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Anderson University Student Handbook

Anderson University Undergraduate Academic Catalog
http://www.anderson.edu/registrar/catalog

NCAA DIII Self Release
**ATHLETIC PERSONNEL**

**ADMINISTRATION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
</tr>
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<tbody>
<tr>
<td>Marcie Taylor</td>
<td>Director of Athletics</td>
<td>641-4495</td>
</tr>
<tr>
<td>Jennifer Myhre</td>
<td>Assistant AD/SWA</td>
<td>641-4417</td>
</tr>
<tr>
<td>Steve Heath</td>
<td>Assistant AD /Sports Information</td>
<td>641-4479</td>
</tr>
<tr>
<td>Kellie Schnepp</td>
<td>Athletics Administrative Assistant</td>
<td>641-4478</td>
</tr>
</tbody>
</table>

**COACHING STAFF**

**Baseball:**
- Matt Bair       Head Coach   641-4477
- Jim Hazen       Assistant Coach

**Basketball (M):**
- Owen Handy      Head Coach   641-4480
- Tom Beach       Assistant Coach 641-3886

**Basketball (W):**
- Lindsay Shade  Head Coach   641-3053

**Cross Country (M&W):**
- Sol Stephens    Head Coach   641-3053
- Cameron Heisler Assistant Coach 641-4561

**Football:**
- Steve Rock      Head Coach   641-4469
- TBA             Assistant Coach 641-4468
- TBA             Assistant Coach 641-4487
- TBA             Assistant Coach

**Golf (M & W):**
- Jeff Brunnemer  Head Coach

**Lacrosse (M):**
- Jake Ashton     Head Coach   641-4532

**Lacrosse (W):**
- Colin McSharar  Head Coach   641-4531

**Soccer (M):**
- Scott Fridley   Head Coach   641-4499

**Soccer (W):**
- Jennifer Myhre  Head Coach   641-4417

**Softball:**
- Tony Holloway   Head Coach   641-4488

**Swimming (M&W):**
- Conner Snare    Head Coach   641-4537

**Tennis (M & W):**
- Bryant Beard    Head Coach

**Track (M&W):**
- Sol Stephens    Head Coach   641-3053
- Cameron Heisler Assistant Coach

**Volleyball:**
- Tami Miller     Head Coach   641-4476

**Cheerleading:**
- Leah Streeval   Head Coach   765-860-4943
ATHLETICS MISSION STATEMENT

The mission of the Anderson University Department of Athletics is to embrace the holistic development of our programs, with a focus on academic excellence, athletic success, spiritual mentoring and social growth.

The Department of Athletics endorses and supports the Anderson University "Mission Statement" which states... "The mission of Anderson University is to educate persons for a life of faith and service in the church and society."

We will build quality programs that will enable each member of the University to become stronger in body, mind and spirit, to experience what it means to love God and neighbor, and to adopt Christ-like servant ways in all of life.

Intercollegiate athletes representing Anderson will be bona fide students pursuing degree programs of their choice who enjoy the opportunity to develop athletic abilities consistent with the high standards of academic scholarship, sportsmanship, leadership and institutional tradition. Further, it is recognized that Anderson’s athletics program:

- Is an integral part of the total University spectrum involving students, faculty, staff and patrons.
- Should develop character, ethics, maturity and a sense of fair play as well as athletics excellence.
- Should promote pride in the University among students, faculty, staff and patrons.
- Should abide by the letter and spirit of the law requiring nondiscrimination on the basis of sex, race, creed or national origin.
- Must abide by all rules and regulations as set forth by the institution, governing conferences and the NCAA.
- Should strongly advocate academic, social and spiritual growth while encouraging a Christian lifestyle.
- Should strive to recruit quality student-athletes who fit the University profile, particularly those with a strong tie to the Church of God.
- Should be actively supported by other departments within the University in an effort to make a good-faith effort to recruit quality student-athletes.
- Should generate revenue to support, in part, all intercollegiate teams representing the University.

Among the objectives of the athletics department are the following:

- To develop an awareness and understanding of the human person, including intellectual, physical, social and spiritual dimensions.
- Encourage scholarship, leadership, sportsmanship, fair play and an appreciation of opponents and amateur athletics.
- Develop teamwork, respect for authority and an appreciation of rules and regulations governing the game.
- Develop an attitude of responsibility to society.
- Develop an appreciation for the beauty of physical performance and aesthetic values.
- Prepare students for meaningful and satisfying careers.
- Help students gain understanding and respect for individuals from other backgrounds and cultures.
- Encourage students to become involved in neighborhood and community service activities.
- Field disciplined and competitive teams seeking superior athletic performance within established rules and ethical conduct.
- Schedule appropriate competition for the athletes and teams.
- Have the athletics department recognized as an ethical leader and an example of excellence in conduct, management and performance.
- Provide superior facilities for competition, teaching and training.

DIII PHILOSOPHY STATEMENT

Colleges and universities in Division III place the highest priority on the overall quality of the educational experience and on the successful completion of all students’ academic programs. They seek to establish and maintain an environment in which a student-athlete’s athletics activities are conducted as an integral part of the student-athlete’s educational experience, and an environment that values cultural diversity and gender equity among their student-athletes and athletics staff. To achieve this end, Division III institutions:

1. Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletics program at the institutional, conference and national governance levels;
2. Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (e.g., students, alumni, institutional personnel) than on the general public and its entertainment needs;

3. Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;

4. Primarily focus on intercollegiate athletics as a four-year, undergraduate experience;

5. Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;

6. Encourage participation by maximizing the number and variety of sport offerings for their students through broad-based athletics programs;

7. Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;

8. Assure that athletics participants are not treated differently from other members of the student body;

9. Assure that student-athletes are supported in their efforts to meaningfully participate in nonathletic pursuits to enhance their overall educational experience;

10. Assure that athletics programs support the institution’s educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution’s athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;

11. Assure that athletics recruitment complies with established institutional policies and procedures applicable to the admission process;

12. Exercise institutional and/or conference autonomy in the establishment of initial and continuing eligibility standards for student-athletes;

13. Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;

14. Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body;

15. Provide equitable athletics opportunities for males and females and give equal emphasis to men’s and women’s sports;

16. Support ethnic and gender diversity for all constituents;

17. Give primary emphasis to regional in-season competition and conference championships; and

18. Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

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

Anderson University’s Student-Athlete Advisory Committee (SAAC) is a committee made up of representatives from each athletic team to provide insight on the student-athlete experience. SAAC also offers input regarding the rules, regulations and policies that affect student-athletes on NCAA member institution campuses.

