drag on, the likelihood increases of being misquoted, words or phrases taken out of context or saying something that was not intended for the media. Adhere to the 25-second rule in media interviews. Effective interviewees answer in sixty words or less. They employ language that is clear, direct, and constructive, all set to a deadline. Their answers reflect a singular viewpoint and maintain consistent reasoning while avoiding contradictory information.
- Say what you mean at the beginning of an answer. Audiences normally remember the first thing said, not the last. Deductive patterns of arrangement are mandated during media interviews. They are the signature of an effective communicator. Here, key ideas are placed at the beginning of each answer where they appear isolated. Details are presented only when there is need, interest, and time. It is wise to speak to a set number of points. Normally, no more than three points should be stressed during any answer. It is important to remember that straightforward questions deserve straight-to-the-point answers.
- Avoid jargon. Effective communicators speak English and not sports-specific terms. Whenever possible, stay conversational. Avoid highly specialized language that few people living outside the white lines understand. If jargon is used, be willing to explain it.
- Practice modesty in victory and self-control in defeat. In victory and defeat, the good communicator controls emotions and language.
- Never speak “off the record.” This type of statement can be interpreted as an open admission that the athlete is not always open and honest with people. Athletes who attempt to speak in private tones appear to be dishonest and manipulative. Besides, there are no such things as “off-the-record” comments. Sooner or later, restricted information will be reported by the media and become a matter of public record.
- Never say, “No comment.” No comment is a poor answer. This type of statement can create suspicion and mistrust in the minds of the audience. If an athlete has nothing to say, no answer should be forthcoming. Simply say, “I’d rather discuss something else.” If the reporter persists, politely end the interview
- Never joke with a reporter. While questions may appear funny, answers should always be serious. The tendency to joke or match wits with a reporter is an open invitation to trouble. An athlete never knows how an answer will appear in print or sound on the evening news.
- Keep your cool. Athletes should never feel intimidated by cameras, bright lights, tape recorders or microphones being pushed into their faces, being interrupted, differences in opinions, offensive language, stupid or accusatorial questions, statements of so-called facts, or reporters leaving in the middle of an answer.

- They should “keep their cool” when pressure mounts. On a different subject, question-and-answer sessions are not the time to get angry, argue, attack the officials, question a coach, or joke and display humor.
- Act professional at all times. Whenever possible, concentrate on being the “good guy” who is above pettiness and unprofessional behavior. Such a pose builds integrity and enhances credibility in the eyes of the audience. Most audiences are sophisticated enough to recognize rudeness in any form.
- Never embarrass a reporter or ridicule a question. If a question is poorly worded or has been asked before, an athlete should be patient. Practice understanding. Attempt to understand why the question is being asked and answer the best you can. It is never wise to point out the limitations of a question.
- Do not spend too much time talking about a negative or a loss. Negative comments make headlines. Audiences assimilate and remember negative information more accurately than positive information. Whenever possible, share positive accounts and information. Therefore, when the game ends, an athlete should be encouraged to direct attention to (a) communicating the progress made and (b) the job of the team in the coming days. Words will never change the score or alter a game performance. Whenever possible, voice optimism with regard to the future.
- Be alert to reporters’ needs. It is always a good practice for athletes to look at reporters, measure their response, and adjust accordingly. For example, if they appear to be having problems writing down answers, speak more slowly. When reporters shake their heads, frown, appear frustrated, it might be best to repeat key words to ensure accuracy
- Support teammates and your school. Honor the natural bonds that exist in relationships. You should respect and always support your teammates. Remain sensitive and never make negative remarks regarding others’ performances. Finally, never appear on camera wearing another team’s letters, logo, or colors. It may be an accepted practice, but it is in bad taste. Pride is expected and is demonstrated through the way an athlete speaks and appears in public.

SOCIAL MEDIA GUIDELINES

PURPOSE STATEMENT

Austin Peay State University is dedicated to fostering a community of stakeholders who support the mission and purpose of the athletic department.

In order to accomplish this, we realize the importance of communicating using social and new media channels. Because today’s stakeholder base is diverse and is pulling information from a number of different sources, we realize that we need to be where our stakeholders are to deliver timely, accurate and engaging information and content.

In order to do this, we (will) foster conversations in communities that are built by Austin Peay Athletics, its employees, and our stakeholders. Because the lines between personal voice and institutional voice are often blurred, Austin Peay Athletics has crafted the following guidelines to help clarify how best to enhance and protect personal and professional reputations when participating in social and new media.

Student-athletes are expected to follow the same behavioral standards online as are mandated by Austin Peay State University’s Policies and Procedures, the state of Tennessee, the ASUN Conference and the NCAA. The same guidelines for interacting online with stakeholders, fellow staff, student-athletes or other university constituents apply as in the workplace.

DEFINITIONS

Social and New Media are defined as media designed to communicate online through social interaction using highly accessible public publishing forums such as, but not limited to, Facebook, Twitter, Linked In, YouTube, Flickr, Vimeo, iTunes, Snap Chat, Instagram, and other social platforms.

Personal Site is defined as a social media site that is for the sole purpose of personal use. There are NO identifications of the person as a representative of Austin Peay Athletics and content is restricted to personal and not work-related material. The guidelines in this document are not intended to regulate personal sites. If you have an account with your name as the title, it is only classified as a personal site if it is NOT used for personal branding (see below).

Public Site is defined as a social media site where a person represents Austin Peay Athletics as a representative of an athletic team or program. This includes personal branding sites in which employees maintain an account that promotes their own person, but as a position facilitated by their employment with Austin Peay Athletics. An example of this might be a student-athlete's blog, unless it is a personal site (see above).

RULES OF ENGAGEMENT—SPECIFIC GUIDELINES

Proprietary Information and Confidentiality

- All photos, podcasts, videos, blogs, news stories, or other information not authored by an account manager should be used only in compliance with copyright laws. We always ask you to cite your sources and include a link to the main athletic website, if appropriate.
- Do NOT engage a poster who desires confidential information via a Facebook wall, public/unlocked tweet, public forum posting, or the like. If in doubt, ask your SID (sports information director), Compliance Director or Director of Athletics.

Comments and Interviews

- As a face of your athletic team and Austin Peay Athletics, fans and members of the media will be interested in your opinion about things going on in your specific sport, with your team or issues affecting the university or society.
- You are entitled to your opinion! Be thoughtful in your answers because they could easily be misconstrued as a representation of your entire team, your coaches, the Austin Peay Athletics administration and/or Austin Peay State University.
- Do not conduct any interviews via ANY social media site without prior consent from your sport's SID. Please allow Sports Information to schedule all interviews for you with ANY media outlet, including campus or hometown newspapers and radio stations, as well as local and/or national media.
- We will work around your class and practice schedules to make sure your time is respected.

