



UNIVERSITY OF WASHINGTON
STUDENT-ATHLETE HANDBOOK

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WELCOME TO UW

A MESSAGE FROM THE DIRECTOR OF INTERCOLLEGIATE ATHLETICS

Welcome to the 2011-12 season at the University of Washington. Last year the Huskies experienced tremendous success as most of our teams participated in post-season competition, many of them going deep into their respective tournaments or competitions. Success on this level is a testament to the hard work and dedication that you have committed to your sport and to your academic endeavors. We are thrilled that you have chosen to spend your collegiate years as a Husky, and the Athletic Department is here to support you as you strive to reach new heights both on the playing field and in the classroom. We encourage you to take full advantage the support services that are provided to you through your coaches, trainers, and athletic department staff.



We are excited to have you here as part of the Husky family and we are committed to providing you with the resources you need to achieve your goals, both academically and athletically. This student-athlete handbook is an important tool for all student-athletes.

You will find information presented in the handbook that is critical to your success both as a student and as an athlete. Please take the time to review it, and follow the policies and procedures we have in place. They are for your benefit. If questions arise, do not hesitate to talk to your head coach or speak to the athletic department administrator who oversees your sport.

We are looking forward to a banner year of Husky athletics. Thank you for being here - it's great to be a Husky!

Go Dawgs!

A handwritten signature in cursive script that reads "Scott Woodward".

Scott Woodward
Director of Athletics

WASHINGTON FACTS AND TRADITION

UNIVERSITY OF WASHINGTON QUICK FACTS

Name — University of Washington
Location — Seattle, Washington
Web Address — www.gohuskies.com
Mailing Address — Graves Building, Box 354070,
University of Washington, Seattle, Washington 98195
Founded — November 4, 1861
Enrollment — 28,000 undergraduates, 39,000 total students
Athletic Director — Scott Woodward
Nickname — Huskies
Mascot — Dubs
Colors — Purple and Gold
School Song — Bow Down to Washington
Conference — Pac-12

University of Washington Fight Song

*Bow Down to Washington,
Bow Down to Washington,
Mighty Are the Men Who Wear
the Purple and the Gold,
Joyfully We Welcome Them
Within the Victors' Fold.
We Will Carve Their Names In the Hall of
Fame
To Preserve the Memory of Our Devotion.
Heaven Help the Foes of Washington;
They're Trembling at the Feet*

*Of Mighty Washington.
The Boys Are There With Bells,
Their Fighting Blood Excels,
It's Harder to Push Them Over the Line
Than Pass the Dardanelles.
Victory the Cry of Washington ...
Leather Lungs Together
With a Rah! Rah! Rah!
And O'er the Land Our Loyal Band
Will Sing the Glory Of Washington Forever.*

ATHLETIC GOVERNING BODIES

National Collegiate Athletic Association

The University of Washington is a Division I-A member of the National Collegiate Athletic Association (NCAA). The NCAA's basic mission is to maintain intercollegiate athletics as an integral part of the educational program and the athlete as an integral part of the student body.

NCAA National Office
P.O. Box 6222
Indianapolis, Indiana 46206-6222
317-917-6222
www.ncaa.org

Pac-12 Conference

The Pac-12 Conference is composed of the following institutions:

University of Arizona
Arizona State University
University of California, Berkeley
University of California, Los Angeles
University of Colorado
University of Oregon
Oregon State University
Stanford University
University of Southern California
University of Utah
University of Washington
Washington State University

Pac-12 Conference Office
1350 Treat Boulevard, Suite 500
Walnut Creek, CA 94597
925-932-4411
www.pac-12.org

Advisory Committee on Intercollegiate Athletics

The Advisory Committee on Intercollegiate Athletics will advise the President of the University of Washington on all matters related to: institutional control of the athletics program; the academic and financial integrity of intercollegiate athletics; the academic and personal well-being of student-athletes; and the accountability of the Athletics Department to the values and goals of the University.

The Committee is appointed by the President and includes the Faculty Representative to the Pac-12 and NCAA, other faculty members, representatives from the Department of Intercollegiate Athletics, Office of Student Affairs, and University Relations.

TRADITION OF EXCELLENCE

The success of today has a strong foundation in the past. Washington student-athletes have consistently demonstrated that competition at the highest intercollegiate level can be combined with a successful and rewarding educational experience. Student-athletes graduate at a high rate and continue on as leaders at the local, regional and national levels. Success in the classroom continues to be a central focus for Washington student-athletes. Coaches and student-athletes alike share the same commitment and dedication to excellence. As such, each student-athlete has the responsibility to fulfill clear expectations. These include:

- Understanding that earning a degree through a broad-based academic experience is the primary goal of the student.
- Meeting all academic responsibilities, including regular class attendance and the completion of all assignments in a timely manner.
- Complying with all rules and regulations of the NCAA, the Pac-12 and the University; understanding that it is each student's responsibility to be fully aware of the rules and regulations.
- Striving to be involved as a full-fledged member of the University community and making a strong effort to derive as much as possible out of the educational experience. This includes establishing open and mature relationships with faculty and the student body at large.
- Understanding the support resources that are available in Student-Athlete Academic Services and the greater University; assuming the responsibility to seek help when it is needed.
- Understanding that the assumption of personal responsibility is at the heart of the educational experience. All student-athletes should constantly be aware that they are extremely visible and represent the University, the Athletics Department, and their team. Upper-class student-athletes should consciously strive to serve as exemplary role models for new student-athletes.