Roles of SAAC:

- Be an example of leadership by being a positive influence on campus, in the community and during athletic contests.
- Build a sense of community within the athletics program involving all athletic teams.
- Create unity and encouragement among all the athletic team
- Organize and participate in community service efforts.
- Promote positive communication between the athletic department and the student-athletes.
- Provide feedback and insight into athletics department policies.
- Solicit student-athletes’ responses to proposed conference and NCAA legislation

CULTURAL RESOURCE CENTER (CRC)
Decker 235, (765) 641-4193

The Cultural Resource Center (CRC) strives to intentionally increase awareness, sensitivity, knowledge, and understanding of diverse cultures. Our mission is to pursue and model reconciliation through encouraging acceptance, affirming identity, building community, and cultivating leadership. The Offices of International Student Services and Multicultural Student Services are located in the Cultural Resource Center on the second floor of Decker Hall.

Multicultural Student Services

Michael Thigpen,
Director of Cultural Resource Center & Director of Multicultural Student Services

The Office of Multicultural Student Services serves multi-ethnic students through facilitating relationships, programming, academic encouragement, advocacy, and leadership development. Its purpose is to enhance the academic, spiritual, social, and cultural development of multi-ethnic students. The office promotes a diverse environment where students, faculty, and administrators learn from and value each other’s differences without abandoning one’s own cultural uniqueness.

COUNSELING SERVICES

Morrison House, (765) 641-4203
Christal Helvering, Director, MSW, LCSW
Hours: Monday – Friday 8:00 a.m. – 5:00 p.m.

The college experience brings with it a wide array of difficult decisions, stressful situations, and natural losses, which can result in symptoms of anxiety or depression. There is also a high prevalence of eating disorders, troubled relationships, and substance abuse among the college-student population. The staff of Counseling Services is comprised of highly qualified individuals who strive to minister with wisdom and compassion to the emotional, physical, spiritual, psychological, and relational aspects of the student’s struggle. Counseling Services staff provide
individual and group counseling sessions. Our counseling sessions are strictly confidential and free to all AU students. Records are kept confidential and maintained as required by state law. At the discretion of the director, referrals may be made to service providers within the local community or in the student’s home community for the purpose of further evaluation or long term counseling.

Counseling Services FAQ

What is AU’s Counseling Services mission?
AU Counseling Services exists to help students achieve physical, emotional, spiritual, and relational health so they may attain the highest personal growth and intellectual success. We embrace a student-oriented philosophy that is respectful of diversity and is committed to the development of the student as a whole.

What is Counseling Services’ approach to counseling?
The Counseling Services’ Christ-centered staff takes a holistic developmental approach to counseling and the concerns the clients express. Our center seeks to integrate Biblical truth and psychological principles. We believe counseling is essentially a “partnership” or relationship that is formed between the student and the counselor. This counseling relationship allows for a collaborative team approach within a caring and nurturing environment where goals will be identified to move you towards feeling better and completing the tasks that are necessary to accomplish your treatment goals.

Who comes to Counseling Services?
AU students may seek Counseling Services for a variety of reasons. Often-times individuals will report feeling “stuck” as they try to work through a personal problem. Those who come to the office of Counseling Services are students who want to grow and learn more about themselves, their relationships with others, and their relationship with God. Although there are many issues that bring students into counseling, some of the common issues include depression, anxiety, problems transitioning into college life, stress, homesickness, relationship problems, family issues, eating disorders or concerns, poor self-image, substance abuse, addictions, sexual abuse, identity issues, sexuality, spirituality and faith issues, trauma, social skills training, academic stress or struggles, or concerns with friends and family.

What are the costs?
Counseling Services are free to enrolled AU undergraduate students. If it is warranted that a student needs additional services (i.e. psychiatric care, specific assessment, more intensive treatment), Counseling Services staff will facilitate a referral. The student is responsible for the fees incurred and may choose to have his/her primary insurance billed or to self-pay.

How confidential is it?
As counselors, we are committed to making confidentiality a top priority. All records are kept in our office and are not accessible to anyone else on campus. All sessions are confidential, which means what is said within the context of the therapeutic relationship stays between the client and his/her counselor. Consents for release of information are completed as desired/needed. Limitations to this confidentiality exist where counselors have a legal or ethical duty to report.

Where is the Office of Counseling Services located?
We are located in the Morrison House in front of Myers Hall on College Avenue and across from the valley.

How do I get connected and schedule an appointment?
If you are interested in making an appointment, you can walk in at your convenience during our office hours to complete the initial intake form. If you have questions, you may call (765)641-4203 and speak with Crystal Snyder, office manager for Spiritual Life and Counseling. We are open Monday through Friday from 8 am – 5 pm.

If this is an after hours Emergency, please call the RD on Call at (765) 641-3003 or the AU Police & Security Services at (765)641-3333 or ext. 3333. You may also call 911 for local emergency assistance.

USA National Suicide Hotlines:
1-800-SUICIDE or 1-800-273-TALK
1-800-784-2433 or 1-800-273-8255
ACADEMIC STANDARDS / ELIGIBILITY

To be eligible to compete, you must…
Have been admitted as a regularly enrolled, degree-seeking student.
Be in good academic standing according to the standards of your institution.
Be enrolled in AT LEAST a minimum of 12 semester hours and maintain progress toward graduation. The ONLY exception to the 12-hour rule is a senior student-athlete who will be graduating that semester.