Accuracy and Clarity

- Don't link to an external site promoting a product or service that is not affiliated with Austin Peay Athletics.
- Be careful using jargon that only a handful of posters will understand. Try to use inclusive language in your posts that encourage discussion.
- Make sure your facts (times, dates, locations, names, etc.) are correct and are spelled correctly. Don't speculate.

- Do not post information about specific student-athletes, including whereabouts, personal family information (unless previously cleared with the student-athlete and his/her family) unless it is related to an award or honor. Please follow the guidelines of FERPA and good taste.
- Do not post information about specific student-athlete injuries, including your own. Do not discuss specifics of an injury that may occur in an athletic contest. If the injury is season or career ending and the information already has been officially released by the specific program's SID or Director of Media Relations, you may repost any information released by Sports Information
- Do not post specific travel information, including commercial or charter airline flight numbers, and hotel property addresses/locations and room numbers, for any student-athlete, coaching staff member or administrator.
- Do not post addresses/locations of Governors Club members, administrators, faculty or staff members, or families of student-athlete who may be providing an NCAA sanctioned 'occasional team meal' (NCAA Bylaw 16.11.1.5).
- Do not post information regarding prospective student-athletes, campus visits, etc.

Sportsmanship

- Do not talk about internal matters in the department, the Austin Peay State University campus, the ASUN Conference or the NCAA. Find something good to say, or don't say it. Do not bash teammates or fellow coaches/staff members. Do not bash the competition. Do not bash the officials. Specifics on politics and religion are off limits, with the exception of any holiday greetings. Do not gender bash. Do not engage in or respond to hate speech in regards to sexuality or sexual orientation. Common sense and courtesy should always prevail.

Disclaimers and Posting Guidelines

- Avatars must be tasteful, especially if you are using an image of yourself with Austin Peay Athletics or Austin Peay State University apparel on.
- If you are posting as a team representative, the following posting guideline can be posted within the profile information on all social media accounts managed by Austin Peay Athletics: "The official (insert specific social media name) account of the Austin Peay (insert specific program name) team. Please visit www.LetsGoPeay.com for additional information.
- In the event of the creation of and/or moderation of a wall, blog or forum, the following posting guideline can be posted:
 - "We invite you to become a part of the (insert specific Austin Peay program/entity name) here and post or comment on a regular basis. Austin Peay Athletics is dedicated to building a safe and secure online community. We ask that you not use graphic language, post offensive images, or use language that is derogatory to specific people, countries of origin, races, creeds, nationalities, religions or gender (maybe include sexuality). Any comments or posts that violate these posting guidelines will be removed without explanation by the account manager."

Respect in the Social Media Space

- Posting is the same as speaking in public. Do not post anything you wouldn't say at a public meeting representing Austin Peay State University, Austin Peay Athletics or to the media.
- Be careful not to engage with posters who are commenting on matters related to the department's reputation, including on how any issue was handled. Please alert Sports Information if this is a concern.

- Do not pick fights and do not engage in them.
- Answer legitimate questions.
- Do not use a question as a forum for your personal opinion.
- Respect people's opinions. There may be circumstances in which it may be necessary to limit access of a poster or delete a post- use the above posting guideline as a resource if you need to delete a post or ban a poster. If you are in doubt, contact your SID. Please print a hard copy of the questionable post with the name of the poster and text before you delete it and give it to Sports Information to file.
- If you maintain a Twitter or Facebook account, please check your followers regularly for Twitter porn, offensive bots or unsavory profile pictures. Unfriend, report them as spam and block them from your followers list, if possible. Their profiles and avatars are available to anyone who looks at your page.

Security

- Do NOT give out phone numbers, addresses, personal email addresses, or other personal information about yourself, other staff members or student-athletes on any social media site. Inquiries for information, including interview requests, MUST be directed to the program's SID.

Austin Peay State University
Department of Athletics

Drug Testing, Education and Counseling – Policies and Procedures

The Department of Athletics at Austin Peay State University is committed not only to the physical and mental health and well-being of its student-athletes, but it is also concerned with the health, safety and welfare of the student-athletes who participate in its programs and represent the University in Intercollegiate Athletics. The improper use of prescription drugs, use of illicit street drugs, use of diuretics, and use of performance enhancers / dietary supplements (legal or illegal) can have a negative effect on the health and performance of student-athletes. It is for this reason that random drug testing is conducted per NCAA Bylaws and attested to by student-athletes in the annual NCAA Drug Testing Consent form. Institutional drug testing is also conducted by the Austin Peay State University Department of Athletics for these purposes and in the manner herein defined. The purposes of drug testing and education are as follows:

- To serve as a deterrent to the use of illicit drugs and banned substances
- To identify those who are using these illicit drugs and banned substances
- To promote education for all student-athletes
- To provide counseling and treatment services for student-athletes
- To avoid harm to the reputation of the student-athlete, Austin Peay State University and all those connected to its intercollegiate athletic department

Compliance and Eligibility: As a condition of eligibility, all student-athletes must sign an NCAA Drug Testing Consent form in which student-athletes consent to be tested by the NCAA for the use of “banned substances” prohibited by NCAA legislation. In addition, all student-athletes must sign the Austin Peay State University Athletics Drug Testing Consent form to allow for testing and limited release of test results, as set forth in these procedures. Testing will be conducted for all student-athletes on the squad list, including student-athletes actively participating, student-athletes with medical limitations, student-athletes who are red-shirted and student-athletes who are partial or non-qualifiers. Any student-athlete who refuses to sign the Austin Peay State University Athletics Drug Testing Consent form will be declared ineligible for participation in intercollegiate athletics. Nothing in this policy shall be construed to create a contract between student-athletes and APSU. However, signed consent and notification forms shall be considered affirmation of a student-athlete’s agreement to the terms and conditions contained within this policy.

Banned Substance List / Information: The Athletics Department at APSU utilizes the most current NCAA List of Banned Drug Classes found in the NCAA Bylaws hereinafter collectively referred to as “banned substances” for its drug testing policy. The list consists of substances

Appendix A

generally believed to be performance enhancing and or potentially harmful to the health and safety of the student-athlete. The drug classes specifically include but are not limited to:

Stimulants, Anabolic Agents, Alcohol & Beta Blockers, Diuretics and Other Masking Agents, Street Drugs, Synthetic Drug Substances, Peptide Hormones and Analogues, Anti-Estrogens and Beta-2 Agonists

NOTES: The student-athlete shall be held accountable for all drugs within the banned drug classes. Any substance chemically related to these classes (i.e.: synthetic drugs) is also banned, regardless of whether they have been specifically identified.