VISION STATEMENT FOR STUDENT-ATHLETES

At the University of Washington, student-athletes will have the best possible opportunity to reach their full potential in athletics and academics. Student-athletes will receive individual care and guidance in an environment that demands responsibility and accountability. Student-athletes will be recognized for excellence in both athletics and academics. When student-athletes graduate, they will feel that they have maximized their potential as a student, as an athlete and as a person, and they will have the necessary skills and training to succeed in their future endeavors. As a result of their positive experience at the University of Washington, student-athletes will desire to maintain an on-going relationship with the Athletic Department and the University at large.

UNIVERSITY OF WASHINGTON STUDENT-ATHLETE POLICIES

UNIVERSITY OF WASHINGTON STUDENT CODE OF CONDUCT

The Student Conduct Code is filed under the provisions of the Washington Administrative Code. In summary, the Code outlines regulations on student conduct and student discipline. The University has the responsibility of providing instruction in higher education and to maintain conditions that are conducive to freedom of inquiry and expression. In return, the student is expected to be a responsible member of the academic community. The student has the obligation to maintain high standards of academic integrity, respect the rights and privileges of others, and to comply with the rules and regulations of the University. The Student Conduct Code provides that disciplinary action can be taken for student misconduct.

A complete copy of the Code of Conduct may be obtained from the Office of the Vice President for Student Affairs, 476 Schmitz Hall or via on-line at www.washington.edu/students/handbook/conduct.html.

All student-athletes are also expected to abide by the University of Washington residential life rules and regulations as detailed in the Residence Hall Handbook at <http://www.hfs.washington.edu/housing/Default.aspx?id=258..>

STUDENT-ATHLETE CODE OF CONDUCT

The Washington Way

The Department of Intercollegiate Athletics at the University of Washington expects its student-athletes to conduct themselves at all times in a manner that embodies and reflects the values and traditions associated with the University of Washington. This is “The Washington Way.”

Participation in intercollegiate athletics is not a right. It is a privilege and opportunity accompanied by important responsibilities. Student-athletes are high-profile representatives of the University of Washington, and their behavior is closely scrutinized by their peers, the campus community, the citizens of Seattle and the State of Washington, and the media. The actions of a single student-athlete can reflect positively or negatively on both the individual student-athlete and his or her team and coaches, the Athletics Department and the entire University. Student-athletes should represent themselves and the University with honesty and integrity at all times and in all of their pursuits – in the classroom, in competition and in the community.

Student-athletes shall abide by this Student-Athlete Code of Conduct, the Athletics Department’s Student-Athlete Handbook and the University of Washington Student Code of Conduct, and they should support and encourage each other in their efforts to do the same. Student-athletes are encouraged to ask questions of the coaches, Athletics Department staff and University staff before engaging in any activity that might jeopardize eligibility or violate this Student-Athlete Code of Conduct. A student-athlete who violates this Student-Athlete Code of Conduct may be subject to disciplinary action from both the University and the Department of Intercollegiate Athletics.

Academic Responsibilities

Student-athletes at the University of Washington are students first and athletes second. The Athletics Department expects student-athletes to make academic success their top priority and carry out all of their academic responsibilities with integrity and character. The Athletics Department encourages student-athletes to explore all of their areas of intellectual interest and take full advantage of the opportunities offered by the University to grow as people and students.

General Academic Expectations

The academic responsibilities of each student-athlete include:

- Making satisfactory progress each academic quarter towards earning a degree and remaining in good academic standing under all University, Pac-12 and NCAA policies, rules and regulations.
- Preparing for and attending all classes; arriving on-time and staying until the end of each class. Student-athletes may not miss class for practice (unless related to team travel) or for any other athletic department-sponsored activity (e.g., banquets, community outreach activities).
- Preparing for and attending all scheduled tutoring appointments, advising/coordinating appointments and other academic-related meetings.
- Conducting themselves in all academic settings (e.g., classroom, tutoring sessions, computer lab, study halls) in a manner that demonstrates a sincere dedication to learning and promotes a positive learning environment. This includes paying attention, actively engaging in class discussions and refraining from distracting behavior.
- Satisfying all academic expectations outlined by the course instructor for each class even with the additional time demands related to practice, competition and team travel. This includes submitting all assignments on time, striving for academic achievement, investing the time and energy necessary to create high-quality academic work and contributing to the overall learning environment.
- Communicating with course instructors before or during the first week of classes each quarter regarding team travel and arranging to take exams or complete class assignments.
- Abiding by the Student-Athlete Handbook and all academic policies of Student-Athlete Academic Services.

