North Dakota State University
Department of Athletics
Student-Athlete Handbook and Code of Conduct
NORTH DAKOTA STATE UNIVERSITY
Mission Statement - With energy and momentum, North Dakota State University addresses the needs and aspirations of people in a changing world by building on our land-grant foundation.

ATHLETIC DEPARTMENT
Mission Statement - To build together a leadership position in NCAA Division I that centers on integrity, success, tradition and a commitment to exceeding the expectations of our student-athletes, coaches, staff and the greater NDSU community.

Vision Statement - To continue the Championship Tradition of Bison Athletics

CORE VALUES
The people of the Athletics Department value:

Student-Athletes: We derive our purpose from student-athletes, men and women alike, who will be provided an opportunity to achieve the highest standards through the best preparation and support in a complete environment conducive to their welfare.

Academic Excellence: We commit ourselves to the academic excellence and achievement of all student-athletes and center our efforts on producing graduates who are successful, contributing citizens.

Athletic Excellence: We are passionate about winning.

Citizenship: We are committed to development of character, enhancement of maturity and emphasize good sportsmanship for all.

Diversity: We are committed as an athletic community to embracing and supporting diversity in all forms.

Equity: NDSU and the Department of Athletics are committed to ender equity and to the application of Title IX.

Leadership: We strive for setting and exceeding the standards for ethical behavior, fiscal integrity, equity, diversity and non-discriminatory actions through strong leadership.

Tradition: We are grateful for the past, embrace its preservation and welcome new traditions.

Teamwork: We are dedicated to each member of the Bison family and strive for open communication, a high level of trust, honesty and respect toward all.

NCAA: We subscribe fully to the philosophy and regulations set forth by the NCAA and its Core Operational Principles.

MAJOR THEMES

We are ...

Competitors-
NDSU’s tradition is one of opportunity and achievement. The most visible statement of our tradition is the success of the University’s students. Each generation has been challenged to defy limits, and each generation has succeeded, as the standard is set higher and higher. When students succeed, the University succeeds.

Fans-
NDSU fans strengthen our tradition of excellence. They have been asked to take measures to guarantee that opportunity for achievement at the highest level exists for our University. At the center of our achievements are donors who believe in the fundamental goals of athletics within higher education. Our fans, alumni and friends have come to expect the best from NDSU over the years. We are fortunate that they do.

Winners-
Expectations have been set and standards defined. Success is our tradition. It is the essence of our philosophy. We value winning. Current and past success will serve as a springboard to victories in all areas of our student-athletes’ lives.
GENERAL INFORMATION

NDSU Student ID (NDSU Card)
All students are assigned a personal NDSU student ID number. Learn this number. It is your identification for many things such as library checkout, computer usage and your billing statement. This number will appear on your NDSU Card. You can obtain a NDSU Card at the NDSU Card Center in the Memorial Union.

Billings
You are responsible to follow up on your personal billings. All billings can be viewed on Campus Connection. If you have a question about your billing, contact ONE STOP in the Union (231-6200).

Meal Card
Your NDSU Card also serves as your meal card. Do not share your meal card with anyone.

NCAA Rules
If you have a question concerning eligibility, financial aid, competition or other NCAA regulations, contact Sr. Associate AD/SWA, Colleen Heimstead 701-231-5696, Director of Compliance, Clyde Prestwood 701-231-5808 or an appropriate athletics department administrator.

Athletic Scholarship Check
If you are receiving an athletic scholarship check for room and/or board, you must enroll in Direct Deposit. You will do this on Campus Connection. Should you not have a checking account the check will be mailed to the address that you provide on Campus Connection. It is imperative that this address is correct and updated as the check will be sent to the address that appears on Campus Connection.

Financial Aid Check
Financial aid checks are distributed in the Memorial Union at the beginning of each semester. See the semester registration schedule for the exact times and dates or go online under “Dates and Deadlines.” (www.ndsu.edu/ndsu/deott/dates). All financial aid also can be viewed on Campus Connection.

Parking Permits
If you choose to park on campus, you are required to purchase a parking permit online at www.ndsu.edu/parking. NCAA legislation does not permit athletics to assist you with a parking violation.

Parking Policy
All NDSU student parking permits are purchased online at www.ndsu.edu/parking. An overview of athlete parking is as follows:

**2016-2017 Parking Instructions for Student-Athletes**
All NDSU student parking permits are purchased online at www.ndsu.edu/parking

Listed below is an overview of athlete parking.

<table>
<thead>
<tr>
<th>Parking for Practice Commuter North Permit Required in the RF Lot</th>
<th>Athletic Training, Treatment and Event Sites</th>
</tr>
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<tbody>
<tr>
<td>Baseball</td>
<td>RF</td>
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<tr>
<td>Men’s Basketball</td>
<td>RF</td>
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<td>Women’s Basketball</td>
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<td>Football</td>
<td>Fargo Dome Lot B</td>
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<td>Men’s Golf</td>
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<tr>
<td>Women’s Golf</td>
<td>RF</td>
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<td>Soccer</td>
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<tr>
<td>Softball</td>
<td>RF</td>
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<tr>
<td>Men’s Track</td>
<td>RF</td>
</tr>
<tr>
<td>Women’s Track</td>
<td>RF</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Visitor’s Lot by Sudro</td>
</tr>
<tr>
<td>Wrestling</td>
<td>RF</td>
</tr>
</tbody>
</table>

Residence Dining Center (RDC) Parking: Student-Athletes shall never park in Faculty/Staff parking lots, specifically the lots adjacent to the RDC. These lots include PH-Lot, Visitor’s (E-Lot), W-Lot and CIE-Lot. Violators will be cited for parking in any of these lots.
BBF: Use the Visitor's Lot by Sudro Hall.

Overnight Parking from November 1, 2016 to July 31, 2017
- Use the NE corner of the Fargo Dome Lot “C” with any valid NDSU permit or a Park & Ride permit.
- Once the “RF” Lot south of the SHAC opens, park in the SE corner of the “RF” Lot with any valid NDSU permit (excluding Park and Ride permits).

Park & Ride Permits (Fargo Dome Lots C, D and E)
Discounted ($60) “Park and Ride” permits (previously known as DOME permits) are available for parking at the Fargo Dome. Park & Ride permits are only valid at the Fargo Dome and are not valid in conjunction with any other permit or in any other location. MATBUS service is available Monday – Friday with limited routes and service on Saturday. Fargo Dome lots C, D and E also allow parking with any valid student or staff parking permit. However, overnight parking is not permitted.

Wellness Center Parking
All student parking permits, except Park and Ride, can be used at the Wellness Center for up to 2 consecutive hours of free parking each day.

FOR MORE INFORMATION

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<td>Academic Support</td>
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<td>Career Resources</td>
<td>Career Center</td>
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<td>Counseling Center</td>
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<td>Computer Clusters</td>
<td>Quentin Burdick Building</td>
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<td>Disability Information</td>
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<td>Drug Testing</td>
<td>Scott Woken</td>
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<td>Eligibility</td>
<td>Colleen Heimstead</td>
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<td>Financial Aid</td>
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<td>Health Services</td>
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<td>Insurance Coverage</td>
<td>Scott Woken</td>
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<td>International Programs</td>
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<td>Library</td>
<td>Library</td>
</tr>
<tr>
<td>Multicultural Programs</td>
<td>Office of Multicultural Programs</td>
</tr>
<tr>
<td>Registration &amp; Records</td>
<td>Rhonda Kitch</td>
</tr>
<tr>
<td>Residence Life</td>
<td>Angie Limesand</td>
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<td>Transfer Students</td>
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<tr>
<td>Student Rights &amp; Responsibilities</td>
<td>Nona Wood</td>
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<td>Student Government</td>
<td>Memorial Union 128</td>
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<td>Tickets/Player Comps</td>
<td>Josh Hemingway</td>
</tr>
<tr>
<td>Trainers, Athletic</td>
<td>Scott Woken</td>
</tr>
<tr>
<td>Tutoring Services</td>
<td>Betsy Carter</td>
</tr>
<tr>
<td>Emergency Services</td>
<td></td>
</tr>
</tbody>
</table>

FOR MORE INFORMATION

Emergency Services

FOR MORE INFORMATION
Call 911 (From an On Campus Phone 1-911)
Campus Police 231-8998
Go to Sanford Health Emergency Room 720 4th St N 234-5121
Go to Prairie St John’s 510 4th St S 476-7216
First Link Suicide Line 232-4357
Rape and Abuse Crisis Center 293-7273

Counseling Center hours:
Academic year M/W/F 8:00-5:00 and T/Th 8:00-7:00
Summer and school breaks M-F 7:30-4:00

After hours call:
NDSU Counseling Center 231-7671
First Link 235-7335

Other crisis /emergency options include:
Call 911 (From an on campus phone 1-911)
Campus Police 231-8998
Go to Merit Care Emergency Room 234-5121(720 4th St N)
Go to Prairie St John’s 476-7216 (510 4th St S)
First Link Suicide Line 232-4357
Rape and Abuse Crisis Center 293-7273

<table>
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<tr>
<th>University Support Systems</th>
<th>Old Main 201</th>
<th>231-7708</th>
</tr>
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<tbody>
<tr>
<td>Institutional Equity &amp; Compliance</td>
<td>Ceres Hall 212</td>
<td>231-7671</td>
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<tr>
<td>Counseling Center</td>
<td>Ceres Hall 212</td>
<td>231-7671</td>
</tr>
<tr>
<td>NDSU CARES Project</td>
<td>Ceres Hall 212</td>
<td>231-7671</td>
</tr>
<tr>
<td>(Campus Awareness, Referral and Education for Suicide Prevention)</td>
<td>Wellness Center</td>
<td>231-8463</td>
</tr>
<tr>
<td>Disability Services</td>
<td>QBB 206 (Help Desk)</td>
<td>231-8685</td>
</tr>
<tr>
<td>Information Technology Services</td>
<td>West Dining, Lower Level</td>
<td>231-8379</td>
</tr>
<tr>
<td>LIVE REAL Mentor Program</td>
<td>Memorial Union 178</td>
<td>231-1029</td>
</tr>
<tr>
<td>Multicultural Programs</td>
<td>Memorial Union 250</td>
<td>231-6560</td>
</tr>
<tr>
<td>Safe Zone Program (LGBTQ)</td>
<td>Memorial Union 250</td>
<td>231-5733</td>
</tr>
<tr>
<td>Sexual Assault Prevention and Advocacy</td>
<td>Memorial Union 250</td>
<td>231-7701</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>Old Main 100</td>
<td>231-7701</td>
</tr>
<tr>
<td>Student Life</td>
<td>Memorial Union 250</td>
<td>231-6560</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Useful Internet Links</th>
<th></th>
</tr>
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<td>Alcohol &amp; Drug Prevention Programs</td>
<td><a href="http://www.ndsu.edu/alcoholinfo/">http://www.ndsu.edu/alcoholinfo/</a></td>
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<tr>
<td>Bias Reporting System</td>
<td><a href="http://www.ndsu.nodak.edu/equal_opportunity/biasreportingsystem/">http://www.ndsu.nodak.edu/equal_opportunity/biasreportingsystem/</a></td>
</tr>
<tr>
<td>Counseling Center</td>
<td><a href="http://www.ndsu.edu/counseling">www.ndsu.edu/counseling</a></td>
</tr>
<tr>
<td>Disability Services</td>
<td><a href="http://www.ndsu.edu/disabilityservices">www.ndsu.edu/disabilityservices</a></td>
</tr>
<tr>
<td>Diversity Resources</td>
<td>LINK COMING SOON</td>
</tr>
<tr>
<td>(NDSU &amp; FM area)</td>
<td><a href="http://www.edu/disabilityresources">http://www.edu/disabilityresources</a></td>
</tr>
<tr>
<td>Institutional, Equity &amp; Compliance</td>
<td><a href="http://www.ndsu.edu/equity">www.ndsu.edu/equity</a></td>
</tr>
<tr>
<td>International Students &amp; Study Abroad Services</td>
<td><a href="http://www.ndsu.edu/international/">http://www.ndsu.edu/international/</a></td>
</tr>
</tbody>
</table>
Leadership Programs  http://mu.ndsu.edu/leadership_programs