APSU explicitly reserves the right to test for substances not listed on the NCAA Banned Drug Classes List and to test at detection levels that vary from those of the NCAA. APSU has a "ZERO TOLERANCE" for substance misuse and/or abuse.

For purposes of this policy, drugs falling under the category of "Anabolic Agents", "Peptide Hormones and Analogues" and "Anti-Estrogens and Beta-2 Agonists" will be considered Performance Enhancing Drugs and be subject to greater penalty.

Medical (or Therapeutic) Use Exceptions: Student-athletes who are taking prescriptions or non-prescription medications, under the direction of a licensed physician, are required to report any/all medications currently being taken to the Athletic Training Staff via their medical history forms as part of their annual pre-participation physical exam (or if medications are prescribed during the school year, these medications must be reported to the Assistant Director of Athletics-Health and Human Performance (Asst. AD-HHP) (or designee) before use). If after reviewing this information, further documentation is necessary, the student-athlete will be notified and will have to provide further information from their treating physician as explained in the medical exceptions packet. Failure to report medications and provide necessary medical documentation from the treating physician can result in a positive drug testing result – for either an APSU or NCAA drug test.

Prescription Drug Positive Tests: Student-athletes must have a current, valid prescription from a licensed physician in order to take prescription medications. Student-athletes will be assessed a drug test positive under any of the following circumstances:

1. Taking another person's prescription medication.
2. Taking prescription medications without a valid prescription
3. Taking prescription medications without a current prescription**

****In the event that you have medication remaining from an old prescription and you take the medication without knowledge of the Athletic Training Staff and without the active supervision of a medical doctor, you will also receive a substance abuse positive.** If you are not under the care of the medical staff for an injury/illness you should not utilize old medication without clearance from a medical doctor. **Medication over 3 months old taken without Athletic Training Staff knowledge will result in a Positive of the APSU Drug Testing Policy.**

A one (1) game suspension may be assessed if it is determined that a student-athlete provides his/her prescription medication to another student-athlete.

Appendix A

Drug Testing Procedure

All APSU intercollegiate student-athletes (including student-athletes who have sustained career ending injuries) may be tested for banned substances. Testing will be accomplished by the analysis of urine specimens, or other recognized analytical procedures, obtained from the student-athlete at the direction of the Supervising Team Physician(s) or Assistant AD-HHP (or designee). The testing procedure will ensure that the specimen being analyzed is identified with the appropriate student-athlete and that the purity of the sample is maintained. All specimens will be coded to ensure confidentiality. All specimens will be collected in a manner so as to minimize the possibility of contamination or misidentification.

Frequency of Testing: All student-athletes may be tested at or around the time of their **PRE-PARTICIPATION PHYSICAL EXAM**. Student-athletes are also subject to random sampling and reasonable cause testing throughout the calendar year (including vacation breaks).

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Randomization of Drug Testing: Throughout the calendar year, randomized drug testing will be performed. The Assistant AD-HHP (or designee) or the certified testing drug testing agency for the school year will randomize the selection of athletes from all sports. A current student-athlete roster for each of the selected sports will be utilized and a computer randomization program will select the desired number of student-athletes or percentage of team members to be tested. Due to the randomization of selection, some student-athletes may be chosen to be tested more than once during the school year.

Reasonable Suspicion Drug Testing: Reasonable suspicion is defined as one founded on specific, objective facts, which if taken with rational inferences drawn from those facts, and taken as a whole strongly suggest that drug testing may produce evidence of improper use. Reasonable suspicion testing may also be performed for medically warranted reasons as determined by the Supervising Team Physician(s).

Athletic Director's Discretion Testing: An individual student-athlete or team may be tested at any time without notice and without reasonable cause at the discretion of the Director of Athletics.

When an Athletic Director's Discretion Test is performed the student-athlete's chain of custody form will indicate the reason for testing as "Other – AD Test".

Any and all corrective measure(s) for a positive Athletic Director's Discretion Test will be decided on by the Director of Athletics. This may or may not include the guidelines for competition sanctions that are listed within this policy under the "Sanctions for Non-Performance Enhancing Offenses" & "Sanctions for Performance Enhancing Offenses" sections listed below.

NCAA Championships or Post-season: All student-athletes participating in NCAA Championships or Post Season Events may be tested prior to their competition in their respective post-season event.

Team Testing: A team may be tested at any time without notice and without a reasonable cause at the discretion of the Director of Athletics, Assistant AD-HHP or Head Coach.

Notification of an Impending Test: The student-athlete will be notified by the athletic training staff or coaching staff of the impending drug test. The student-athlete also acknowledges that failure to report at the time and date specified for the drug test will result in disciplinary action according to the APSU Athletic Department's policies. Failure to appear for a scheduled drug test and/or to produce an adequate specimen will be handled according to the NCAA regulations. These regulations stipulate a positive test result for any student-athlete's failure to submit an adequate specimen.

Collection Procedure:

1. All collections will be done, in principle, according to the NCAA protocol and follow approved chain of custody procedures.
2. The Athletic Department's collection team or designee will carry out all collections.
3. All student-athletes selected for testing must report to the athletic training room at the time and date specified wearing shorts and a t-shirt. Student-athletes will not be permitted to intake fluids until an initial specimen is produced to determine proper Specific Gravity and pH levels (see below).
4. Student-athletes must bring their picture ID to every collection.

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5. Student-athletes must declare any prescription, over the counter medication and/or nutritional supplement that he/she has taken within the past two weeks.
6. To maintain confidentiality, each specimen will be given a unique ID number. The Assistant AD-HHP will keep in a secure place the sample number and name correlation document for reference upon receipt of the confirmed positive results.
7. Each sample will be collected under direct observation by the same gender collection team member.
8. The student-athlete will be asked to wash and dry hands and proceed to the appropriate collection area. The student-athlete will be required to lower all attire below the waist to below his/her knees and to raise all upper attire to the chest. The specimen collection kit can be opened once the student-athlete follows the above-mentioned protocol.
9. Each specimen (no less than 65 mL) will be checked for Specific Gravity (> 1.005), pH (4.5-7.5) and temperature (90-100-degrees F) and split into two aliquots, an "A" and "B" specimen. The student-athlete will initial the security tape. The collector will date the security tape. Both "A" and "B" aliquots are sealed with this security tape.
10. One container will be used for testing purposes and the other container will be frozen and stored by the testing laboratory in case there is an appeal to the test results.
11. If the specimen is incomplete, the student-athlete must remain in the collection station unless otherwise directed by the collection team member. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled, unless otherwise directed by the collection team member.
12. If the specimen is incomplete and the student-athlete must leave the collection station for a reason approved by the collection team member, the specimen may be discarded at the discretion of the collection team member. Upon return to the collection station, the student-athlete will complete the collection procedure.
13. All NCAA rules against urine manipulation are applicable.
 - a. The student-athlete and collector will sign certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded at that time. If deviations are alleged, the student-athlete will be required to provide another specimen.
 - b. After the collection has been completed, the specimens will be forwarded to the laboratory
 - c. All specimens are the property of APSU.
 - d. A student-athlete who refuses to sign the notification form or custody and control form, fails to arrive at the collection station at the designated time without justification, fails to provide a urine specimen according to protocol, leaves the collection station before providing a specimen according to protocol, or attempts to alter the integrity or validity of the urine specimen and/or collection process, will be in breach of protocol and treated as if there was a positive test for a banned substance.
14. Any effort by a student-athlete to adulterate or modify theirs or any other urine specimen prior to or at the time of collection will result in an automatic "positive test" requiring appropriate action as defined by this policy. These efforts to "adulterate or