Academic Integrity

Academic integrity is the foundation of education. University of Washington student-athletes commit to conducting all academic pursuits with honesty, fairness, respect and responsibility. Student-athletes shall maintain the highest standards of academic conduct and abide by the letter and the spirit of all academic honesty policies of the University.

Student-athletes shall neither participate in nor condone any form of cheating/academic dishonesty. Academic violations include:

- **Plagiarism.** This includes using another writer's words, ideas, structures without proper citation; failure to use quotation marks to credit the work of others; using a paper written by another individual or writing service; writing a paper for someone else; or presenting another individual's computer code as your own.
- **Cheating on exams/course assignments.** This includes copying from someone else's paper; unauthorized use of notes during exams; altering an exam for re-grading; obtaining an advance copy of an exam; using or serving as a surrogate test-taker; falsifying data; or unauthorized collaboration.
- **Assisting others in any form of cheating/academic dishonesty.**
- **Falsifying reasons for taking a make-up exam or submitting assignments late.**
- **Submitting the same paper or other coursework for credit in two different classes.**

It is each student-athlete's responsibility to know and follow the University of Washington Student Code of Conduct and its academic honesty policies. Ignorance of the rules is not a defense to a charge of academic dishonesty. **Note:** Discipline resulting from violations of the academic honesty policies may be administered by the Athletics Department under this Student-Athlete Code of Conduct that are separate and independent from any discipline administered by the University.

Social and Community Responsibilities

Student-athletes shall conduct themselves as responsible members of the university and local community. Student-athletes must abide at all times by: (i) the sport-specific team rules established by their coaches; (ii) the rules, regulations and policies of the Department of Intercollegiate Athletics, the University, the Pac-12 Conference and the NCAA; and (iii) all local, state and federal laws.

Student-athletes must not participate in or condone participation by others in any activity that violates these rules, regulations, policies or laws. Examples of impermissible activities include hazing, gambling, discrimination, sexual harassment or misconduct, possession or use of illegal substances, driving under the influence of alcohol or drugs, physical abuse/fighting, public intoxication, and unlawful use of alcohol. Any violation of another person's human rights, including harassment, that is based on gender, race, ethnicity, sexual orientation, or any other personal characteristic or preference will not be tolerated.

The social and community responsibilities of each student-athlete include:

- **Notice Requirement:** Student-athletes must immediately notify their head coach or sport administrator of any incident that involves: (i) an arrest or charge of any misdemeanor or felony criminal offense by UW campus police or any other law enforcement agency; (ii) an actual or alleged violation of any University of Washington policies or procedures (including residence hall policies). This notice requirement applies year-round and regardless of where the incident occurs.
- **Alcohol/Drugs:** The use of alcohol or drugs by student-athletes while involved in any team-related activities (e.g., practices, competitions, banquets, team travel) is prohibited, regardless of whether the student-athlete is of legal age. Student-athletes must be familiar with and abide by the Substance Abuse Prevention and Education Policy adopted by the Athletics Department. Student-athletes of legal age must handle the consumption of alcohol responsibly and in a manner consistent with the policies of the team, the Athletics Department and the University.
- **Gambling:** Student-athletes are prohibited from participating in any gambling or sports wagering activities that would violate NCAA gambling rules, state and federal gambling laws or the Athletics Department's Gambling Policy. Student-athletes are responsible for knowing and abiding by the Athletics Department's Gambling Policy.
- **Hazing:** Student-athletes are expected to foster a team environment that encourages trust, safety and respect between team members. Hazing can destroy a positive team environment and may result in physical, emotional or psychological harm to individuals or a team. Hazing is a misdemeanor criminal offense in the State of Washington. Student-athletes are prohibited from participating in, encouraging or condoning any form of hazing. Student-athletes should understand that hazing includes any act that, as a condition for being a member of the group, endangers the mental or physical health or safety of an individual, causes personal degradation or humiliation, or damages/destroys public or private property. Some examples of hazing include forced physical

contact or exercise; sleep deprivation; public humiliation; forced consumption of food, drink or other substances; indecent exposure; personal servitude; forced acts that are illegal or unethical.

- **Recruiting:** Responsible recruiting helps attract outstanding student-athletes who will continue the University of Washington tradition of academic and athletic achievement. Student-athletes who participate in recruiting activities must act with the highest standards of behavior in all aspects of the recruiting process. This is especially important with unofficial and official visits by prospective student-athletes. Student-athletes are expected to know and follow at all times the NCAA recruiting rules and the Athletics Department's Recruiting & Official Visits Policy. Examples of violations of the Recruiting & Official Visits include providing alcohol/drugs to prospects or encouraging the use of alcohol/drugs by prospects; using sex or any type of adult entertainment in recruiting; providing cash or impermissible benefits to prospects.
- **Internet/Social Networking:** Almost anything a student-athlete posts on a social networking site may be viewed by others, and both the media and the general public are more likely to view the social networking profiles of student-athletes than the profiles of other students. Information posted on these sites has the potential to influence the public's view of the University and the Athletics Department jeopardize the personal welfare and safety of student-athletes. Student-athletes using social networking sites must do so responsibly, safely and in a manner consistent with the Athletics Department's Student-Athlete Social Networking Policy.