You are not eligible…
To participate in more than four seasons of intercollegiate competition.
After the first 10 semesters in which you were enrolled at a collegiate institution in at least a full-time program
If you have graduated, unless you have eligibility remaining and are seeking either a second undergraduate degree or a graduate degree at the same institution you attended.

Anderson University good academic standing eligibility standards…

If enrolled at Anderson University for the first time in August 2004, or after:
1-29 units … GPA of 1.6
30-59 units … GPA of 1.8
60+ units … GPA of 2.0

*** Go to class!!! No excuses…
*** Share your schedule with your professors, especially if you will miss class due to athletics travel.
*** Do not blame athletic involvement for poor academic performance

You can be ruled ineligible…
If found to be involved in any type of gambling activity.
If found to show dishonesty in evading or violating NCAA rules.

CLASS ATTENDANCE/ ABSENCES (p 15 Attendance Policies – Anderson University Undergraduate Catalog)

Effective learning in a university requires the active involvement of both students and faculty. Students are expected to attend all classes unless prevented by extenuating circumstances. As much as students are responsible for the learning that may develop from both in-class and out-of-class experiences, they should anticipate absences for good cause (such as varsity athletic trips, field trips, music, drama, and debate trips) and advise their instructors of such absences as far in advance as possible. Any absence from a class results in a loss of learning for the student.

It is the student’s obligation to personally notify the individual course instructor(s) about any absence, in advance if possible. Students may be directly penalized only after the number of absences exceeds the number of class meeting hours per week. Where a student misses more than the number of classes stated above, the course instructor has the discretion to allow for the completion of missed work and to determine how such work will be evaluated, including possible penalties.

NO CLASS TIME SHALL BE MISSED FOR PRACTICE ACTIVITIES EXCEPT WHEN TRAVELING TO AN AWAY FROM HOME CONTEST AND THE PRACTICE IS IN CONJUNCTION WITH THE CONTEST. Missing class to attend practice not related to an away contest in a NCAA secondary violation.
SEASONS OF PARTICIPATION

1. Redshirting has been ELIMINATED at the NCAA Division III level…. NO REDSHIRTING IN DIII
2. A season of participation is utilized when a student-athlete practices and/or competes after the first opportunity for competition.
3. A student-athlete at the NCAA Division III level is allowed a limited tryout ONCE THE TRADITIONAL SEASON HAS BEGUN.

SPORTS MEDICINE / ATHLETIC TRAINING SERVICES

Athletic Training is an allied health profession that is recognized by the American Medical Association. Certified Athletic Trainers, under the supervision of a licensed physician, provide care for athletes and those who are physically active within six areas of clinical practice: prevention; recognition, evaluation, and assessment; treatment, rehabilitation, and reconditioning; organization and administration; and professional development and responsibility. Athletic Trainers are specialists in the area of sports medicine; sports medicine is a general term that refers to a very broad scope of care and services that are necessary to maintain the overall health and performance of those who are physically active or who participate in sports.

"The Certified Athletic Trainer (ATC) is a highly educated and skilled professional specializing in athletic health care. In cooperation with physicians and other allied health personnel, the ATC functions as an integral member of the athletic health care team in secondary schools, colleges and universities, sports medicine clinics, professional sports programs and other athletic health care settings."

- The Sports Medicine Center is located in the Kardatzke Wellness Center
- All student-athletes should refer to our website for information about participation information
  - Anderson University Sports Medicine Pre-Participation Information

- The Sports Medicine Center is available for treatments in the afternoons from 1-5pm.
  a. Mornings are available, but by appointment only.

- Each team is assigned a certified athletic trainer who covers all in-season practices and games.
- Sports Medicine Staff

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<tr>
<th>Name</th>
<th>Title</th>
<th>Sports</th>
<th>Extension</th>
<th>Cell</th>
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<tbody>
<tr>
<td>Adam Crosby</td>
<td>Dir. Of Sports Medicine</td>
<td>FB, MBB</td>
<td>4517</td>
<td>260-750-5542</td>
</tr>
<tr>
<td>Mandy Bush</td>
<td>Asst. Athletic Trainer</td>
<td>WSC, SB</td>
<td>4493</td>
<td>317-379-3191</td>
</tr>
<tr>
<td>Olivia Jackson</td>
<td>Asst. Athletic Trainer</td>
<td>VB, WBB</td>
<td>4491</td>
<td>937-926-0291</td>
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<tr>
<td>Jennifer Skidmore</td>
<td>Asst. Athletic Trainer</td>
<td>XC, Track and Field</td>
<td>317-498-0376</td>
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</tr>
<tr>
<td>Samantha Miller</td>
<td>Asst. Athletic Trainer</td>
<td>MSC, SW</td>
<td>937-673-4917</td>
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<tr>
<td>Brandon Craig</td>
<td>Graduate Assistant</td>
<td>FB, BSB</td>
<td>937-267-6463</td>
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- All injuries should be reported to team’s assigned athletic trainer
- All student athletes must have **Primary Insurance Coverage** in order to participate
  a. Anderson’s athletic insurance only covers injuries that are **in-season** athletic related and works as a secondary policy.
  b. Injuries that happen during NCAA allowed off-season team practices will also be covered.
MEDICAL HARDSHIP WAIVER

(p 97-98; 2016-17 NCAA Division III MANUAL)

14.2.5 Hardship Waiver. A student-athlete may be granted an additional year of participation (per Bylaw 14.2.4) by the conference or the Committee on Student-Athlete Reinstatement for reasons of “hardship.” Hardship is defined as an incapacity resulting from a season-ending injury or illness that has occurred under all of the following conditions: (Revised: 1/12/04 effective 8/1/04, for any athletics participation occurring on or after 8/1/04, 8/23/07)