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modify” include but are not limited to any type of product that is ingested or added to the urine sample or the non-medical use of diuretics in an effort to dilute/manipulate/mask the urine sample.

15. Containers will be refrigerated and kept under lock and key until samples are collected by courier for transfer to the laboratory. All laboratory testing shall be conducted under the auspices of a company to be named during the year. The laboratory shall not notify anyone other than the Team Physician or Assistant AD-HHP of test results.
16. If a specimen arrives at the laboratory with the security tape not intact or if the chain of custody is broken at any point of the process, APSU Athletics Department administrators may collect another specimen without notice.
17. The Assistant AD-HHP or his/her designee will be the site coordinator for all testing purposes and will have the final authority over the procedures and implementation of the APSU drug-testing program.

Safe Harbor Program: A student-athlete eligible for the APSU Safe Harbor Program may refer him/herself to the Program for voluntary evaluation, testing and counseling. A student-athlete is **NOT** eligible to enter the Safe Harbor Program:

1. More than one time during his/her athletic eligibility (career) at APSU
2. After he/she has been informed of an impending APSU (or NCAA) drug test
3. After receiving a positive test on an APSU or NCAA drug test (or other testing agency, to include, but not limited to additional sporting agencies (USOC, IOC), law enforcement, medical system or the University’s judicial system)
4. Thirty days prior to NCAA or conference postseason competition

The APSU Safe Harbor Program does not give a student-athlete protection from an NCAA drug test, thus, student-athletes in the Safe Harbor Program may be selected for drug testing by the NCAA.

Once a student-athlete declares for the Safe Harbor Program, he/she will undergo an evaluation by a certified counselor. He/she will meet with a Supervising Team Physician(s) to determine any physical risks involved in continued participation and if medically indicated, the physician may suspend the student-athlete from athletics related activities.

During the evaluation process, the student-athlete will be required to identify the substance(s) – or alcohol – used for which assistance is requested. The student-athlete will immediately be drug tested to establish a possible baseline of the banned substance(s) or metabolite contained in the student-athlete’s urine specimen. The results of this baseline test will not result in any administrative sanctions. The student-athlete will be tested as often as deemed necessary in order to document cessation of drug use.

Guidelines for Baseline Test Negative: After a Safe Harbor negative baseline test, any subsequent positive drug test will be considered additional use by the student-athlete. At this time, the student-athlete will be removed from the Safe Harbor Program and will follow all of the sanction guidelines for a second offense.

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Guidelines for Baseline Test Positive: After a Safe Harbor positive baseline test, any subsequent positive drug test result must indicate cessation of drug use. Testing is performed in a quantitative manner and results are normalized on the basis of urine specific gravity in order to determine the concentration of the banned substance in the student-athlete's urine specimen. These normalized concentrations are used to monitor the expected uninterrupted decreases in drug or drug metabolite concentrations overtime that are expected when drug use has stopped. If the normalized concentration of banned substance increases significantly (>20% or more) in any subsequent sample, then those test results will be considered additional use and the student-athlete will follow all of the sanction guidelines for the second offense (an independent toxicologist with experience in the field of drugs of abuse testing may be utilized as a technical resource as needed to clarify any questions pertinent to the test). After the student-athlete submits a sample which is free of any banned substance(s) or metabolite, any additional positive test will be considered additional use by the student-athlete. The student-athlete will be removed from the Safe Harbor Program and will follow all of the sanction guidelines for a second offense.

In all cases, the certified counselor in conjunction with the Supervising Team Physician(s) and the Assistant AD-HHP (or designee) shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed forty-five (45) days. The Supervising Team Physician(s) or Assistant AD-HHP may extend the time a student-athlete is allowed to remain in the Safe Harbor Program if there is sufficient evidence such an extension would benefit the student-athlete. Failing to complete the treatment recommended by the certified counselor, the Supervising Team Physician(s) and/or Assistant AD-HHP after entering the Safe Harbor Program will be deemed a second offense.

The Director of Athletics, Supervising Team Physician(s), Assistant AD-HHP (or designee) and the student-athlete's Head Coach may be informed of the student-athlete's participation in the Safe Harbor Program. The student-athlete will also be encouraged to inform his/her parents (legal guardian, spouse). The athletic trainer assigned to the student-athlete's sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the Head Coach. Other University employees may be informed only to the extent necessary for the implementation of this policy. The APSU Athletics Department does not guarantee success through its support and assistance.

Notification of Results and Confidentiality: Maintaining confidentiality and protection of the student-athlete is a critical factor in drug testing. All drug test results will be sent, via protected electronic submission, to the Assistant AD-HHP (or designee). The written documentation of the drug testing results is considered to be medical records and as such, shall remain in the confidential possession of the Assistant AD-HHP (or designee). However, test results, (whether the test is positive or negative) not documentation, may be released as follows. The Assistant AD-HHP will notify the Supervising Team Physician(s). The Supervising Team Physician(s) will determine any physical risks involved in continued participation and if medically indicated, the physician may suspend the student-athlete from athletics related activities. The Assistant AD-HHP will notify the Director of Athletics, Head Coach and counseling services of a positive drug

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test. The Director of Athletics may authorize that additional administrative assistants be informed of a student-athlete's drug testing results if appropriate to the situation. Head Coaches are permitted, but not mandated, to inform their respective assistant coaches of any test results. Any individual receiving information regarding a test result is required to preserve confidentiality at all times. The student-athlete will be asked to notify his/her parents (legal guardian, spouse). If it is deemed necessary for the well-being of the student-athlete, the Director of Athletics (or designee) may choose to inform the student-athlete's parents (legal guardian, spouse) of any and all drug testing results. The APSU Athletic Department's Drug Policy Sanctions will then be followed, based on whether the positive test is a first, second or third offense.