Sportsmanship & Athletic Responsibilities

All student-athletes are obligated to represent themselves, their team, the Athletics Department, the University and their communities with the highest level of sportsmanship. Members of the community, and especially young boys and girls, admire student-athletes and look up to them as examples. Student-athletes must conduct themselves according to the following ideas and principles:

- Treat teammates, opponents, coaches, officials, media and fans with respect, fairness, civility and courtesy.
- Accept victory humbly and without boasting;
- Accept defeat graciously and without complaint;
- Take advantage of opportunities to develop oneself as a skilled competitor; train hard and strive for the highest degree of athletic achievement;
- Exert maximum effort within the rules of the game;
- Maintain self-control in both language and action;
- Admire earnest effort made fairly in pursuit of victory;
- Never use the prospect of defeat as an excuse for unethical or unsportsmanlike behavior; and
- Accept the role of a public figure and embrace that role to set a positive example for others.

Disciplinary Process

Violations of the Student-Athlete Code of Conduct will be handled on a case-by-case basis, and the discipline imposed for a violation shall depend on the specific facts and circumstances of each case. The discipline process administered by the Department of Intercollegiate Athletics is separate and supplemental to the University's discipline process. Possible sanctions by the Department of Intercollegiate Athletics include warnings, reprimands, mandatory counseling, community service, probation, suspension from team activities, dismissal from the team, and revocation/reduction/non-renewal of athletically-related financial aid.

When a student-athlete has been arrested or charged with a violation of criminal law, the student-athlete will be placed on administrative suspension from all team activities pending further investigation. If the alleged criminal activity would constitute a misdemeanor offense, the head coach may lift the administrative suspension after obtaining the approval of the sport administrator. If the alleged criminal activity would constitute a felony, the administrative suspension may be lifted only upon authorization of the Director of Athletics.

Coaches and all Athletics Department staff have a duty to report immediately any known or suspected violations of the Student-Athlete Code of Conduct to the Director of Athletics or the appropriate sport administrator. If the violation has any potential to violate the University's Student Code of Conduct or otherwise falls under the jurisdiction of the Office of

Student Affairs, the Director of Athletics or sport administrator shall inform the Vice President and Vice Provost for Student Affairs as soon as possible.

The sport administrator shall be responsible for investigating promptly any alleged violation. A meeting with the student-athlete ordinarily will occur before any discipline is imposed, but in extenuating circumstances, the sport administrator may suspend the student-athlete before the meeting. A student-athlete's refusal to participate and cooperate in an investigation of a possible violation of this Student-Athlete Code of Conduct may itself constitute a basis for disciplinary action. Upon completion of the investigation the sport administrator shall determine, based on a preponderance of the evidence, whether a violation of this Student-Athlete Code of Conduct has taken place. The sport administrator shall decide the appropriate disciplinary action and shall inform the student-athlete, the head coach and the Director of Athletics of the sanctions imposed.

If the student-athlete disagrees with the decision or the severity of the sanctions, the student-athlete may submit a written appeal to the Director of Athletics. The Director of Athletics shall review the written appeal and conduct a meeting with the student-athlete, the head coach and the sport administrator. Whenever possible, the student-athlete shall attend the meeting in-person, but a telephone conference may occur if necessary. The Director of Athletics shall render a final decision after the meeting, and there shall be no further right to appeal.

[Note: Student-athletes have the right under the Athletics Department's Grievance Policy to contact the Ombudsman if a student-athlete feels that he or she is being discriminated against or otherwise treated unfairly or unlawfully.]

SUBSTANCE ABUSE EDUCATION AND PREVENTION POLICY

I. INTRODUCTION

The University of Washington Department of Intercollegiate Athletics ("ICA") occasionally encounters student-athletes who are not able to take full advantage of their academic and athletic experiences and opportunities because of substance abuse. In response to those situations, ICA hereby adopts this Substance Abuse Education and Prevention Policy ("Policy") because abuse of alcohol, illegal substances, performance-enhancing drugs, and certain dietary supplements by student-athletes as well as the use of tobacco:

- Is detrimental to the physical and psychological well-being of the student-athlete no matter when such usage occurs during the year;
- Can seriously interfere with the health, well-being and performance of individuals as students and as athletes;
- May be dangerous to the life and health of the student-athlete and his/her teammates, particularly with regard to participation in athletic competition or practice; and
- Compromises the integrity of university-level athletic competition.

