

The Tennessee Tech Student-Athlete Handbook has been revised as of July 2022. This handbook is a statement of NCAA and OVC rules and TTU policies. In cases of discrepancy between the Handbook and the policy, the terms of the rule or policy supersede any statement in this handbook.

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## DEPARTMENT OF ATHLETICS TELEPHONE DIRECTORY

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<u>Name</u>	<u>Campus Ext.</u>
<u>Administration</u>	<u>(Area Code 931- and Local Prefix 372-)</u>
Director of Athletics (AD)	6306
Assistant AD for External Relations	3945
Assistant AD for Compliance/SWA	3949
Facilities and Events Coordinators	6293, 3916
Marketing/Promotion Coordinators	3669
Video Production Coordinators	3883, 3293
Assistant AD for Academics and Student-Athlete Welfare	6236
Academic Advisors	3153, 3912, 6248
Faculty Athletics Representative	3365, 6469
Admin. Asst./Academic Support and Certification	6260
Director of Annual Giving and Stewardship	6857
Sports Information Director	3088
Sports Information Coordinators	3883, 6139
Director of Athletic Performance	6278
Assistant Strength and Conditioning Coach	6234
Assistant AD for Sports Medicine	3934
Assistant Athletic Trainers	3968
Executive Assistant to the Director of Athletics	6306
Ticket Office/Ticket Manager	3940
Office Supervisor/Accounts Payable	3942
Athletics Administrative Associate	3941
Athletics Travel	3937
Fax number	3114
Commissioner, Ohio Valley Conference	(615) 371-1788
<u>Women's Sports</u>	
Basketball - Head Coach	6292
Basketball - Assistants	3922, 3926, 6294
Cross-Country/Indoor & Outdoor Track – Coaches	3749
Golf – Head Coach	3994
Golf – Assistant Coach	3910
Soccer - Head Coach	6200
Soccer - Assistants	6226
Softball – Head and Assistant Coaches	6552
Volleyball - Head Coach	3924

Volleyball - Assistants	3992, 3993
<u>Men's Sports</u>	
Baseball - Head Coach	3925
Baseball - Assistants	3853
Basketball - Head Coach	3950
Basketball - Assistants	3951,
	3952, 3953, 6115
Cross-Country - Head and Assistant Coaches	3749
Football - Head Coach	3930
Football - Assistants	
	3198, 3199,
	3914, 3936, 3935,
	3932
Golf – Head Coach	3994
Golf – Assistant Coach	3910
Tennis – Head and Assistant Coaches	854-0569

### **Mission Statement**

Tennessee Tech Athletics enhances the University and its communities. We are committed to a quality intercollegiate athletics program by:

- Educating, retaining and graduating student-athletes;
- Winning championships;
- Providing resources for student-athletes and staff success;
- Operating with integrity and fiscal responsibility;
- Instilling pride and honoring traditions;
- Engaging in partnerships, service and leadership opportunities;
- Exhibiting a culture of sportsmanship, equity, diversity and inclusion; and
- Adhering to NCAA, Conference and Institutional rules and regulations

## STUDENT-ATHLETE ADVISORY COMMITTEE

### Purpose

The purpose of the Student-Athlete Advisory Committee (SAAC) is to provide student-athletes a forum through which they can communicate directly with the Director of Athletics about issues that may affect athletics teams and/or individual student-athletes. SAAC may review NCAA and OVC proposals and policies that affect student-athletes, and it shall advise the Director of Athletics about its position on such matters.

SAAC shall be an advisory body to the Director of Athletics and shall be comprised of at least one captain or an elected representative from each varsity athletics team which Tennessee Tech sponsors. SAAC shall meet a minimum of once per semester.

## 1. ACADEMIC REQUIREMENTS



## 1. ACADEMIC REQUIREMENTS

### A. INITIAL ACADEMIC REQUIREMENTS FOR FIRST-TIME ATHLETES

All initial academic requirements for eligibility are determined by NCAA Bylaw 14.3. All decisions regarding eligibility for practice and competition during the first year of enrollment are determined by the NCAA Eligibility Center.

### B. PROGRESS TOWARD DEGREE

Degree Program: A continuing or transfer student-athlete must declare a specific baccalaureate degree program by the beginning of the third year (fifth semester) of enrollment.

Progress Toward Degree: To be academically eligible for competition as a continuing student-athlete, one must make progress toward a degree in each of three ways:

1. Annual progress: Eligibility for competition shall be determined by the student athlete's academic record in existence at the beginning of the Fall semester, based upon satisfactory completion of at least:
  - a. Twenty-four (24) semester hours of academic credit prior to the start of the third semester following the student-athlete's initial full-time enrollment. (A maximum of six hours of developmental work may apply). College credit earned in high school, AP credit and summer prior to initial full-time enrollment can count in the 24-hour rule.
  - b. Eighteen (18) semester hours of academic credit since the beginning of the previous Fall semester, or since the beginning of the preceding two semesters. (Hours earned during the Summer may not be used to fulfill this requirement); and
  - c. Term-by-term progress. Six (6) semester hours of academic credit (toward a specific baccalaureate degree program after the fourth semester) the preceding regular academic semester (e.g., Fall semester) in which the student-athlete has been enrolled at any collegiate institution. The six-hour rule must be met each semester to be eligible to compete the following semester. Student-athletes participating in football must complete nine credit hours in the fall term, and student-athletes participating in baseball must be academically eligible at the beginning of the fall semester to be eligible to compete during the championship season.

Note: Prior written approval by appropriate academic officials is necessary in order to use course work taken in the summer at a non-TBR university for satisfactory progress

purposes.

2. Total credit hour progress toward a specific baccalaureate degree (required hours will vary with the academic program):

40% completed at the beginning of the third academic year (fifth semester of full-time enrollment)

60% completed at the beginning of the fourth academic year (seventh semester of full-time enrollment)

80% completed at the beginning of the fifth academic year (ninth semester of full-time enrollment)

3. Overall GPA Requirement (a percentage of the GPA required for graduation by the Tennessee Tech):

90% at the beginning of the third and fourth semester (1.800 at TTU)

95% at the beginning of the fifth and sixth semester (1.900 at TTU)

100% at the beginning of all semesters starting with the seventh and subsequent semesters (2.000 at TTU)

#### C. OHIO VALLEY CONFERENCE (OVC) BYLAW III- RULES OF ELIGIBILITY

1. Conference regular-season eligibility requirements shall be identical to those stated in NCAA Bylaw 14. (OVC Bylaw 11.1)
2. Lists of the eligible student-athletes at an OVC institution must be approved and signed by the Registrar, the Director of Athletics and the Faculty Athletics Representative of that institution and filed in the OVC Commissioner's office prior to the first competition in each sport. (OVC Bylaw 11.4)

#### D. TTU ELIGIBILITY ISSUES; MISSING CLASS FOR COMPETITION

1. Eligibility Issues:
  - a. The sequence of steps used at Tennessee Tech for determining student-athlete academic eligibility is given in Tennessee Tech Policy 903 Section C.
  - b. For the purpose of eligibility for participation in institutionally sponsored extracurricular activities, all students are considered to be in good academic standing as long as they achieve sufficient qualitative and quantitative academic progress to allow them to remain enrolled in the institution. For additional information, see the [Academic Standards on the Academics Regulations and](#)

[Registration webpage.](#)

2. Missing Class for Competition:

- a. Each individual class instructor is required to include a course attendance policy in their syllabus. Student-athletes and managers should understand the policy for each class and seek clarification from their course instructors during the first week of classes for each semester. If there are conflicts requiring a schedule change, those adjustments also should be made during the first week of classes. During the first week of each semester, it is each student-athlete's responsibility to identify conflicts between attendance policies, team practices, competitions, and team travel. Athletic Academic Advisors can assist students with schedule adjustments.
- b. NCAA member institutions are obligated to establish policies in all sports regarding student-athletes' missed class time due to participation in intercollegiate athletics and in athletics competition during final exam periods. (NCAA Bylaw 3.2.4.14). No class time should be missed due to practice activities. (NCAA Bylaw 17.1.7.10.2). The missed class time policy for Tennessee Tech Athletics can be found under Tennessee Tech Policy No. 917, Section III. I.
- c. Coaches should be sensitive to final examination schedules when scheduling games and practice sessions. The Director of Athletics must approve all contests scheduled during final exams. Further, all coaches should be aware of the number of absences that result from required participation in the sport. The Assistant Athletics Director for Academics and Student-Athlete Welfare will conduct monitoring of missed classes. Any excessive absences are to be brought to the attention of the Director of Athletics and the Faculty Athletics Representative.