Every effort must be made to protect the confidentiality of student-athletes under this policy, including those who test positive, undergo reasonable-cause testing, or enter treatment programs. Under no circumstances, will any athletics department personnel or any individual associated with the drug testing program be permitted to disclose publicly any information acquired in their capacity, whether or not it relates to identified student-athletes, individual teams, or the athletics department. In addition, individual results will not be given to any other department within APSU unless deemed necessary by the Director of Athletics, the Supervising Team Physician(s) or Assistant AD-HHP.

Individual results of drug testing performed by the athletics department will not be released to any other party unless deemed necessary by the Supervising Team Physician(s) or the Assistant AD-HHP (or designee) for the treatment of the individual. Individual results may be obtained through subpoena by a court of law. Individual or group results may be used for statistical analysis or publications.

Upon approval (and within FERPA guidelines), the Athletics Sports Information Director will address all questions from the media regarding a suspended student-athlete. All information and records will remain confidential to the extent permitted by law. Questions to the Sports Information Director regarding the student-athlete's participation status or lack thereof (including permanent suspensions) will be answered in terms of a violation of athletic department policy (with the student-athlete's return to be determined at a later date) without mention of the department's drug testing policy or terms therein. All results and impending sanctions will remain confidential to the extent permitted by law.

Sanctions for a Violation of the APSU Drug Testing Policy: Sanctions for a positive test result may be assessed to the student-athlete in any of the following circumstances:

- a. Testing of a student-athlete's specimen by a professional laboratory yields a positive result of any of the banned substance(s) or metabolite. An independent toxicologist with experience in the field of drugs of abuse testing may be utilized as a technical resource as needed to clarify any questions pertinent to the test.
- b. Tampering, manipulation or adulteration of sample
- c. Failure to comply / participate in both testing and/or sanction phases (ie. Missed counseling session)
- d. Involvement in a criminal offense – unless otherwise specifically stated in this policy – sanctions will be at the discretion of the Director of Athletics

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e. Failure of an NCAA drug test

Failure to execute the required Drug Testing Consent Form, not signing the chain of custody forms, not appearing for testing, not producing the required specimen or attempting to circumvent the specimen collection and testing process, will be treated as a positive test result subject to the sanctions set forth below.

Criminal Offenses: Please refer to the Student-athlete Code of Conduct for guidelines pertaining to criminal offenses. The disciplinary guidelines are separate and apart from any criminal prosecution resulting from the incident and, in most cases, the disciplinary guidelines set forth by the Director of Athletics would occur well in advance of the legal disposition of the matter. Criminal offenses may include but are not limited to the following:

- Driving under the influence (DUI, DWI)
- Minor in a bar, possession or under the influence
- Public intoxication
- Drunk and disorderly
- Other drug or alcohol offense including possession

Intent to Sale: Any APSU student-athlete arrested for the selling of drugs or possession of drugs with intent to sell according to the laws of the state in which the offense occurs will be immediately suspended from their respective team pending legal action. Conviction of above will result in immediate release from the team and termination of athletic aid.

Pre-participation Physical Exam Testing: All NEW student-athletes, freshmen and transfers, may be tested within the first 2 weeks of their pre-participation physical or within the first 2 weeks of the start of classes at the beginning of the Fall Semester. This test will be considered a component of the pre-participation physical exam. Therefore, unless a performance enhancing drug is detected, the student-athlete will not be assessed any competition sanction unless removal from competition is considered to be warranted by the team physician(s). If a student-athlete produces a positive test from the pre-participation physical test, the following will occur:

1. For performance enhancing drugs – all appropriate guidelines will be followed, including sanctions for a PED offense.
2. For non-performance enhancing drugs – initially, no competition sanctions will be assessed unless warranted by the team physician(s) for safety reasons. Thereafter, all guidelines will be followed for the portion of this policy as it relates to **Follow-up Testing**. If within the process of follow-up testing it is determined that the student-athlete has
 - a. Continued use of the banned substance

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And/or

- b. Used a different banned substance

then, those test results will be considered another offense, and the student-athlete will follow all of the sanction guidelines for the second or third offense, as applicable.

Sanction Guidelines for Violation(s) of APSU Drug Testing Policy: The Director of Athletics and/or Head Coach (with the approval of the Director of Athletics) has the right to apply additional sanctions upon a student-athlete who tests positive for a banned substance above those sanctions listed below.

Tampering, manipulation or adulteration of sample will be considered a breach of testing protocol: Any student-athlete who has been found to have tampered, manipulated or adulterated their sample will be considered in breach of the APSU testing protocol. This situation will be considered two separate violations (1 violation for a positive drug screen and 1 violation for the attempt at manipulation) and therefore the student-athlete will follow all of the sanction guidelines for the second or third offense as applicable.

Sanctions for Non-Performance Enhancing Offenses:

First Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above.
2. The student-athlete will be required to notify his/her parent(s) (legal guardian, spouse). The parent(s) (legal guardian, spouse) will be required to call the Assistant AD- Student Welfare/designee within 48 hours of student-athlete notification. If the parent(s) (legal guardian, spouse) does not call the Assistant AD- Student Welfare in 48 hours, the Assistant AD-Student Welfare will call the parent(s) (legal guardian, spouse) to advise them of the student-athlete's positive drug test
3. The student-athlete will be subject to punishments outlined in team, APSU Athletics Department, and University policies (i.e. suspensions from competition, games, or practices, etc.) and the student may elect to enroll OR at their coach's discretion be enrolled in the AOD education sessions and complete the program outlined below. The student-athlete must produce a negative drug test by the end of the sessions.
4. The student-athlete will undergo follow up testing as deemed necessary.
5. Any suspensions from competition, games or practices, will be at the discretion of the student-athlete's head coach and/or the Director of Athletics. Suspension from athletic contests/practices does not relieve the student-athlete from any other responsibility as a team member, including but not limited to attendance at all practices or other team activities.

Second Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above

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2. The student-athlete will be required to notify his/her parent(s) (legal guardian, spouse). The parent(s) (legal guardian, spouse) will be required to call the Assistant AD-Student Welfare (or designee) within 48 hours of student-athlete notification. If the parent(s) (legal guardian, spouse) does not call the Assistant AD-Student Welfare (or designee) in 48 hours, the Assistant AD-Student Welfare (or designee) will call the parent(s) (legal guardian, spouse) to advise them of the student-athlete's positive drug test
3. The student-athlete will be enrolled in education sessions and must complete the program outlined below. The student-athlete must produce a negative drug test by the end of the sessions.
4. The student-athlete will undergo follow up testing as deemed necessary.
5. The student-athlete will be suspended for 1 game or 10% of the NCAA maximum number of allowable championship segment contests in which the student-athlete is eligible to participate (fractions rounded down), at the discretion of the Director of Athletics. The suspension will begin with the next contest after notification of the positive and the appeal timeframe has expired. The suspension will include post season competition, but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. The suspension will carry over to the following season if necessary. Suspension from athletic contests does not relieve the student-athlete from any other responsibility as a team member, including but not limited to attendance at all practices or other team activities.