LIVE REAL Mentor  http://www.ndsu.edu/alcoholinfo/students/live_real_mentor_program/

Multicultural Programs  http://www.ndsu.edu/multicultural/

NCAA  www.ncaa.org

NDSU CARES  www.ndsu.edu/counseling/ndsu_cares_project/

(Campus Awareness, Referral and Education for Suicide Prevention)

Safe Zone Program (LGBTQ)  http://mu.ndsu.edu/safezone

Wallman Wellness Center  www.ndsu.edu/wellness

CONTACT INFORMATION FOR ADMINISTRATION AND COACHING STAFF -  GOBISON.COM/staff

GOVERNING BODIES OF INTERCOLLEGIATE ATHLETICS

NDSU is Division I member of the National Collegiate Athletic Association (NCAA), founded in 1906. The NCAA’s basic purpose is to maintain intercollegiate athletics as an integral part of the educational program and the athlete as an integral part of the student body. Student-athletes are protected under the principles of the NCAA which governs institutional control, student-athlete well being, gender equity, sportsmanship and ethical conduct, sound academic standards, nondiscrimination, rules compliance, amateurism, competitive equity, recruiting, eligibility, financial aid, playing and practice seasons, post season competition, and economy of the athletics program.

NDSU is a member of the Summit League in all sports with the exception of membership in the Missouri Valley Football Conference and the Big 12 Conference for Wrestling.

UNIVERSITY ATHLETICS COMMITTEE

The Department of Athletics has a direct relationship with the University Athletics Committee. Comprised of faculty, staff and students, the committee serves as a standing committee to the NDSU Faculty Senate. This committee also serves as the NDSU Athletics Advisory Board as described in the constitution of the National Collegiate Athletic Association.

The Committee members are selected by the respective college, and include the Faculty Athletic Representative, Senior Associate Director of Athletics/SWA, vice president of the student body and a member of the Student-Athlete Advisory Council.

STUDENT-ATHLETE ADVISORY COUNCIL (SAAC)

The Student-Athlete Advisory Council is a very active group, meeting twice a month during the academic year. As your representatives, they serve as leaders by listening to your concerns and sharing them with the athletics administrators. The council is comprised of two members from each team. Projects include development of Student-Athlete policies, extended relationships with student-government, and involvement in educational programming.

Many positive volunteer opportunities are initiated and implemented by all student-athletes such as the blood drive, holiday visits to area hospitals and community services to name a few.

ACADEMICS

Success in the classroom is a central focus for NDSU student-athletes. The staff, coaches and administrators share the same commitment and dedication to academic excellence. Your main goal is to earn a college degree as it creates a life filled with opportunity. If you maintain good study habits and work hard in classes, you will earn your degree.

NDSU and the NCAA have established several academic guidelines and regulations:

Guidelines for Academic Success

Understand that earning a degree through a challenging academic experience is your primary goal.

Meet all academic responsibilities, including the responsibilities of class attendance and the completion of all assignments in a timely manner.

Strive to be involved as a full-fledged member of the University community and make a strong effort to derive as much as possible out of all of the many opportunities presented at NDSU.
Utilize the academic support services available through the Academic Collegiate Enhancement (ACE) program and seek academic help when it is needed.

Understand that your personal commitment is at the heart of your academic success.

**Class Attendance**
To be successful academically you must attend all classes. Student-athletes are required to attend all of their classes regardless of the instructor’s attendance policy. Athletics expects you to be in class with the exception of illness, family emergencies and official team travel.

**Missed Class Policy**
As found in the NDSU Policy Manual, SECTION 333, CLASS ATTENDANCE POLICY AND PROCEDURE, please be fully aware of your responsibility to adhering to the missed class policy as stated below.

SOURCE: NDSU Faculty Senate Policy 1. GENERAL PHILOSOPHY

| Attendance in classes is expected. Only the course instructor can excuse a student from course responsibilities. (The term course includes class, laboratory, field trips, group exercises or other activities.) |
| If class attendance is a component of the course grade, the course instructor must clearly communicate this to the class in writing in the syllabus. |

The course instructor must clearly inform students on the first day of class and in writing in the syllabus (1) of their policy regarding class absence (including if supporting documentation is required; and (2) policy for making up missed assignments. It is recognized that sometimes an assignment is impossible to make-up.

The course instructor must exercise a fair and consistent standard for resolving questions of missed assignments, the type, extent, manner and time frame of the make-up assignments.

| Students are responsible for informing course instructors of absences. If absences are known (e.g., university sanctioned activity, such as student government, judging, clubs, athletic competition, fine arts performances), course instructors shall be informed with written notification as far in advance as possible (preferably a two-week notice). Where advance notification is not possible (e.g., illness, family emergency), students should contact their course instructor as soon as possible about the absence. Veterans and student service members with special circumstances or who are activated, to include State Active Duty, are encouraged to notify the instructor as soon as possible, provide Activation Orders if possible, and inform the NDSU Office of Military and Veterans Services to facilitate a smooth exit from and successful re-entry to the University. |
| When a student misses class for any reason, the student is responsible for contacting the instructor to make arrangements to follow the course instructor’s policy in making up any missed assignments, if permitted. |

**Responsibilities of the Student-Athlete**
It is your responsibility to obtain and understand each instructor’s policy regarding attendance.

You can be deleted from the class roster or fail a class because of a lack of attendance, and your instructor does not have to notify you of this. Direct communication with each of your instructors is very important.

If you know that you will miss class time because of competition, discuss it with your instructors during the first week of class so that you know where you stand ahead of time.

It is your responsibility during the first week of class to find out the policy on make-up work in each of your classes. Do not wait until you have already missed a test or assignment to find out your instructor’s policy on make-up work.

If you are unable to attend class because of a conflict with a competition, it is your responsibility to inform the instructor. Prior to each away competition, your coach will provide you with an official letter for you to personally present to each of your instructors. This letter identifies the date and time of departure and lists the official travel roster. Please be certain that the instructor is aware that your absence from class is due to athletic participation.

Satisfy all academic expectations outlined by the instructor for each class even with the additional time demands related to practice, competition and team travel.

Earn University and NCAA satisfactory progress each semester towards a degree.

Prepare for and attend all scheduled tutoring appointments, advising and other academic related meetings.
Academic Integrity
It is your responsibility to adhere to the policies of Academic Honesty and the Code of Academic Responsibility and Conduct as stated by North Dakota State University. For information on these policies you can go to: http://www.ndsu.edu/academichonesty/

Student-athletes shall neither participate in nor condone any form of cheating or academic dishonesty. Academic violations include:
- Plagiarism
- Cheating on exams / course assignments
- Assisting others in any form of cheating / academic dishonesty
- Falsifying reasons for taking a make-up exam, submitting assignments late or missing class.

Class Expectations
Basic courtesy and responsibility as a representative of your team requires that you:
- treat instructors and classmates with courtesy and respect.
- arrive at class on time and do not leave early.
- be prepared for class.
- be attentive in taking notes and participating in class discussions.
- notify your instructor in advance when competition or travel requires you to miss class.
- discuss in advance with your instructor the procedure you are to follow if competition necessitates missing an examination or assignment deadline.

Registration
All students register using the Campus Connection system. This is a web-based registration. A link to Campus Connection is on the NDSU homepage (www.ndsu.edu).

Changing Your Schedule
Before changing your schedule, you must obtain permission from your academic advisor and contact your Athletic Academics Advisor with the change(s) to your schedule.

Add/drop deadlines are published each semester in the registration schedule on the Campus Connection web site. Add and drop dates vary for many courses and within departments, so be sure to check the registration schedule. Check dates and deadlines at: http://www.ndsu.edu/bisonconnection/dates/.

Schedules (Study List)
A copy of your class schedule is available from the Campus Connection web site.

Incompletes
Under ordinary circumstances and at the discretion of the instructor, a student may be assigned a grade of Incomplete. Grades of Incomplete must be removed no later than the end of the seventh week of the following semester. Grades that are not removed within the specified time are automatically changed to F grades.

Dean’s List
To be eligible for inclusion on the Dean’s List, a student must have earned a grade point average of no less than 3.50 while completing at least 12 hours.

University Academic Probation and Suspension
To be eligible to register continuously without conditions, a student must maintain the following:

<table>
<thead>
<tr>
<th>Minimum Semester &amp; Cumulative GPA</th>
<th>Completed Hours</th>
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<tbody>
<tr>
<td>2.00 (freshman)</td>
<td>fewer than 26</td>
</tr>
<tr>
<td>2.00 (sophomore)</td>
<td>27-59</td>
</tr>
<tr>
<td>2.00 (junior)</td>
<td>60-89</td>
</tr>
<tr>
<td>2.00 (senior)</td>
<td>90+</td>
</tr>
</tbody>
</table>

1. **Warning**: Occurs anytime that your semester GPA falls below a 2.00 and your cumulative GPA is above a 2.00. It does not appear on the official transcript.

2. **Probation**: Occurs if the semester and the cumulative GPA falls below a 2.00 if the semester before this occurred you were in good standing.
3. **Continued Probation:** Continuance of probation may be issued for as many semesters as the Semester GPA is above 2.00 with the Cumulative GPA below 2.00. Continued Probation does not appear on the official transcript.

4. **Suspension:** Occurs when both the semester and cumulative GPA falls below a 2.00 if the previous semester the student was on probation or continued probation or was admitted to the institution as a conditional student. This is an intervention by the institution for failure to demonstrate academic improvement. Suspension is issued for the immediate two grading periods following the suspended term. Suspension does not appear on the official transcript.

5. **Suspension Appeal:** If suspended, a student may appeal with extenuating documented circumstances. Suspension appeals are noted on the official academic record after the specific term as a continuance approved by Academic Standards with the date of approval. Students must meet or exceed both the term and cum GPA to continue; if not, the student is re-suspended.

The Academic Standing Chart below provides a visual of the above terms and standings.

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<td></td>
<td>Sem. GPA &lt; 2.00</td>
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<tr>
<td></td>
<td>Cum. GPA ≥ 2.00 Cum. GPA &lt; 2.00 Cum. GPA &lt; 2.00</td>
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<tr>
<td>First term student with no previous standing</td>
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<tr>
<td>Admitted on Probation (ADPR)</td>
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<tr>
<td>Good (GOOD)</td>
<td>¹Warning</td>
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<tr>
<td>Warning (WARN)</td>
<td>¹Warning</td>
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<tr>
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<td>¹Warning</td>
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<td>Continued Probation (CNPR)</td>
<td>¹Warning</td>
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<tr>
<td>Suspension Appeal (SPCT)²</td>
<td>¹Warning</td>
</tr>
<tr>
<td>Reinstate on probation following Suspension (ACSP)</td>
<td>¹Warning</td>
</tr>
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</table>

**Academic Appeals**

If you feel you have been unfairly treated or miss graded in a course, you may initiate an appeal by contacting the chair of the department in which the course is offered.