## 2. ACADEMIC INFORMATION

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One of the guiding principles of Tennessee Tech University and the Department of Athletics is that each student-athlete has the primary goal of obtaining a degree from Tennessee Tech. The athletics program at Tennessee Tech should be conducted in a manner designed to foster the educational welfare of the student-athlete and support this primary goal. The athletics program shall conduct student activities as an integral part of the student-athlete's educational experience.

All student-athletes have the right to expect academic support services. The Assistant Athletics Director for Academics and Student-Athlete Welfare has the primary responsibility of coordinating these support services. The Assistant Athletics Director for Academics and Student-Athlete Welfare will provide tutoring and other assistance on an *as-needed* basis, in consultation with the student-athlete and respective head coach.

### A. ACADEMIC ELIGIBILITY

Student-athletes are certified each year regarding their eligibility for intercollegiate competition. The student-athlete must meet the requirements of Tennessee Tech, the OVC, and the NCAA. To be eligible for participation in any varsity sport, a student-athlete must be registered for a minimum of 12 undergraduate hours per term or nine graduate credit hours per term, and the Athletics administration at Tennessee Tech highly encourages each student-athlete to register for and pass 15 credit hours per term. A student-athlete must receive the permission of the Assistant Athletics Director for Academics and Student-Athlete Welfare if he or she plans to carry fewer than 13 credit hours. In order to be academically eligible, each student-athlete must meet the rules of NCAA Bylaw 14. All student-athletes must have declared a major by the beginning of their fifth semester, and only hours in that particular major will be countable toward certification. A maximum of six semester hours of remedial/developmental courses may be used in the first academic year for satisfactory progress. All student-athletes, with the exception of fall football requirements, must earn a minimum of six credit hours in their major each term of full term enrollment to be eligible to participate in the next regular academic term. Football student-athletes must pass nine credit hours in the fall semester.

### B. CLASS ATTENDANCE

It is the responsibility of every student-athlete to check every course syllabus during the first week of classes and identify any potential conflict with team travel or the ability to pass his/her classes due to projected excess absences. If conflicts exist, they should be discussed with the respective professor(s) during the first week of classes. Schedules should be adjusted if required. Irreconcilable conflicts should be brought to the attention of the Assistant Athletics Director for Academics and Student-Athlete Welfare.

It is the responsibility of the student-athlete to attend every class session for which he/she is scheduled, unless illness, team travel, or personal emergencies force his/her absence. For those specific absences, an official excuse will be provided. Any illness should be brought to the attention of a coach and the Director of Sports Medicine. Personal emergencies should be identified to the head coach, the Assistant Athletics Director for Academics and Student-Athlete Welfare, and the Office of Student Affairs. A student who is absent from class is expected to assume the responsibility for making arrangements, if allowed by the instructor, to complete the work missed. Make-up work must be scheduled with each individual instructor in advance of team travel. If assistance is needed, student-athletes should contact the Assistant Athletics Director for Academics and Student-Athlete Welfare. Consistent class attendance and participation are vital ingredients to academic success. Excessive absences may result in a failing grade, loss of athletic financial aid, compromised eligibility to compete, and challenges in rescheduling a necessary course. Please refer to Tennessee Tech Policy 266 (Class Attendance) for further information.

In addition to attending every class when not traveling with your team, student-athletes should check iLearn daily, check Tennessee Tech e-mail regularly, and represent Tennessee Tech Athletics with integrity and pride.

- a. Respect your professors as you do your coaches.
- b. Treat class time like practice time, and pursue academics like a full-time job.
- c. Inform your professors of team travel dates in advance of travel and complete assignments as early as possible. Arrange to have a fellow student take notes for you.
- d. Communicate frequently with your instructors, especially if you are being challenged academically.

## C. BOOKS

All student-athletes who are on book scholarship must pick up books in the office of the Assistant Athletics Director for Academics and Student-Athlete Welfare at the beginning of each semester. Required books and course materials are provided by Athletics. Additional books may be picked up, as needed, but the requirement must be identified in a course syllabus or in correspondence from the professor.

### **Book Policy**

Books are due back in good condition (i.e., a condition such that the books can be reissued, as determined by the Assistant Athletics Director for Academics and Student-Athlete Welfare) by

the end of Finals Week of the semester in which they were issued. If any books are not returned by the end of Finals Week or are not returned in good condition, the appropriate head coach will be informed **within the next week**. If the head coach's efforts are unsuccessful in having books returned **no later than two weeks after the close of the semester**, the student's account will be debited the replacement value of the books.

D. CHANGE OF MAJOR

Student-athletes may not change their major without first conferring with an Athletics Academic Advisor, who will discuss the proposed change with the NCAA Certification Analyst. Failure to acquire approval of an Athletics Academic Advisor in advance of a change of major may result in the loss of eligibility.

The official date of a student's change of major is the date noted by the Records Office on the change of major form when the form is received and date-stamped. Because of processing time and other responsibilities, the change of major may not actually be processed in Banner for several days or even weeks, and any report generated from the student system would indicate that the change of major took place on the date it was entered in Banner. The official date, however, will be noted on the change of major form which is kept in the student's vault record.

E. ACADEMIC PROBATION

Student-athletes follow the same policy as other students for retention, which can be found in Tennessee Tech Policy 263 or <http://catalog.tntech.edu/>.

F. REGISTRATION

All student-athletes are given priority registration and should register at the time assigned to them. Failure to do so results in a multitude of scheduling problems. Student-athletes must confer with an advisor in their particular academic area for recommended classes and to acquire an ALT PIN registration code. However, seeing only this advisor is not sufficient since many advisors are not knowledgeable of the NCAA or OVC regulations that govern eligibility. Class schedules should be approved by an Athletics Academic Advisor.

Any overload in scheduling (20 credit hours or more) must be approved by the Assistant Athletics Director for Academics and Student-Athlete Welfare, the student-athlete's academic advisor in his/her particular academic (major) area, and the appropriate dean.

You may not repeat a class that you previously passed without consulting the Assistant Athletics Director for Academics and Student-Athlete Welfare. Our mutual goal is to move the student-athlete toward graduation as efficiently as possible.

Courses that do not count in your program of study must be approved by the Assistant Athletics Director for Academics and Student-Athlete Welfare. Once again, our mutual goal is to move the student-athlete toward graduation as efficiently as possible. Extra academic minors, licensure endorsements, or additional courses that might enhance a student's graduate school application resume are not the responsibility of the Department of Athletics and will be approved on a case-by-case basis.

The Department of Athletics will not pay for TN eCampus courses, unless specifically approved by a committee appointed by the Director of Athletics. You must get permission by the Assistant Athletics Director for Academics and Student-Athlete Welfare and a committee appointed by the Director of Athletics before registering for ANY online course.

#### G. CLASS WITHDRAWALS

Any changes in original schedules must be approved by an Athletics Academic Advisor to avoid eligibility problems. For course withdrawals, the Assistant Athletics Director for Academics and Student-Athlete Welfare, your coach, and your departmental advisor must sign your Drop Form before you may drop a course after the first week of classes. Additionally, before a scholarship student-athlete may withdraw from a course, a TTU Athletics Withdrawal Request must be completed. Detailed justification for the withdrawal must be provided and the request must be signed by your head coach, your advisor in your major, the Assistant Athletics Director for Academics and Student-Athlete Welfare and then must be approved by a committee appointed by the Director of Athletics. If there is a record of poor attendance or failure to utilize tutoring, either the student-athlete or the head coach's sport budget will be held financially accountable for the lost tuition and fees.

