INTRODUCTION:

This Department Staff Guide was put together by the staff of the University of Alabama Athletic Compliance Office in an effort to provide you with the most commonly encountered rules and regulations by coaches and staff. Please familiarize yourself with these rules and regulations; however, this guide is not meant to be all encompassing. Please do not hesitate to contact the compliance office with all of your questions and concerns.

- UA Compliance

NCAA RULES FOR DEPARTMENT STAFF

CONDUCT OF ATHLETIC STAFF

Buckley Amendment
An institution is not permitted to disclose information regarding a student-athlete’s:
1. Results of NCAA, Conference or institutional drug tests;
2. Academic transcripts from any institution including the University of Alabama;
3. Pre-college test scores and information relating to eligibility of nonstandard testing (e.g. learning disabilities);
4. Records concerning financial aid; and
5. Any other papers or information pertaining to his/her NCAA eligibility.

10.01.1 Honesty and Sportsmanship
Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

10.1 Unethical Conduct
Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member may include, but is not limited to, the following:

a. Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual's institution;
b. Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
c. Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
d. Knowingly furnishing the NCAA or the individual's institution false or misleading information concerning the individual's involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation; or e. Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative of an agent or advisor (e.g., "runner").

10.2 Knowledge of Use of Banned Drugs
A member institution’s athletics department staff members or others employed by the intercollegiate athletics program who have knowledge of a student-athlete’s use at any time of a substance on the list of banned drugs, as set forth in Bylaw 31.2.3.4, shall follow institutional procedures dealing with drug abuse or shall be subject to disciplinary or corrective action as set forth in Bylaw 19.9.

10.4 Disciplinary Action
Institutional staff members found in violation of the provisions of the NCAA Rules and Regulations shall be subject to disciplinary or corrective action as set forth in Bylaw 19.9 of the NCAA enforcement procedures, whether such
violations occurred at the certifying institution or during the individual’s previous employment at another member institution.

11.1 Conduct Of Athletics Personnel
11.1.1 Responsibility for Violations of NCAA Regulations
Institutional staff members found in violation of NCAA regulations shall be subject to disciplinary or corrective action as set forth in the provisions of the NCAA enforcement procedures, whether such violations occurred at the certifying institution or during the individual’s previous employment at another member institution.

11.1.2 Use of Association Name or Affiliation
Staff members of member institutions and others serving on the Association’s committees or acting as consultants shall not use, directly or by implication, the Association’s name or their affiliation with the Association in the endorsement of products or services.

11.1.3 Representing Individuals in Marketing Athletics Ability/Reputation
Staff members of the athletics department of a member institution shall not represent, directly or indirectly, any individual in the marketing of athletics ability or reputation to an agent, a professional sports team or a professional sports organization, including receiving compensation for arranging commercial endorsements or personal appearances for former student-athletes, except as specified in Bylaw 11.1.5.1, and shall not receive compensation or gratuities of any kind, directly or indirectly, for such services.

11.1.4 Use of Tobacco Products
The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers, and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

11.2.2 Athletically Related Income
Contractual agreements, including letters of appointment, between a full-time or part-time athletics department staff member (excluding secretarial or clerical personnel) and an institution shall include the stipulation that the staff member is required to provide a written detailed account annually to the president or chancellor for all athletically related income and benefits from sources outside the institution. In addition, the approval for all athletically related income and benefits shall be consistent with the institution’s policy related to outside income and benefits applicable to full-time or part-time employees. Sources of such income shall include, but are not limited to, the following:
   a. Income from annuities;
   b. Sports camps;
   c. Housing benefits (including preferential housing arrangements);
   d. Country club memberships;
   e. Complimentary ticket sales;
   f. Television and radio programs; and
   g. Endorsement or consultation contracts with athletics shoe, apparel or equipment manufacturers.

11.3.1 Control of Employment and Salaries
The institution, as opposed to any outside source, shall remain in control of determining who is to be its employee and the amount of salary the employee is to receive within the restrictions specified by NCAA legislation.

11.3.2.1 Bona Fide Outside Employment
A staff member may earn income in addition to the institutional salary by performing services for outside groups.

11.3.2.2 Supplemental Pay
An outside source is prohibited from paying or regularly supplementing an athletics department staff member’s annual salary and from arranging to supplement that salary for an unspecified achievement. This includes the donation of cash from outside sources to the institution earmarked for the staff member’s salary or supplemental income. It would be permissible for an outside source to donate funds to
the institution to be used as determined by the institution, and it would be permissible for the institution, at its sole discretion, to use such funds to pay or supplement a staff member's salary.

11.3.2.3 Bonuses for Specific and Extraordinary Achievement
An institution may permit an outside individual, group or agency to supplement an athletics department staff member’s salary with a direct cash payment in recognition of a specific and extraordinary achievement (e.g., contribution during career to the athletics department of the institution, winning a conference or national championship, number of games or meets won during career/season), provided such a cash supplement is in recognition of a specific achievement and is in conformance with institutional policy.

11.3.2.4 Non-institutional Publications That Report on Athletics Program
Athletics department staff members shall not endorse (either orally or in writing) any non institutional publication dedicated primarily to reporting on an institution's athletics activities, except as provided in this section, and shall not write for or receive any remuneration from such publications.

11.3.2.5 Recruiting Service Consultants
An institution's staff member may not endorse, serve as consultants or participate on advisory panels for any recruiting or scouting service involving prospects.

SPORT WAGERING ACTIVITIES

10.3 Sport Wagering Activities
The following individuals shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition:
   a. Staff members of an institution's athletics department;
   b. Non-athletics department staff members who have responsibilities within or over the athletics department (e.g., chancellor or president, faculty athletics representative, individual to whom athletics reports);
   c. Staff members of a conference office; and
   d. Student-athletes.

Fantasy Leagues
If a staff member or a student-athlete is involved in any fantasy sports league that involves the exchange of money, prizes, or other tangible item of value, the student-athlete may be declared ineligible for all regular season and postseason competition for at least one year and a staff member could be terminated.

NCAA Championships/Bowl Games/"March Madness"
NCAA rules prohibit soliciting or accepting a bet on any intercollegiate competition for any item that has tangible value. These regulations apply to all staff members in an institution’s athletic department and all student-athletes. THIS INCLUDES NCAA TOURNAMENT POOLS.

Departmental Policy on Gambling
The following should serve as departmental policy for all student-athletes AND staff members governing gambling activities:

   Staff members of the athletic department and student-athletes shall not participate in any gambling activity that involves intercollegiate or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling (e.g., sports “pools”, internet gambling, etc.). This includes other methods not run through organized gambling (e.g., pools, fantasy leagues that require a buy-in, etc.), even if the bet or value of the prize is a “friendly” wager.
Protecting the integrity of the amateurism of our student-athletes should be of the utmost importance to all staff members. The following are some basic rules to remember with regards to amateurism.

12.3.1 General Rule
An individual shall be ineligible for participation in an intercollegiate sport if he or she ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport.

12.3.1.1 Representation for Future Negotiations
An individual shall be ineligible per 12.3.1 if he or she enters into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his or her eligibility in that sport.

12.3.1.2 Benefits From Prospective Agents
An individual shall be ineligible per 12.3.1 if he or she (or his or her relatives or friends) accepts transportation or other benefits from:
   a. Any person who represents any individual in the marketing of his or her athletics ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the student body in general; or
   b. An agent, even if the agent has indicated that he or she has no interest in representing the student-athlete in the marketing of his or her athletics ability or reputation and does not represent individuals in the student-athlete's sport.