**ACADEMIC SUPPORT**

**Athletic Academic Coordinators**

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<th>Position</th>
<th>Name</th>
<th>Office</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Director of Athletic Academics</td>
<td>Kelli Layman</td>
<td>SHAC</td>
<td>701-730-6228</td>
</tr>
<tr>
<td>Assistant Director of Athletic Academics</td>
<td>Kelsey Lage</td>
<td>SHAC</td>
<td>701-630-2844</td>
</tr>
<tr>
<td>Athletic Academics Coordinator</td>
<td>Ashley Harris</td>
<td>SHAC</td>
<td>701-630-2843</td>
</tr>
<tr>
<td>Graduate Assistant</td>
<td>Amanda Grable</td>
<td>SHAC</td>
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<tr>
<td>Graduate Assistant</td>
<td>Joe Kulas</td>
<td>SHAC</td>
<td></td>
</tr>
<tr>
<td>Graduate Assistant</td>
<td>Linsey Johnson</td>
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<tr>
<td>Graduate Assistant</td>
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<td>SHAC</td>
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</tr>
</tbody>
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**Hours of Operation in SHAC**

- Monday-Thursday 8am-10pm
- Friday 8am-5pm
- No Weekends

**Academic Collegiate Enhancement (ACE)**

Intercollegiate athletics, in cooperation with Student Success programs, offers an academic enhancement program designed to assist all athletes. Tutors are on site and provide one-on-one or small group assistance. Each head coach has specific academic criteria for mandatory participation in the program.

In cooperation with various services and units available for students at NDSU, Athletic Academics provides:

- University resources to assist student-athletes
- Coordinating structured study and tutorial programs
Monitoring semester and yearly academic progress

This is done through:

- Mandatory student-athlete meetings
- Study Skills courses
- Grade Academic Orientation
- checks

Advising
Each semester, student-athletes along with their academic advisor are required to fill out a Degree Progress Certification (DPC) form and return it to Athletic Academics Support Staff before your enrollment appointment. You will not be allowed to register until your DPC form is turned in and signed by your advisor. It is important to remain in close contact with your academic advisor and coach regarding your academic eligibility.

Additional Academic Support Programs

<table>
<thead>
<tr>
<th>Department</th>
<th>Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Counseling</td>
<td>ACE</td>
<td>231-5871</td>
</tr>
<tr>
<td>Center for Writers</td>
<td>Library #6</td>
<td>231-7927</td>
</tr>
<tr>
<td>Disability Services</td>
<td>Wellness Center</td>
<td>231-8463</td>
</tr>
<tr>
<td>Multicultural Programs</td>
<td>MU 178</td>
<td>231-1029</td>
</tr>
<tr>
<td>Student Support Services (TRIO)</td>
<td>Ceres 319</td>
<td>231-8028</td>
</tr>
<tr>
<td>Technology Learning and Media Center</td>
<td>QBB 150C</td>
<td>231-5130</td>
</tr>
</tbody>
</table>

More information on resources available for student-athletes is online at www.ndsu.edu/ace.

ITS Laptop Check-Out

ITS has laptop computers available for students to check out in the QBB. This is a great option for travel if you don’t have your own. To reserve one, you must fill out the reservation form in advance on the ITS Web site.

ELIGIBILITY – ACADEMIC RULES FOR STUDENT-ATHLETES

Full-time or 12 Credit Hour per Semester Rule
To be eligible to practice, compete, receive financial aid, or use the athletic training facilities, a student-athlete must be full time by being registered in a minimum of 12 credits hours per semester. An exception to this rule is if the athlete is in his/her last semester of enrollment and needs fewer than 12 credits to graduate. You must receive written approval prior to receiving this exception.

Six-Hour Rule
To be eligible for competition, a student-athlete must pass a minimum of six semester hours of degree applicable academic credit the previous full-time regular academic term (fall or spring semester).

18-Hour Rule
The 18 rule states that to be eligible for competition, a student-athlete must complete 18-semester hours of academic credit during each regular academic year. Hours earned during summer may not be used to fulfill this requirement.

9-Hour Rule (Football only):
To be eligible for fall competition, a football student-athlete must pass a minimum of nine semester hours of degree applicable academic credit the previous fall semester.

24-Hour Rule
A student-athlete must complete a minimum of 24 semester hours of academic credit prior to beginning the second year of enrollment.

Remedial, Tutorial, Noncredit hours
A maximum of six semester hours of remedial, tutorial or noncredit hours may be used to satisfy the minimum academic progress requirement. If a student wants to use these credits toward their satisfactory progress, then the credits must be taken during his/her first year of collegiate enrollment. Math 102 and English 101 are examples of such classes at NDSU.

Progress Toward Degree or 40/60/80 Rule
To be eligible for competition, a student-athlete must be making progress toward a degree. This progress is calculated by the percent of credits applying toward a degree (major).

For example, if the degree requires 122 credit hours, the athlete must complete by the start of the:

<table>
<thead>
<tr>
<th>Year</th>
<th>Percentage of Degree</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Third year</td>
<td>40% of degree</td>
<td>(122 x 40% = 49 hours)</td>
</tr>
</tbody>
</table>
Fourth year  60% of degree  \((122 \times 60\% = 74\ \text{hours})\)
Fifth year  80% of degree  \((122 \times 80\% = 98\ \text{hours})\)

**Note:** five-year programs use \(33/50/67\) percentages to calculate progress toward degree.

**Minimum GPA Rule or 90/95/100 Rule**
To be eligible for competition, a student-athlete must achieve the following minimum GPA:

<table>
<thead>
<tr>
<th>Start of Second Year</th>
<th>90% of GPA required for graduation</th>
<th>((2.0 \ \text{GPA} \times 90% = 1.80))</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start of Third Year</td>
<td>95% of GPA required for graduation</td>
<td>((2.0 \ \text{GPA} \times 95% = 1.90))</td>
</tr>
<tr>
<td>Start of Fourth Year</td>
<td>100% of GPA required for graduation</td>
<td>((2.0 \ \text{GPA}))</td>
</tr>
</tbody>
</table>

**Declaring a Major**
All athletes must declare a major no later than the end of their fourth semester. The student-athlete through their chosen college must make formal enrollment of the declared major.

If a student-athlete wants to change their major, the student-athlete must request approval prior to the change from Athletic Academics Support Staff. Approval is critical because eligibility issues need to be addressed.

Declare/Change Major in Registration and Records, Ceres Hall 110 or file online after seeking approval by the Athletic Academic Staff: [http://www.ndsu.edu/registrar/forms/](http://www.ndsu.edu/registrar/forms/)
Visit with your new advisor once the request has been processed.

**Social and Community Responsibilities**
Student-athletes shall conduct themselves as responsible members of the university and local community. Student-athletes must abide by the sport specific team rules established by their coach; the rules, regulations and policies of the university and all local, state and federal laws.

**Internet Usage / Social Networking / Online Communities**
The popularity of social networking websites (e.g., Facebook, Twitter, YouTube, Instagram, Snapchat) has grown tremendously. These websites can serve as valuable communication tools when used appropriately. The use of social media, however, has the potential to cause problems for both the student-athlete and the university if used inappropriately.

**Important Suggestions and Recommendations Regarding Social Networking Sites**
Some students mistakenly believe social networking websites have a wall of privacy and assume their profiles are viewed only by a close circle of friends and fellow students. To the contrary, the content on most of these sites is accessible by anyone in the general public unless security and privacy features are used.

The public nature of these websites has created personal safety and personal welfare concerns. For example, student-athletes have been stalked or sexually harassed and assaulted as a result of their Facebook profiles. Agents and gamblers also have contacted student-athletes through social networking sites. Fans of opposing teams have taunted student-athletes based on information obtained from social networking sites.

You also should be aware that potential employers and graduate school admission officers now regularly screen applicants by conducting “Google” searches of an applicant’s name and by reviewing the applicant’s social networking profiles. Students are being passed over for interviews and denied admission to universities based on the content of their profiles.

You should be very careful about what personal information you share on the internet. For your own security, protection and welfare and that of your teammates and friends, the Athletics Department strongly recommends and advises you to:

- Keep phone numbers, physical addresses, birthdates, current whereabouts, travel plans and other personal information strictly confidential. This information should not be contained in your personal online profile.

- Limit the access of others to e-mail addresses and screen carefully those whom you may accept as “friends” on a social networking site.

- Use whatever security and privacy features are available to restrict the ability of others view on your site or to post pictures, messages and other content on your site.

- If an individual contacts you via a social networking site and the nature of the contact makes you concerned for your safety or uncomfortable in any way, you should immediately contact a coach, an Athletics Department administrator or the police.
Rules Regarding Social Networking Sites
Participation in intercollegiate athletics carries with it personal accountability. As a condition of being a student-athlete at the NDSU, student-athletes must abide by the following rules related to the use of the internet and social networking sites:

Student-athletes may not post online any pictures, information or other content that might cause embarrassment to themselves, fellow student-athletes, teams, coaches, the Athletics Department or the university (examples: obscene images or language, pictures at parties with alcohol, references to drugs or sex).

Student-athletes may not post any content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a student-athlete, coach or team at another institution). No posts should depict or encourage unacceptable or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illegal drug use).

Student-athletes may not post any content online that would constitute a conference or NCAA rules (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).

Student-athletes may not post any information that is sensitive or personal in nature or is proprietary to the Athletic Department or the university that is not public information (examples: tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/itineraries or information).

Student-athletes may not post any pictures, audio or video content or any other information that is not the student-athlete’s personal property or would violate copyright laws. Student-athletes may not use the logos or trademarks of the NDSU or other entities without permission, and student-athletes are personally liable for any copyright violations they may commit.

Student-athletes are required to abide by all laws related to the use of the internet (including state and federal privacy laws such as FERPA and HIPAA), and student-athletes are personally liable for any violations of those laws. Student-athletes also are required to follow the NDSU Student Code of Conduct and all university computer usage rules and regulations.

Any information posted can be held against you in criminal charges and/or as evidence of violations of campus policies.

Student-athletes must provide their coaches with access to their social networking sites if requested.

Additional Guidelines
North Dakota State University faculty, alumni, coaches, students, administrators and staff have profiles listed on Facebook.

Many institutions have prohibited student-athletes from having Social Media or other electronic social sites. Several factors play into this decision including access by those who may intentionally or unintentionally jeopardize the well-being of a student-athlete.

As a part of online social networking, it is imperative that you are aware that this information is public and can be viewed by anyone, including members of the media, the general public and Bison fans in general. Information posted a social network sites has the potential to influence the public opinion of the university, the athletics department and you as an athlete. Competitors search for ways to gain advantage over the Bison.

Any information posted can be held against you in criminal charges and/or as evidence of violations of campus policies.

As administrators and coaches at NDSU we trust that you will make good decisions and be responsible for your personal information.

In closing, we have listed a few thoughts for you to consider:

- Recruits often view Social Media to learn about the NDSU athletic team they are considering. Be mindful of the first impression you give by the content you have posted.
• Remember the media are aware of information posted on these sites which could and which have, resulted in potential liabilities for the student-athlete and the athletics program.

**Responsible Computer Usage**
The NDSU computer system is intended for academic use. While you may use the system for personal reasons, you are expected to abide by all campus policies, state and federal laws.

**Transfer Policy/Permission to Contact other institutions**
If a student-athlete wishes to speak with another institution about transferring to that institution, the student-athlete must request permission to contact prior to speaking with any coach at the second institution. The student-athlete should first communicate their request with their head coach. The student-athlete will then need to provide a written request to a member of the compliance staff. The compliance staff member will verify with the head coach about providing permission to the student-athlete. The compliance staff will provide written permission, via e-mail, to the institution(s) the student-athletes wishes to contact. A blanket, permission to contact memo will not be provided to the student-athlete. Permission to contact will only be provided by the compliance office. The student-athlete’s request will be granted or denied within seven business days of receipt of the written request. If the compliance office fails to respond to the written request within seven business days, permission shall be granted by default and written permission will be provided.