#### H. SUMMER SCHOOL

At times it may be necessary to attend summer school for eligibility purposes or to facilitate an earlier graduation date. The Assistant Athletics Director for Academics and Student-Athlete Welfare, in consultation with the head coach and other Department of Athletics administrators (e.g., Assistant Athletics Director for Compliance, and/or the Director of Athletics), will review each case.

Countable summer courses taken at Tennessee Tech are acceptable toward graduation, percentage-toward-degree, and GPA. Courses may be taken at other colleges or universities if the proper documentation is presented. Written prior approval must be granted before enrolling for classes at other institutions to ensure the courses will count toward graduation. Tennessee Tech is not allowed to pay for summer school at another institution. Athletic scholarships for summer school classes at Tennessee Tech are at the discretion of the Department of Athletics, so a Summer School Request for Academic Aid should be submitted for consideration before the end of spring semester.



Student-athletes attending other institutions must request that a transcript of their work be immediately forwarded to the Office of Records at Tennessee Tech upon completion of the term. Student-athletes should review and fully understand Tennessee Tech Policy 261 regarding policy on transfer of credits, as Tennessee Tech will not use the transfer credit GPA in calculating a student's GPA.

#### I. FIFTH-YEAR SCHOLARSHIP

If the budget permits, a fifth-year carryover scholarship may be available to a student-athlete who needs additional coursework to complete his/her degree. A student-athlete would be eligible for additional scholarship money if he/she has diligently worked toward degree completion. The head coach shall recommend the student-athlete for a fifth-year scholarship to the Assistant Athletics Director for Academics and Student-Athlete Welfare through the Fifth-Year Scholarship application process. Applications will be available approximately April 1 for the following academic year, and applications will be reviewed and approved by a committee of athletic administrators. Fifth-year scholarship recipients are required to work within the Department of Athletics. The amount of work time is determined by the percent of a full scholarship that the student-athlete received and the class load required for graduation.

#### J. STUDY HALL/WIN PROGRAM REQUIREMENTS

The frequency and length of study hall varies with the particular sport and the needs of the individual. These sessions are always supervised by personnel coordinated by Athletics Academic Advisors. Tech Connect reports can be accessed by coaches concerning attendance, absences, tutoring, tardiness, or disciplinary problems. Guidelines for study hall can be found in the WIN Program requirements.

#### K. TUTORING

Tutorial assistance is provided as deemed necessary by the Assistant Athletics Director for Academics and Student-Athlete Welfare or designee. Tutors may be assigned to individuals or to lead study groups. All tutors are hired or arranged through the Assistant Athletics Director for Academics and Student-Athlete Welfare or designee on the basis of need. Abuse of tutoring privileges, unacceptable conduct in study hall, or unexcused class absences can result in the suspension or loss of this service.

Student-athletes should use tutoring services available at study hall, if applicable. Next, they should seek tutoring assistance through their respective major departments (as available) or through the Volpe Library Tutoring Center. If those resources are insufficient, inadequate, or unavailable due to student-athlete schedule conflicts, student-athletes may apply for individual

tutoring via Tech Connect. Tutors usually will be assigned within 48 hours.

It is recommended that students use the tutoring services early in the semester before falling too far behind in his or her course work. They should contact the Assistant Athletics Director for Academics and Student-Athlete Welfare for assistance in any area.

#### L. COMPUTER USAGE

Computers and a printer are available in a study room designated by the Assistant Athletics Director for Academics and Student-Athlete Welfare. Laptop computers may be checked out for short periods from the Athletic Advising Office. Priority is given to traveling student-athletes. Disregard of due dates will result in suspension of laptop checkout privileges.

#### M. WIN PROGRAM OVERVIEW; —WORK INTENSELY NOW!

The Tennessee Tech Department of Athletics uses an academic success framework - the Work Intensely Now (WIN) program - to support the academic success, retention, and progress toward graduation of its more than 300 student-athletes. The Department of Athletics WIN program provides supplemental academic support to freshmen student-athletes and managers, as well as to transfer and returning student-athletes, whose GPAs or general academic progress place them at risk for maintaining NCAA eligibility or adequate progress toward graduation. The program is designed to reinforce the importance of setting academic priorities and establishing an academic routine in an advantageous study environment. The program involves student-athletes, coaches, academic advisors, tutors, and faculty cooperating to support the general goal of academic success.

Weekly meetings with an academic coach are a critical component of the WIN Program. On most athletic teams, an assigned coach (head coach or designated assistant) meets with each student-athlete in his/her WIN program team at least once per week to discuss academic progress and concerns, as well as to review each student's planner and assignment due dates. In addition to the weekly meetings, tutoring is provided to student-athletes. Although student-athletes are encouraged to use the tutoring resources available through Athletics study hall and Tennessee Tech (e.g., Volpe Library; Chemistry Department; Basic Business Tutoring Center; Engineering Student Success Center), student tutors are hired for courses for which Tennessee Tech resources are routinely not available or when a student-athlete's schedule does not permit use of standard tutoring resources. This is a very important benefit.

Athletics Academic Advisors provide some academically-oriented workshops. Workshops frequently are scheduled at the beginning of each semester when freshmen and at-risk student-athletes can benefit most from learning how to succeed in college classes, how to interface with professors, how to access requisite technology (e.g., iLearn), and how to use a planner to more effectively manage their time.

Finally, coaches require those student-athletes enrolled in the WIN program to complete a predetermined number of hours in “study hall” every week. These study halls are supervised and offered during weekday daytime hours and Sunday through Thursday evenings in a central location. Student-athletes are expected to use study halls for reading, reviewing notes, group study, tutoring, and completing homework and projects. Student-athletes attending study hall are required to conform to study hall rules. Daily reports of study hall attendance Can be accessed by coaches through Tech Connect.

The Department of Athletics uses the Tech Connect Student Support System that integrates with Banner to provide an efficient method of communicating with professors and students via e-mail and text; organizing and managing tutoring services; initiating student-athlete academic progress requests; organizing student-athlete data; distributing travel absences; and generating reports.

## N. EXCERPTS FROM ACADEMIC POLICY; TTU POLICY 260

### Section A:

Notwithstanding anything in this policy to the contrary, each student is personally responsible for completing all degree and graduation requirements. While a student's advisor may assist the student in identifying and understanding these requirements, ultimately it is the student's responsibility to inform himself or herself of these requirements. Any substitution, waiver, or exemption for or from any applicable requirement or academic standard may be accomplished only with appropriate approval.

### K. Graduation Requirements

1. In addition to completing the degree requirements detailed above, in order to graduate from Tennessee Tech, a student must fulfill the following requirements:
  - a. All candidates for an undergraduate degree must file an application for graduation found on the Tennessee Tech Undergraduate Graduation web page no later than the deadlines provided below:
    - i. For students planning to graduate in the spring semester, the graduation application must be filed no later than September 1 of the previous year;
    - ii. For students planning to graduate in the summer semester, the graduation application must be filed no later than December 1 of the previous year;
    - iii. For students planning to graduate in the fall semester, the graduation application must be filed no later than May 1 of that year.
  - b. With the exception of grades for courses taken at another institution during the student's final semester before graduation (“transfer grades”), all requirements for graduation, including, but not limited, to substitution forms, grade changes, major/minor changes, and requests for exception, must be received by the Graduation Office no later than two (2) days prior to graduation date. In addition, all transcripts related to transfer grades must be received by the Graduation Office no later than two (2) weeks after the graduation date. The receipt of such transcripts more than two (2) weeks after the graduation date will result in the student's

graduation occurring at the end of the next semester.

2. Students who complete degree requirements during the summer term will be allowed to participate in commencement activities along with the fall term graduates in December.