12.2.1.3 Tryout after Enrollment
After initial full-time collegiate enrollment, an individual who has eligibility remaining may try out with a professional athletics team (or participate in a combine including that team) at any time, provided the individual does not miss class. The individual may receive actual and necessary expenses in conjunction with one 48-hour tryout per professional team (or a combine including that team). The 48-hour tryout period shall begin at the time the individual arrives at the tryout location. At the completion of the 48-hour period, the individual must depart the location of the tryout immediately in order to receive return transportation expenses. A tryout may extend beyond 48 hours if the individual self-finances additional expenses, including return transportation. A self-financed tryout may be for any length of time, provided the individual does not miss class.

Departmental Policy on Agent Interactions
The following shall serve as the departmental policy for coach and staff interaction with agents, financial advisors, or others associated with them (runners, intermediaries, etc):

If any coach or staff member has contact with any agent or advisor (other than their own), they shall notify the Compliance Office to insure that all actions and conversations are permissible. Staff members of the athletic department shall not engage in any activity to arrange any type of communications between any student-athlete and sports agents or advisors without working with the Compliance Office. While it is not impermissible for a coach or staff member to assist a student-athlete with finding representation for a future professional career, the Compliance Office must be involved to ensure that no violations are inadvertently committed.

ADMISSION AND ENROLLMENT

15.2.1.4 Fees and Related Expenses for Prospective Student-Athletes
An institution shall not waive, pay in advance or guarantee payment of the following expenses for a prospective student-athlete, unless such benefits generally conform to institutional policy as it applies to other prospective student-grantees:
(a) The institution’s processing fee required prior to the admissions office’s evaluation of the prospective student-athlete’s application;
(b) The orientation-counseling tests fee required of all incoming freshman;
(c) The preadmission academic testing fee;
(d) Advance tuition payment or room deposit;
(e) Damage deposits for dormitory rooms;
(f) ROTC deposits for military equipment; or
(g) Any other pre-enrollment fees required of prospective student-grantees.

**ACADEMIC AND OTHER SUPPORT SERVICES**

16.3.1.1 Academic Counseling/Support Services
Member institutions shall make general academic counseling and tutoring services available to all student-athletes. Such counseling and tutoring services may be provided by the department of athletics or the institution’s non-athletics student support services. In addition, an institution, conference or the NCAA may finance other academic support, career counseling or personal development services that support the success of student-athletes.

**INSTITUTIONAL, CHARITABLE, EDUCATIONAL OR NONPROFIT PROMOTIONS**

12.5.1.1 Institutional, Charitable, Educational or Nonprofit Promotions
A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a non-institutional charitable, educational or nonprofit agency may use a student-athlete’s name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete’s participation in intercollegiate athletics, provided the following conditions are met:

a. The promotional activity release form must be properly completed and signed PRIOR to the promotional activity occurring. The form must be signed by a representative of the organization holding the promotion, the participating student-athletes, and the director of athletics (or his or her designee);

b. The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company’s officially registered regular trademark or logo on printed materials such as pictures, posters or calendars. The company’s emblem, name, address and telephone number may be included with the trademark or logo. Personal names, messages or slogans (other than an officially registered trademark) are prohibited;

c. The name or picture of a student-athlete with remaining eligibility may not appear on an institution’s printed promotional item (e.g., poster, calendar) that includes a reproduction of a product with which a commercial entity is associated if the commercial entity’s officially registered regular trademark or logo also appears on the item;

d. The student-athlete does not miss class;

e. All moneys derived from the activity or project go directly to the member institution, member conference or the charitable, educational or nonprofit agency;

f. The student-athlete may accept **actual and necessary** expenses from the member institution, member conference or the charitable, educational or nonprofit agency related to participation in such activity;

g. The student-athlete’s name, picture or appearance is not utilized to promote the commercial ventures of any nonprofit agency; and
h. Any commercial items with names, likenesses or pictures of multiple student-athletes (other than highlight films or media guides per Bylaw 12.5.1.7) may be sold only at the member institution at which the student-athlete is enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event). Items that include an individual student-athlete’s name, picture or likeness (e.g., name on jersey, name or likeness on a bobble-head doll), other than informational items (e.g., media guide, schedule cards, institutional publications), may not be sold; and

i. The student-athlete and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring that the student-athlete’s name, image or appearance is used in a manner consistent with the requirements of this section.

Anytime a student-athlete participates in any institutional, charitable, educational or non-profit promotional activity, the student-athlete must obtain the PRIOR written approval of the director of athletics. Not obtaining prior written approval constitutes an institutional violation rendering the involved student-athlete(s) ineligible.

**UA PROCEDURE ON PROMOTIONAL ACTIVITY INVOLVING STUDENT-ATHLETES**

1. Contact the Life Skills Office with the name of the group or organization or refer the group or organization to the athletics compliance office (Jill Lancaster will be the point person).

2. Fill out a Promotional Activity Request form and return it to the Life Skills Office, OR forward the Promotional Activity Request form to the group or organization to determine the permissibility of the activity.

3. Do not make concrete plans with the group or organization until you receive the completed Promotional Activity Request form with approval (or not approved) from the athletics compliance office. Unless you have the approved copy of the form, any speaking or engagement or appearance is not permissible per NCAA Bylaw 12.5.1, and any student-athlete(s) involved will be declared ineligible.

4. Any approved charitable appearance must occur without student-athletes missing any classes.

**PROMOTIONS INVOLVING COMMERCIAL LOCATIONS/SPONSORS**

12.5.1.1.2 Promotions Involving Commercial Locations/Sponsors

A member institution or a charitable, educational or nonprofit organization may use the appearance, name or picture of an enrolled student-athlete to promote generally its fund-raising activities at the location of a commercial establishment, provided the commercial establishment is not a cosponsor of the event and the student-athlete does not promote the sale of a commercial product in conjunction with the fund-raising activity. A commercial establishment would become a cosponsor if the commercial establishment either advertises the presence of the student-athlete at the commercial location or is involved directly or indirectly in promoting the activity.

**Distribution of Commercial Products in Conjunction with an Institutional Promotion:** The legislative services staff determined that an institution is permitted to distribute discount coupons or packages as part of an institutional promotion that also includes the distribution of items (e.g., poster) that include the names or pictures of student-athletes with remaining eligibility. (3/1/95 Staff)

**Commercial Advertisement Containing a Congratulatory Message:** It is permissible for a member institution’s sports calendar to include the cosponsoring company’s regular trademark or logo and a congratulatory message (e.g., good luck in 1991). (2/21/91 Staff)

12.5.1.1.4 Player/Trading Cards
A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a non-institutional charitable, educational or nonprofit agency may distribute but may not sell player/trading cards that bear a student-athlete’s name or picture.

12.5.1.3 Continuation of Modeling and Other Non-athletically Related Promotional Activities after Enrollment. If an individual accepts remuneration for or permits the use of his or her name or picture to advertise or promote the sale or use of a commercial product or service prior to enrollment in a member institution, continued remuneration for the use of the individual's name or picture (under the same or similar circumstances) after enrollment is permitted without jeopardizing his or her eligibility to participate in intercollegiate athletics only if all of the following conditions apply:

a. The individual's involvement in this type of activity was initiated prior to his or her enrollment in a member institution;

b. The individual became involved in such activities for reasons independent of athletics ability;

c. No reference is made in these activities to the individual's name or involvement in intercollegiate athletics;

d. The individual does not endorse the commercial product; and

e. The individual's remuneration under such circumstances is at a rate commensurate with the individual's skills and experience as a model or performer and is not based in any way upon the individual's athletics ability or reputation.