(a) The season-ending injury or illness occurs before the completion of the first half of the traditional playing season in that sport for the season being waived and results in incapacity to compete for the remainder of the traditional playing season. The first half of the traditional playing season is measured by the maximum contest or date of competition (whichever is applicable to that sport) limitation in each sport as set forth in Bylaw 17 plus one contest or date of competition. For cross country and indoor and outdoor track and field, see Bylaw 14.2.5.2.5.1; and (Revised: 1/10/05, for any competition occurring on or after 8/1/04, 1/9/06, 8/23/07, 1/16/10 effective for injuries or illnesses that occur before 8/1/10, 4/13/10)

(b) The season-ending injury or illness occurs when the student-athlete has not competed in more than one-third of the maximum contest or date of competition (whichever is applicable to that sport) limitation in each sport (as set forth in Bylaw 17) plus one contest or date of competition. For cross country and indoor and outdoor track and field, see Bylaw 14.2.5.2.5.1. Only competition (excluding preseason scrimmages and exhibition contests but including scrimmages and exhibitions after the first regularly scheduled contest) against outside participants during the traditional playing season, or, if so designated, during the official NCAA championship playing season in that sport (e.g., spring baseball, fall soccer), shall be countable under this limitation in calculating the number of contests or dates of competition in which the student-athlete has competed. [See Figure 14-1] (Revised: 1/10/92, 1/14/97 effective 8/1/97, 1/10/05, for any competition occurring on or after 8/1/04, 4/7/05, 1/9/06, 8/23/07, 1/16/10 effective for injuries or illnesses that occur before 8/1/10, 4/13/10) 2016-17 Division III – August 14

14.2.5.1 Administration of Hardship Waiver. The hardship waiver shall be administered by the member conferences of the Association or, in the case of an independent member institution, by the Committee on Student-Athlete Reinstatement. An institution may appeal a decision by its conference to the Committee on Student-Athlete Reinstatement. (Revised: 1/12/04) 14.2.5.2 Criteria for Administration of Hardship Waiver. The following criteria are to be employed in the administration of the hardship waiver: (Revised: 12/5/06)

14.2.5.2.1 Nature of Injury/Illness. It is not necessary for the incapacitating, season-ending injury or illness to be the direct result of the student’s participation in the institution’s organized practice or game competition. (Revised: 8/23/07, 10/19/10)

14.2.5.2.2 Medical Documentation. Contemporaneous or other appropriate medical documentation from a physician (i.e., a medical doctor), who administered care at the time of the injury or illness, that establishes the student-athlete’s inability to compete for the remainder of the traditional playing season as a result of that injury or illness shall be submitted with any hardship-waiver request. Chiropractic records do not constitute medical documentation for purposes of administering a hardship-waiver request. In cases involving a psychological or mental illness, such documentation may be provided by an individual who is qualified and licensed to diagnose and treat the particular illness (e.g., psychiatrist, psychologist). (Adopted: 1/12/99, Revised: 1/9/04, 1/10/05, 8/23/07, 10/20/08, 10/20/09)

14.2.5.2.3 First-Half-of-Season Calculation. In determining if an injury or illness occurs in the first half of the traditional season in a sport with an odd number of contests or dates of competition, the
injury or illness must have occurred before the beginning of the varsity contest or date of competition that starts the second half of the traditional season (e.g., an injury or illness occurring at any time after the beginning of the sixth football game would be considered to be after the first half of the institution’s season and would not qualify the student-athlete for a hardship waiver). [See Figure 14-1] (Revised: 1/14/97 effective 8/1/97)

14.2.5.2.4 Reinjury in Second Half of Season. A student-athlete who suffers an injury in the first half of the traditional season, enters competition during the second half of the traditional season and then is unable to participate further as a result of aggravating the original injury does not qualify for the hardship waiver. (Revised: 8/23/07)

14.2.5.2.5 Percent Calculation. The following requirements are to be met in determining the percent calculation under this waiver provision: (Note: The percent calculation requirements set forth in Bylaws 14.2.5 and 14.2.5.2.3 apply only to the waiver provisions of this section and do not apply to the maximum and minimum-contests requirements in Bylaw 20.)

14.2.5.2.5.1 Denominator in Percent Computation. The denominator in the institution’s percent calculation shall be based on the maximum contest or date of competition (whichever is applicable to that sport) limitation in each sport (as set forth in Bylaw 17) plus one contest or date of competition. For the sport of cross country, the denominator in the institution’s percent calculation shall be based on the maximum dates of competition (as set forth in Bylaw 17) plus two dates of competition. For indoor and outdoor track and field, the denominator in the institution’s percent calculation shall be nine for each sport. [See Figure 14-1] (Revised: 1/14/97 effective 8/1/97, 4/15/98, 1/10/05, for any competition occurring on or after 8/1/04, 1/16/10 effective for injuries or illnesses that occur before 8/1/10, 4/13/10)

14.2.5.2.5.2 Fraction in Percent Computation. Any computation of the percent limitation that results in a fractional portion of a contest or date of competition shall be rounded to the next whole number (e.g., 33 percent of the standard basketball denominator of 26—8.6 games—shall be considered nine games). (Revised: 1/14/97 effective 8/1/97, 2/23/11)

14.2.5.2.6 Foreign-Tour Competition. A student-athlete who qualifies for a hardship for the previous academic year would not use a season of participation if the student-athlete represents the institution on a certified foreign tour during the summer-vacation period at the conclusion of that academic year. (Adopted: 1/10/92, Revised: 1/12/04 effective 8/1/04, 1/9/06)

14.2.5.2.7 Transfer Student-Athletes. The hardship-waiver criteria for a transfer student-athlete who suffers an injury or illness while attending an NCAA Division I or Division II institution may be based on the rule that would be most favorable to the student-athlete (the rule applicable to the division in which the injury or illness occurred or the Division III rule). The application of a particular division’s legislation must include all the applicable elements of that division’s legislation, as opposed to selected elements of the legislation of each division. (Adopted: 4/11/11)

14.2.5.3 Eligibility for Practice. A student-athlete who meets the criteria for receipt of a hardship waiver may practice and/or participate in rehabilitative activities for the remainder of the season and still qualify for a hardship waiver. A student-athlete who competes in that sport during the remainder of the season shall use a season of participation, unless the competition meets an exception per Bylaw 14.2.4.1.1. (Adopted: 8/23/07, Revised: 10/20/09, 3/4/16)
SPORTSMANSHIP / ETHICAL CONDUCT

Honesty and sportsmanship are absolutely essential. Basic expectations for ALL administrators, coaches and student-athletes are respect for one's institution, sport, teammates, coaches, game officials and opponents. Disrespect through baiting or taunting or the use of obscene language is never acceptable, especially when directed toward game officials or opponents. It is imperative that student-athletes must honor the responsibilities that accompany such a privilege by conducting themselves with class and dignity.