This Policy has several components. First, there is an education component that is focused on dissemination of information and prevention. Second, there is a voluntary program that emphasizes counseling, rehabilitation and deterrence (student-athletes enrolled in this program may be required to undergo drug testing). Third, there is a testing program based on a finding of Reasonable Suspicion (as defined in Section II, Paragraph C of this Policy). When mandated by ICA, student-athletes are required to participate in drug testing if ICA finds there is Reasonable Suspicion to believe a student-athlete is abusing a "Prohibited Drug" (as defined in Section II, Paragraph A of this Policy) or the student-athlete consents to testing.

Participation in intercollegiate athletics is a privilege not a right. Accordingly, all student-athletes granted the privilege to participate in intercollegiate athletics at the University of Washington must agree in writing to abide by this Policy. Any student-athlete failing to abide by this Policy will be subject to the requirements and/or sanctions set forth in this Policy. ICA is committed to this Policy and its required drug education, testing and counseling/rehabilitation and expects all ICA members, including all student-athletes, to be equally concerned and involved.

II. DEFINITIONS

A. Prohibited Drug. The term "Prohibited Drug" as used herein shall mean all illegal substances identified in the Washington State Controlled Substances Act including, but not limited to:

1. Amphetamines (includes "speed", designer drugs such as "ecstasy", etc.)

2. Barbiturates
3. Cocaine
4. Methaqualudes
5. Opiates (including, heroine, morphine, codeine, etc.)
6. PCP ("angel dust") and its analogues
7. Tetrahydrocannabinol (THC) (including marijuana)
8. LSD (lysergic acid diethylamide)
9. All performance-enhancing substances such as anabolic steroids and all drugs listed on the "Banned Drugs" list produced by the NCAA (this includes dietary supplements, such as ephedrine).

IMPORTANT: Many nutritional supplements contain banned substances. The U.S. Food & Drug Administration (FDA) does not strictly regulate the supplement industry. Therefore, the purity and safety of nutritional supplements cannot be guaranteed. The ingestion of some supplements could lead to a positive drug test result. Student-athletes taking nutritional supplements from sources outside ICA do so at their own risk. Student-athletes should consult their Athletic Trainer or Team Physician prior to taking nutritional supplements.

B. Student-Athlete. The term "student-athlete" means all student participants in recognized intercollegiate sports operated by ICA.

C. Reasonable Suspicion. The term "Reasonable Suspicion" shall be applied by the University in accordance with the law of the State of Washington and of the United States.

1. For purposes of explicating the standard which the University uses, the University sets forth the following criteria, any one of which may be sufficient on its own to constitute "Reasonable Suspicion":
 - a. Direct observation of Prohibited Drug use;
 - b. The statement of a reliable informant (including a fellow student or student-athlete, residence hall employee, etc.) that provides reasonable grounds to believe a student-athlete has used Prohibited Drugs;
 - c. Significant changes in behavior patterns, including changes in athletic or academic performance, which are consistent with the use of Prohibited Drugs (including, but not limited to, the examples listed in Appendix A);
 - d. Physical, mental, behavioral or emotional symptoms of Prohibited Drug use (including, but not limited to, the examples listed in Appendix A); or
 - e. Police or court determination of reasonable suspicion that the student-athlete has used Prohibited Drugs, if University testing will occur within a time frame sufficiently related to the suspected drug use such that the drug test may reliably confirm the police or court-suspected use.
2. Reasonable Suspicion may be established by a demonstrated history of use of Prohibited Drugs, either through prior convictions for drug use or prior positive tests for Prohibited Drugs through the University's, the NCAA's or any other reliable testing program.
3. With regard to anabolic steroids, Reasonable Suspicion also may be found if the student-athlete has significant unexplainable weight gain or muscle buildup, unusually aggressive behavior, or physical symptoms consistent with the use of anabolic steroids.
4. With regard to the use of over-the-counter drugs and dietary supplements, a student-athlete also may be tested for use of such, upon a finding of Reasonable Suspicion that the student-athlete is using over-the-counter drugs or dietary supplements to a degree where the student-athlete's physical or mental well-being is jeopardized or impaired. Observing physical or behavioral characteristics indicating such drug use develops Reasonable Suspicion.

III. PURPOSE OF THE SUBSTANCE ABUSE EDUCATION AND PREVENTION POLICY

The purpose of this Policy is not to interfere unduly with the private lives of the student-athletes, but to:

- A. Educate University of Washington student-athletes about the problems associated with drug use and abuse in general, and how drug use may affect the athlete and his/her teammates' health and safety in particular.
- B. Provide a fair and drug-free forum for all athletic participation by assuring that participants are physically and mentally fit for the rigors of intercollegiate athletic competition. This is consistent with Pac-12 Conference and NCAA policies.
- C. Provide reasonable safeguards assuring that every student-athlete is medically competent to participate in athletic competition, thereby minimizing the risks of serious injury to the student-athletes and his/her teammates.
- D. Discourage substance abuse and assist the student-athlete in adhering to NCAA restrictions regarding banned substances.
- E. Identify any student-athlete who may be using Prohibited Drugs and to identify the substance.
- F. Encourage rehabilitation of any student-athlete identified as using Prohibited Drugs and to assist the student-athlete in exploring rehabilitation alternatives so that drug dependency may be addressed and treated.