12.5.1.4 Commercial Advertisement
It is permissible for a student-athlete's name or picture, or the group picture of an institution's athletics squad, to appear in an advertisement of a particular business, commercial product or service, provided:

a. The primary purpose of the advertisement is to publicize the sponsor's congratulations to the student-athlete or team;

b. The advertisement does not include a reproduction of the product with which the business is associated or any other item or description identifying the business or service other than its name or trademark;

c. There is no indication in the makeup or wording of the advertisement that the squad members, individually or collectively, or the institution endorses the product or service of the advertiser;

d. The student-athlete has not signed a consent or release granting permission to use the student-athlete's name or picture in a manner inconsistent with the requirements of this section; and

e. If the student-athlete has received a prize from a commercial sponsor in conjunction with participation in a member institution's promotional activities and the advertisement involves the announcement of receipt of the prize, the receipt of the prize is consistent with the provisions of 12.5.2.3.3 and official interpretations approved by the Management Council.

Bylaw 12.5.1.5 Schedule Cards
An advertisement on an institution's wallet-size playing schedule that includes the name or picture of a student-athlete may include language other than the commercial product's name, trademark or logo, provided the commercial language does not appear on the same page as the picture of the student-athlete.

Bylaw 12.5.1.7 Promotion by Third Party of Highlight Film, Videotape or Media Guide
Any party other than the institution or a student-athlete (e.g., a distribution company) may sell and distribute an institutional highlight film or videotape or an institutional or conference media guide that contains the names and pictures of enrolled student-athletes only if:
a. The institution specifically designates any agency that is authorized to receive orders for the film, videotape or media guide;

b. Sales and distribution activities have the written approval of the institution’s athletics director;

c. The distribution company or a retail store is precluded from using the name or picture of an enrolled student-athlete in any poster or other advertisement to promote the sale or distribution of the film or media guide; and

d. There is no indication in the makeup or wording of the advertisement that the squad members, individually or collectively, or the institution endorses the product or services of the advertiser.

12.5.2 Non-permissible Student-Athlete Promotional Activities

Bylaw 12.5.2.1 Advertisements and Promotions After Becoming a Student-Athlete
After becoming a student-athlete, an individual shall not be eligible for participation in intercollegiate athletics if the individual;

a. Accepts any remuneration for or permits the use of his or her name or picture to advertise, recommend or promote directly the sale or use of a commercial product or service of any kind, or

b. Receives remuneration for endorsing a commercial product or service through the individual's use of such product or service.

Bylaw 12.5.2.2 Use of a Student-Athlete's Name or Picture without Knowledge or Permission
If a student-athlete's name or picture appears on commercial items (e.g., T-shirts, sweatshirts, serving trays, playing cards, posters) or is used to promote a commercial product sold by an individual or agency without the student-athlete's knowledge or permission, the student-athlete (or the institution acting on behalf of the student-athlete) is required to take steps to stop such an activity in order to retain his or her eligibility for intercollegiate athletics. Such steps are not required in cases in which a student-athlete's photograph is sold by an individual or agency (e.g., private photographer, news agency) for private use.

Bylaw 12.5.2.3 –Specifically Restricted Activities:
A student-athlete’s involvement in promotional activities specified in this section is prohibited.

12.5.2.3.1 Name-the-Player Contest
A student-athlete may not permit use of his or her name or picture in a “name-the-player” contest conducted by a commercial business for the purpose of promoting that business.

12.5.2.3.2 Athletics Equipment Advertisement
A student-athlete's name or picture may not be used by an athletic equipment company or manufacturer to publicize the fact that the institution’s team utilizes its equipment.

12.5.2.3.3 Promotional Contests
Receipt of a prize for winning an institutional or non-institutional promotional activity (e.g., making a half-court basketball shot, being involved in a money scramble) held in conjunction with a member institution's intercollegiate competition by a prospective or enrolled student-athlete (or a member of his or her family) does not affect a prospective or enrolled student-athlete's eligibility, provided the prize is won through a random drawing in which all members of the general public or the student body are eligible to participate.
CAMP OR CLINICS

Please DO NOT work any camp without speaking with compliance and receiving their prior approval.

RECRUITING

13.1.2 Permissible Recruiters

13.1.2.1 General Rule

All in-person, on- and off-campus recruiting contacts with a prospective student-athlete or the prospective student-athlete's relatives or legal guardians shall be made only by authorized institutional staff members. Such contact, as well as correspondence and telephone calls, by representatives of an institution's athletics interests is prohibited except as otherwise permitted in this section. Violations of this bylaw involving individuals other than a representative of an institution's athletics interests shall be considered institutional violations per Constitution 2.8.1; however, such violations shall not affect the prospective student-athlete's eligibility.

13.1.2.3 General Restrictions-Staff Members and Governing Board

The following are additional restrictions that apply to an institution's staff members and governing board.

a) **Non-coaching Staff Members with Sport Specific Responsibilities.** A non-coaching staff member with sport-specific responsibilities (except a staff member who only performs clerical duties) shall not attend an on-or off-campus athletics event in the staff member's sport that involved prospective student-athletes (e.g., high school contest, non-institutional sports camp) unless the staff member is an immediate family member or legal guardian of a participant in the activity. A staff member who is an immediate family member or legal guardian of a participant may attend such an event, subject to the following conditions:

(i) Attendance shall not be for evaluation purposes (the staff member shall not provide information related to the performance of a prospective student-athlete back to the institution's coaching staff); and

(ii) The staff member shall not have direct contact with a prospective student-athlete or a prospective student-athlete's parent (or legal guardian) or coach (other than the immediate family member, if applicable) participating in the activity.

b) **Board of Governors/Regents.** Recruiting contacts on or off campus between a member of the institution's board of governors (or regents) and a prospective student-athlete are not permissible.

13.1.2.4 Other Restrictions, Athletics Representatives (Boosters)

The following are additional restrictions that apply to athletics representatives:

(a) **Telephone Conversation.** An athletics representative of a member institution may speak to a prospective student-athlete via the telephone only if the prospective student-athlete initiates the telephone conversation and the call is not for recruiting purposes. Under such circumstances, the representative must refer questions about the institution's athletics program to the athletics department staff;

(b) **Observing Prospective Student-Athlete's Contest.** An athletics representative may view a prospective student-athlete's athletics contest on his or her own initiative, subject to the understanding that the athletics representative may not contact the prospective student-athlete on such occasions;

(c) **Evaluation of Prospective Student-Athlete.** An athletics representative may not contact a prospective student-athlete's coach, principal or counselor in an attempt to evaluate the prospective student-athlete; and

(d) **Visiting Prospective Student-Athlete's Institution.** An athletics representative may not visit a prospective student-athlete's educational institution to pick up film/videotape or transcripts pertaining to the evaluation of the prospective student-athlete's academic eligibility or athletics ability.
13.1.2.5 Off-Campus Contacts or Evaluations
Only those coaches who are identified by the institution, in accordance with Bylaws 11.7.2.2, 11.7.3.2 and 11.7.4, may contact or evaluate prospective student-athletes off campus. Institutional staff members (e.g., faculty members) may contact prospective student-athletes for recruiting purposes in all sports, on campus, or within 30 miles of campus during the prospective student-athletes official visit.

13.02.15 Telephone Calls
All electronically transmitted human voice exchange (including videoconferencing and videophones) shall be considered telephone calls.

RECRUITING CALLS

13.1.3.1 Time Period for Telephone Calls -- General Rule
Telephone calls to an individual (or his or her relatives or legal guardians) may not be made before July 1 following the completion of his or her junior year in high school (subject to the exceptions below), or the opening day of classes of his or her senior year in high school (as designated by the high school), whichever is earlier; thereafter, staff members shall not make such telephone calls more than once per week.