HAZING

The Athletics Department strictly prohibits hazing of any kind as well as dangerous initiation activities. The Athletics Department defines hazing and/or dangerous initiation activities as

“any action taken, created, or situated which intentionally or recklessly subjects any person to the risk of bodily harm, mental or physical discomfort, embarrassment, harassment, or ridicule; or causing or encouraging any person to commit an act that would be a violation of law or college regulations; for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a student group or organization.”

Actions and activities which are prohibited by the Athletics Department include, but are not limited to, the following:

1. Any activity or action that creates a risk to the health or safety of another person.
2. Any type of initiation or other activity where there is an expectation of individuals who are joining a particular team to participate in behavior designed to humiliate, degrade, or abuse them, regardless of the person's willingness to participate.

Hazing activities may include but are not by any means limited to the following team functions: use of alcohol; nudity; paddling in any form; branding or shaving; creation of excessive fatigue; consumption of excessive and/or an unusual combination of food; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities conducted on or off campus; wearing of apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities that are not consistent with state and local law (including legal drinking age), or the regulations and policies of Anderson University

SOCIAL NETWORKING POLICY

Student-athletes are expected to portray themselves, their team, and the school in a positive manner at all times. It is important to exercise good judgment when using social media and all online postings should comply with Federal and state laws, and institutional policies. Please keep the following in mind as you participate on social networking websites:

- Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including pictures, videos, comments, and posts) may be accessible even after you remove it.
- Use caution when adding someone or inviting someone to be a friend. Many individuals are looking to take advantage of student-athletes, to get close to student-athletes to give themselves a sense of membership, or to gain information about you, your teammates, or your team for the purposes of sports gambling or negative publicity.
- Limit information about your whereabouts or plans to minimize the potential of being stalked, assaulted, or the victim of other criminal activity.
What you post may affect your future. Many employers and graduate school admissions officers review social networking sites as part of their overall evaluation of an applicant.

- Comments or photos that describe or depict unlawful assault, abuse, hazing, harassment, or discrimination; selling, possessing, or using controlled substances; or any other illegal or prohibited conduct, including violating the University’s Policy on Prohibited Harassment and Discrimination.
- Current student-athletes cannot use social media to recruit a prospective student-athlete, only permitted to private message.

**ATHLETIC AWARDS**

It is the responsibility of the head coach of each sport to develop criteria for awarding a major award. The names of the major award winners and Certificate of Participation award winners should be given to the Director of Athletics immediately after the season is completed.

The Athletic Department provides awards in each of the 16 varsity sports, cheerleading, and athletic training. The following is a list of those awards:

- **First Year Award: Certificate**
  Signed by the Director of Athletics and the head coach. These specially prepared certificates will be presented to the athletes at a time chosen by the coach.

- **Second Year Award: Wool Award Jacket**
  Jacket will be sized and ordered in the office of the Director of Athletics and can be picked up as soon as they arrive from the supplier. (Student-athletes must pay $20 for their jackets).

- **Third Year Award: Plaque**
  Will be ordered by the Director of Athletics office and picked up by each coach.

- **Fourth Year Award: Blanket**
  Will be ordered by the Director of Athletics office and picked up in that office as soon as it arrives from the supplier.

The Outstanding Senior Male and Female Athletes award will be presented during a university chapel session.

**MULTI SPORT STUDENT ATHLETE**

Participation in multiple sports will be allowed provided the following criteria are met:

1. The student-athlete has discussed the desire to play two sports with the head coaches of each sport.
2. The student-athlete’s priority will be given to the traditional season competitions and practices of a sport.
3. Coaches through mutual consent may agree to the student-athlete being present at the second sport in a limited fashion. The student-athlete’s well-being; academically and physically is of prime concern.
4. NCAA guidelines concerning day off will apply.

**RECRUITMENT / HOST GUIDELINES – OVERNIGHT STAY**

See document on the next two pages.
DISMISSAL FROM TEAM

A student-athlete may be removed from an athletic team during any portion of the academic year, or the summer term. The team coach or the Director of Athletics may do so for reason which violate the philosophy, guidelines, or principles of the team, Anderson University, or the NCAA. The head coach is expected to provide to each team member, in writing, team rules/guidelines/expectations.

STUDENT ATHLETE GRIEVANCE POLICY

Student Athletes at Anderson University are expected to comply with the rules and regulations of the University. The University Catalog is the primary source of information on academic rules. The Student Handbook provides all the pertinent information campus and student life policies.

Grievance Procedures within the Department of Athletics

From time to time, a student athlete may feel that he or she is being mistreated by his or her coach or by the Department of Athletics. A grievance procedure has been established to provide the student athlete with an avenue to express his or her concerns. This process is not intended to interfere in issues of playing time, position, or other matters impinging upon the coach’s expertise in the sport, i.e.; offensive & defensive philosophy, substitution patterns, construct of practices. It is intended to provide recourse for student athletes enrolled at Anderson University who feel that they are subject to mistreatment. For example, a student athlete may wish to begin the grievance procedure as a result of dismissal from a team, hazing by teammates or coaches, and bullying. This is not intended to be a comprehensive list, but to provide a frame of reference. It is the expectation of the Department that every attempt be made to resolve any complaints or grievances via informal procedures before filing a formal grievance. However, if a satisfactory resolution of the problem proves impossible through the informal mechanism, the student athlete may choose to use the formal grievance procedures.