Third Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above.
2. The Assistant AD-Student Welfare (or designee), Athletic Director (or designee) and the Head Coach, in the presence of the student-athlete will engage in a conference call to the student-athlete's parent(s) (legal guardian, spouse)
3. The student-athlete will be enrolled in education sessions and must complete the program outlined below. The student-athlete must produce a negative drug test by the end of the sessions.
4. The student-athlete will undergo follow up testing as deemed necessary
5. The student-athlete will be suspended for 5 games or 50% of the NCAA maximum number of allowable championship segment contests in which the student-athlete is eligible to participate (fractions rounded down), whichever number is greater, which will carry over to the following season if necessary. The suspension will begin with the next contest after notification of the positive and the appeal timeframe has expired. The suspension will include post season competition, but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. Suspension from athletic contests does not relieve the student-athlete from any other responsibility as a team member, including but not limited to attendance at all practices or other team activities.

Fourth Positive Test:

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1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above
2. The Assistant AD-Student Welfare (or designee), Athletic Director (or designee) and the Head Coach, in the presence of the student-athlete will engage in a conference call to the student-athlete's parent(s) (legal guardian, spouse)
3. The student-athlete will be immediately dismissed from all APSU athletic teams. A recommendation for cancellation and non-renewal of athletics scholarship at the earliest possible moment consistent with University, Conference and NCAA rules

Sanctions for Performance Enhancing Offenses:

**** An immediate competition suspension will be enforced for any student-athlete who tests positive for a performance enhancing drug. Prior to returning to athletic competition, the student-athlete must produce a negative drug test. The time that it takes to clear the student-athlete's system of the performance enhancing drug may be used to satisfy game suspensions if the offense occurs during the playing season. If the offense occurs outside of the student-athlete's playing season and a negative drug test is produced prior to the next competitive season, the sanctions will be assessed during the student-athlete's next playing season. ****

First Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above
2. The Assistant AD-Student Welfare (or designee), Athletic Director (or designee) and the Head Coach, in the presence of the student-athlete will engage in a conference call to the student-athlete's parent(s) (legal guardian, spouse)
3. The student-athlete will be subject to punishments outlined in team, APSU Athletics Department, and University policies (i.e. suspensions from competition, games, or practices, etc.) and the student *may elect to enroll OR at their coach's discretion be enrolled in the AOD education sessions and must complete the program outlined below.* The student-athlete must produce a negative drug test by the end of the sessions.
4. The student-athlete will undergo follow up testing as deemed necessary
5. The student-athlete will be suspended for 3 games or 30% of the NCAA maximum number of allowable championship segment contests in which the student-athlete is eligible to participate (fractions rounded down), whichever number is greater, which will carry over to the following season if necessary. The suspension will begin with the next contest after notification of the positive and the appeal timeframe has expired. The suspension will include post season competition, but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. Suspension from athletic contests does not relieve the student-athlete from any other responsibility as a team member, including but not limited to attendance at all practices or other team activities.

Second Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above.
2. The Assistant AD-Student Welfare (or designee), Athletic Director (or designee) and the Head Coach, in the presence of the student-athlete will engage in a conference call to the student-athlete's parent(s) (legal guardian, spouse) The student-athlete will be enrolled in education sessions and must complete the program outlined below. The student-athlete must produce a negative drug test by the end of the sessions.
3. The student-athlete will undergo follow up testing as deemed necessary

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4. The student-athlete will be suspended for the game equivalency of 1 full season of the NCAA maximum number of allowable championship segment contests in which the student-athlete is eligible to participate (fractions rounded down), whichever number is greater, which will carry over to the following season if necessary. The suspension will begin with the next contest after notification of the positive and the appeal timeframe has expired. The suspension will include post season competition, but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. Suspension from athletic contests does not relieve the student-athlete from any other responsibility as a team member, including but not limited to attendance at all practices or other team activities.

Third Positive Test:

1. The Assistant AD-HHP (or designee) will begin the notification process as outlined above
2. The Assistant AD-Student Welfare (or designee), Athletic Director (or designee) and the Head Coach, in the presence of the student-athlete will engage in a conference call to the student-athlete's parent(s) (legal guardian, spouse)
3. The student-athlete will be immediately dismissed from all APSU athletic teams. A recommendation for cancellation and non-renewal of athletics scholarship at the earliest possible moment consistent with University, Conference and NCAA rules

AOD Education Program

The AOD Education Program will be administered by a mental health/counseling professional. The program will be 8 weeks long and consist of one on one and group meetings. As indicated above under "**Sanctions for a Violation of the APSU Drug Testing Policy:**" failure to comply / participate in both testing and/or sanction phases (i.e. Missed counseling session). Student-athletes who miss education sessions will be required to make up the session. Every effort will be made to set meeting times that avoid time conflicts, however if meeting times conflict with CARA the student-athlete will miss the team activity.

Week 1: In-Person – introduction to program administrator and completion of online assessment.

Weeks 2-3: Online – One-on-one meeting with program administrator.

Weeks 4-8: In-Person – Weekly group meetings with program administrator.

If throughout the program, the program administrator believes there is an underlying medical condition including, but not limited to depression, anxiety or psychosis the program administrator will ask the student-athlete for permission to release information to the athletic department's mental health coordinator. The athletic department's mental health coordinator will be responsible for providing a plan or care to provide long-term mental healthcare to the student-athlete.

Follow-up Testing: Any student-athlete having a positive test result will be tested as often as deemed necessary in order to document cessation of drug use after a first or second offense. Testing is performed in a quantitative manner and results are normalized on the basis of urine

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specific gravity in order to determine the concentration of the banned substance in the student-athlete's urine specimen. These normalized concentrations are used to monitor the expected uninterrupted decreases in drug or drug metabolite concentrations overtime that are expected when drug use has stopped. The student will continue to be tested on a regular basis until such time as the student tests negative for the banned substance. If the normalized concentration of banned substance increases significantly (>20% or more) in any subsequent sample, then those test results will be considered another offense, and the student-athlete will follow all of the sanction guidelines for the second or third offense, as applicable. In this situation, an independent toxicologist with experience in the field of drugs of abuse testing may be utilized as a technical resource as needed to clarify any questions pertinent to the test.