13.1.3.1.1 Exception—Baseball, Cross Country/Track and Field, Men's Lacrosse, Women's Lacrosse, Women's Sand Volleyball, Softball and Women's Volleyball.
In baseball, cross country/track and field, men's lacrosse, women's lacrosse, women's sand volleyball, softball and women's volleyball, telephone calls to an individual (or his or her relatives or legal guardians) may not be made before July 1 following the completion of his or her junior year in high school, or the opening day of classes of his or her senior year in high school (as designated by the high school), whichever is earlier. Thereafter, such telephone calls shall be limited to once per week outside a contact period, but may be made at the institution's discretion during a contact period.

13.1.3.1.2 Exception—Football [FBS/FCS]
In football, one telephone call to an individual (or the individual's relatives or legal guardians) may be made from April 15 through May 31 of the individual's junior year in high school. Additional telephone calls to an individual (or the individual's relatives or legal guardians) may not be made before September 1 of the beginning of the individual's senior year in high school. Thereafter, such telephone contact is limited to once per week outside a contact period, but may be made at the institution's discretion during a contact period.

13.1.3.1.3 Exception—Men's Basketball
In men's basketball, telephone calls to an individual (or the individual's relatives or legal guardians) may not be made before June 15 at the conclusion of the individual's sophomore year in high school. If an individual attends an educational institution that uses a nontraditional academic calendar (e.g., Southern Hemisphere), telephone calls to the individual (or his or her relatives or legal guardians) may not be made before the day after the conclusion of the individual's sophomore year in high school. Thereafter, an institution may make telephone calls to a prospective student-athlete at its discretion.

13.1.3.1.3.1 Telephone Calls to "1-900" Numbers—Men's Basketball
In men's basketball, an institution shall not place a telephone call to a "1-900" number connected to a prospective student-athlete or an individual associated with a prospective student-athlete.

13.1.3.1.4 Exception—Women's Basketball
In women's basketball, telephone calls to an individual (or the individual's relatives or legal guardians) may not be made before September 1 at the beginning of the individual's junior year in high school. Thereafter, an institution may make telephone calls to a prospective student-athlete at its discretion.

13.1.3.1.4.1 Additional Restrictions—July Evaluation Periods.
In women's basketball, during the July evaluation periods, all communication with a prospective student-athlete, the prospective student-athlete's relatives or legal guardians, the prospective student-athlete's coach or any individual
associated with the prospective student-athlete as a result of the prospective student-athlete's participation in basketball, directly or indirectly, is prohibited.

13.1.3.2.2 Telephone Calls Initiated by Prospective Student-Athlete at His or Her Expense.
Institutional staff members may receive telephone calls placed by a prospective student-athlete at the prospective student-athlete's own expense at any time, including before July 1 following the prospective student-athlete's junior year in high school.

**ONE CALL PER WEEK EXCEPTIONS**

13.1.3.3.1 Official-Visit Exception
Institutional coaching staff members (see Bylaw 13.1.3.4.1) may make unlimited telephone calls to a prospective student-athlete during the five days immediately preceding the prospective student-athlete's official visit (per Bylaw 13.6) to that institution. If more than one call per week occurs under this exception and a scheduled official visit is canceled due to circumstances beyond the control of the prospective student-athlete or the institution (e.g., trip is canceled by the prospective student-athlete, inclement weather conditions), such calls shall not be considered institutional violations and shall not affect the prospective student-athlete's eligibility. However, the institution shall submit a report to the conference office noting the cancellation of the official visit and the reasons for such cancellation.

13.1.3.3.1.1 Telephone Calls in Conjunction With Official Visit.
Athletics department staff members may make unlimited telephone calls to a prospective student-athlete or those individuals accompanying the prospective student-athlete during the prospective student-athlete's official visit transportation and during his or her official visit.

13.1.3.3.2 Letter-of-Intent Signing-Date Exception
Institutional staff members may make unlimited telephone calls to a prospective student-athlete on the initial date for the signing of the National Letter of Intent and during the two days immediately following the initial signing date.

13.1.3.3.2.1 Football Exception. [FBS/FCS]
In football, institutional coaching staff members may make unlimited telephone calls to prospective student-athletes during the period 48 hours before and 48 hours after 7a.m. on the initial signing date for the National Letter of Intent.

13.1.3.3.3 Off-Campus Contact Exception
Institutional coaching staff members (see Bylaw 13.1.3.4.1) may make unlimited telephone calls to a prospective student-athlete on the day a permissible, in-person, off-campus contact occurs with the prospective student-athlete.

13.1.1.3 Four-Year College Prospective Student-Athletes.
An athletics staff member or other representative of the institution's athletics interests shall not make contact with the student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining the written permission of the first institution's athletics director (or an athletics administrator designated by the athletics director) to do so, regardless of who makes the initial contact. If permission is not granted, the second institution shall not encourage the transfer and the institution shall not provide athletically related financial assistance to the student-athlete until the student-athlete has attended the second institution for one academic year. If permission is granted to contact the student-athlete, all applicable NCAA recruiting rules apply. If an institution receives a written request from a student-athlete to permit another institution to contact the student-athlete about transferring, the institution shall grant or deny the request within seven business days (see Bylaw 13.02.1) of receipt of the request. If the institution fails to respond to the student-athlete's written request within seven business days, permission shall be granted by default and the institution shall provide written permission to the student-athlete.

13.1.3.4 Permissible Callers.
13.1.3.4.1 Institutional Coaching Staff Members—General Rule
All telephone calls made to a prospective student-athlete (or the prospective student-athlete’s parents, legal guardians or coaches) must be made by the head coach or one or more of the assistant coaches who count toward the numerical limitations in Bylaw 11.7.4 (see Bylaw 11.7.1.2). In bowl subdivision football and women’s rowing, such telephone calls also may be made by a graduate assistant coach, provided the coach has successfully completed the coaches’ certification examination per Bylaw 11.5.1.1.

13.1.3.4.1.1 Exceptions—Before Commitment.
Before a prospective student-athlete signs a National Letter of Intent or the institution’s written offer of admission and/or financial aid or before the institution receives a financial deposit in response to the institution’s offer of admission, the following institutional staff members may make telephone calls to a prospective student-athlete (or the prospective student-athlete’s parents or legal guardians) as specified:

(d) Non-coaching Staff Members and Non-countable Coaches—Telephone Calls in Conjunction with Official Visit. A non-coaching staff member or a coach who does not count toward the numerical limitations on head and assistant coaches in Bylaw 11.7.4 may initiate telephone calls to a prospective student-athlete or those individuals accompanying the prospective student-athlete during the prospective student-athlete’s official visit transportation and during his or her official visit.

13.4 Recruiting Materials
13.4.1 Recruiting Materials
In sports other than men’s basketball and men’s ice hockey, an institution shall not provide recruiting materials, including general correspondence related to athletics, to an individual (or his or her parents or legal guardians) until September 1 at the beginning of his or her junior year in high school. In men’s basketball and men’s ice hockey, an institution shall not provide recruiting materials, including general correspondence related to athletics, to an individual (or his or her parents or legal guardians) until June 15 at the conclusion of his or her sophomore year in high school. In men’s basketball, if an individual attends an educational institution that uses a nontraditional academic calendar (e.g., Southern Hemisphere) an institution shall not provide recruiting materials, including general correspondence related to athletics to an individual (or his parents or legal guardians) until the day after the conclusion of the individual’s sophomore year in high school.

13.02.12.1 Exception—After Commitment
After an individual has signed a National Letter of Intent (NLI) or the institution’s written offer of admission and/or financial aid or after the institution has received his or her financial deposit in response to its offer of admission, the individual shall no longer be subject to the restrictions of Bylaw 13.1. The individual remains a prospective student-athlete for purposes of applying the remaining provisions of Bylaw 13 and other bylaws.