**NCAA Bylaw 13.1.1.3.1-Hearing Opportunity**
If the institution decides to deny a student-athlete's request to permit any other institution to contact the student-athlete about transferring, the institution shall inform the student-athlete in writing that he or she, upon request, shall be provided a hearing conducted by an institutional entity or committee outside the athletics department (e.g., the office of student affairs; office of the dean of student life; or a committee composed of the faculty athletics representative, student-athletes and non-athletics faculty/staff members). The institution shall conduct the hearing and provide written results of the hearing to the student-athlete within 15 business days of receipt of the student-athletes written request for a hearing. The student-athlete shall be provided the opportunity to actively participate (e.g., in person, via telephone) in the hearing. If the institution fails to conduct the hearing or provide the written results to the student-athlete within 15 business days, permission to contact the student-athlete shall be granted by default and the institution shall provide written permission to the student-athlete.

Student-athletes who have been granted permission to speak with other institutions and remain on the team:

- Will continue to have access to all academic support programs
- Will continue to have access to the sports medicine staff
- Will continue to have access to the strength & conditioning staff
- Will continue to have access to their gear and equipment through the equipment staff

Student-athletes who have been granted permission to speak with other institutions, but have quit the team and no longer participate in practices, workouts or other meetings:

- Will continue to have access to all academic support programs
- Will continue to have access to the sports medicine staff ONLY if they are continuing medical treatment or rehabilitation
- Will NOT have access to the strength & conditioning staff
- Must return ALL issued gear and equipment to the equipment staff

**THE ATHLETICS DEPARTMENT RESERVES THE RIGHT TO MAKE EXCEPTIONS TO THIS POLICY ON A CASE-BY-CASE BASIS.**

**STUDENT-ATHLETE RIGHTS**

**Gender Equity**
NDSU and the Department of Athletics are committed to gender equity and to the application of Title IX. A core value of the department is reflected in this statement: Student-Athletes: "We derive our purpose from student-athletes, men and women alike, who will be provided an opportunity to achieve the highest standards through the best preparation and support in a complete environment.

This value is the cornerstone of the behavior for all who are in athletics, and it is complemented by the principle in the Athletics Department of “doing what is right” regardless of gender.

**Diversity**
NDSU’s mission, vision, core values and campus themes clearly identify the commitment to diversity as one of the cornerstones of the university’s continued growth and transformation. The Department of Athletics affirms and supports the NDSU Diversity vision.
FINANCIAL AID
Financial aid is provided to assist with college expenses. An athletic grant-in-aid, or scholarship, may consist of tuition and fees, room and board, books and other expenses related to attendance at the institution up to the cost of attendance established by NDSU. Athletic grants-in-aid are awarded within NCAA guidelines. All are awarded on a one-year basis and may be renewed annually. There are several guidelines surrounding financial aid that student-athletes should be familiar with:

Grant-in-aid
A grant-in-aid may pay for tuition, room and board, course and program fees, books and other expenses related to attendance at the institution up to the cost of attendance established by NDSU. Student-athletes should be aware that full or partial scholarships do not automatically cover four years. It is up to each head coach whether or not a student-athlete’s grant will be renewed. To assist with the renewal of scholarships, student-athletes are encouraged to make sufficient academic progress each semester. Student-athletes should keep in mind that the NCAA does not permit the institution to pay for some fees. If you have questions or concerns about your scholarship, contact your head coach or ONE STOP.

Student Loans/Grants
Even if a student-athlete does receive a full grant-in-aid, he/she also may apply for a student loan or grant. These loans are administered by NDSU Financial Aid & Scholarships and must be in accordance with NCAA regulations. As a student-athlete you are obligated to report all sources of financial assistance. You may set up direct deposit for excess financial aid checks; otherwise the checks will be mailed to you directly. If you have an existing bill on your account, you will go and pick up your check at ONE STOP and will be asked to pay the bill that is on your account.

Pell Grants
If it is determined a student-athlete’s financial need is high enough, Pell Grant funding may be allocated. A student-athlete who receives a Pell Grant may receive financial aid equivalent to the cost of attendance plus the Pell Grant.

Employment
Student-athletes are permitted to work during the academic year. Earnings from a student-athlete’s on or off-campus employment are exempt and not counted in determining a student-athlete’s cost of attendance. Compensation may be paid to a student-athlete, provided:

- 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 publicity, reputation, fame or personal following he/she has obtained because of athletic ability;
- the student-athlete is compensated only for the work actually performed; and
- the student-athlete is compensated at a rate commensurate within the locality for similar services.

Prohibited Financial Aid, Benefits and Arrangements
A student-athlete is prohibited from the following financial aid, benefits and arrangements:

- Employment arrangement for the athlete’s relatives
- Gift of clothing or equipment
- Signing or co-signing a note with an agency to arrange for a loan
- A loan of money
- A guarantee of bond
- Providing loans to a prospect’s relatives or friends
- Cash or like items
- Any tangible items, including merchandise
- The use of an automobile
- Free or reduced services, rentals or purchases of any type
- Free or reduced-cost housing
- Services such as typing, faxing
• Use of telephones, cells phones

Should you have questions on this complicated matter, contact the Director of Compliance or an appropriate athletic administrator.

GENERAL ATHLETIC SCHOLARSHIP POLICIES
• Student-athletes on athletic scholarship are bound by the same requirements for athletic eligibility as athletes who are not on scholarship.

• The total amount of financial aid (excluding bona fide loans and aid from family) for athletes receiving athletic grants and other university designated financial aid (such as academic scholarships or grants) may not exceed the cost of attendance. However, an athlete receiving a Pell Grant may retain the grant in addition to the cost of attendance. Academic honor awards that meet NCAA criteria are subject to consideration for retention by the student-athlete.

• In all cases, the student-athlete’s financial aid award may not exceed the cost of attendance at NDSU.

• An athletic scholarship is issued for one academic year.

• Student-athletes who are NCAA qualifiers from high school may receive athletic aid during their first year.

• If a student-athlete is injured during official practice, competition or university sponsored travel to or from competition under intercollegiate athletics auspices, that student’s athletic grant, or a portion thereof, may be continued until the athlete receives his/her baccalaureate degree or through the athlete’s fourth year of enrollment, whichever comes first.

• The university’s obligation to provide medical care and financial aid for an injured athlete under the above policy will terminate immediately if appropriate university medical staff certify that an injured athlete has recovered sufficiently to permit competition and the athlete voluntarily chooses not to participate in athletics.

• An athletic grant may be withdrawn during the period of the award if the student athlete:
  - Renders himself/herself ineligible for intercollegiate competition.
  - Voluntarily quits the team.
  - Loses amateur status in the athlete’s sport.
  - Fraudulently misrepresents any information on an application, letter of intent or financial aid tender.
  - Engages in misconduct that brings disciplinary or other legal actions including conduct prior to enrollment at NDSU.

• An institution may cancel or reduce financial aid of the student-athlete who is found to have engaged in misconduct by the university’s regular student disciplinary authority, even if the loss in aid requirement does not apply to the student body in general.

• A currently enrolled student-athlete may have their financial aid cancelled or reduced for a civil wrong doing.

• According to recent changes in the Internal Revenue Code, a portion of a recipient’s scholarship may be taxable. The recipient may exclude amounts paid for tuition and fees. Generally, amounts received for room and board become the taxable amount. NDSU is not required to furnish the recipient statement of taxable amounts. The student is responsible for reporting such amounts on his/her individual tax returns.

Appeals
NDSU provides the following appeals process for student-athletes who wish to appeal a decision regarding their athletic grant-in-aid, a denial of a transfer request, or any other circumstance that warrants a sanction, by the head coach or an athletic administrator.

To initiate the appeal, the student-athlete needs to submit a written request that includes:
• The student’s name, student ID, year in school, and sport;
• Reason for the appeal (e.g., denial of transfer request, team suspension);
• Reasons for believing that the decision was unfair, including names of institutional staff members (e.g., coach, athletic administrator) with whom the student-athlete had discussed the concern;
• Provide copies of any relevant documents to the University Student-Athlete Appeals Committee (e.g., letter regarding decision, suspension).
If the student wishes, a process advocate will assist the student with the preparation of the above materials. Upon request by the student the process advocate will be assigned by the chair of the University Athlete Appeals Committee and will be responsible to contact the athlete.

The student-athlete submits these materials to the chair of the University Student-Athlete Appeals Committee within 15 working days after receiving notification that the decision has been rendered contrary to the expectation of the student-athlete. After receiving this information, the chair of the committee notifies the appropriate coach and the athletic director of the appeal, provides them a copy of the information, schedules a hearing and notifies all of the parties to the appeal of the time and place. The hearing will usually be conducted by conference call, but the student-athlete may request the hearing be in person. During the hearing, each party presents its arguments to the University Athlete Appeals Committee.

Following the hearing, the University Student-Athlete Appeals Committee will take one of two actions:

1. If the appeals committee finds that the decision to uphold the decision regarding financial aid, to deny the transfer request or to sustain the decision for other circumstances, is not a violation of NCAA rules, regulations or institutional policies and no extenuating circumstances are present, the appeal is immediately denied.

2. If the appeals committee finds that the decision to uphold the decision regarding financial aid, to deny the transfer request or to sustain the decision for other circumstances, is a violation of NCAA rules, regulations or institutional policies, the appeal is immediately approved. The student-athlete will be awarded financial aid agreed upon by the appeals committee, granted permission to transfer or will be reinstated as a member of their respective team.

In either case, the chair of the appeals committee notifies the student-athlete of the decision in writing as soon as possible but not later than three (3) weeks after the hearing. If the student-athlete wishes to discuss the result of the appeal, a meeting with the chair or a designated member of the University Student-Athlete Appeals Committee is arranged.

The committee’s decision is final and there is no appeal beyond the University Student-Athlete Appeals Committee.

Committee
The University Student-Athlete Appeals Committee consists of four faculty and staff members. Each member is appointed to a three-year term by the university President and may be re-appointed. The President shall designate the chair. The Associate Vice Provost for Enrollment Management serves as the chair. The current Faculty Athletics Representative is also a standing member of the committee.

AMATEURISM
Student-athletes must be aware of and responsible for amateurism rules as governed by the NCAA. A student-athlete will not be eligible for participation in an intercollegiate sport if the individual:

- Uses his or her athletics skills (directly or indirectly) for pay in any form in that sport;
- Accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation (i.e., gift certificates, cash, savings bonds);
- Signs a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received;
- Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletic skill or participation, except as permitted by NCAA rules;
- Competes on any professional athletic team, even if no pay or remuneration for expenses is received.

At the beginning of each sport season, student-athletes will be given an opportunity to report the acceptance or promise of pay. Thereafter, the institution shall fully assist the student-athlete in reinstating their eligibility.

It is imperative student-athletes report signing of any outside contract to play outside competition in their sport. For example, athletes may participate in approved summer leagues, including international leagues, with advance written permission from the directors of athletics or designee.

AGENTS
A student-athlete shall be ineligible for participation in an intercollegiate sport if he/she has ever agreed (orally or in writing) to be
represented by an agent for the purpose of marketing his/her athletic 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.

Each student-athlete is encouraged to keep in direct contact with their head coach and the director of athletics concerning the use of an agent.

EQUIPMENT
NDSU athletic equipment or clothing may be used only in practice, during workouts, or in competition while representing NDSU as a member of a team. Use during any other type of competition may result in loss of athletic eligibility, among other consequences.

If issued athletic equipment is not returned, awards may be withheld until the equipment is returned or paid for (i.e., rings, watches, jackets etc.)