NCAA Positive Drug Test Result: A positive NCAA drug test result will also be considered a positive test in accordance with the APSU Department of Athletics Drug Testing Program. In addition to sanctions imposed by the NCAA the student-athlete will also be held responsible to the sanctions as explained in this policy. The NCAA penalty for the first positive test is a 365 day suspension and a loss of one year of eligibility. Any appeal of an NCAA Drug Testing result must be made by the APSU Department of Athletics on behalf of the student-athlete to the NCAA.

All positive test results will be considered cumulative throughout a student-athletes career at APSU.

If a student-athlete is a multi-sport athlete, disciplinary actions will occur in all sports.

A student-athlete who is suspended from participation (i.e. practice and/or competition) as a result of violating the APSU Drug Testing Program must serve his/her suspension when he or she would be otherwise eligible and able to participate. Suspensions may not be served when a student-athlete is ineligible for practice and/or competition or has been withheld from practice and/or competition for injury, illness or other reasons.

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Appeal of Positive Test Results: An appeal procedure is available to any student-athlete found to have tested positive for a banned substance(s). The student-athlete must request in writing the appeal within 48 hours of being notified of the positive test result. The student-athlete will be permitted to continue competitive participation (unless the banned substance is classified as a performance enhancing drug) until the results of the appeal are final. If the student-athlete's appeal does not overturn the initial findings, then the sanctions of a positive drug test will begin as indicated (1st, 2nd or 3rd offense). The appeal process through the athletic department begins with the opportunity to verify a positive result through the use of the original lab or a second laboratory.

The student-athlete may request to have the "B" bottle retest performed at the original lab or a properly certified or licensed laboratory to verify the qualitative presence of the originally reported drug or drug metabolite. If the second laboratory cannot reconfirm the originally reported positive result, the original test on the "A" bottle will be cancelled and not considered an offense.

Policy Regarding Recruitment of Student-Athletes: Coaches involved in the recruiting of student-athletes should ensure that athletes are aware of the APSU Athletic Department's drug testing policy.

Nutritional or Dietary Supplements: Many nutritional supplements contain banned substances regardless of labeling, packaging and marketing indicating otherwise. Many supplements can cause positive drug tests and are not safe to use. All nutritional supplements must be cleared by the Assistant AD-HHP prior to use by a student-athlete. It is important for student-athletes to remember that each STUDENT-ATHLETE WILL BE HELD RESPONSIBLE FOR EACH AND EVERY SUBSTANCE THAT ENTERS HIS/HER BODY.

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Austin Peay State University - Drug Testing Policy Consent Form

Student (print): _____

Sport: _____

Student ID #: _____

Phone Number (cell): _____

I HEREBY ACKNOWLEDGE that I have received a copy of the APSU Drug Testing, Education and Counseling Policies and Procedures, that it has been thoroughly explained to me and that I have been given the opportunity to ask questions regarding this policy.

I UNDERSTAND the aforementioned policy and my responsibilities thereto.

I UNDERSTAND the sanctions that will be assessed to me for a confirmed positive drug test (APSU or NCAA). **I UNDERSTAND** that missed counseling sessions will also result in additional sanctions and **I FURTHER UNDERSTAND** that sanctions may be assessed for criminal offenses (will be assessed for intent to sale).

I HEREBY CONSENT to have sample(s) of MY urine collected and tested for the presence of drugs of abuse in accordance with the aforementioned policy (or other recognized analytical procedures, obtained from the student-athlete at the direction of the Supervising Team Physician(s) or Assistant AD-HHP). I will be expected to provide a urine sample in a timely manner under direct supervision. **I FURTHER UNDERSTAND** that failure or refusal to appear/provide a sample will result in disciplinary action according to the athletic department policies.

I UNDERSTAND that these collections and analyses will occur at such times as scheduled at the direction of the Supervising Team Physician(s) or Assistant AD-HHP.

I CONSENT to notification of my parent(s) – legal guardian, spouse – in the event I have a confirmed positive drug test.

I AUTHORIZE the release of all pertinent records and results (drug testing results and all psychological assessment and treatment information) related to the Athletic Department’s Assistance Team, to those individuals specified in the aforementioned policy, and those who have a need to know in accordance with the University’s “Consent to Release of Education Records”. **I FURTHER ACKNOWLEDGE** that my results may be used, individually or in a group format, for statistical analysis or publications.

I UNDERSTAND that I am free to withdraw or refuse to sign this Consent/Release Statement at any time. However, I UNDERSTAND that should I withdraw or refuse to sign this Statement I will not be permitted to participate in the APSU Athletic Program and will forfeit the remainder of my athletic scholarship.

I HEREBY RELEASE Austin Peay State University, its Supervisors, officers, employees, and agents from legal responsibility of liability for the release of such records as authorized by this form.

Student-athlete signature:

1st Year: _____

Date: _____

2nd Year: _____

Date: _____

3rd Year: _____

Date: _____

4th Year: _____

Date: _____

5th Year: _____

Date: _____



Austin Peay State University - Drug Testing Policy Consent Form

To be Completed by Parent / Legal Guardian if Minor

Student (print): _____

Sport: _____

Student ID #: _____

Phone Number (cell): _____

I HEREBY ACKNOWLEDGE that I have received a copy of the APSU Drug Testing, Education and Counseling Policies and Procedures, that it has been thoroughly explained to me and that I have been given the opportunity to ask questions regarding this policy.

I UNDERSTAND the aforementioned policy and my responsibilities thereto.

I UNDERSTAND the sanctions that will be assessed to me for a confirmed positive drug test (APSU or NCAA). **I UNDERSTAND** that missed counseling sessions will also result in additional sanctions and **I FURTHER UNDERSTAND** that sanctions may be assessed for criminal offenses (will be assessed for intent to sale).

I HEREBY CONSENT to have sample(s) of MY urine collected and tested for the presence of drugs of abuse in accordance with the aforementioned policy (or other recognized analytical procedures, obtained from the student-athlete at the direction of the Supervising Team Physician(s) or Assistant AD-HHP). I will be expected to provide a urine sample in a timely manner under direct supervision. **I FURTHER UNDERSTAND** that failure or refusal to appear/provide a sample will result in disciplinary action according to the athletic department policies.

I UNDERSTAND that these collections and analyses will occur at such times as scheduled at the direction of the Supervising Team Physician(s) or Assistant AD-HHP.

I CONSENT to notification of my parent(s) – legal guardian, spouse – in the event I have a confirmed positive drug test.