13.11.1 Prohibited Activities
A member institution, on its campus or elsewhere, shall not conduct (or have conducted on its behalf) any physical activity (e.g., practice session or test/tryout) at which one or more prospective student-athletes (as defined in Bylaws 13.11.1.1 and 13.11.1.2) reveal, demonstrate or display their athletic abilities in any sport except as provided in Bylaws 13.11.2 and 13.11.3.

CAMPUS VISITS [PROSPECTIVE STUDENT-ATHLETES]

DEFINITIONS

13.02.12 Prospective Student-Athlete
A prospective student-athlete is a student who has started classes for the ninth grade. In addition, a student who has not started classes for the ninth grade becomes a prospective student-athlete if the institution provides such an individual (or the individual’s relatives or friends) any financial assistance or other benefits that the institution does not provide to prospective students generally. An individual remains a prospective student-athlete until one of the following occurs (whichever is earlier):

(a) The individual officially registers and enrolls in a minimum full-time program of studies and attends classes in any term of a four-year collegiate institutions’ regular academic year (excluding summer);
(b) The individual participates in a regular squad practice or competition at a four-year collegiate institution that occurs before he beginning of any term;
(c) The individual officially registers, enrolls and attends classes during the certifying institution’s summer term prior to his or her initial full-time enrollment at the certifying institution; or
(d) The individual reports to an institutional orientation session that is open to all incoming students within 14 calendar days prior to the opening day of classes of a regular academic term.

13.02.16.1 Official (Paid) Visit
An official visit to a member institution by a prospective student-athlete is a visit financed in whole or in part by the member institution.

13.02.16.2 Unofficial Visit
An unofficial visit to a member institution by a prospective student-athlete is a visit made at the prospective student-athlete’s own expense. The provision of any expenses or entertainment valued at more than $100 by the institution or representatives of its athletics interests shall require the visit to become an official visit, except as permitted in Bylaws 13.5 and 13.7.

13.2.1.1 Specific Prohibitions
Specifically prohibited financial aid, benefits and arrangements include, but are not limited to, the following:
(a) An employment arrangement for a prospective student-athlete’s relatives;
(b) Gift of clothing or equipment;
(c) Co-signing of loans;
(d) Providing loans to a prospect's relatives or friends;
(e) Cash or like items;
(f) Any tangible items, including merchandise;
(g) Free or reduced-cost services, rentals or purchases of any type;
(h) Free or reduced-cost housing;
(i) Use of an institution's athletics equipment (e.g., for a high-school all-star game); and
(j) Sponsorship of or arrangement for an awards banquet for high-school, preparatory school or two-year-college athletes by an institution, representatives of its athletics interests or its alumni groups or booster clubs.
(k) Expenses for academic services (e.g., tutoring, test preparation) to assist in the completion of initial-eligibility or transfer-eligibility requirements or improvement of the prospective student-athlete has a proprietary in conjunction with a waiver request.

TRANSPORTATION

13.5.2.1 General Restrictions.
An institution may not provide transportation to a prospective student-athlete other than on an official paid visit or, on an unofficial visit, to view a practice or competition site in the prospective student-athlete’s sport and other institutional facilities and to attend a home athletics contest at any local facility when accompanied by an institutional staff member. During the official paid visit, transportation may be provided to view a practice or competition site and other institutional facilities located outside a 30-mile radius of the institution’s campus.

13.5.2.2 Automobile Transportation
If a prospective student-athlete travels by automobile on an official paid visit, the institution may pay round-trip expenses to the individual incurring the expense (except the prospective student-athlete's coach as set forth in Bylaw 13.8.1.2) at the same mileage rate it allows its own personnel. Any automobile may be used by the prospective student-athlete, provided the automobile is not owned or operated or its use arranged by the institution or any representative of its athletics interests.
13.5.2.3 Air Transportation
An institution providing air transportation to a prospective student-athlete to and from an official campus visit must use commercial transportation at coach-class airfare. Coaching staff members shall not accompany a prospect to or from an official visit when air travel is used, except as permitted in Bylaw 13.5.2.4.

13.5.2.3.1 Ticket Discounts
An institution may not arrange payment of the airline ticket to allow a prospective student-athlete [or the prospective student athlete's relatives, friends or legal guardian(s)] to take advantage of ticket bonuses, rebates, refunds, upgrades or other benefits connected with the purchase of the ticket.

13.5.2.4 Transportation From Airport or Bus or Train Station.
During the official visit, any member of an institution's athletics department staff may provide ground transportation for a prospective student-athlete and the prospective student-athlete's parents, relatives or legal guardians between the campus and any bus or train station or airport. If a prospective student-athlete is transported by a member of the institution's athletics department from an airport or bus or train station other than the major airport or bus or train station nearest the institution, the 48-hour official visit period begins with the initiation of the ground transportation by the member of the institution's athletics department staff.

13.5.2.5 Visiting Two or More Institutions
Two or more institutions to which a prospective student-athlete is making official visits on the same trip may provide travel expenses, provided there is no duplication of expenses, only actual and necessary expenses are provided, and the 48-hour visit limitation is observed at each institution.

13.5.2.6 Transportation of Prospective Student-Athlete’s Relatives, Friends or Legal Guardians.
An institution shall not permit its athletics department staff members or representatives of its athletics interests to pay, provide or arrange for the payment of transportation costs incurred by relatives, friends or legal guardians of a prospective student-athlete to visit the campus or elsewhere; however, an institution may:

(a) Provide automobile-mileage reimbursement to a prospective student-athlete on an official visit, even if relatives or friends accompany the prospective student-athlete;

(b) Permit the parents or legal guardians of a prospective student-athlete to ride in an automobile driven by a coaching staff member for the purpose of providing ground transportation to a prospective student-athlete as part of an official visit; and

(c) Provide transportation between its campus and any bus or train station or airport for the parents, relatives or legal guardians of a prospective student-athlete making an official visit.

13.5.2.6.1 Exception—Transportation Expenses for a Prospective Student-Athlete’s Parents or Legal Guardians—Basketball.
In Basketball, an institution may pay the actual round-trip costs for a prospective student-athlete’s parents or legal guardians (expenses for up to two people) to accompany the prospective student-athlete on his or her official visit.

13.5.3 Transportation on Unofficial Visit.
During any unofficial recruiting visit, the institution may provide the prospective student-athlete with transportation to view practice and competition sites in the prospective student-athlete's sport and other institutional facilities and to attend a home athletics contest at any local facility. An institutional staff member must accompany the prospective student-athlete during such a trip. Payment of any other transportation expenses, shall be considered a violation.
13.6.7 Entertainment/Tickets on Official Visit.

13.6.7.1 General Restrictions
An institution may provide entertainment, which may not be excessive, on the official visit only for a prospective student-athlete and the prospective student-athlete's parents (or legal guardians) or spouse and only within a 30-mile radius of the institution's main campus. Entertainment and contact by representatives of the institution's athletics interests during the official visit are prohibited. It is not permissible to entertain other relatives or friends (including dates) of a prospective student-athlete at any time at any site.