- The athlete is responsible for all equipment issued to him/her. It is his/her responsibility to return all equipment (regardless of condition) to the equipment room on the date established by the equipment manager. All practice and competitive equipment must be returned to the equipment room immediately following the final competitive event of the season. Failure to return equipment could have severe consequences such as charges assessed to the student-athlete’s account.

- If equipment is not returned, equipment personnel will notify the appropriate athletic administrator who will inform the student-athlete the amount due payable to the Athletic Business Office for collection.

- If a student-athlete, including those who have exhausted their athletic eligibility, fails to return his/her athletic equipment, the cost of equipment doubles and a hold will be placed on their official university transcript.

- An athlete cannot elect to purchase their equipment or uniform in lieu of its return. The athlete will reimburse the department double for any missing equipment.

TICKET POLICY

- The NCAA permits a maximum of four complimentary admissions per home contest to an eligible student-athlete in the sport in which the individual participates.

- Each student-athlete is responsible to identify the number of tickets and names of individuals who will sign for them.

Process, Terms and Conditions of Complimentary Admission for Student-Athletes
1. The request must be submitted online through guest management prior to the lockout date designated for the event.

2. Recipients must present a picture I.D. and enter through the pass gate.

3. A student-athlete may not receive payment from any source for his/her complimentary admissions and may not exchange or assign them for any item of value.

4. A student-athlete may not purchase tickets for an intercollegiate athletic event from the institution and then sell the tickets at a price greater than their face value.

5. Complimentary admissions will only be provided through a pass list for individuals designated by the student-athlete. Hard tickets will not be issued.

Process for Immediate Guests to Receive Game Admission
Please follow these steps when picking up your complimentary admission:
1. State the name of the player who reserved your complimentary admission.

2. Present a picture I.D. to the seller.

3. Sign the complimentary admission form.

4. Enter the stadium/arena.

Baseball        Southwest entrance, Newman Outdoor Field
Basketball      South entrance, SHAC
Football        East entrance, Fargodome (marked TEAM TICKETS)
Softball        North entrance, Ellig Sports Complex
Doors/gates open 60 minutes prior to start of contest. For football only the doors will open 90 minutes prior to the start.

**TRAVEL**
NDSU has developed travel policies to ensure the safety of its student-athletes and its athletics staff. Foremost, if a student-athlete, manager or cheer team member requests not to travel with or return with the team, the student must complete an NDSU Athletic Trip Policy Waiver form. The form must be signed by a parent or guardian and be on file prior to departure.

**MEDICAL CARE**
Your physical welfare is very important to us at North Dakota State University. Every student-athlete will receive excellent medical care. The medical staff will closely monitor recuperation and recovery after an injury or illness to ensure you are at your peak level of physical health when competing. The athletic training staff hopes your competitive experience is enriching physically, mentally and socially, and is dedicated to helping you achieve your goals. With athletic participation comes the inherent risk of injury. We’re here to help in the following ways:

- Reduce risk of injury through physical screening, conditioning programs and education.
- Should an injury occur, be available for consultation, referral to the team physician, and develop a treatment and rehabilitation program that will guide you to full recovery.
- Act as liaison between physician, coach, parents and athlete so everyone has full understanding of the capabilities or limitations the injury imposes.
- Educate the athlete so that he/she understands his/her injury, responsibilities and future implications for participation.

**Physical Examinations**
You are required to have a physical examination. All returning student-athletes will be given a physical when they return to school; transfer students and freshmen must have their physical prior to any workouts, including summer conditioning.

**Treatment of Illness and Injuries**
All illnesses or injuries, including cuts and abrasions, should be reported immediately to the athletic trainer of your sport. For injuries, the following steps should be taken:

- After reporting the injury to the athletic trainer, the student-athlete, in case of an emergency, will be taken to a hospital for evaluation.
- Following evaluation, the student-athlete may be referred to the athletic training room for treatment, or to the physician for additional evaluation.
- The student-athlete is required to report to the designated athletic training room for treatment.
- After daily evaluations of the injury and approval by the North Dakota State University team physician or personal medical physician, and thereafter verified by NDSU’s team physician, and athletic trainer, the student-athlete will be allowed to return to competition.
- If appointments for a second opinion are made for further medical treatment or testing, it is imperative the student-athlete keeps that scheduled appointment. Further, without prior notification by the student-athlete to the Director of Sports Medicine to seek a second opinion, NDSU will not be responsible for any related expenses.

**Pregnancy Policy**
- Female student-athletes are encouraged to notify the sports medicine staff, coach and team athletic trainer immediately if they think they may be pregnant. The student-athlete is encouraged to seek assistance from the NDSU Sports Medicine Department, their personal health care provider or other experts in pregnancy and related conditions.
- The sport medicine staff will collectively work to assure the student-athlete’s well-being as well as the student-athlete’s position as a team member and/or her athletic scholarship. Women not on scholarship will receive the same level of care.
- Even if the student-athlete chooses to seek assistance from the NDSU Sports Medicine Department, the student-athlete is still strongly encouraged to seek outside professional medical care.
• A certified athletic trainer will assist in referring the student-athlete who thinks she may be pregnant to the Student-Health Service, a team physician, an obstetrician/gynecologist, or to the student-athlete’s personal physician for medical care.

• With a positive pregnancy test, the student-athlete will be given information about the availability of professional counseling.

• In the event the student-athlete elects to continue to participate in intercollegiate athletics while pregnant, the following protocol will be followed:

A pregnancy management team consisting of the student-athlete, head coach, athletic trainer, team physician, obstetrician/gynecologist and/or personal physician and academic support staff will convene to monitor the student-athlete’s health and academic progress. Parents or guardians must participate on the management team if the student-athlete is under age 18.

Based on a management plan and recommendations from the attending physician, the pregnancy management team will monitor the length and intensity of athletic participation and will determine how long the student-athlete may safely engage in strength and conditioning, practice and athletic competition.

The attending physician shall communicate, in writing, the level of activity permitted for the student-athlete and when the student-athlete shall cease participation.

In order to continue athletic participation during pregnancy, the student-athlete (and a parent or guardian if the student-athlete is under age 18) must sign an informed consent acknowledging the risks of continuing participation. Continuation is still subject to medical clearance. Many medical experts suggest that pregnant women avoid competition after the 14th week of pregnancy due to the potential higher risk of health complications.

Postpartum, the attending physician’s medical clearance will be required before the student-athlete can return to conditioning, practice and competition.

• The philosophy of North Dakota State University Athletics is that pregnancy and childbirth will be regarded as a temporary medical condition, similar to any temporary disability, which may result in the student-athlete’s inability to participate in athletics.

• The student-athlete shall be informed that her position as a team member and her athletic scholarship, if applicable, is not in jeopardy for the current academic year as long as the student-athlete does not voluntarily withdraw from her sport, and that NDSU seeks a one-year extension of the NCAA five-year eligibility rule.

• A reduction or cancellation of scholarship is not permitted during the term of the award for the reason of pregnancy.

• If the student-athlete voluntarily terminates her position as a member of the team on a permanent basis, her athletic scholarship will continue only until the end of the current semester.

• Renewal and non-renewal of athletic financial aid for a pregnant or postpartum student-athlete will be determined by the head coach and the Director of Athletics. NCAA regulations regarding renewal and nonrenewal of athletic financial aid will be applied.

• It is possible that a pregnancy will have an impact on academic advancement and eligibility; therefore, it is of vital importance the student-athlete consult with her Academic Advisor, the Associate Director of Learning Services/Athletic Academics and the Director for Compliance regarding individual circumstances.

• All costs and expenses of the pregnancy are the responsibility of the student-athlete and will not be covered by the Department of Athletics.

A male student-athlete whose partner becomes pregnant often looks for support from others as well. Although males do not experience the physical changes associated with pregnancy they nevertheless may endure emotional stress. If you are a male and need direction, support, or guidance please know that many professionals are available to assist you. A first step would be, for you to visit with your head coach, athletic trainer or athletic director.

Mental Health Policy
Institutional financial aid based in any degree on athletics ability may not be reduced or cancelled because of an injury, illness, or physical or mental condition that prevents the recipient from participating in athletics (except as permitted pursuant to NCAA Bylaw 15.3.4.3).

NDSU Athletic Training Equipment Check Out Policy
If you, as a student-athlete, receive an injury requiring utilization of any equipment (i.e. crutches, braces) they will be checked out to you until the medical staff indicates it is no longer medically necessary. Failure to return the item(s) will result in the student-athlete’s personal account being charged for the value of the modality. If the athlete has graduated, the athlete’s transcript will be held until receipt of payment.

**STUDENT-ATHLETE INSURANCE POLICY**

Participation in intercollegiate athletics carries with it an inherent risk of injuries. Athletes assume certain risks in that an athlete may suffer injuries in connection with intercollegiate activities. When such injuries occur, NDSU cannot assume indefinite responsibility for continuing medical care that might be subsequently required. Subject to the limitations stated hereinafter, however, NDSU does accept certain obligations.

**University Obligations**

When a student-athlete is injured during the official NCAA playing and practice season, at a sanctioned competition or university sponsored travel to or from competition under NDSU’s athletic department authority, the university will provide the following assistance to the injured student. For purposes of this policy, university sanctioned athletic activity includes all practices on university or shared community facilities authorized by a coach, and any events to which an athlete travels with university support or financial assistance.

- All student-athletes must have primary medical insurance coverage. North Dakota State University athletics carries a supplemental policy that requires all medical charges to be filed with a primary insurance company prior to consideration of acceptable charges. Therefore, all expenses must be filed with the student-athlete’s primary insurance first.

- As a member institution of the NCAA, catastrophic injury coverage is dictated by the policy provided by the NCAA.

- Approved eligible medical costs associated with the injury must be submitted to the student-athlete’s personal insurance policy. The university will cover deductible costs or remaining balances per NDSU’s medical athletic policy.

- NDSU reserves the first right to obtain medical opinions about the injury from the NDSU medical staff for the necessity and reasonableness of any particular treatment of an injury.

- If the student-athlete seeks a second opinion from a physician other than an NDSU team physician, and the second opinion confirms the opinion of an NDSU team physician, then NDSU will only provide financial assistance for charges associated with the services performed by an NDSU team physician.

**Limitations**

The foregoing is subject to the following limitations:

- Any athlete with a pre-existing injury or who has a diagnosed illness prior to participation in NDSU athletics must notify in writing to the NDSU medical staff prior to participation in NDSU athletics. Any medical cost associated with the pre-existing injury or illness is not the responsibility of the NDSU athletic department, unless, after disclosure and approval to participate in athletics, an injury or illness is aggravated due to such participation.

- A medical physician, including the athlete’s personal physician and/or a NDSU team physician, must certify that an injured athlete has recovered sufficiently to reasonably permit the athlete to participate. Furthermore, in all cases, NDSU reserves the right to rely on the opinion of a physician of its choosing should there be a difference of opinion.

- All treatment of injuries must be authorized or administered by the NDSU medical staff. Any outside treatment obtained by an injured athlete without NDSU authorization will not be the financial responsibility of the NDSU athletic department.

- North Dakota State University will assume eligible medical expenses incurred up to three months past the current academic year, provided the injury occurred prior to the last date of the academic year, as stated in the NDSU Student-Athlete Handbook found on line at [www.gobison.com](http://www.gobison.com). This applies to a student-athlete who has exhausted eligibility and is listed on that year’s official University intercollegiate team roster. This statement is not intended to automatically grant coverage of the medical costs as the athletic department reserves the right to determine if the situation warrants coverage.

- The above statement (#4) is null and void if the student-athlete voluntarily withdraws from the team.

- Any athlete injured in events or competition not conducted or sanctioned by the university is not eligible for NDSU financial medical assistance.