INFORMAL PROCEDURE

Any student athlete with a complaint or grievance involving an athletic team, coach, department official, or policy should discuss and attempt to resolve the complaint or grievance with the person(s) involved. All persons involved in the process should make every attempt to resolve the problems as promptly as possible. In the event that a satisfactory resolution cannot be reached by the parties involved, the following actions may be taken by the grievant.

1. The grievant may consult informally and confidentially with the Athletic Director. With the aid of the Athletic Director, the grievant will work to identify approaches to resolving the problem. After consultation, the grievant is expected make an additional attempt to resolve the problem with the person(s) involved.

2. If no satisfactory resolution of the complaint or grievance can be achieved as a result of the previous step, the grievant may request that the Athletic Director call together the persons involved in an attempt to facilitate an informal resolution.

3. Upon this request by the grievant, the Athletic Director will contact the person(s) about whom the complaint is being lodged. The Athletic Director shall schedule a meeting with the grievant and the involved person(s) in a final attempt to resolve the problem informally.

4. If a meeting among those involved is not feasible; i.e., the student athlete is uncomfortable making direct contact with the other person(s), OR the parties are unable to resolve the complaint or grievance to their satisfaction, the grievant may use the formal grievance procedure.

NOTE: The grievant is required to employ the informal procedure prior to taking formal action.
INTRODUCTION:

The Anderson University Department of Athletics recognizes the need to provide student-athletes with the opportunity to develop responsible behaviors that lead to healthy lifestyle choices. As a result, the educational objective at Anderson University not only encompasses the traditional liberal arts curriculum, but also includes specific opportunities for life skills development.

Student-athletes have opportunities to learn about personal health issues, such as alcohol and drug usage, via the University's required curriculum. It is vital for student-athletes to learn that the use and/or abuse of certain drugs can be a severe detriment to their general health and impact performance levels.

Anderson University cannot guarantee that all of its student-athletes will refrain from the use of alcohol and other drugs. However, it is our hope that through the educational process, our student-athletes will be better equipped to make well-informed choices.

FORMAL PROCEDURE

Should the grievant wish to employ formal means to resolve a complaint or grievance, the following actions should be taken:

1. The grievant shall notify the Director of Athletics of his/her grievance in writing, outlining the complaints, the persons involved and any other pertinent information.

2. The Director of Athletics will conduct a preliminary interview with the grievant. The Director will contact the person(s) about whom the complaint is being lodged.

3. The Director of Athletics shall conduct a formal meeting involving the grievant, the person(s) about whom the complaint is made and any other relevant parties. Each party may also be accompanied by an advisor.

4. Within a reasonable time period after the formal meeting, the Director of Athletics shall notify the grievant, in writing, of the decision. After receiving the written decision, a follow up meeting with the grievant will occur to clarify any remaining questions.

APPEAL PROCESS

Should the grievant be unsatisfied with the decision of the Athletic Director and ONLY if substantial new facts have been discovered that were unavailable at the time of the initial formal meeting, he or she may take the following steps:

1. Within 14 days after receipt of a written decision, the grievant should notify the Faculty Athletics Representative & SWA, in writing that he or she wishes to appeal the decision and notify the Faculty Athletics Representative & SWA of substantial new facts which were unavailable at the time of the meeting.

2. After receiving the request for appeal, the Faculty Athletics Representative & SWA shall conduct a formal meeting to hear the appeal. Within a reasonable time period after the meeting, the Faculty Athletics Representative & SWA shall review the appeal with the Director of Athletics, at which time a final decision shall be made and the grievant will be notified of the final decision in writing within 10 days.

The coach and student athlete relationship provides exceptional opportunity for mentoring. When a breakdown occurs, it’s important for both parties to invest in the development of a healthy coach and student athlete relationship.

ANDERSON UNIVERSITY DEPARTMENT OF ATHLETICS
DRUG EDUCATION AND SCREENING POLICY

INTRODUCTION:

The Anderson University Department of Athletics recognizes the need to provide student-athletes with the opportunity to develop responsible behaviors that lead to healthy lifestyle choices. As a result, the educational objective at Anderson University not only encompasses the traditional liberal arts curriculum, but also includes specific opportunities for life skills development.

Student-athletes have opportunities to learn about personal health issues, such as alcohol and drug usage, via the University's required curriculum. It is vital for student-athletes to learn that the use and/or abuse of certain drugs can be a severe detriment to their general health and impact performance levels.

Anderson University cannot guarantee that all of its student-athletes will refrain from the use of alcohol and other drugs. However, it is our hope that through the educational process, our student-athletes will be better equipped to make well-informed choices.
The following Anderson University Drug Education and Screening Policy is provided to all student-athletes as a means of education and protecting the health and well-being of our campus community.

STATEMENT OF PHILOSOPHY:
The Department of Athletics wants its student-athletes to strive for and maintain high moral and ethical standards while contributing to the quality of life at Anderson University. As part of the commitment to a distinctive experience and lifestyle expectations, Anderson University maintains a prohibition against the use of alcohol, tobacco and other illegal drugs. All student-athletes should earnestly seek to grow intellectually, socially and spiritually, strive to uphold the standards of Anderson University and work to make a positive contribution to our campus community.

STATEMENT OF PROGRAM:
The Director of Athletics, SWA, Team Physician, Head Athletics Trainer and Dean of Students will serve on the Anderson University Department of Athletics Drug Education and Screening Policy Committee. This committee will be appointed annually by the Director of Athletics and will report directly to that office.

The committee will perform the following functions:

Provide oversight for the Anderson University Drug Education and Screening Policy. This process will include establishing and updating drug education programs, monitoring screening procedures and provide appropriate disciplinary sanctions, when necessary.

Determine and implement policies in respect to student-athlete confidentiality and right-to-privacy issues as related to the Anderson University Drug Education and Screening Policy.

Serve as the judicial body acting as a hearing committee for an appeal put forward by a student-athlete.

Annually review the Anderson University Drug Education and Screening Policy.