13.6.7.5 Student Host
The student host must be either a current student-athlete or a student designated in a manner consistent with the institution's policy for providing campus visits or tours to prospective students in general. The institution may provide the following to a student host entertaining a prospective student-athlete:

(a) A maximum of $40 for each day of the visit to cover all actual costs of entertaining the student host(s) and the prospective student-athlete (and the prospective student-athlete's parents, legal guardians or spouse), excluding the cost of meals and admission to campus athletics events. The cost of entertainment of the institution's athletics department staff members who accompany the prospective student-athlete is also excluded. If an athletics department staff member serves as the prospective student-athlete's host, his or her entertainment costs must be included in the entertainment allowance. The entertainment allowance may not be used for the purchase of souvenirs, such as T-shirts or other institutional mementos. It is permissible to provide the student host with an additional $20 per day for each additional prospective student-athlete the host entertains;

(b) Complimentary meals, provided the student host is accompanying the prospective student-athlete during the prospective student-athlete's official visit; and

(c) Complimentary admissions to campus athletics events, provided the student host is accompanying the prospective student-athlete to the events during the prospective student-athlete's official visit.

13.6.7.5.1 Multiple Hosts
If several students host a prospective student-athlete, the $40-per-day entertainment money may be used to cover the actual and necessary expenses incurred by the prospective student-athlete and all hosts. Only one student host per prospective student athlete may be provided a free meal if restaurant facilities are used.

13.6.6.7.1 Entertainment at Staff Member's Home
A luncheon, dinner or brunch at the home of an institutional staff member (e.g., the athletics director, a coach, a faculty member or the institution's president) may be held for a prospective student-athlete on an official visit, provided the entertainment is on a scale comparable to that of normal student life, is not excessive in nature and occurs on only one occasion.

13.6.7.8 Normal Retail Cost
If a boat, snowmobile, recreational vehicle or similar recreational equipment (including those provided by an institutional staff member or a representative of the institution's athletics interests) is used to entertain a prospective student-athlete or the prospective student-athlete's parents (or legal guardians) and spouse, the normal retail cost of the use of such equipment shall be assessed against the $40-per-day entertainment figure; further, if such normal retail costs exceeds the $40-per-day entertainment allowance, such entertainment may not be provided.

13.6.7.9 Activities During Official Visit.
An institution may not arrange miscellaneous, personalized recruiting aids (e.g., personalized jerseys, personalized audio/video scoreboard presentations) and may not permit a prospective student-athlete to engage in any game-day simulations (e.g., running onto the field with the team during pregame introductions) during an official visit. Personalized recruiting aids include any decorative items and special additions to any location the prospective
student-athlete will visit (e.g., hotel room, locker room, coach's office, conference room, arena) regardless of whether the items include the prospective student-athlete's name or picture.

13.7.2.1 General Restrictions, Unofficial Visit
During an unofficial visit, the institution may not pay any expenses or provide any entertainment except a maximum of three complimentary admissions (issued only through a pass list) to a home athletics event at any facility within a 30-mile radius of a member institution's main campus in which the institution's intercollegiate team practices or competes. Such complimentary admissions are for the exclusive use of the prospective student-athlete and those persons accompanying the prospective student-athlete on the visit and must be issued on an individual-game basis. Such admissions may provide seating only in the general seating area of the facility used for conducting the event. Providing seating during the conduct of the event (including intermission) for the prospective student-athlete or the prospective student-athlete's parents (or legal guardians) or spouse in the facility's press box, special seating box(es) or bench area is specifically prohibited. Complimentary admissions may not be provided during a dead period, except as provided in Bylaw 13.7.2.5.

MEALS & LODGING

13.6.6 Accommodations on Official Visit
A prospective student-athlete on an official visit shall be provided lodging and take meals as regular students normally do. Local commercial facilities may be used but at a scale comparable to that of normal student life and only within a 30-mile radius of the institution's campus. Lodging may not include special accessories (e.g., jacuzzis, suites) that are not available generally to all guests residing at the establishment. (See Bylaw 13.6.7.7 for restrictions on meals provided to prospective student-athletes on official visits.)

13.6.7.1.1 Meals and Lodging While in Transit
It is permissible for an institution to pay a prospective student-athlete's actual costs for reasonable expenses (e.g., meals, lodging) incurred while traveling to and from campus on the official visit. In basketball, an institution may pay the actual costs for meals and lodging for a prospective student-athlete's parents or legal guardians (expenses for up to two people) that are incurred while traveling to and from campus to accompany the prospective student-athlete on his or her official visit.

13.6.7.5.1 Multiple Hosts
If several students host a prospective student-athlete, the $40 per day entertainment money may be used to cover the actual and necessary expenses incurred by the prospective student-athlete and all hosts. Only one student host per prospective student-athlete may be provided a free meal if restaurant facilities are used.

13.6.7.7 Meals on Official Visit
The cost of actual meals, not to exceed three per day, on the official visit for a prospective student-athlete and the prospective student-athlete's parents, legal guardians, spouse or children need not be included in the $40-per-day entertainment expense. Meals must be comparable to those provided to student-athletes during the academic year. A reasonable snack (e.g., pizza, hamburger) may be provided in addition to the three meals.

13.6.9 Lodging for Additional Persons
Additional persons (e.g., prospective student-athlete's brother, sister, friend) may stay in the same room as the prospective student-athlete or parents, spouse or legal guardians of the prospective student-athlete, but the institution shall not pay the costs resulting from the additional occupants. The additional occupants shall not be prospective student-athletes being recruited by the institution.

13.7.2.1.3 Housing-Lodging in Dormitories, Unofficial (Nonpaid) Visit
A prospective student-athlete on an unofficial visit may stay in an enrolled student-athlete's dormitory room only if the prospective student-athlete pays the regular institutional rate of such lodging.
**UA OFF-CAMPUS RECRUITING POLICY & PROCEDURE**

1. Prior to August 1st of each year and before a coach may recruit off campus, the coach must be certified through a test provided by the National Collegiate Athletic Association [NCAA] and administered by the Southeastern Conference [SEC].

2. Off-campus recruiting activities include visits that authorized staff members from UA make to prospect’s homes, schools, athletics practices or contest, or any other site off the UA campus.

3. Each coach is responsible for ensuring that it is an appropriate time within his/her sport’s recruiting calendar to travel off campus for recruiting purposes. The Compliance Office will cross check all recruiting expense reports for travel within appropriate time periods. Travel expense reports indicating travel outside an appropriate recruiting period will not be approved by the Compliance Office.

4. All off-campus recruiting shall be documented on the contact and evaluation log(s) [off-campus recruiting log(s)]. An off-campus recruiting log must be turned in after every trip taken for the purpose of recruiting.

5. For tournaments, a program with each team roster will serve as proper documentation. A list of all the participants in each contest/game observed is required.

6. If off-campus recruiting expenses are incurred, a recruiting expense report and an off-campus recruiting log must be handed in together.

7. The recruiting expense report must be submitted to the administrative sport oversight and the athletics compliance office. Once the expense report is approved for proper documentation, it will be forwarded in a timely manner to the athletics business office.

8. If an off-campus recruiting log is not attached with the recruiting expense report, the request will be returned for lack of proper documentation.

9. Completed recruiting logs for off-campus recruiting activity shall be submitted to the athletics compliance office in the next monthly submission of recruiting forms or immediately following the recruiting trip, or the expense report will not be returned. The recruiting logs shall also be submitted with the appropriate expense report within the time frame established by the athletics business office.

10. The list of football coaches who will recruit off campus in any given week must be submitted to the athletics compliance office in advance of that week. This information will then be forwarded to the SEC.

11. The sports of men’s and women’s basketball, softball and volleyball are responsible for maintaining an accurate record of the number of evaluation days used during the academic year evaluation period. Such record is required to be filed in writing to the athletics compliance office.

12. The sports of men’s and women’s basketball are also responsible for ensuring that all events attended during the summer evaluation period are certified recruiting events.

13. All coaches must obtain itemized receipts that show all charges incurred for recruiting trips and all official paid visits.