### 3. ATHLETICS REQUIREMENTS AND INFORMATION

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#### A. AMATEURISM

An amateur student-athlete is defined by NCAA Bylaw 12. “Only an amateur student-athlete is eligible for intercollegiate athletics participation in a particular sport.” (NCAA Bylaw 12.01.1)

An individual must comply with the following conditions to retain amateur status:

Amateur Status: An individual loses amateur status and thus shall not be eligible for intercollegiate competition in a particular sport if the individual (NCAA Bylaw 12.1.2):

- (a) Uses his or her athletics skill (directly or indirectly) for pay in any form in that sport;
- (b) Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation;
- (c) Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received, except as permitted in Bylaw 12.2.5.1; *(Revised: 4/29/10 effective 8/1/10)*
- (d) Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based on athletics skill or participation, except as permitted by NCAA rules and regulations;
- (e) Competes on any professional athletics team per Bylaw 12.02.12, even if no pay or remuneration for expenses was received, except as permitted in Bylaw 12.2.3.2.1; *(Revised: 4/25/02 effective 8/1/02, 4/29/10 effective 8/1/10)*
- (f) After initial full-time collegiate enrollment, enters into a professional draft (see Bylaw 12.2.4); or *(Revised: 4/25/02 effective 8/1/02, 4/24/03 effective 8/1/03)*
- (g) Enters into an agreement with an agent. *(Adopted: 4/25/02 effective 8/1/02)*

Note: Exceptions to NCAA amateur rules are covered by NCAA Bylaw 12.1.2.4.

Forms of Pay. An individual loses amateur status through receipt of “pay,” which includes, but is not limited to, the following practices (NCAA Bylaw 12.1.2.1):

1. Educational expenses not permitted by the governing legislation of this Association.  
(See NCAA Bylaw 15 regarding permissible financial aid to enrolled student-athletes).
2. Any direct or indirect salary, gratuity, or comparable compensation.

3. Any division or split of surplus (bonuses, game receipts, etc.).
4. Excessive or improper expenses, awards, and benefits (see Bylaw 16 regarding permissible awards, benefits, and expenses to enrolled student-athletes).
5. Expenses received from an outside amateur sports team or organization in excess of actual and necessary travel, room and board expenses, and apparel and equipment (for individual and team use only from teams or organizations not affiliated with member institutions, including local sports clubs as set forth in NCAA Bylaw 13.11.2.4) for competition and practice held in preparation for such competition. Practice must be conducted in a continuous time period preceding the competition except for practice sessions conducted by a national team, which occasionally may be interrupted for specific periods of time preceding the competition.
6. Actual and necessary expenses or any other form of compensation to participate in athletics competition (while not representing an educational institution) from a sponsor other than an individual upon whom the athlete is naturally or legally dependent or the nonprofessional organization that is sponsoring the competition.
7. Expenses received by the parents or legal guardians of a participant in athletics competition from a nonprofessional organization sponsoring the competition in excess of actual and necessary travel, room and board expenses, or expenses not made available to the parents or legal guardians of all participants in the competition.
8. Payment to individual team members or individual competitors for unspecified or un-itemized expenses beyond actual and necessary travel, room and board expenses for practice and competition.
9. Expenses incurred or awards received by an individual that are prohibited by the rules governing an amateur, non-collegiate event in which the individual participates.
10. Any payment, including actual and necessary expenses, conditioned on the individual's or team's place finish or performance or given on an incentive basis, or receipt of expenses in excess of the same reasonable amount for permissible expenses given to all individuals or team members involved in the competition.
11. Educational expenses provided to an individual by an outside sports team or organization that are based in any degree upon the recipient's athletics ability (except as specified in NCAA Bylaws 15.2.6), even if the funds are given to the institution to administer to the recipient.
12. Cash, or the equivalent thereof (e.g., trust fund), as an award for participation in competition at any time, even if such an award is permitted under the rules governing an amateur, non-collegiate event in which the individual is participating. An award or a

cash prize that an individual could not receive under NCAA legislation may not be forwarded in the individual's name to a different individual or agency.

13. Preferential treatment, benefits, or services because of the individual's athletics reputation or skill or payback potential as a professional athlete, unless such treatment, benefits, or services are specifically permitted under NCAA legislation.

Exception for Payment of NCAA Eligibility Center Fee. A high-school booster club (as opposed to specific individuals) may pay the necessary fee for prospects at that high school to be certified by the Eligibility Center, provided no particular prospect(s) is singled out because of his or her athletics ability or reputation. (NCAA Bylaw 12.1.2.4.9)

Exceptions to Amateurism Rules (NCAA Bylaw 12.1.2.4): In sports other than tennis, an individual may accept prize money based on his or her place finish or performance in an athletics event. Such prize money may not exceed actual and necessary expenses and may be provided only by the sponsor of the event. The calculation of actual and necessary expenses shall not include the expenses or fees of anyone other than the individual (e.g., coach's fees or expenses, parent's expenses) (NCAA Bylaw 12.1.2.4.1). In tennis, prior to full-time collegiate enrollment, an individual may accept up to \$10,000 per calendar year in prize money based on his or her place finish or performance in athletics events. Such prize money may be provided only by the sponsor of an event in which the individual participates. Once the individual has accepted \$10,000 in prize money in a particular year, he or she may receive additional prize money on a per-event basis, provided such prize money does not exceed the individual's actual and necessary expenses for participation in the event. The calculation of actual and necessary expenses shall not include the expenses or fees of anyone other than the individual (e.g., coach's fees or expenses, parent's expenses) (NCAA Bylaw 12.1.2.4.2.1).

Professionalism. An individual is not eligible for participation in an intercollegiate sport if that individual ever has been a professional in that sport. An individual becomes a professional if he or she (NCAA Bylaw 12.2):

1. Signs a contract or commitment of any kind to participate in professional athletics in that sport, regardless of its legal enforceability or any consideration received.
2. Receives more than actual and necessary expenses for practice with a professional team, or competes as a member of a professional team. However, a person may compete on a tennis, golf or two-person sand volleyball team with persons who are competing for cash or a comparable prize, provided the individual does not receive payment of any kind for such participation.



3. Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional organization in that sport based upon athletics skill or participation, except as permitted by the Association's legislation.

#### Involvement with Professional Teams - Tryouts:

Tryout prior to enrollment - In sports other than men's ice hockey and skiing, prior to initial full-time collegiate enrollment, an individual may participate in a tryout with a professional team or league, provided he or she does not receive more than actual and necessary expenses to participate. (NCAA Bylaw 12.2.1.2.)

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. (NCAA Bylaw 12.2.1.3)

#### Use of Agents - 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. (NCAA Bylaw 12.3.1)

#### Employment:

Fee-for-lesson instruction - A student-athlete may receive compensation for teaching or coaching sports skills or techniques in his or her sport on a fee-for-lesson basis playing lessons shall not be permitted; the institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year; the compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity; instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time; and the use of institutional facilities is charged the going rate. (NCAA Bylaw 12.4.2.1)

Camp/clinic employment, general rule - A student-athlete may be employed by his or her institution, by another institution, or by a private organization to work in a camp or clinic as a

counselor, unless otherwise restricted by NCAA legislation (see NCAA Bylaw 13.12 for camp and clinic regulations). Out-of-season playing and practice limitations may restrict the number of players from the same institution who may be employed in that institution's camp. (NCAA Bylaw 12.4.3)

B. COMPLIMENTARY GAME PASSES (FOOTBALL AND BASKETBALL)

1. An institution may provide four complimentary admissions per home or away contest to a student-athlete in the sport in which he/she practices or competes. (NCAA Bylaw 16.2.1.1) Student-athletes generally will not receive the maximum of four admissions to an away contest because these passes are limited by the number received from the other institution which could be fewer than four per student-athlete.
2. A student-athlete may not receive payment from any source for his/her complimentary admissions. (NCAA Bylaw 16.2.2.1)
3. At Tennessee Tech, complimentary admissions are provided in the sports for which single-game admission is charged: football and basketball.

C. ATHLETICS HOUSING AND MEAL PLANS

1. Housing plan:

- a. Student-athletes awarded a room scholarship are provided a dormitory room. If the student-athlete elects to stay in a private dormitory room or the new dormitory suites, the cost of a double occupancy room is applied to his/her student account. Any difference in the cost must be paid by the student-athlete.  
Note: A head coach may, with the permission of the Director of Athletics, elect to provide an underclassman with a scholarship to cover the cost of a room in the new dormitories.
- b. If a student-athlete would like to receive a housing stipend after completing the freshman residency requirement, he or she may request permission to live off-campus from their head coach.