Provide educational sessions for student-athletes on an annual basis that may deal with subjects such as:

Tobacco
Alcohol
Performance enhancing drugs
Street Drugs
Date Rape
Sexually transmitted diseases
HIV/AIDS
Eating disorders
Nutrition

These programs may include presentations by physicians, nurses, psychologists, counselors or other professionals knowledgeable about drugs and alcohol issues.

Each student-athlete will be expected to attend the educational sessions.

NCAA and Anderson University Consent Forms:
All student-athletes participating in intercollegiate athletics at Anderson University will be provided a copy of the NCAA Drug Testing consent form and the University's Drug Education and Screening Policy and consent form. These materials will be distributed and reviewed annually at the beginning of official team practice seasons by the Director of Athletics. After reading the documentation, each student-athlete must sign the appropriate paperwork indicating his/her willingness to abide by NCAA policy and the University's Drug Education and Screening Policy. Refusal by the student-athlete to sign either form will result in immediate ineligibility.

Drug Screen Procedures:
Student-athletes at Anderson University may be tested at any time once an athlete joins a team and until such time that the athlete formally ceases to participate in intercollegiate athletics (e.g. through graduation, withdrawal from
Anderson University, quitting the team). The timing of such drug screening tests for a particular team or individual student-athletes will be at the discretion of the Director of Athletics. Persons will be selected on a random basis. However, the Department of Athletics reserves the right to include a specific student-athlete or student-athletes in any random sample testing group. In most instances, notification will be provided on the actual date of the drug testing screen by a member of the University's Sports Medicine staff. The screening process will consist of the student-athlete signing a form indicating that he/she is presently not taking a banned drug.

A complete listing of all banned substances is attached to the Anderson University Drug Education and Screening Policy.

Specimen collection from the drug screening process will occur under the direct supervision of the Anderson University Sports Medicine Staff. Student-athletes selected to be screened will report to the Sports Medicine Center at appointed times for specimen collection, typically immediately following the conclusion of a team practice or conditioning session. Collection will occur following standard medical practices and procedures. Samples will be correctly labeled, stored and then transported to an independent licensed medical lab for detailed analysis. The choice of the medical lab utilized will be made by the Director of Athletics and Head Athletics Trainer.

All test results will be secured in the Sports Medicine Center offices. Positive test results will be kept in an individual folder labeled for that student-athlete. Notification of positive test results will be reported immediately to the Director of Athletics and the Associate Dean of Student Life. All future test results will be placed in the student-athlete’s file along with any other information relative to this matter with the exception of medical and injury records compiled by the Team Physician, Sports Medicine staff or other professionals serving in this capacity with the student-athlete. All records will be secured and information will not be released without consent of the student-athlete.

Anderson University considers alcohol to be a banned drug. Use of alcohol is a violation of institutional policy and will permit sanctions to be imposed consistent with University's Judicial Code as outlined in the Student Handbook distributed by the Department of Student Life.

**Student-Athlete Refusal:**
If any student-athlete refuses to submit to drug screening as stipulated by the conditions of this policy, the athlete will be interviewed by the Director of Athletics, Team Physician and Head Athletics Trainer to explain reasons for this refusal. If the student-athlete still refuses a request to undergo drug screening following this interview, the athlete will be denied the opportunity to participate in any intercollegiate athletics event until such time as he/she agrees to undergo drug screening. The Department of Student Life will be notified and the student-athlete will be subject to disciplinary action.

**Student-Athlete Notification:**
As a reminder, all student-athletes will be advised to inform the Sports Medicine Staff about any medications, over-the-counter or prescription, they are taking or take routinely. The NCAA provides a procedure that institutions should follow if a student-athlete is taking a medication that contains an NCAA banned substance and the student-athlete has a documented medical history demonstrating the need for regular use of such a drug.

Please note the following internet link:
http://www1.ncaa.org/membership/ed_outreach/health-safety/drug_testing/exceptions

The drug-testing exceptions procedure requires that the student-athlete maintain current documentation in the athletics file. In the event the student-athlete tests positive for the banned substance, the institution submits the documentation to the medical panel of the Committee on Competitive Safeguards and Medical Aspects of Sports for a review.

Exceptions may be granted for substances included in the following classes of banned drugs: stimulants, beta blockers, diuretics and peptide hormones. In the case of peptide hormones, the review of the use of the medication should be requested at the time the Sports Medicine Staff is made aware of the use of the medication; in all other cases, the review will occur only following a positive drug test.

The use of anabolic steroids is not covered under this procedure; if a student-athlete tests positive for an anabolic steroid, the option available for review falls under the Drug Testing Appeals Process.
Counseling, Treatment and Sanctions Procedures:
Any student-athlete who tests positive for a banned substance will be referred to the Associate Dean of Student Life for counseling, treatment, and appropriate disciplinary procedures. The student-athlete will be held accountable for such actions in accordance with the established University Judicial Code. Conversely, the Department of Student Life will report any alcohol or banned substance violations directly to the Director of Athletics and the Head Coach of a specific team so that appropriate sanctions may be implemented.

SANCTIONS: Beginning in December of 2008, the Department of Athletics sanctioning policy for student-athletes who test positive for any alcohol or banned substance administered by the University or one of its designated agencies will be as follows:

Alcohol -- First Violation (This also includes drinking at an off campus party, in the Residence Halls; basically, consumption of alcohol).
Tobacco – First Violation (Note- Tobacco is a substance whose use is banned by the NCAA.)
The student-athlete will automatically miss a minimum of 10 percent of a team's contests based upon the program's regular season schedule.

Upon knowledge of a violation, the sanction will immediately take effect. If the number of contests remaining in a season is less than the required minimum of 10 percent, the sanction will be carried over to the next academic year. The student-athlete must meet with the Director of Athletics and sign a document noting the violation.