**MONITORING RECRUITING ACTIVITIES**

One of the most important components of a successful compliance program is the monitoring of all recruiting activities and a prospective student-athlete’s recruited status. Because other aspects of the student-athlete’s eligibility (e.g., financial aid) could be affected by whether or not a student-athlete is “recruited”, proper documentation must be maintained on each PSA.

By definition, a prospective student-athlete is “recruited” if any one of the following three things occurs:

a) UA provides the PSA with an official visit;

b) A UA staff member has an arranged, in-person, off-campus encounter with a member of the institution’s coaching staff (including a coach’s arranged, in-person, off-campus encounter with the prospective student-athlete or the prospective student-athlete’s parents, relatives or legal guardians); or
c) UA has issued a National Letter of Intent or a written offer of athletically related financial aid by the institution for a regular academic term.

**RECRUITING ACTIVITIES/PUBLICITY OF PROSPECTIVE STUDENT-ATHLETES**

**13.4.4 Advertisements and Promotions**

**13.4.3.1 Recruiting Advertisements**
The publication of advertising or promotional material, by or on behalf of a member institution, designed to solicit the enrollment of a prospective student-athlete is not permitted, except as provided in Bylaw 13.4.3.1.1. Accordingly, a member institution may not buy or arrange to have space in game programs or other printed materials published to provide information concerning the athletics participation or evaluation of prospective student-athletes (e.g., recruiting publications) for any purpose whatsoever, including advertisements, a listing of prospective or enrolled student-athletes who will attend the institution and informative materials related to the institution.

*Interpretation: All Media. An institution may not purchase advertising (e.g., season tickets, athletics program) to be aired during the broadcast or telecast of a high school contest. (8/27/92 Official Interp)*

**13.4.3.4 Miscellaneous Promotions**
Member institutions and their representatives of athletics interests are prohibited from financing, arranging or utilizing recruiting aids (e.g., newspaper advertisements, bumper stickers, message buttons) designed to publicize the institution's interest in a particular prospective student-athlete.

**13.10.2.1 Comments Before Commitment**
Before the signing of a prospective student-athlete to a National Letter of Intent or an institution's written offer of admission and/or financial aid or before the institution receives his or her financial deposit in response to its offer of admission, a member institution may comment publicly only to the extent of confirming its recruitment of the prospective student-athlete. The institution may not comment generally about the prospective student-athlete's ability of the contribution that the prospective student-athlete might make to the institution's team; further, the institution is precluded from commenting in any manner as to the likelihood of the prospective student-athlete committing to or signing with that institution.

**13.10.2.2 Radio/TV Show**
A member institution shall not permit a prospective student-athlete or a high school, college preparatory school or two-year college coach to appear, be interviewed or otherwise be involved (in person or via film, audio tape or videotape) on:

(a) A radio or television program conducted by the institution's coach;

(b) A program in which the institution's coach is participating; or

(c) A program for which a member of the institution's athletics staff has been instrumental in arranging for the appearance of the prospective student-athlete or coach or related program material.

**13.10.2.2.1 Announcer for Broadcast of Prospective Student-Athletes Contest**
A member of the athletics staff of a member institution may not serve as an announcer or commentator for any athletics contest in which a prospective student-athlete is participating, or appear (in person or by means of film, audio tape or videotape) on a radio or television broadcast of such contest. This restriction does not apply to contests involving national teams in which prospective student-athletes may be participants, including the Olympic Games.
13.10.2.2 Game Broadcast
A prospect may not be interviewed during the broadcast or telecast of an institution’s intercollegiate contest. A member institution may not permit a station telecasting a game to show a videotape of competition involving high-school, prep school, or two-year college players.

13.10.3.3 Game Broadcast/Telecast
A prospective student-athlete may not be interviewed during the broadcast or telecast of an institution's intercollegiate contest. A member institution may not permit a station telecasting a game to show a videotape of competition involving high school, preparatory school or two-year college prospective student-athletes.

13.10.2.4 Prospective Student-Athlete's Visit
A member institution shall not publicize (or arrange for publicity of) a prospective student-athlete’s visit to the institution's campus. Further, a prospective student-athlete may not participate in team activities that would make the public or media aware of the prospective student-athlete’s visit to the institution (e.g., running out of the tunnel with team, celebratory walks to or around the stadium/arena, on-field pregame celebrations).

EXTRA BENEFITS | CURRENT STUDENT-ATHLETES |
--- | --- |
16.02.3 Extra Benefit.
An extra benefit is any special arrangement by an institutional employee or representative of the institution's athletics interests to provide a student-athlete or the student-athlete family member or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their family members or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution's students or their family members or friends or to a particular segment of the student-body (e.g., international students, minority students) determined on a basis unrelated to athletics ability.

16.9.1 Permissible Travel Expenses Not Related to Practice or Competition
An institution, conference or the NCAA may provide actual and necessary expenses to a student-athlete to represent the institution in noncompetitive events [e.g., goodwill tours, media appearances (see Bylaw 12.5.3), student-athlete advisory committee meetings]. Further, an institution may provide reasonable local transportation to student-athletes on an occasional basis.

16.11.1.5 Occasional Meals
A student-athlete or the entire team in a sport 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 or the entire team in a sport may receive an occasional meal from a representative of athletics interests on infrequent and special occasions under the following conditions:
(a) The meal may only be provided in an individual's home, on campus or at a facility that is regularly used for home competition and may be catered; and
(b) A representative of the institution's athletics interests 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.

Non-permissible-Telephones

Departmental Policy: A student-athlete’s use of an institutional staff member's telephone for long distance calls would constitute an impermissible extra benefit and represent a violation of NCAA regulations.

Please be sure to keep your office locked and, also, continue to audit your monthly phone bills to ensure that all calls were in fact made by you. If you become aware that your phone number is being utilized improperly by a student-athlete or any other unauthorized individual, please contact Compliance immediately, so that appropriate corrective action can be taken.
16.11.2.2 Other Prohibited Benefits
An institutional employee or representative of the institution's athletics interests may not provide a student-athlete with extra benefits or services, including, but not limited to:
(a) A loan of money;
(b) A guarantee of bond;
(c) An automobile or the use of an automobile;
(d) Transportation (e.g., a ride home with a coach), except as permitted in Bylaw 16.9.1, even if the student-athlete reimburses the institution or the staff member for the appropriate amount of the gas or expense; or
(e) Signing or co-signing a note with an outside agency to arrange a loan.

PERMISSIBLE EXPENSES [PROSPECTIVE STUDENT-ATHLETES]

13.1.9 Funeral/Memorial Services
An institutional staff member may attend the funeral or memorial services of a student-athlete, a prospective student-athlete or a member of the student-athlete's or a prospective student-athlete's immediate family, at which prospective student-athletes also may be in attendance, provided no recruiting contact occurs. The involved prospective student-athlete must have signed a National Letter of Intent, or a written offer of admission and/or financial aid with the institution, or the institution must have received a financial deposit in response to the institution's offer of admission.

13.2.8 Life-Threatening Injury or Illness/Death
An institution may provide a donation (up to $100) to a charity on behalf of a prospective student-athlete or may provide other reasonable tokens of support (e.g., flowers) in the event of the death of the prospective student-athlete or the death or life-threatening injury or illness of a member of the prospective student-athlete's immediate family, provided the prospective student-athlete has signed a National Letter of Intent, or a written offer of admission and/or financial aid with the institution, or the institution must have received a financial deposit in response to the institution's offer of admission.

EXPENSES FOR TRAVEL, PRACTICE & AWAY-FROM-HOME COMPETITION

16.7. Entertainment in Conjunction with Practice and Competition
An institution, conference, or the NCAA may provide reasonable entertainment (but not provide cash for such entertainment) to student-athletes in conjunction with practice or competition.