2. Meal plans: All plans may be used in the Dining Hall or in the Food Court during selected hours. Dining dollars can be used in Swoops at any time. Meal plans follow can be found on the [TTU Dining Service](#) website.

If a student-athlete qualifies, he/she may receive a stipend in lieu of a meal plan.  
Exceptions are:

- a. Married student-athletes living off-campus or in Tech Village.

- b. Student-athletes that have nutritional needs that cannot be met by Dining Services. This assertion must be accompanied by medical documentation and approved by a representative of Dining Services.
- c. Approval of the Director of Athletics.

D. ATHLETICS SCHOLARSHIPS (AWARDING OF, LOSS OF, GRADATION OF)

Definition and awarding of athletics financial aid:

- 1. Athletics financial aid is institutional financial aid that is awarded, based in any degree, on athletics ability.
- 2. A full grant-in-aid consists of tuition, fees, room, board and course-related books. (NCAA Bylaw 15.02.6)
- 3. A student-athlete must be enrolled in a full-time program of studies to be eligible to receive athletics financial aid. (NCAA Bylaw 15.01.5)
- 4. A student-athlete shall not be eligible to participate in intercollegiate athletics if he or she receives financial aid that exceeds the value of the cost of attendance as defined in Bylaw 15.02.2. A student-athlete may receive institutional financial aid based on athletics ability (per Bylaw 15.02.4.1) and educational expenses awarded per Bylaw 15.2.4 up to the value of a full grant-in-aid, plus any other financial aid up to the cost of attendance (NCAA Bylaw 15.1). A student-athlete who receives a Pell Grant may receive financial aid equivalent to the limitation set forth in Bylaw 15.1 or the value of a full grant-in-aid plus the Pell Grant, whichever is greater (NCAA Bylaw 15.1.1).

Cancellation or gradation of athletics financial aid:

- 1. Athletics financial aid may be reduced or canceled during the period of the award if the student-athlete renders himself/herself ineligible for competition, fraudulently misrepresents information with respect to admission or financial aid, engages in serious misconduct, or voluntarily withdraws from the sport for personal reasons. The student-athlete has the opportunity for a hearing in any case of cancellation or reduction of athletics financial aid. (NCAA Bylaws 15.3.4.2 & 15.5.4.2.4)
- 2. Athletics financial aid may not be increased, decreased or canceled during the period of the award due to athletics performance or ability, for an injury sustained while participating in athletics, or for any other athletics reason. (NCAA Bylaw 15.3.4.3)

3. A written notice of the renewal or non-renewal of athletics financial aid shall be provided to each student-athlete on or before July 1 prior to the academic year for which the aid is to be effective. The student-athlete has the opportunity for a hearing in any case of cancellation or reduction of athletics financial aid.  
(NCAA Bylaws 15.3.7.1)
4. Institutional aid based on athletics ability may be cancelled according to NCAA rule 15.3.4.2. The NCAA interpretations specifically allows for cancellation or reduction based on violation of written [Tennessee Tech Athletics Policy 907, Section D](#).
- E. INSTITUTIONAL FINANCIAL AID; MAXIMUM ALLOWABLE AID; WORKING ON-AND-OFF CAMPUS

Institutional financial aid consists of all funds administered by the institution (NCAA Bylaw 15.02.4)

1. Maximum allowable aid:
  - a. An institution may provide a student-athlete financial aid that covers other expenses related to attendance in combination with other permissible elements of financial aid up to the cost of attendance. (NCAA Bylaw 15.2.4)
  - b. A non-recruited student-athlete who is not receiving any athletics financial aid may receive financial aid in excess of a full grant-in-aid. Renewal of the same institutional financial aid in excess of the limitation must be made on the same basis as the original award.
2. Working on-and-off campus:
 

Earnings from a student-athlete's on- or off-campus employment that occurs at any time is exempt and is not counted in determining a student-athlete's full grant-in-aid or in the institution's financial aid limitations provided:

  - a. The student-athlete's compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletics ability.
  - b. The student-athlete is compensated only for work actually performed.
  - c. The student-athlete is compensated at a rate commensurate with the going rate in the locality for similar services. (NCAA Bylaw 12.4.1)

F. GENERAL TEAM GUIDELINES, PLAYING AND PRACTICE SEASONS, DISMISSAL FROM TEAM, EMPLOYMENT AT CAMPS AND CLINICS, AND PARTICIPATION WITH A NON-COLLEGIATE AMATEUR TEAM

The Department of Athletics is dedicated to providing competitive academic and athletic opportunities to you, the student-athlete. It is our belief that strong academics, complemented by an athletics program, bring positive recognition to Tennessee Tech. These same opportunities will contribute to the student-athlete's physical, mental, social, and emotional growth. Providing the finest possible staff and facilities, the Department of Athletics strives for excellence, both in its teams and in its public service. Our wish is that the student-athlete's experiences will guide him/her to become a leader and role model, as our athletics program is Tennessee Tech's most publicly visible activity.

As a member of an athletics team at Tennessee Tech, a student-athlete is a representative of a particular team as well as an ambassador of the University, the community, and his/her family. As a student-athlete at Tennessee Tech, one is expected to:

1. Conduct himself/herself in such a manner as to bring credit to himself/herself, the Department of Athletics, the University, and his/her family.
2. Abide by the sportsmanship principles adopted by Tennessee Tech and the Ohio Valley Conference in practice and competition.
3. Attend and participate fully in scheduled practice, conditioning, training, or academic support sessions unless excused by the head coach or other appropriate official designated by the coach.
4. Abide by all Tennessee Tech and Department of Athletics policies.
5. Abide by the rules and policies set forth by the NCAA.
6. Abide by the laws of the community, the State of Tennessee, and the United States.
7. Travel, room, and eat with the team on team trips unless the head coach specifically approves of other arrangements. Normally, a player would only be permitted to be transported by a responsible parent or spouse with the permission of the head coach and approved by the sport supervisor.
8. Abide by all the rules for the respective team as explained by the head coach. It is the head coach's responsibility to fully explain the rules for a team.
9. Use of illegal drugs or abuse of legal drugs or alcohol will not be tolerated. Disciplinary

action will be taken as outlined in the Athletics Drug Policy or defined further by the rules of the team.

10. Accept responsibility and be held accountable for their actions. If a student-athlete behaves in a manner that brings discredit upon his/her team, the Department of Athletics, or Tennessee Tech, there shall be consequences.
  - a. Coaches are expected to render fair and equitable consequences for inappropriate behavior. The Director of Athletics is ultimately responsible for monitoring the accountability of student-athletes and coaches.
  - b. If a student-athlete is arrested, charged with a criminal offense, or convicted of a criminal offense, the student-athlete will be suspended pending the outcome of the situation. If there are extenuating circumstances, the student-athlete may appeal the suspension to the Director of Athletics.

(Approved by Athletics Committee 2-28-2006)

#### Playing and Practice Seasons

Playing and practice seasons are set by each head coach within the limits allowed by the NCAA and approved by the Director of Athletics.

#### Dismissal from Team

There are no NCAA rules pertaining to dismissal from a varsity athletics team. Such rules at Tennessee Tech are set by each head coach subject to review by the Director of Athletics.

#### Employment at Camps and Clinics (NCAA Bylaw 13.12.2)

1. A student-athlete may be employed at any camp or clinic, if the following conditions are met:
  - a. The student-athlete must perform duties that are of a general supervisory nature in addition to any coaching or officiating assignments.
  - b. Compensation is commensurate with the going rate for those with like teaching ability or experience. Payment may not be based on value related to reputation or fame. The pay scale must be defensible.
  - c. A student-athlete who only lectures or demonstrates may not be paid.
  - d. Travel expenses may be paid to student-athletes only if such expenses are paid and the same reimbursement procedures are used for all camp employees.

2. A student-athlete may be employed at the institution's camp or clinic if the student-athlete does not participate in organized practice activities.