I AUTHORIZE the release of all pertinent records and results (drug testing results and all psychological assessment and treatment information) related to the Athletic Department’s Assistance Team, to those individuals specified in the aforementioned policy, and those who have a need to know in accordance with the University’s “Consent to Release of Education Records”. **I FURTHER ACKNOWLEDGE** that my results may be used, individually or in a group format, for statistical analysis or publications.

I UNDERSTAND that I am free to withdraw or refuse to sign this Consent/Release Statement at any time. However, **I UNDERSTAND** that should I withdraw or refuse to sign this Statement I will not be permitted to participate in the APSU Athletic Program and will forfeit the remainder of my athletic scholarship.

I HEREBY RELEASE Austin Peay State University, its Supervisors, officers, employees, and agents from legal responsibility of liability for the release of such records as authorized by this form.

The above identified student-athlete is under eighteen years of age and I,

parent/legal guardian of the student-athlete, **hereby acknowledge** receipt of a copy of the APSU Drug Testing, Education and Counseling Policies and Procedures, that it has been thoroughly explained to me and that I have been given the opportunity to ask questions regarding this policy. **I give permission for my child to be screened for drugs as specified in the aforementioned Policy.** Further, my child is participating voluntarily.

Appendix A

Parent / Legal Guardian Signature: _____ Date:

Appendix A

Appendix I Austin Peay State University – Drug Testing Program - Safe Harbor Agreement

Purpose: Student-athletes are encouraged to come forward to seek assistance with an alcohol or drug-related problem without penalty. Students should be notified that “safe harbor” exists at APSU Athletics and that they should notify either their Athletic Trainer, the Drug Testing Coordinator, Head Coach or any other member of the athletics department staff. The goal of “safe harbor” is proactive: intervention and treatment, initiated by the individual student-athlete in confidentiality. However, a student-athlete is NOT eligible to enter the Safe Harbor Program:

- More than one time during his/her athletic eligibility (career) at APSU
- After he/she has been informed of an impending APSU (or NCAA) drug test
- After receiving a positive test on an APSU or NCAA drug test (or other testing agency, to include, but not limited to additional sporting agencies, law enforcement, medical system or the University’s judicial system)
- Thirty days prior to NCAA or conference postseason competition

Follow-up: Once the Assistant AD-HHP and Team Physician(s) review and approve the request for Safe Harbor, in conjunction with the Drug Testing Coordinator an intake and evaluation will be performed to determine the appropriate treatment plan. Failure to comply with any of the treatment plan or any subsequent positive drug test (as set forth in the Guidelines for Baseline Test Negative and Guidelines for Baseline Test Positive) will result in removal from Safe Harbor and be deemed a second offense. The student-athlete will then be re-enrolled in the regular testing program and disciplinary action can be enforced according to the APSU Athletics Alcohol and Drug Policy. Student-athletes who enter and complete Safe Harbor are then subject to random testing in the future and a positive test will result in a Second Offense penalty.

Declaration of Safe Harbor Form

I hereby declare “Safe Harbor” from the APSU Athletics Drug and Alcohol Testing Program. I understand that this is the one and only time during my participation in Athletics at Austin Peay State University that I am permitted safe harbor and I will:

- Be evaluated by the APSU – Assistant AD-HHP, Team physician(s) and University Counseling Services as deemed necessary
- Follow and complete the prescribed counseling sessions
- Remain in Safe Harbor until released by the APSU – medical staff and University Counseling Services and/or Director of Athletics
- Not be eligible for randomized drug testing while in Safe Harbor but will remain eligible for drug testing by the NCAA
- Once released from Safe Harbor, be tested for drugs and alcohol at a frequency deemed necessary by the Director of Athletics in conjunction with the recommendations from the Assistant AD-HHP, Team Physician(s) and University Counseling Services.

Substance(s) used for which assistance is requested:

Name (print): _____

Signature: _____ Date: _____

For Assistant AD-HHP:

Appendix A

Eligible for Safe Harbor: YES NO

Reviewed for Safe Harbor Program: YES NO

Signature/Title: _____ Date: _____

Completion of Safe Harbor: YES NO Reason / Signature:

Date: _____

Appendix II

Austin Peay State University – Drug Testing Program

Notification of Positive Test

I, _____, understand that on _____,

I was found to have a positive drug test for _____.

This constitutes a DOA offense under the pre-participation physical guidelines for new student-athletes _____

This constitutes a First Offense _____ Second Offense _____ Third Offense _____

Fourth Offense _____ which will result in immediate dismissal from all APSU athletic teams. A recommendation for cancellation and non-renewal of athletics scholarship at the earliest possible moment consistent with University, Conference and NCAA rules.

Per the Austin Peay State University Athletic Department Drug Testing, Education and Counseling Policies and Procedures I have the right to appeal this positive test. I understand I have 48 hours from this notification to submit a written appeal to the Assistant Director of Athletics – Health and Human Performance. The appeal form can be found on the Austin Peay State University Athletics website under Sports Medicine – Forms and Policies

Following a meeting with Deputy AD-Student Welfare (or designee), Athletic Director (or designee) and Head Coach,

I understand that I must follow the appropriate sanctions for the offense as outlined in the Austin Peay State University Department of Athletics Drug Testing, Education and Counseling Policies and Procedures. The Director of Athletics and/or Head Coach (with the approval of the Director of Athletics) has the right to apply additional sanctions or penalties above those outlined in this policy.

Appendix A

Failure to comply with any of the sanctions or penalties outlined in this policy will result in additional actions as set forth by this policy or as advised by the Director of Athletics.

Date of notification: _____ By: Phone _____ Letter _____ In person _____

I have read, understand and agree to comply with the above.

Student-athlete: _____ Date: _____

Appendix III

**Austin Peay State University Department of Athletics
Drug Testing, Education and Counseling – Policies and Procedures
Appeal Form**

This form is to be submitted to the Assistant AD-HHP or designee within 48 hours of being notified of a confirmed positive drug test.

I have been informed of the results of my drug test and I choose to:

- NOT appeal the results
- APPEAL the results

Student-athlete Name:

Student-athlete Signature:

Phone Number (cell):

Date of drug test:

Appendix A

Date of Notification of results:

Date of Notification of appeal:

Reason for Appeal:



Austin Peay Athletics Student-Athlete Manual

ACKNOWLEDGEMENT OF RECEIPT

My initials and/or signature indicate that I have reviewed the Student-Athlete Manual. I understand that failure to comply with the conduct expectations described in the team, Athletics Department, and APSU policies, may result in sanctions, up to and including suspension or dismissal from the team, loss of my athletic scholarship, and suspension or expulsion from Austin Peay State University.

Print Name _____

Signature _____