While ultimate decisions with reference to drug usage and/or substance abuse are dependent upon the interests, values, motivations, and determinations of the individual, ICA believes and hopes that this Policy will help the men and women who participate in intercollegiate athletics at the University of Washington, and who represent the University in various areas of athletic competition, to be better students and better athletes, and to be better able to make individual, informed, and intelligent decisions with reference to drug usage, both now and in the future.

Student-athletes and parents or legal guardians are encouraged to ask questions about the Policy at any time. Student-athletes may be asked to participate in on-going reviews and revisions to the Policy.

IV. PROHIBITIONS

General Rule: Student-athletes are absolutely prohibited from using a "Prohibited Drug" at any time. The sole exception to this prohibition is use of a Prohibited Drug for a medical need that is supervised by a physician and approved by a team physician.

Student-athletes are absolutely prohibited from athletic participation (competing, practicing or training) while under the influence of Prohibited Drugs or alcohol. If ICA has Reasonable Suspicion to believe, as determined by ICA with legal advice from the Attorney General's Office, that a student-athlete is participating while under the influence of Prohibited Drugs or alcohol, the student-athlete may (at the discretion of ICA) be required to undergo testing. Failure to comply with the testing requirement/process can result in immediate suspension from athletic participation.

Prescription Medications: In the event a student-athlete is required to use a Prohibited Drug for medical reasons under the supervision of a physician, the student-athlete must have a current and valid prescription from a licensed physician. In addition, the student-athlete must report this use to his/her head coach and/or athletic trainer. The head coach/athletic trainer will consult with the head athletic trainer and/or the team physician to determine whether the student-athlete may safely practice or compete while using this drug. The team physician will make the final decision whether the student-athlete practices or competes. Student-athletes are automatically subject to the consequences of a positive test result (as described in Section IX of this Policy) if the student-athlete: (i) takes another person's prescription medication; or (ii) takes a prescription medication without a current and valid prescription. A student-athlete who provides his/her prescription medication to another student-athlete shall be subject to appropriate discipline from the Director of Athletics.

The NCAA Medical Exceptions Policy allows for a review of medical documentation supporting the use of a banned medication to overturn a positive drug test for substances under the following banned drug classes: stimulants, diuretics, beta blockers and anti-estrogens. The NCAA Medical Exceptions Policy requires that the request for review be accompanied by documentation from the prescribing physician that identifies the diagnosis, course of treatment and current prescription. The NCAA Medical Exceptions Policy requires that the documentation include information about how the diagnosis was achieved. For ADHD stimulant medications, this documentation will need to include specific information on the assessment used to diagnose ADHD. [Note: The use of an **anabolic agent or peptide hormone must be approved by the NCAA before the student-athlete is allowed to participate while taking these medications.**] More information about the NCAA Medical Exception Policy can be found at www.ncaa.org/health-safety.

Alcohol: The unlawful use of alcohol by student-athletes is prohibited by the University. Under ICA policy, all student-athletes are prohibited from using alcohol (including lawful use by those of legal age) in the presence of visiting

prospective student-athletes. In addition, coaches may make specific rules regarding the lawful use of alcohol that apply to the coach's team. Nothing in this policy limits the ability of the coaches to enforce rules concerning abstinence from alcohol. Alcohol is the most abused substance, can be addictive and often is the primary "entrance drug" to further substance use and abuse. Therefore, if a drug test or breath test reveals the use of alcohol at any level, or if a student-athlete becomes involved in a serious alcohol incident (e.g., hospitalization) or violation of law (e.g., DUI arrest), it will be considered a very significant cause for concern. An evaluation of the student-athlete will be performed by a licensed professional to rule out other risk factors for alcohol abuse. If other risk factors are identified, an appropriate course of education or treatment will be prescribed. ICA reserves the right to withhold a student-athlete from practice and competition while the student-athlete completes the recommended education/treatment program.

Tobacco: The use of tobacco is addictive and can be extremely hazardous to one's health. Both ICA and the NCAA prohibit the use of all tobacco products at any time (e.g., practice competition, team travel, etc.) in any athletic facility or athletics administration building. In accordance with NCAA rules, a student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition. If a student-athlete needs assistance in ceasing the use of tobacco products, ICA will pay for and coordinate enrollment in a tobacco cessation program for the student-athlete.

V. EDUCATION

ICA believes that education related to drug and alcohol use is an essential component of this Policy that will protect student-athletes' health and well-being, help prevent them from abusing alcohol, prescription drugs and Prohibited Drugs and assist them in making informed decisions related to drug/alcohol use.

The objectives of ICA's substance abuse education program are:

- To provide specific information to student-athletes as to the physiological and psychological affects which certain drugs, nutritional supplements and alcohol have on their bodies.
- To encourage discussion about any questions the student-athletes may have about substance abuse, dietary supplements, and alcohol usage.
- To discuss the detrimental effects which certain drugs have upon athletic abilities.
- To counsel individual student-athletes who have knowledge of, or may themselves be experiencing, substance abuse.
- To deter student-athletes from substance abuse based upon their own educated choice.