#### Participation with a Non-Collegiate Amateur Team

A Division I student-athlete may not participate as a member of an outside amateur team during the academic year with the exception of any official vacation period published in the institution's catalog. The penalty is the loss of eligibility for the remainder of the year and for the subsequent academic year (in basketball, all further eligibility is lost). Participation on an outside team is permitted out of season with a restriction on basketball (see table below). Out of season competition is generally considered to be during the summer. (Ex. Rule 17.31.1.3 – Women's Soccer and Volleyball)

Further, there is a limit on the number of student-athletes from the same institution that may be on an outside amateur team at the same time:

<u>NCAA Bylaw</u>	<u>Summer</u>	<u>Foreign Tour</u>
<u>Citation:</u>	<u>17 by sport</u>	<u>(17.29.2)</u>
Baseball	4	4
Basketball	2	2
Cross-Country	2	2
Football	5	5
Golf	2	2
Soccer	5	5
Softball	4	4
Tennis	2	2
Track	7	7
Volleyball	2	2

- (a) A number of student-athletes from the same institution on foreign tour with a non-collegiate amateur team that exceeds the number given will cause the tour to be counted as that institution's foreign tour as permitted by NCAA regulations (one tour every four years).
- (b) Basketball and baseball summer league teams must be approved by the NCAA Council.
- (c) Either the head coach or the Office of Compliance must be consulted prior to participating with any outside team during vacation, summer school, or a foreign tour. Rules may vary and participation could cause one to be ineligible.

#### G. GRIEVANCE/APPEAL PROCEDURE

## General

The [Student Handbook](#) includes Tennessee Tech policies and procedures and is applicable to all student-athletes.

Tennessee Tech, in the implementation of Board approved policies and regulations pertaining to discipline and conduct of students, shall ensure the constitutional rights of students by affording a system of the constitutionally and legally sound procedures, which provide the protection of due process of law.

Generally, through appropriate due process procedures, institutional disciplinary measures shall be imposed for conduct, which (1) adversely affects the institution's pursuit of its educational objectives, (2) violates or shows a disregard for the rights of other members of the academic community, or (3) endangers property or persons on institution or institution-controlled property.

[TTU Policy 141](#) (Discrimination and Harassment) and [TTU Policy 143](#) (Sexual Misconduct) described the process for filing complaints related to discrimination or harassment.

## Athletic Grievances

The Department of Athletics abides by [TTU policies](#).

Student-athletes may meet with the Director of Athletics, sport supervisor, SWA, or FAR if they have problems or concerns they wish to further appeal or grieve, including issues of gender equity and minority issues. The student-athlete will be referred to appropriate University personnel, if necessary.

If appropriate, the Director of Athletics or the sport supervisors will meet with the respective coach, coaches, other student-athletes and/or appropriate members of the Department of Athletics staff to try to resolve problems. In hearing grievances, the Department of Athletics ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance will be applied.

Also, the Student-Athlete Advisory Committee to the Director of Athletics was established in December 1994 with a representative from each team to assist student-athletes in dealing with individual or team concerns.



## H. ATHLETICS AWARDS

The following system is used for awarding varsity jackets:

1. Honorary awards may be recommended by the coaches. These will be considered in special circumstances when a student-athlete is unable to “letter.”
2. Criteria used by coaches for varsity awards:
  - a. Men’s and Women’s Cross Country
    - Must participate in a minimum of four (4) meets
    - Must complete the season in good standing.
  - Football
    - Must participate in a minimum of sixteen (16) quarters – use of coach’s discretion.
  - Baseball
    - Must participate in all team activities. Must be in good standing during academic year.
  - Men’s Basketball
    - Must participate in 33% of all regular season contests.
  - Women’s Basketball
    - Must participate in 33% of regular season games and stay with the program for the entire year or championship season.
  - Men’s Golf
    - Must participate in a minimum of two (2) tournaments.
  - Women’s Golf
    - Must participate in a minimum of two (2) tournaments.
  - Tennis
    - Must participate in one-third (1/3) of all matches (Includes practice and sanctioned matches and tournaments).
    - Must comply with all tennis team rules, regulations, and standards of conduct.
    - Coach’s evaluation as to contribution to the team.
  - Women’s Track and Field
    - Must compete in a minimum of six (6) track meets.
    - Must complete the season in good standing.
  - Volleyball
    - Must participate in 10% of all matches.
    - Must be in good standing with team all season.



In addition, the Sports Information Office vigorously pursues academic-based awards such as:

- |                            |                                |
|----------------------------|--------------------------------|
| *Academic All-America      | *OVC Academic Medal of Honor   |
| *Academic All-District     | *OVC Commissioner's Honor Roll |
| *OVC Scholar-Athlete Award | *NCAA Woman of the Year        |

When situations arise, nominations will also be made for a variety of other awards, such as post-graduate scholarships, Most Courageous Award, and Academic All-America Hall of Fame.

Awards Presented by Tennessee Tech: Awards presented to student-athletes by Tennessee Tech have expanded to become one of the most comprehensive awards programs in the country. Most of these awards combine academics with athletics accomplishments. An Athletics Awards Committee chooses the award winners.

The most prestigious awards presented each year include the President's Award, the Outstanding Male and Female Athlete awards, and the Man and Woman of the Year awards. In addition, Tennessee Tech names the Athletics Director's Honor Roll each semester.

\*The President's Award - At the conclusion of each athletic year, the Athletics Awards Committee selects one winner from each intercollegiate team as a recipient to represent his/her team. The winner must be a starter or valuable reserve, must have a cumulative grade point average of 2.65 or higher, and must have completed two (2) semesters at the Tennessee Tech.

\*Man of the Year/Woman of the Year - These awards are based on a combination of outstanding athletic ability, academic excellence and dedication to community service. Student-athletes from all sports programs shall be considered equally. Nominees are limited to student-athletes who complete their eligibility.

\*Outstanding Male Athlete/Outstanding Female Athlete - These awards are based solely on athletics success. Student-athletes who have achieved notable success on at least the conference level will be considered. Other factors include the quality of competition, team success, historical success, and fan interest.

\*Athletics Director's Honor Roll - Each semester, all students involved in athletics (student-athletes, team managers, cheerleaders, and athletics trainers) who achieve a 3.0 grade point average or higher are recognized on the AD Honor Roll. In addition, students who achieve a 4.0 are listed in the "Gold Club."

Several other awards have been established as a part of Tennessee Tech Athletics Golden Wings Awards. The Golden Wings Awards is an end-of-the-year award ceremony for Tennessee Tech student-athletes to honor and celebrate their academic and athletic accomplishments over the past complete seasons.

### Awards Presented by Each Team:

Some athletics teams (basketball, baseball, and football) have presented individual awards for many years. The Sports Information Office coordinates an awards program that includes all sports, adding individual awards for sports such as golf, cross-country and softball. Each head coach chooses awards presented to his/her athletes. Most teams select the following honors:

- |                 |   |
|-----------------|---|
| *Most Valuable  | *Impact Award (to a first-year team member) |
| *Most Improved  | *Team Captain(s)                            |
| *Most Dedicated |   |

Three (3) awards are presented each year to the player who makes the “biggest overall contribution to the program.” These three (3) awards are:

- |                     |   |                               |
|---------------------|---|-------------------------------|
| *Football           | - | The Robert Hill Johnson Award |
| *Men’s Basketball   | - | The Sam Harley Lynn Award     |
| *Women’s Basketball | - | The Frank Porter Award        |

Three (3) additional honors were established in 1994 for leadership. They are:

- |                             |   |                                       |
|-----------------------------|---|---------------------------------------|
| *Football                   | - | The Sonny Allen Leadership Award      |
| *Men’s & Women’s Basketball | - | The John P. Hendrix Leadership Awards |

In addition, the OVC has additional awards presented to individual student-athletes across the conference each year. In addition to all-OVC athletic honors and team championships awards for each sport, there are:

- \*OVC Scholar Athlete
- \*Male Athlete of the Year
- \*Female Athlete of the Year
- \*OVC Medal of Honor
- \*OVC Commissioner’s Honor Roll
- \*Steve Hamilton Sportsmanship Award

For institutions, the OVC awards:

- \*OVC Commissioner’s Cup
- \*Institutional Sportsmanship Award
- \*Team Sportsmanship Award
- \*Academic Achievement Banner
- \*Sgt. York Trophy

## Student-Athlete, Manager, and Support Staff Graduation Stoles

Graduating student-athletes, managers, and support staff have the opportunity to receive one of two distinctive graduation stoles, which they are encouraged to wear during commencement ceremonies. Current and former student-athletes may be eligible to receive a “Student-Athlete Graduation Stole,” while managers and support staff may be eligible for the “Athletics Graduation Stole.” As with any university honor, a graduation stole is recognized as an achievement to be earned. It represents a student’s commitment to academics and athletics, which culminates in the awarding of their academic degree.