- If an injured athlete withdraws from the team, from the university, or graduates from NDSU, the provision of medical
care and financial medical assistance will be terminated. North Dakota State University will assume eligible medical expenses incurred up to the date of withdrawal or graduation. This statement is not intended to automatically grant coverage of the medical costs as the athletic department reserves the right to determine if the situation warrants coverage.

- No provisions of this Student-Athlete Insurance Policy shall be interpreted to conflict with applicable NCAA rules and regulations.

**DRUG TESTING / ALCOHOL SCREENING and Educational policy:** [Also refer to the NDSU Student-Athlete Alcohol Education/Alcohol Testing Policy and the NDSU Student-Athlete Drug Education/Drug Testing Policy under the Sports Medicine link on GoBison.com]

It is our goal to provide Bison student-athletes, team managers and cheer team members an environment that allows them to develop their individual talents and to reach their full potential. We believe this environment should include consideration of potential obstacles a student-athlete, team manager or cheer team member may encounter while striving to reach his/her potential. It is our goal to educate our students about the effects (both long term and short term) of drugs / alcohol on their performance, and more importantly, on their lives. We hope our students compete and live free from all dangerous drugs, performance-enhancing substances and of the misuse of alcohol.

Our enhanced drug / alcohol education efforts have a testing and screening procedure to deter students from using performance enhancing drugs, experimenting with dangerous drugs and from the misuse of alcohol. These educational efforts apply to all student-athletes, team managers and cheer team members at NDSU.

For all of our student-athletes, team managers and cheer team members, there are two methods of selection for testing:

1. The first method is based on individualized reasonable suspicion that a student-athlete is using banned and/or illegal drugs.
2. The second is a random selection of student-athletes, team managers and cheer team members from selected teams or from the overall student-athlete, team manager and cheer team member population. If selected for testing, students will be required to produce a urine sample while being observed by a trained collector of the same gender.

The NDSU education and testing program does not replace the National Collegiate Athletic Association’s (NCAA) year-round drug testing program. Student-athletes will continue to be subject to testing by the NCAA.

We will provide you with the exact details of the drug testing procedures.

If you have questions, contact Scott Woken, NDSU Asst. Athletics Director for Sports Medicine (701-231-7779 or scott.woken@ndsu.edu), or the National Center for Drug Free Sport Web site (www.drugfreesport.com). The REC (Resource Exchange Center) link on their Web page is a free confidential source of information available to all involved with NCAA athletics. REC tells whether specific dietary supplements or other substances contain NCAA banned ingredients. Access to the REC link requires a username (NCAA Division I) and password (ncaa1).

**Synthetic Marijuana**

The National Center for Drug Free Sport and the NCAA has issued concerns about a new substance commonly referred to as K2, but has been found under names such as “Spice” and “Spice Gold”.

The ingredients listed on a package of K2 are all herbs. What are not listed are the compounds known as JWH-018 and JWH-073. These compounds give K2 its mind altering affects. These compounds mimic the effects of marijuana. JWH compounds multiply the negative effects of marijuana 3 to 5 times.

**Symptoms include:**

1. Racing Heart
2. Skyrocketing Blood Pressure
3. High Anxiety

Users have described sensations of feeling like their heart is going to explode. Users have experienced seizures and becoming non-responsive and unconscious.

Synthetic marijuana (and other synthetic drugs) are no longer legal- they are federally banned substances. [https://www.dea.gov/druginfo/drug_data_sheets/K2_Spice](https://www.dea.gov/druginfo/drug_data_sheets/K2_Spice)
There is absolutely no performance enhancing benefits to these compounds. In contrast, use could actually affect your athletic performance and training in a negative way.

**NUTRITIONAL SUPPLEMENTS**

The NCAA and NDSU have a student-athlete, team manager and cheer team member drug education and testing program. The NCAA has reported a significant number of positive drug tests for student-athletes using over-the-counter nutritional supplements during the past several years. Despite an aggressive educational campaign, the NCAA has noted the increase. In addition to the risk of testing positive, there are health and safety risks associated with many nutritional supplements.

It is imperative we warn you of the risks in using nutritional supplements. Using diet pills for weight loss also is a concern. Ephedrine (also known as ephedra and/or ma huang), which is banned by the NCAA and NDSU, for example, is a very accessible over-the-counter product, as are other banned products such as “andro” and “norandro.”

“The environment for today’s student-athlete is filled with easy access to products, which are legally available over-the-counter but contain substances banned by the NCAA. Many student-athletes assume if these products can be purchased at a health food store, they must be allowed under NCAA rules. THIS IS NOT TRUE! Reliance on the advice of the clerk at the store, the distributor at the gym, or anyone, who is not with the student-athlete’s athletics program, has resulted in erroneous information about whether the products contain any NCAA-banned substance. This false information sometimes results in a positive drug test for banned ingredients contained in the product.”

A student-athlete testing positive under rules of the NCAA or NDSU jeopardizes his/her athletic eligibility.

Our responsibility to provide you with the knowledge necessary to make informed choices is taken very seriously. If you currently are taking any nutritional supplements, we highly recommend you stop. You also are required to consult with Scott Woken, Asst. Athletics Director for Sports Medicine, at 701-231-7779, or your Strength & Conditioning coach to inform them of any substances you are taking. To do otherwise, is at your own risk.

The National Center for Drug Free Sport Web site (www.drugfreesport.com) is another excellent source of information. The REC (Resource Exchange Center) link on their Web page is a free confidential source of information available to all involved with NCAA athletics. The REC provides those who inquire whether specific dietary supplements or other substances contain NCAA banned ingredients. Access to the REC link requires a username (NCAA Division I) and password (ncaa1).

**HOUSING/FOOD SERVICE CHANGE POLICY**

- It is the responsibility of all student-athletes to verify a change of residence by notifying their head coach.

- If you are moving from a university residence hall to an off-campus location, you need to complete a university housing release form. Contact your Residence Hall Director about the procedure for release from the hall. There could be a cost to you for breaking the housing contract.

- If you are on athletic room and/or board scholarship and live off-campus, a check for room and/or board will be issued to you; however, some coaches require you to eat your meals on campus. It is your responsibility to check with your head coach about your team policy.

- The first two days of the semester is the deadline for receiving permission for a check for either room or board.

- Under NCAA regulations, the athletic department may provide aid based on the official allowance for a room as listed in NDSU’s official publication.

- It is the responsibility of each student-athlete to notify their Residence Hall Director if they will remain on campus during any official vacation period. The NCAA does not permit athletics to pay for any penalties incurred by the athlete for failing to notify Residence Life of the need to stay.

**ATHLETIC PERFORMANCE AWARDS**

**Letter Jackets**

Student athletes can earn letter jackets as an active and eligible team member. Each coach has sport specific criteria in addition to the general guidelines listed below:
• Complete the season as an academically eligible member in good standing on the team;
• Meet the criteria for earning a letter of their respective sport as defined by the coach. This may include adhering to respective team rules, policies, conduct expectations and academic standards;
• Under extraordinary circumstances such as an injury or illness, a student-athlete may receive a letter jacket upon recommendation from the head coach;
• A senior in eligibility, who does not meet the performance criteria, may be recommended by the head coach to receive a letter jacket.

Senior Award Criteria
• Complete the season as an eligible member of the team.
• Meet the criteria of their respective sport as defined by the coach.
• A student-athlete who has exhausted their eligibility will receive a blanket or shadow box their last year after meeting the criteria and completing the season.
• A coach may make an award to a student-athlete who has had their season impaired by extraordinary circumstances.
• An athlete who does not meet the criteria in his/her last season of eligibility may be recommended by the coach to be eligible to receive an award.
• The blanket or shadow box will be awarded at the end of each sport season according to the following sports schedule:

  Fall: September  (cross country, football, golf, soccer, volleyball)
  Winter: January (basketball, indoor track, wrestling)
  Spring: March   (baseball, outdoor track, softball)

Championship Awards Criteria
Awards for winning a league/conference or national championship may be provided only to student-athletes who were eligible to participate in the championship event.

Team Sports
To receive a watch, teams must win either the regular season championship (which does not lead to the NCAA national championship tournament), or receive an at-large bid to the NCAA tournament.

To receive a ring, teams must:

1. Win either the regular season championship, 
or
2. Win the conference tournament championship, 
and
3. Qualify for the NCAA national championship tournament.

Individual Sports
To receive a watch, individuals must win a conference/league championship.
(Three conference championships during career would allow for a ring in the final season of eligibility.)

To receive a ring, individuals must qualify for the NCAA national championships.

NCAA Championship Awards: An individual NCAA National Champion will receive an award designed specifically for that sport. Each official member of a team winning an NCAA championship will receive an award designed specifically for that sport. The awards must be approved by the athletic director and conform to NCAA rules and regulations.

Student-Athlete of the Month: Awarded monthly to selected student-athletes who demonstrates academic success by maintaining a cumulative GPA of 3.0.

Conference Awards: These awards vary from sport to sport. Some are chosen by a coach’s vote, while others depend on a place finish in conference competition.
Academic Performance Awards

Green & Gold Gala Academic Awards: At the end of each spring semester those student-athletes who have excelled in the classroom may qualify for an award. Criterion is based on student-athlete’s GPA and/or number of times the student-athlete made the Dean’s list in that academic year.

Green & Gold Gala Athletics Awards: Various awards given to selected student-athletes for athletic performance.

In addition to the above NDSU sponsored awards, there are numerous conference and national academic awards that you may qualify for.

PUBLIC SERVICE/ FUNDRAISING

Bison student-athletes are prominent and popular on campus and in the community. Because of the attention they receive, many local and regional businesses want to be affiliated with NDSU’s student-athletes. You must check with the Director of Compliance before establishing any agreement with an individual or representative from any company or outside organization. In almost all cases, the NCAA and NDSU will strictly prohibit involvement.

If you are approached by a business to advertise or promote a commercial product, it is your responsibility to report this to your head coach immediately. It is a violation of NCAA regulations for any student-athlete to endorse any commercial product.

A student-athlete is permitted at times to work for a non-profit, charitable or educational organization (for example, if the Big Brother-Big Sister organization asks you speak to their group). However, the following must be met:

- Permission: To participate, the student-athlete must receive written permission from the appropriate athletic administrator.
- Involvement: The specific activity or project in which the student-athlete participates must not involve commercial endorsement.
- Class Conflicts: The student-athlete must not miss any classes as a result of the activity.
- Payment for Service: All monies derived from the activity or project must go directly to the member institution or the charitable or educational agency. The student-athlete may accept normal and legitimate expenses.

Policy Regarding External Funds: All requests for external funds by either individual student-athletes or teams must receive prior approval from the Director of Athletics.

Student-athletes who have just completed their eligibility, but remain on athletics scholarship, also are required to inform the Director of Compliance of their requests.

ATHLETICS COMMUNICATIONS

As a member of an NDSU intercollegiate athletics team, you should be aware that a great deal of attention is paid by the surrounding community to the university’s athletics program. Part of the benefit of being associated with our university is the extensive media attention received by the athletics teams. The public is very interested in the intercollegiate athletic activities at NDSU, and it is from these interested alumni, fans and supporters that the university receives much of its support for our program.

You have a responsibility to the university, your coaches and your teammates to cooperate with the media whenever possible. To aid the athletic media relations office with requests for information from the media, you are asked at the beginning of the year to complete a questionnaire.

Interacting with the print and electronic media is an opportunity to develop communication skills that can be helpful to you, not only as a student-athlete, but in future professional and business careers. As an entering freshman (or upperclassman), you may be nervous about speaking to media representatives, but by the time you graduate, you will have become relaxed, confident and articulate.