At the beginning of each academic year a presentation will be made to all student-athletes at the University of Washington that outlines and reviews this Policy, its purposes and its implementation. A copy of this Policy shall be provided to each athlete; a copy will also be mailed to parent(s)/legal guardian(s) if the athlete is under 18 years of age. Student-athletes shall sign an acknowledgment form indicating that they have received a copy of the Policy.

The educational initiatives that ICA will undertake include, but are not limited to, the following:

- One presentation shall be made each year to each athletic team relating to the specific effects that drugs and alcohol have upon the human body.
- Additional educational presentations may be held throughout the year. These programs will be announced to student-athletes as they are scheduled, and attendance of student-athletes may be mandatory.
- The NCAA's poster series shall be utilized to focus attention of athletes upon the dangers of substance abuse. These posters shall be displayed in various locations throughout the facilities.
- Student-athletes are encouraged to seek information, assistance and counseling through the full-time athletic training staff, the team nutritionist, a team physician, a sports psychologist or through the Hall Health Center, or by consultation with a sport administrator.
- Specific presentations may be made available by experts on certain banned substances and their effects on athletes, both personally and regarding potential disqualification from NCAA and USOC sponsored competition.

All athletic personnel (particularly head coaches) shall cooperate in making sufficient time available for all student-athletes to participate in ICA drug testing/drug education programming. In addition, all athletic personnel involved in the recruitment of prospective student-athletes are responsible for ensuring that prospects are aware of this Policy.

VI. VOLUNTARY DISCLOSURE/SELF-REFERRAL TESTING PROGRAM

ICA acknowledges that individual student-athletes may have developed drug/alcohol problems prior to or while attending UW and may wish to have assistance in overcoming those problems. ICA is committed to assisting those individuals in making a positive life change, and toward that end, ICA has created a Voluntary Disclosure/Self-Referral Testing Program designed to encourage treatment and provide amnesty from sanctions under this Policy.

A. A student-athlete may disclose use of Prohibited Drugs or alcohol and avoid the penalties of a "first positive test result" (see Section IX) by participating in a voluntary counseling and drug testing program. A student-athlete who wishes to exercise this option should meet with an appropriate ICA administrator (e.g., team physician, Substance Abuse Program Coordinator, athletic trainer, head coach, Director of Athletics, sports administrator) and ask to participate in this program. ICA will finance the treatment of the student-athlete under this program as long as the student-athlete is committed to the program and satisfactorily completes all program requirements.

B. ICA will refer the student-athlete to a psychologist or counselor to assist the student-athlete in abstaining from Prohibited Drug or alcohol use. The student-athlete will be required to participate in counseling and/or substance abuse education/prevention programming as directed by the treating psychologist/counselor. The student-athlete must follow the prescribed treatment plan, and ICA will pay the costs of such treatment (unless covered by the student-athlete's insurance). However, the student-athlete shall be financially responsible for the cost of any missed appointments/treatments. Failure to successfully complete the recommended treatment plan (e.g., nonparticipation, unexcused absences from scheduled treatment or testing appointments, or dismissal from the treatment program) may be treated as a "First Positive Test Result" under this Policy.

C. An initial test for drugs or alcohol will be conducted immediately upon entry into the voluntary counseling and drug testing program. The counselor will review the level of alcohol, drug or drug metabolite in the initial test of the student-athlete, and will determine an appropriate period of testing (usually 8 weeks) during which positive results for the declared drug or alcohol will not, except as provided below, be reported to ICA. This is to allow sufficient time for the declared drug or alcohol to leave the student-athlete's system and acknowledge the chance for relapse during initial treatment. Any increase in alcohol drug or drug metabolite found in the student-athlete's system after the 8-week testing period which is inconsistent with abstinence will be reported to the Substance Abuse Program Coordinator and will be considered a "first positive test result." The Substance Abuse Program Coordinator will report the result to the Director of Athletics and sport administrator who shall determine the appropriate course of action in accordance with this Policy. After the initial 8-week period, frequent testing will be required of the student-athlete to provide certainty that the student-athlete is not practicing or competing under the influence of Prohibited Drugs or alcohol. The counselor working with the student-athlete will set the testing schedule. All counseling between the student-athlete and the counselor or psychologist will remain confidential; however, certain test results will be disclosed to the Substance Abuse Program Coordinator, Director of Athletics and sport administrator if they indicate a student-athlete is not abstaining from the use of Prohibited Drugs or alcohol. Note: Even if the results of the initial drug test are negative, the student-athlete will be subject to drug testing in accordance with this paragraph and may be required to participate in the treatment program described in Section B above.

D. This voluntary testing/self-referral program is available to a student-athlete on a one-time basis during his/her participation in intercollegiate athletics at the University of Washington. The opportunity to participate in the program can be invoked by a student-athlete at any time unless ICA already has determined there to be Reasonable Suspicion and requires a test.