Tennessee Tech Athletics is proud to recognize each student’s commitment to excellence, not only on the fields and courts, but also in the classrooms. Each eligible student will be presented either the “Student-Athlete Graduation Stole” or the “Athletics Graduation Stole” during the Department of Athletics Graduation Reception that typically is held immediately following the university’s graduation practice for fall and spring semester commencement ceremonies. To be eligible to receive a graduation stole, a student must fulfill the following applicable requirements.

1. Accomplish all requirements to earn a degree from the Tennessee Tech as determined by the Registrar.
2. Complete all applicable Senior Exit Exams.
3. Fulfill at least one of the following conditions:

Be included on the official “Status of Sports” roster as an Ohio Valley Conference certified student-athlete, who was eligible to compete during the academic year in which she/he will graduate and be approved by the head coach.

Exhausted their NCAA eligibility to compete (e.g., 5<sup>th</sup>-year student-athlete, student-athlete who signed a professional sports contract prior to their initial graduation date, medically retired student-athlete) but were included on the official “Status of Sports” roster as an Ohio Valley Conference certified student-athlete during their last semester of NCAA eligibility at the university. Student-athletes who have been retained on an athletic scholarship must have complied with all conditions for their athletic scholarship, as imposed by the Department of Athletics.

For managers and Athletics support staff. Served in Athletics for a minimum of two complete seasons or academic years (including the most recent season or academic year prior to graduation) and nominated by the head coach or the student’s direct supervisor.

4. All nominations for awarding of the “Student-Athlete Graduation Stole” or the “Athletics Graduation Stole” must be approved by the Director of Athletics.

5. A head coach or staff member may file an exception with the Assistant Athletics Director for Academics and Student-Athlete Welfare to request awarding of a “Student-Athlete Graduation Stole” or “Athletics Graduation Stole” to any current or former student, whom they wish to have honored but who does not meet requirements listed above. Exceptions must be approved by the Director of Athletics.
6. The Director of Athletics maintains the discretion to honor or not honor any student, based upon the Director’s opinion as to whether a student has met the spirit of the award.

I. EXIT INTERVIEWS

1. The sports supervisor, SWA and FAR interview a minimum of one student-athlete who has completed his/her eligibility from each varsity team at the end of its sports season. Other student-athletes may be interviewed at the discretion of the Director of Athletics. Interviews contain a variety of questions pertaining to coaching, team travel, academic services, gender equity, minority issues, and other aspects of the student-athlete experience. The information obtained during the interviews is shared only on a need-to-know basis, although confidentiality cannot be guaranteed.
2. End of Season Questionnaire. At the conclusion of each season, all student-athletes are emailed an End of Season Questionnaire developed with guidance from NCAA Student-Athlete Affairs. The questionnaire collects responses to reflect the student-athlete perception on a variety of areas including coaching, athletic administration, team travel, academic services, training, gender equity, minority issues, and other aspects of the student-athlete experience. Individual responses are kept confidential.

J. NCAA PRINCIPLE OF SPORTSMANSHIP AND ETHICAL CONDUCT

“For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility.” (NCAA Bylaw 2.4)

## K. OHIO VALLEY CONFERENCE SPORTSMANSHIP BYLAW

**10.1 General Principles.** The OVC is committed to sportsmanship and developing healthy environments for competition. The Conference will strive to create “hospitable” environments. Part of the role of education through sports is to teach our youth and our communities to conduct themselves with respect for all participants and spectators.

**10.4 Student-Athletes and Spirit Groups.** Respect for the game in which the student-athletes and spirit groups (e.g. bands, cheerleaders, dance teams) participate also demands respect for the opponent. Student-athletes and spirit groups at Conference institutions are expected to treat opponents with sportsmanship. There can be no tolerance for verbal abuse, physical abuse, taunting and/or baiting of opponents.

**10.5.1 Sportsmanship Statement - Read to Participants by Game Officials.** Each official assigned by the OVC will be provided a card with the following statement which must be read to the captains and coaches of every contest prior to the beginning of the competition: “The Ohio Valley Conference requires officials to enforce all rules regarding unsportsmanlike conduct by coaches and student-athletes. There will be no tolerance of negative statements or actions between opposing teams, including verbal abuse, physical abuse, taunting or baiting. If such comments or behavior is observed, a penalty will be immediately assessed. If any coach protests an unsportsmanlike penalty, he/she will be ejected from the contest. We have been instructed not to issue warnings during the competition. It is strongly suggested that you remind your participants of this policy.”

**10.7.1 Altercation Occurrence.** If an altercation occurs during competition, all individuals who are on the bench are expected to remain there. It is incumbent upon the head coach to ensure that this occurs. The commissioner is authorized to suspend the head coach of a team whose bench personnel enter the field or court of play during an altercation, regardless of whether those individuals become involved in the altercation.

### **10.7.2 Minimum Penalty for Ejection from Conference Contest.**

**10.7.2.a Conference sponsored sports.** Any coach, student-athlete or athletics staff member ejected from a Conference contest in conference-sponsored sports shall be assessed an appropriate penalty in accordance with NCAA playing rules for that sport. Additional penalties related to the ejection may be imposed by the Commissioner. (*amended and approved 2/7/2011*).

## L. TRANSGENDER PARTICIPATION

Student athletes are eligible to participate in women’s athletics consistent with TCA § 49-6-310 *et seq.*

#### 4. STUDENT-ATHLETE AWARENESS PROGRAM



#### 4. STUDENT-ATHLETE AWARENESS PROGRAM

##### A. INFORMATION AND ASSISTANCE AVAILABLE

The Tennessee Tech Office of Student Affairs provides a variety of student-oriented resources, among which are the Counseling Center and the Health Services Office.

The Counseling Center promotes mental health, personal growth, and personal relationships within the Tennessee Tech community. The Counseling Center provides an array of mental health, career, educational, and consultative services. All counseling services are free to registered Tennessee Tech students. The Counseling Center is located in the Roaden University Center, Room 307, and the phone number is 372-3331; the Tennessee Tech After Hours Suicide Prevention Hotline is 855-206-8997.

Health Services provides general medical care and nursing care for acute minor medical and surgical problems. The Health Services Office manages chronic medical and nursing problems and provides general prevention services. The Health Services office is located in Bell Hall Room 105 and the phone number is 372-3320.

Personal decisions related to health and personal well-being require informed decisions. Below are listed references in various categories that will provide information for sound decision-making related to personal well-being:

##### **Abuse of Alcohol, Drugs, and Tobacco**

Alcohol and Drug Abuse Bureau 425 5th Avenue North, 3rd Floor Nashville, TN 37243	<b>(615) 741-1921</b>
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Alcoholics Anonymous ( <a href="http://www.aa.org">http://www.aa.org</a> ) * 24-hour treatment and help line	<b>(615)-831-1050</b>
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Substance Abuse and Mental Health Administration (SAMHSA)	<b>(800) 662-HELP</b>
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Bradford Health Services 1330 Neal Street Cookeville, TN 38501 *Drug and alcohol counseling	<b>(888)-577-0012</b>
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Narcotics Anonymous ( <a href="http://www.nanashville.org">http://www.nanashville.org</a> ) * 24-hour treatment and help line	<b>(888)-476-2482</b>
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National Council on Alcoholism and Drug Dependence  
(<http://www.ncaddms.org>)

National Institute on Alcohol Abuse and Alcoholism  
(<http://www.niaaa.nih.gov>)

Plateau Mental Health Center (931) 432-4123  
1200 South Willow Avenue  
Cookeville, TN 38501