Ryan Perreault- Director of Athletic Communications 231-8331 - Football
Jeff Schwartz-Sr. Associate Director of Athletic Communications 231-8332 - Volleyball, Wrestling, Softball
Wes Offerman- Assistant Director of Athletics Communications 231-8047 - M Basketball, M&W Track/CC
Ryan Anderson- Athletic Communications Assistant 231-5591 - W Soccer, M&W Golf, W Basketball, Baseball
STUDENT-ATHLETE- CODE OF CONDUCT

Introduction
Being a member of a North Dakota State University athletic team is a privilege, not a right, and is one that bears responsibilities. The obligations of a student-athlete extend beyond the athletics arena and classroom. As a member of any North Dakota State University athletic team you are responsible for understanding all of the responsibilities included in the Student-Athlete Code of Conduct. In addition, it is the student-athlete’s responsibility to know and understand all sanctions that might be imposed by the University for violations of the Rights and Responsibilities of Community: A Code of Student Conduct.

Student-athletes, like other students, are members of several communities including the University community, the residence hall community, and local, state and national communities. Each of these communities expects its members to exhibit respectful and lawful behavior.

The athletics program is a highly visible component of the University, and as such, student-athletes have the potential to become highly visible members of the public. As a result of that reality, and in conjunction with your responsibilities as a member of both the student population and the student-athlete population, it is critical that you, the student-athlete, remain cognizant at all times of your role in abiding by the appropriate rules of the University, the NCAA, the Summit League, the Missouri Valley Football Conference, the Big XII Conference and the North Dakota State University Athletic Department.

Any alleged violation of the Student-Athlete Code of Conduct that is reported to the Director of Athletics or the Athletic Department will require an investigation into the alleged violation. A meeting will be convened as soon as possible, with the Director of Athletics (or designee), involved party(ies), coach and sport supervisor and/or any other relative parties. Based upon this meeting, the Director of Athletics may impose, in a reasonable time, sanctions, separate from or in addition to University imposed sanctions for infractions of the Rights and Responsibilities of Community: A Code of Student Conduct.

These sanctions may include, but are not limited to, immediate and indefinite suspension from competition and practice. The Athletic Department reserves the right to suspend an individual(s) from competition or practice in situations where the alleged violation is deemed to be serious in nature.

Such actions may be taken upon notice to the Athletic Department of any alleged violation of the Rights and Responsibilities of Community: A Code of Student Conduct or the Student-Athlete Code of Conduct. This may result in the Athletic Department imposing sanction(s) when an outside agency (university disciplinary bodies, court of law, etc.) has not taken any action, has not made a final determination or after a final determination. Additionally, because of varying roles/relationships/responsibilities students may have within and outside of the University, a student may be held accountable for prohibited conduct under other university, local, state or federal policies/laws/jurisdictions, which includes student-athletes under the Student-Athlete Code of Conduct.

Actions under this code are educational as are other actions taken under NDSU policies. Because the University's procedures are educational and not criminal in nature, such separate proceedings do not constitute double jeopardy. The University may proceed under this code before, during or after other NDSU administrative processes, or legal proceedings, and does not typically wait for a court finding. Findings under this code may differ from judgments in criminal courts.

University Policy on Parental Notification
In the case of serious violations of federal, state or local law, including alcohol and other drug violations, or when instances of medical/psychological emergencies have come to the University’s attention, the University may notify parents in cases where we believe the student might benefit.

Parental Notification Policy
Parents or guardians of students under 21 years of age may be contacted by an NDSU athletics administrator following alcohol and/or other drug related incidents:

- If a student is found responsible for violating the University's alcohol/drug policy that results in a University referral for assessments or evaluations for chemical dependency, and/or when University sanctions of Behavioral Probation or greater are assigned.

- Based on situations that appear to endanger the health, safety, or life of other persons or the student.
• If an individual is involved in incidents that resulted in significant property damage.

• If a decision is made that it is in the best interest of a particular student to involve a parent or guardian to help address other significant life concerns related to illegal use of alcohol or other drugs.

Rules Violation Policy
North Dakota State University is committed to operating its athletics programs in a manner consistent with the letter and the spirit of NCAA, the Summit League, the Missouri Valley Football Conference, the Big XII Conference, and University rules and regulations. Toward that end, our compliance program combines the training and education of coaches, staff and students; the review and modification of athletics department and University operating procedures to ensure compliance with those rules; and prompt institutional response when rule violations do occur.

Our goals are to educate coaches, staff, students and fans in their responsibilities under the rules, to develop operating systems within the Athletic Department and the University that guide staff and students in their efforts to work within the rules, and to respond to each rule violation so that we can correct the situation that led to the problem.

We affirm that staff members and student-athletes of the North Dakota State University Athletic Department have an obligation to report any violations or potential violations of NCAA, the Summit League, the Missouri Valley Football Conference, and the Big XII Conference, rules of which they are aware.

Rules of Sportsmanship
Each student-athlete is expected to exhibit good sportsmanship conduct at all times as a representative of the team, department, university and community. The following constitutes poor sportsmanship and will not be accepted:

• Physical or verbal abuse toward officials, opponents, spectators, coaches or the media.
• Chants or statements, which are discriminatory in nature.
• Throwing objects at or onto the playing surface or at spectators.
• Use of inciting or taunting gestures designed to elicit negative reactions from opposing players, coaches, spectators or officials.
• Fighting with opponents.
• Negative public statements demeaning a team-member, coach, opponent or another institution.
• Inappropriate "celebrations" which are disrespectful toward opponents.

Violation of the sportsmanship rules may result in sanctions imposed by the Director of Athletics that may include suspension or dismissal from your team. As a student-athlete, your behavior shall reflect the high moral standards and civility that characterize participation in intercollegiate athletics.

Smoking and Use of Tobacco Products
The use of any tobacco product is strictly prohibited in any University athletics facility or playing field. In addition, using such products at any athletics contest, practice or athletically related event is not permissible. These rules apply to any off site contest and throughout any travel break. As required by the NCAA, any individual being found using tobacco at any practice or contest will be removed from the playing area. In addition, the athletics administration of North Dakota State University reserves the right to impose sanctions on any student-athlete found in violation of this policy per Section 153 of NDSU Policy manual.

It is the belief of the athletics staff at NDSU that the use of tobacco products impacts the health and therefore performance of our student-athletes and teams. Individuals suffering from an addiction to any tobacco product are encouraged to seek assistance from the NDSU Counseling Center, 212 Ceres Hall, 701-231-7671.
[Also refer to 3.10 in the NDSU Rights and Responsibilities of Community: A Code of Student Conduct]

Hazing
[Please refer to 3.46 in the NDSU Rights and Responsibilities of Community: A Code of Student Conduct]

Harassment
[Please refer to 3.39-3.43 in the NDSU Rights and Responsibilities of Community: A Code of Student Conduct]

Sexual Assault / Sexual Misconduct and Title IX Compliance
NDSU has a responsibility to respond promptly and effectively to a concern and will take immediate action to investigate, eliminate sexual harassment or sexual violence, prevent its recurrence, and address its effects. NDSU cannot guarantee
confidentiality. It must weigh the request for confidentiality against its obligation to protect the safety and security of the entire campus. Individuals desiring confidentiality may contact one of the following:

- FM Rape & Abuse Crisis Center / 701-293-7273 / www.raccfm.com (24 hour access)
- NDSU Counseling Center / 701-231-7671 / www.ndsu.edu/counseling (24 hour access)
- Assistant Director for Sexual Assault Prevention and Advocacy / 701-231-5733 / Kelsey.a.Keimig.1@ndsu.edu

If you are the recipient of sexual discrimination, sexual harassment, sexual violence, or become aware of such actions the person who will assist you is the Title IX Coordinator. The Title IX Coordinator will guide you in a confidential manner by answering questions, concerns or a complaint related to Title IX. Please contact Canan Bilen-Green at 701-231-7040 or via email at canan.bilen.green@ndsu.edu. Title IX Deputies that can also assist are: Colleen Heimstead, Senior Associate Athletic Director/SWA 231-5696, and Janna Stoskopf, Assistant Vice President & Dean of Student Life 701-231-8240.

[Also refer to 3.44 in the NDSU Rights and Responsibilities of Community: A Code of Student Conduct and NDSU Policy 603 – Sexual Misconduct and Title IX Compliance]

**Sexual Harassment / Sexual Violence**

The Athletic Department is committed to providing a safe and healthy environment for all of its student-athletes. Sexual harassment is unethical and unlawful and may result in department, University and legal sanctions. Sexual harassment is defined as:

"Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic achievement,
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting such individual, or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile or offensive environment."

Please note that sexual harassment in electronic form is also prohibited under NDSU Policy 710 – Computer and Electronic Communications Facilities.

Examples of prohibited conduct:

- Unwelcome sexual flirtation, advances or propositions
- Continued or repeated verbal abuse of a sexual nature
- Sexually degrading language to describe an individual
- Unwelcome remarks of a sexual nature to describe a person's body or clothing
- Display of sexually demeaning objects or pictures
- Offensive physical contact, such as unwelcome touching; coerced sexual intercourse
- Sexual assault
- Rape, date or acquaintance rape, or other sex offenses either forcible or non-forcible.

**Concerns / Issues**

NDSU athletics is committed to protecting the well-being of its student-athletes at all times. If you feel you have been mistreated, you are encouraged to visit with your coach, an athletic administrator or a staff member that you feel comfortable with in sharing your concern. This person will guide you with the correct course of action. Outside of the athletics department there are several individuals that you could also utilize.

After attempting to resolve the issue directly with the other person(s), or received guidance from those with which you shared the concern, and there is not a satisfactory resolution, as a general policy a student-athlete should follow the guidelines outlined for all university students. The specific site is located at https://www.ndsu.edu/fileadmin/policy/601.pdf

[Also refer to 3.44 in the NDSU Rights and Responsibilities of Community: A Code of Student Conduct and NDSU Policy 603 – Sexual Misconduct and Title IX Compliance]

**Gambling Policy**

Student-athletes are expected to abide by the NCAA rule (Bylaw 10.3), which prohibits student-athletes from knowingly:

- Providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
- Soliciting a bet on any intercollegiate team;
- Accepting a bet on any team representing the institution;
- Soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value; or
- Participating in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling.

Furthermore, a student-athlete who is involved in any activity designed to influence the outcome of an intercollegiate contest or participates in a wager involving a North Dakota State University contest, shall lose all remaining regular and post-season eligibility in all sports.

**Alcohol and Controlled Substance Infraction Policy**

[Also refer to the NDSU Student-Athlete Alcohol Education/Alcohol Testing Policy and the NDSU Student-Athlete Drug Education/Drug Testing Policy under the Sports Medicine link on GoBison.com]

Student-athletes will be held to the following standard of conduct relating to the use and misuse of alcohol and other controlled substances in addition to the Student Code of Conduct for all NDSU students. This policy will be administered in coordination with the Athletic Department and the Division of Student Affairs.

**Category I - General Alcohol Offenses**

If a student-athlete is found responsible for any alcohol offense (on or off campus), upon investigation by the Athletic Department, the following general sanctions will be imposed.

A meeting will be scheduled with the head coach, student-athlete(s), sport administrator, and the Director of Athletics (or designee) whereby sanctions will be imposed that include the following:

**First Offense:** [https://www.ndsu.edu/counseling/basics_alcohol_screening_and_intervention/](https://www.ndsu.edu/counseling/basics_alcohol_screening_and_intervention/)

1. The student-athlete is immediately suspended for all athletically related activity until such time that an appointment has been confirmed with the Counseling Center for the 90-minute BASICS (Brief Alcohol and Screening and Intervention for College Students) session which includes completion of an eCHECKUP TO GO Alcohol self-assessment, followed by an additional 50-minute session to discuss the self-assessment.