16.8 Expenses Provided by the Institution for Practice and Competition.
16.8.1.1 Permissible.
An institution, conference or the NCAA may provide actual and necessary expenses to a student-athlete to represent the institution in practice and competition (including expenses for activities/travel that are incidental to practice or competition). In order to receive competition-related expenses, the student-athlete must be eligible for competition.

16.8.1.2 Other Competition
During an academic year in which a student-athlete is eligible to represent an institution in athletics competition (or in the following summer), an institution may provide actual and necessary expenses related to participation in the following activities:
(a) Established national championship events (including junior national championships);
(b) Specific competition (e.g., Olympic Trials) from which participants may directly qualify for the Olympic Games, Pan American Games, World Championships, World Cup, World University Games and World University Championships; and
(c) National team tryout competition events, including events from which participants are selected for another tier of tryout competition or events from which final selections are made for the national team that
will participate in the Olympic Games, Pan American Games, World Championships, World Cup, World University Games or World University Championships.

16.8.2 Non-permissible.
16.8.2.1 Expenses for Participation in Postseason Bowl Games—Midyear Enrollee—Bowl Subdivision Football. [FBS]
In bowl subdivision football, an institution may not provide expenses (e.g., travel, room and board, entertainment, incidental expenses, etc.) to a student-athlete who is a midyear enrollee (freshman or transfer) for participation in a postseason bowl game that occurs before or during the student-athlete's initial term of full-time enrollment at the institution.

AWARDS — TEAM AND INDIVIDUAL

END-OF-SEASON AWARDS AND PRIZES

16.1.4.1: Participation Awards
Awards for participation in intercollegiate athletics may be presented each year, limited in value and number as specified in Figure 16-1. Awards for participation in special events may be provided only to student-athletes eligible to participate in the competition.

**FIGURE 16-1**
Participation Awards [R]

<table>
<thead>
<tr>
<th>Type of Award</th>
<th>Maximum Value of Award</th>
<th>Number of Times Award May Be Received</th>
<th>Permissible Awarding Agencies</th>
<th>Maximum Number of Permissible Awarding Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Participation — Underclassmen</td>
<td>$225</td>
<td>Once per year per sport</td>
<td>Institution</td>
<td>1</td>
</tr>
<tr>
<td>Annual Participation — Senior</td>
<td>$425</td>
<td>Once per year per sport</td>
<td>Institution</td>
<td>1</td>
</tr>
<tr>
<td>Special Event Participation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Participation in postseason conference championship contest or tournament</td>
<td>$175*</td>
<td>Once per event</td>
<td>Institution Management of event (may include conference office)</td>
<td>2</td>
</tr>
<tr>
<td>Participation in postseaason NCAA championship contest or tournament</td>
<td>Institution — $575 NCAA — No limit</td>
<td>Once per event</td>
<td>Institution</td>
<td>2</td>
</tr>
<tr>
<td>Participation in all-star game or postseason bowl</td>
<td>$400 (Institution) $350 (Management of event)</td>
<td>Once per event</td>
<td>Institution Management of event</td>
<td>2</td>
</tr>
<tr>
<td>Participation in other established meets, tournaments and featured individual competition</td>
<td>$400*</td>
<td>Once per event</td>
<td>Institution Management of event</td>
<td>2</td>
</tr>
</tbody>
</table>

*The combined value of all awards received for participation in a type of event from the institution and the management of the event may not exceed the published value.

16.1.4.2: Awards for Winning Conference and National Championships.
Awards for winning an individual or team conference or national championship may be presented each year, limited in value and number as specified in Figure 16-2. Awards for winning a conference or national championship in a team sport may be provided only to student-athletes who were eligible to participate in the championship event. The total value of any single award received for a national championship may not exceed $415. The total value of any single award received for a conference championship may not exceed $325, and each permissible awarding agency is subject to a separate $325 limit per award. Each permissible awarding agency may provide only a single award for each championship to each student-athlete. Separate awards may be presented to both the regular-season conference champion and the postseason conference champion (with a separate $325 limitation), but if the same institution wins both the regular-season and postseason conference championship, the combined value of both awards shall not exceed $325.
FIGURE 16-2
Championship Awards [R]

<table>
<thead>
<tr>
<th>Type of Award</th>
<th>Maximum Value of Award</th>
<th>Number of Times Award May Be Received</th>
<th>Permissible Awarding Agencies</th>
<th>Maximum Number of Permissible Awarding Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Championship conducted by NCAA</td>
<td>$415*</td>
<td>Once per championship</td>
<td>Institution** Conference**</td>
<td>2</td>
</tr>
<tr>
<td>National Championship not conducted by NCAA***</td>
<td>$415*</td>
<td>Once per championship</td>
<td>Institution** Conference**</td>
<td>2</td>
</tr>
<tr>
<td>Conference Championship — regular season</td>
<td>$325**</td>
<td>Once per championship</td>
<td>Institution** Conference**</td>
<td>2</td>
</tr>
<tr>
<td>Conference Championship — postseason contest or tournament</td>
<td>$325**</td>
<td>Once per championship</td>
<td>Institution** Conference**</td>
<td>2</td>
</tr>
</tbody>
</table>

* Each permissible awarding agency is subject to a separate $415/$325 limit per award.
** Award may be provided by another organization recognized by the institution or conference to act in its place.
*** Applies only to sports or classifications/divisions where the NCAA does not conduct championships. Teams must be designated as a "national champion" by a national vote-service, poll, or the national coaches association in that sport.

16.1.4.3: Special Achievement Awards.

Awards may be provided each year to individual student-athletes and teams to recognize special achievements, honors and distinctions, limited in value and number as specified in Figure 16-3.

FIGURE 16-3
Special Achievement Awards [R]

<table>
<thead>
<tr>
<th>Type of Award</th>
<th>Maximum Value of Award</th>
<th>Number of Times Award May Be Received</th>
<th>Permissible Awarding Agencies</th>
<th>Maximum Number of Permissible Awarding Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special attainments or contribution to team/s</td>
<td>$175</td>
<td>Once per category of award per year</td>
<td>Institution</td>
<td>1</td>
</tr>
<tr>
<td>Most valuable player — special event*</td>
<td>$325**</td>
<td>Once per event</td>
<td>Institution Conference</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Most valuable player — bowl game or all-star contest</td>
<td>$350</td>
<td>Once per event</td>
<td>Sponsor/recipient of all-star contest or certified postseason bowl</td>
<td>1</td>
</tr>
<tr>
<td>Established national/recognition award (e.g., Wade Trophy, Maxwell Trophy)</td>
<td>$325</td>
<td>Once per year per award</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Trophy recognizing established national award</td>
<td>Unlimited</td>
<td>Once per year</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Trophy recognizing conference ‘athlete of the year’</td>
<td>$1,500</td>
<td>Once per year to one male and one female</td>
<td>Conference</td>
<td>1</td>
</tr>
<tr>
<td>Specialized performance in single contest or during limited time period (e.g., player of the game, player of the week)</td>
<td>$80</td>
<td>Unlimited</td>
<td>Outside organization or local business</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Hometown award</td>
<td>$80</td>
<td>Unlimited</td>
<td>Group other than institutions booster club located in the student-athlete’s hometown</td>
<td>Unlimited</td>
</tr>
</tbody>
</table>

* The award recipient must be selected by a recognized organization approved by a number institution or conference.
** Each permissible awarding agency is subject to separate $325 limit per award. Each awarding agency may provide only a single award for each event to each student athlete.

ASK BEFORE YOU ACT!