Alcohol -- Second Violation (This also includes drinking at an off campus party, in the Residence Halls; basically, consumption of alcohol).
Tobacco – Second Violation (Note- Tobacco is a substance whose use is banned by the NCAA.)
Other banned substances -- First Violation
The student-athlete will automatically miss a minimum of 20 percent of a team's contests based upon the program's regular season schedule. For example, based upon a 10-game regular season schedule, a football student-athlete would miss a minimum of two games. Upon knowledge of a violation, the sanction will immediately take effect. If the number of contests remaining in the season is less than the required minimum of 20 percent, the sanction will be carried over to the next academic year. The student-athlete will be subject to other penalties authorized by the Head Coach. The student-athlete must meet with the Director of Athletics and sign a document noting the violation.

Alcohol -- Third Violation (This also includes drinking at an off campus party, in the Residence Halls; basically, consumption of alcohol).
Other banned substances -- Second Violation
The student-athlete will be declared ineligible immediately for the period of one calendar year.

- Please note that these are Department of Athletics sanctions only and do not supercede sanctions imposed by the Department of Student Life.
- Violations are cumulative during a student-athletes entire enrollment at Anderson University.
- Student-athletes who test positive will be responsible for financial obligations for all future drug tests.

Positive Test/Re-Testing
Follow up testing of a student-athlete who tests positive will be conducted on ongoing basis.

Appeal Process:
A student-athlete wishing to appeal a positive test or sanction must notify the Director of Athletics in writing and a hearing will be scheduled with the Drug Education and Screening Policy Committee.

Department of Athletics Staff:
All Department of Athletics staff members are expected to abide by university guidelines.

Revised: December 2008 by Committee
p. 51-68 of the AU Student Handbook provide details of the policy. Anderson University affirms its commitment to Christian higher education and a work/learning environment that encourages and enables individuals to strive for excellence. Sexual misconduct is damaging to this environment, and a violation of law and university policy. The conduct standards and expectations for those who choose to be part of the Anderson University community are informed by the University Core Values and our Church of God heritage (see the Anderson University Ethos Statement). Student, faculty and staff handbooks contain specific conduct expectations and policies. Sexual misconduct in any form will not be tolerated and will be dealt with promptly. When an allegation of misconduct is reported, protective and other remedial measures will be used to reasonably ensure such conduct ends, is not repeated, and the effects on the victim and community are remedied, including serious sanctions when a responding party is found to have violated this policy. Anderson University defines sexual misconduct to include a broad spectrum of violent behavior including but not limited to: sexual violence, sexual harassment, domestic violence, dating violence, and stalking or any other non-consensual sexually related conduct. The university also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation or hostility based on sex or sex-stereotyping, even if those acts do not involve physical conduct. The university adheres to principles of academic and expressive freedom. Nothing in this policy should be construed to limit the legitimate exercise of academic and expressive freedom, including but not limited to written, graphic, or verbal expression that can reasonably be demonstrated to serve a legitimate educational purpose. (Section 3.93 of the Faculty Handbook at anderson.edu/uploads/provost/faculty-handbook.pdf) The university uses the preponderance of the evidence (also known as "more likely than not") as a standard for proof of whether a violation occurred. In campus investigations, legal terms like "guilt, “innocence” and “burdens of proof ” are not applicable, but the university never assumes a responding party is in violation of university policy. Campus investigations are conducted to take into account the totality of all evidence available, from all relevant sources.

TITLE IX COORDINATOR The university has appointed a Title IX Coordinator responsible for implementing the Anderson University Sexual Misconduct Policy and Procedures. The Title IX Coordinator is the Director of Human Resources. The university’s Title IX Coordinator oversees compliance with all aspects of the sex/gender harassment, discrimination and misconduct policy. The Coordinator reports to the Vice President for Finance and is housed in the office of Human Resources. Questions about this policy should be directed to the Title IX Coordinator. Anyone wishing to make a report relating to discrimination or harassment may do so by reporting the concern to the university.

Title IX Coordinator: Shanna McClure, Title IX Coordinator Office of Human Resources, Decker Hall Room 10 (765) 641-4133 srmcclure@anderson.edu

Additionally, anonymous reports can be made by victims and/or third parties using the online reporting form posted at anderson.edu/hr/misconduct or the reporting hotline at (855) 270-3684. Note that these anonymous reports may prompt a need for the institution to investigate.

Individuals experiencing harassment or discrimination also have the right to file a formal grievance with government authorities:

Region V Office for Civil Rights (OCR)
500 W. Madison Street, Suite 1427 Chicago IL 60661
Customer Service Hotline #: 800.421.3481
Facsimile: 312.730.1704 TDD#: 877.521.2172
Email: OCR@ed.gov
Web: www.ed.gov/ocr

In the event an incident involves alleged misconduct by the Title IX Coordinator, reports should be made directly to the Vice President for Finance and Treasurer, (765) 641-4112.
NCAA SELF-RELEASE / TRANSFER
- Applicable only when transferring to another NCAA Division III institution.
- If interested in transferring to a NCAA Division I or II institution, the school and/or schools that you wish to transfer to must submit a Permission To Contact request.

http://www.ncaa.org/sites/default/files/201718DIIICOMP_Permission_to_Contact_Self_Release_Form_20170606.pdf

SUMMARY OF NCAA REGULATIONS


AU STUDENT ATHLETE TRAVEL RELEASE – See next page.
INFORMED CONSENT – RELEASE OF LEGAL LIABILITY

Anderson University Athletics

I, _____________________will transport my son/daughter______________________
back to campus following the athletic contest listed below. I give my informed
consent for him/her to be released from the team travel accommodations provided
Anderson University. As parents, we release Anderson University from all liability
regarding transportation from this athletic event back to campus.

Sport:_____________________

Date:_____________________

Opponent:__________________

I have read the above statement and agree to the terms above releasing Anderson
University from liability.

Parent’s Signature:_________________________ Date:___________

Anderson University Athletic Staff Approval

Head Coaches Signature:_________________________ Date:___________

Athletic Director Signature:_________________________ Date:___________

Student-Athlete Signature:_________________________

*Fax back to Anderson University Athletics: 765-641-3857 by 5:00 p.m. the day
prior to the contest, or scan and email to mjtaylor@anderson.edu