2. Confirmation of the assessment is reported back to Colleen Heimstead- Senior Associate Director of Athletics 701-231-5696 [colleen.heimstead@ndsu.edu](mailto:colleen.heimstead@ndsu.edu).

3. The student-athlete is required to follow recommendations of the assessment professional. If off-campus services are needed, the student-athlete assumes all financial responsibility.

4. Information regarding allegations and athletics investigation will be provided to the dean of student life office for action under the NDSU Student Rights and Responsibilities: A Code of Student Conduct.

**Please note:** If the sanction to contact the Counseling Center on campus is not completed, the student-athlete will be suspended from all team functions until which time the requirements have been met.

**Second Offense:**

1-4. from First Offense are applied.

5. The student-athlete will be suspended from a minimum of 10% of all scheduled contests. Note: Suspension will be for the next consecutive scheduled contests during regular/secondary seasons. If a season ends during the suspension, the sanction will be carried over to the following season. Suspension must be immediate; furthermore, coach, Director of Athletics (designee) and/or sport supervisor have the right to add to game sanctions to span secondary and championship segments.

**Third Offense:**

1-5. from First and Second Offense are applied.

6. Athlete will be suspended from 50% of all scheduled contests. Note: Suspension will be for the next consecutive scheduled contests during regular/secondary seasons. If a season ends during the suspension, the sanction will be carried over to the following season. Suspension must be immediate; furthermore, coach, Director of Athletics, (or designee) and/or Sport Supervisor reserve the right to add to game sanctions to span secondary and championship segments.

7. Athletic Department reserves the right to revoke any/all privileges afforded to an NDSU student-athlete including but not limited to:
- Removal of athletic related scholarship aid
- Separation from athletic academic support services
- Separation from athletic training services
- Retention of all NDSU athletic issued equipment and supplies

Fourth Offense:
1. Student-Athlete will be immediately dismissed from his/her team.

2. Athletic Department reserves the right to revoke any/all privileges afforded to an NDSU student-athlete including but not limited to:
   - Removal of athletic related scholarship aid
   - Separation from athletic academic support services
   - Separation from athletic training services
   - Retention of all NDSU athletic issued equipment and supplies

3. Information regarding allegations and athletics investigation will be provided to the dean of student life office for action under the NDSU Student Rights and Responsibilities: A Code of Student Conduct.

Please note: The calculation of the number of offenses is cumulative throughout the term of enrollment at North Dakota State University. Any subsequent violation of the Alcohol and Controlled Substance Infraction Policy after the initial violation will result in a more severe penalty than the previous violation regardless of designation as Category I or II. As such, during the meeting with the head coach, student-athlete(s), Sport Administrator, and the Director of Athletics (designee), the student-athlete will be informed of the penalties he/she will face for future violations.

Category II - Drug Offenses and/or Serious Offenses Involving Alcohol

If a student-athlete is found responsible for use, possession and/or misconduct involving drugs other than alcohol as stated in the North Dakota State University Alcohol and Drug Testing Policy, is arrested and/or convicted of Driving While Intoxicated (DWI) / Driving Under the Influence (DUI), or, participates in practice or competition under the influence of alcohol or illicit drugs at any time as a representative of a North Dakota State University athletics team and upon investigation by the Athletic Department, the following general sanctions will be imposed.

A meeting will be scheduled with the head coach, student-athlete(s), sport administrator, and the Director of Athletics (or designee) whereby sanctions will be imposed that include the following:

First Offense:  https://www.ndsu.edu/counseling/basics_alcohol_screening_and_intervention/
1. Within 72 hours of meeting with the head coach, sport administrator and Director of Athletics (or designee) the student-athlete must contact the Counseling Center to schedule a 90-minute BASICS (Brief Alcohol and Screening and Intervention for College Students) session which includes completion of either the eCHECKUP TO GO alcohol self-assessment or the eCHECKUP TO GO Marijuana self-assessment depending on the substance involved in the offense, followed by an additional 50 minute session to discuss the self-assessment results.

2. Confirmation of the assessment is reported back to Colleen Heimstead-Senior Associate Director of Athletics 701-231-5696 colleen.heimstead@ndsu.edu

3. The student-athlete is required to follow recommendations of the assessment professional. If off-campus services are needed, the student-athlete assumes all financial responsibility.

4. If a student-athlete refuses an assessment they will be subject to indefinite suspension from all regular season and/or secondary season practices and contests until the assessment is made.

5. If a student-athlete refuses treatment recommendations they will be subject to indefinite suspension from all regular season practice and contests until treatment recommendation is initiated and/or completed, depending on the treatment recommendation.

6. Information regarding allegations and athletics investigation will be provided to the dean of student life office for action under the NDSU Student Rights and Responsibilities: A Code of Student Conduct.

7. The student-athlete is immediately suspended for one (1) week from all countable athletically related activities.

8. Athlete will be suspended from 10% of all scheduled contests. Note: Suspension will be for the next consecutive scheduled contests during the championship / non-championship seasons. If a season ends during the suspension, the sanction will be carried over to the following season. Suspension will be immediate; however, coach, Director of Athletics (designee) and/or the sport administrator reserve the right to add to game sanctions to span championship and non-championship seasons.
9. Athletic Department reserves the right to revoke any/all privileges afforded to a NDSU student-athlete including but not limited to:
   - Suspension from the team
   - Loss of eligibility and dismissal from the team
   - Loss of athletics related scholarship aid

Second Offense:
The following sanctions apply for all Category II Second Offenses; however, any student-athlete whose first and second offenses were DUI/DWI will be immediately and indefinitely suspended from all athletically related activities and all privileges may be revoked.

1-6 from First Offense are applied.

7. Athlete will be suspended from 50% of all scheduled contests. Note: Suspension will be for the next consecutive scheduled contests during championship / non-championship seasons. If a season ends during the suspension, the sanction will be carried over to the following season. Suspension must be immediate; furthermore, coach, Director of Athletics, (or designee) and/or sport supervisor reserve the right to add to game sanctions to span secondary and championship segments.

8. The Athletic Department reserves the right to revoke any/all privileges afforded to a NDSU student-athlete including but not limited to:
   - Suspension from the team
   - Loss of eligibility and dismissal from the team
   - Loss of athletics related scholarship aid

This policy may be applied to off-campus violations when student-athletes are participating in University sanctioned activities such as sporting events, awards dinners, field trips, and conferences or are exercising privileges granted to North Dakota State University students in general.

Note: The calculation of number of offenses is cumulative throughout the term of enrollment at North Dakota State University. Any subsequent violation of the Alcohol and Drug Testing / Education Policy after the initial violation will result in a more severe penalty than the previous violation regardless of designation as Category I or II.

As such, during the meeting with the head coach, student-athlete(s), sport administrator, and the Director of Athletics, (or designee), the student-athlete will be informed of the penalties he/she will face for future violations.

Criminal Acts
Student-Athletes are expected to be responsible members of the University and outside communities. Any criminal acts will be treated as serious in nature and athletics sanctions will be imposed in addition to any legal or university determined sanctions. Any act that occurs while a student is enrolled at North Dakota State University and considered a member of a varsity athletics team will be treated as a violation of this code. Information regarding allegations of criminal acts will be provided to the dean of student life office for action under the NDSU Student Rights and Responsibilities: A Code of Student Conduct.

Criminal acts will be considered in two categories.

Category I: Secondary Offense:
A secondary offense is any violation of criminal law that is not classified as a felony; any violation of the Rights and Responsibilities of Community: A Code of Student Conduct, as determined by an appropriate University official; academic fraud as established by the University and as determined by an appropriate University official; or, knowingly giving false and misleading information to a University official. The Director of Athletics, (or designee) will determine sanctions for a secondary offense. Sanctions may include but are not limited to any one or more of the following:

- Verbal and written warning reprimand
- Participation in educational sessions
- Restriction in athletic department services
- Requirements for restitution
- Suspension from practice
- Loss of competition
- Loss of eligibility and dismissal from the team
- Loss of athletic related scholarship aid
Following notification of a secondary offense committed by any student-athlete, the Director of Athletics (designee) will convene the appropriate parties, including but not limited to the student-athlete, head coach, and sport supervisor to investigate and discuss the known circumstances related to the violation. If appropriate, a representative of the University's Office of Student Affairs should also be involved in such discussions or used as a resource.

Following the investigation, the Director of Athletics (designee) will implement and monitor the appropriate sanctions as determined for the student-athlete(s) who committed the secondary offense. It is important to note that the athletic administration reserves the right to suspend a student-athlete from participation on an intercollegiate team while any criminal charge is being investigated.

**Category II: Major Offenses:**
A major offense is any violation of North Dakota state criminal law, federal law or laws of another jurisdiction that is classified as a felony; two or more secondary offenses while a student-athlete is enrolled at North Dakota State University; or, a violation of the North Dakota State University Rights and Responsibilities of Community: A Code of Student Conduct that could result in an expulsion or suspension from the university.

The sanctions for a major offense are that the student-athlete shall be immediately prohibited from participation in practice, competition and any services provided by the athletic department and from any athletic related benefits; and/or, the Director of Athletics may revoke or modify any athletic related financial aid to the student-athlete.

Following the immediate suspension, the Director of Athletics (designee) will convene the appropriate parties, including but not limited to the student-athlete, head coach, and sport supervisor to investigate and discuss the known circumstances related to the violation. If appropriate, a representative of the University's Office of Student Affairs should also be involved in all discussions. Following the investigation, the Director of Athletics and the appropriate representative of the University's Office of Student Affairs will determine the length (definite or indefinite) of the suspension.

The Athletic Department will follow/support any disciplinary decisions as made by the Office of Student Affairs. As major offenses are of the most serious nature, it is imperative that the University and the athletics community are both considered when determining the appropriate sanctions.

**STUDENT-ATHLETE CODE OF CONDUCT APPEALS POLICY**

Any Student-Athlete who is found responsible for any violation of the student-athlete code of conduct will be given the opportunity to appeal that finding and/or imposed sanctions. In order to formally appeal any such decisions, the affected student-athlete must follow the prescribed appeal process. Once a student-athlete is notified of a violation or of the sanction to be imposed for a violation, the affected student-athlete will have 72 hours once he/she receives written notification in order to submit an appeal. The appeal must be in writing to the Director of Athletics (designee) and must set forth in detail the reason(s) for the appeal. All suspensions are immediate and counseling requirements will remain in effect during this period of appeal. The student-athlete will be granted a hearing of the appeals board within 72 hours of filing the appeal. The appeals board will consist of: the Faculty Athletic Representative (FAR) as the chair, one male and one female athlete from SAAC with junior or senior status but not in the same sport as the involved athlete, one member of the coaching staff but not in the same sport of the involved athlete, and a sport supervisor with direct oversight for the sport in which the involved athlete participates. The Senior Associate Director of Athletics/SWA/Compliance will serve as ex officio member of the appeals board and will be responsible for organizing and monitoring the process.

Please note: This process is separate from the student conduct action appeals process. Please refer to the NDSU Rights and Responsibilities: A Code of Student Conduct for information regarding the student conduct process that applies to all NDSU students.

**Appeal Decisions**

 Appeals maybe decided in one of the following manners:

- Finding of responsibility may be upheld and sanctions enforced; or,
- Finding of responsibility may be upheld but the sanction suspended or reduced; or,
- Finding of responsibility may be reversed and sanction withdrawn.

All decisions of the appeals board are considered final. Any decision by the appeals board which reverses a finding of responsibility and therefore withdraws all sanctions (C) will effectively erase the alleged violation from the student-athlete’s record and should not be considered in calculating cumulative violations for that athlete in the future.
Notice to all NDSU Student-Athletes, Managers and Cheer Team Members