### **Communicable Diseases**

Center for Disease Control National STD/HIV Hotline (800) 232-4636  
([www.cdc.gov](http://www.cdc.gov))

Communicable Disease Section (615) 741-7247  
Tennessee Department of Public Health  
([tn.gov/health](http://tn.gov/health))  
\*Information and referrals on communicable diseases to local agencies

National AIDS Information Clearinghouse (800) 342-AIDS  
\*Information on AIDS and referrals to organizations that provide AIDS related services

Putnam County Public Health Department (931) 528-2531  
701 County Services Drive  
Cookeville, TN 38501

National Herpes Hotline (919) 361-8488

TTU Health Services (931) 372-3320  
Bell Hall

Upper Cumberland Regional Health Office (931) 528-7531  
1100 England Drive  
Cookeville, TN 38501

### **Compulsive Behavior**

Gamblers Anonymous (626) 960-3500  
(<http://www.gamblersanonymous.org>)

National Eating Disorders Association

[\(<http://www.nationaleatingdisorders.org>\)](http://www.nationaleatingdisorders.org) (800) 931-2237

Overeaters Anonymous (505) 891-2664  
(<http://www.oa.org>)

TTU Counseling Center (931) 372-3331  
Roaden University Center 307

### **Death and Dying**

Grief Resource Network (828) 726-9554  
([griefresourcenetwork.com](http://griefresourcenetwork.com))

TTU Counseling Center (931) 372-3331  
Roaden University Center 307

### **Dating and Domestic Violence**

National Domestic Violence Hotline (800) 799-SAFE  
(<http://www.ndvh.org>)

TTU Counseling Center (931) 372-3331  
Roaden University Center 307

Genesis House (Business phone) (931) 525-1637 or  
P.O. Box 1180  
Cookeville, TN 38503 \* 24-hour Crisis Line: (800) 707-5197

### **Eating Disorders**

Overeaters Anonymous (505) 891-2664  
(<http://www.oa.org>)

TTU Counseling Center (931) 372-3331  
Roaden University Center 307

National Eating Disorder Association (800) 931-2237  
(<http://www.nationaleatingdisorders.org>)

## **Emergency Services**

Emergency Hotline **911**

University Police Main Line **(931) 372-3234**

## **Harassment**

TTU Affirmative Action Office **(931) 372-3039**  
Derryberry Hall 305

TTU Dean of Students Office **(931) 372-3123**  
Roaden University Center 214

TTU Sexual or Racial Harassment Policy  
(<http://www.tntech.edu/ttustudenthandbook/harassment-policy-sexual-or-racial/>)

TTU Women's Center **(931) 372-3850**  
Roaden University Center 339

## **Hazing**

TTU Dean of Students Office **(931) 372-3237**  
Roaden University Center 214

TTU Director of Student Activities **(931) 372-3123**  
Roaden University Center 214

## **Learning Disabilities**

TTU Accessible Education Center **(931) 372-6119**  
Roaden University Center 112

TTU Counseling Center **(931) 372-3331**  
Roaden University Center 307

## **Legal Services**

Legal Aid Society **(931) 528-7436**

## **Health and Human Services**

Tennessee Department of Health 425 5th Ave N #3 Nashville, TN 37247	<b>(615) 741-3111</b>
Tennessee Department of Human Services 505 Deaderick Street Nashville, TN 37243	<b>(615) 313-4700</b>
Tennessee Early Intervention System 1519 E. Spring St. Cookeville, TN 38505	<b>(931) 528-1623</b>
American Red Cross 14 Madison Ave. Cookeville, TN 38501	<b>(615) 893-4272</b>
Maternal and Child Health Service 710 James Robertson Pkwy Nashville, TN 37243	<b>(615) 532-8672</b>
Putnam County Public Health Department 701 County Services Drive Cookeville, TN 38501	<b>(931) 528-2531</b>
Consumer Products Safety Commission	<b>(800) 638-2772</b>
Office on Women's Health	<b>(800) 994-9662</b>
Planned Parenthood 412 Dr. DB Todd Jr. Blvd. Nashville, TN 37203	<b>(866) 711-1717</b>

## **Mental Health/Crisis**

Tennessee Department of Mental Health (855) 274-7471

500 Deadrick St

Nashville, TN 37243

Crisis Line

\* 24-hour hotline for help with depression, suicide, sexual abuse and/or pregnancy

Plateau Mental Health Services (931) 432-4123

1200 S. Willow Ave.

Cookeville, TN 38501

\* 24-hour Crisis Line

TTU Counseling Center (931) 372-3331

Roaden University Center 307

## **Sexual Orientation**

TTU Counseling Center (931) 372-3331

Roaden University Center 307

TTU Dean of Students Office (931) 372-3123

Roaden University Center 214

American Psychological Association  
(<http://helping.apa.org/daily/answers.html>)

## **Sexually Transmitted Infections**

Local resources for sexually transmitted infection (STI) testing and information:

Putnam County Health Department (931) 528-2531

701 County Services Drive

Cookeville, TN 38501

Free testing for many STIs - Walk-in service

Other STI and treatment are based on income

Free condoms – ask for “brown bag”

Free pregnancy tests

Also offers contraceptive visits (includes Pap smear, hormonal contraceptives, etc.)

TTU Health Services (931) 372-3320

Located in Bell Hall, Room 105

Free testing for many STIs

Free treatment for many STIs, other treatments range from \$2-\$5  
Free pregnancy tests  
Offers emergency contraception (free if samples available or will call in a prescription)

TTU Counseling Center **(931) 372-3331**  
Roaden University Center 307  
All services are free  
Offers counseling on a variety of personal issues  
Struggling with decision to have sex, STI or partner's STI?  
Also has written material on sexual health issues

Center for Disease Control National STD/HIV Hotline **(800) 232-4636**  
([www.cdc.gov/std/](http://www.cdc.gov/std/))

American Sexual Health Association  
([ashasexualhealth.org](http://ashasexualhealth.org))

TTU Women's Center **(931) 372-3850**  
Roaden University Center 339

Genesis House **(931) 525-1637** or  
P.O. Box 1180  
Cookeville, TN 38503 \* 24-hour Crisis Line: **(800) 707-5197**

## B. AMERICANS WITH DISABILITIES ACT (ADA)

The Americans with Disabilities Act (1990) bars discrimination in employment, public programs, transportation, public accommodations, and telecommunications to persons with disabilities. Any student who is otherwise qualified shall not be discriminated against in participating in the above situations. If you think that you might have a disability that may require special accommodations for learning and full participation in academic and social life at Tennessee Tech, contact the Accessible Education Center (Roaden University Center, Room 112). This office will assist you with accommodations if you are able to verify that a disability exists.

The Tennessee Tech Accessible Education Center has several goals promoting independence, accessibility, and academic support to all students with verified disabilities. A full range of services include tutoring, course accommodations, accessibility, counseling, and adaptive or assistive technology. A grievance procedure is provided for students with disability concerns.

Student-athletes who are otherwise qualified must be allowed to try out for athletics teams. Notification must be made in a manner that the student-athlete best communicates. Persons with disabilities who typically achieve college level status are those with sensory, physical, special health, and psychological impairments. Also, those with specific learning disabilities are entering and graduating from college.

C. HARASSMENT AND DISCRIMINATION

Tennessee Tech complies with all applicable federal and state laws regarding nondiscrimination and affirmative action. Tennessee Tech is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, religion, creed, ethnic or national origin, sex, sexual orientation, gender identity/expression, disability, age (as applicable), status as a covered veteran or genetic information in employment, educational programs and activities, and admissions. Please refer to [TTU Policy 141](#) and [143](#) for matters related to discrimination or harassment.

D. TTU POLICY ON SEXUAL ASSAULT

Tennessee Tech intends to comply fully with Title IX of the Education Amendments of 1972, Section 485(f) of the HEA, as amended by Section 304 of the Violence Against Women Reauthorization Act of 2013, the regulations implementing these Acts found at 34 CFR § 668.41, §668.46, and Appendix A to Subpart D of Part 668. Sexual misconduct is a form of sex discrimination prohibited by Title IX and Tennessee Tech.

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