E. Participation in this program will not negate any test results or consequences due to NCAA testing.

F. Student-athletes who fail to complete this voluntary program are subject to the consequences and penalties that apply after a First Positive Test Result. In addition, if a student-athlete tests positive at any time (even during the 8-week period) for a Prohibited Drug different from the one for which the student originally was referred, the student-athlete is subject to the consequences and penalties that apply after a First Positive Test Result.

G. A student-athlete may request that the student-athlete's head coach not be notified that the student-athlete has enrolled in the voluntary program. However, the Director of Athletics shall have the sole discretion to deny the student-athlete's request and notify the head coach if the Director of Athletics feels it is appropriate or necessary to do so in a particular case.

VII. REASONABLE SUSPICION TESTING PROGRAM

Testing for Prohibited Drugs or alcohol may be required upon a finding of Reasonable Suspicion by ICA, with legal advice from the Attorney General's Office. Failure to comply with the testing process may result in immediate suspension from athletic participation. Reasonable Suspicion will be determined as set forth in Section II, Paragraph C herein. Testing Procedures are outlined below in Section VIII and the consequences and penalties for positive test results are set forth in Section IX.

The Reasonable Suspicion and sanctions program will also be used when a student-athlete consents to drug testing but does not wish to participate in the voluntary testing program set forth in Section VI of this policy.

In the event a student-athlete consents to testing for Prohibited Drugs or alcohol and declines participation in the voluntary testing program, then such tests will be completed in accordance with the process established in Section VIII and the consequences and penalties for positive test results shall be as set forth in Section IX.

VIII. TESTING PROCEDURES

The Voluntary Disclosure/Self-Referral Testing Program testing (Section VI) and the Reasonable Suspicion testing (Section VII) will follow the following testing procedures.

A. Notification of Testing

1. **Testing based on Reasonable Suspicion or Consent.** Whenever ICA determines there is Reasonable Suspicion to test for Prohibited Drugs or alcohol, or the student-athlete consents to testing, the student-athlete will be notified by phone or in person by sport administrator or designee that the student-athlete must submit to a test and when and where the testing will take place. The student-athlete's head coach will be informed of the testing and appropriately involved in discussions regarding testing. If a student-athlete is under the age of 18, his/her parents or legal guardian may be notified of the testing.
2. **Voluntary Testing/Self-Referral Program.** Section VI of this Policy outlines a program for allowing student-athletes to self-disclose use of Prohibited Drugs or alcohol. Under this program the student-athlete is referred to a psychologist/counselor by the Substance Abuse Program Coordinator or a UW sports medicine physician. The Substance Abuse Program Coordinator will coordinate testing and notify the student-athlete of the time and place where testing will take place. Upon request of the student-athlete, the head coach may not be notified that the student-athlete has enrolled in the voluntary program and is being tested. However, the Director of Athletics shall have the sole discretion to deny the student-athlete's request and notify the head coach if the Director of Athletics feels it is appropriate or necessary to do so in a particular case.

B. Collections Screening and Analysis. Collection of alcohol or drug-testing samples and specimens will be supervised and conducted by a trained professional and processed in accordance with standard testing and collection protocol (see Appendix B). An entity external to ICA (including, but not limited to, private companies or UW Medicine) will perform the analysis of samples received from student-athletes. If there is any evidence of tampering, including, but not limited to, the use of a masking agent, ICA reserves the right to require a retest. Any known tampering may be treated as a positive test result and may result in sanctions including suspension or removal from a team. If a student-athlete provides three or more dilute samples (i.e., outside the gravity range specified in Appendix B), then reasonable suspicion shall exist to justify additional testing as needed.

Alcohol or drug-testing samples collected under this Policy may include urine, saliva, blood, hair or breath, to be determined at the discretion of the Substance Abuse Program Coordinator and Head Athletic Trainer.

IX. TESTING RESULTS AND CONSEQUENCES/PENALTIES

A. Failure to Comply. Failure to comply with required testing (including missing a scheduled testing appointment) may result in sanctions including, but not limited to, revocation of athletically-related aid, suspension or removal from the team.

B. Positive Test Definition. A drug screening test will be considered positive once the "confirmation" or second test has been completed from the same specimen and confirms the results of the initial test. An alcohol screening test will be considered positive without the need for a confirming second test. A positive test is defined

as a test which indicates, in the opinion of the external agency performing the testing, that a student-athlete has used alcohol or a Prohibited Drug based on traces of that drug or alcohol detected in the student-athlete's specimen. A drug screening test will also be considered positive if it is discovered by the external testing entity that the provided sample has been altered or where foreign substances have been added to the sample in an effort to destroy or disguise traces of Prohibited Drugs.

ICA has a zero tolerance policy for drug-testing. If the test results indicate the presence of a Prohibited Drug at levels below the cut-off levels used by the National Center for Drug-Free Sport (see Appendix C), the result shall not be considered a "positive test" subject to the sanctions and consequences set forth below. However, the student-athlete may be required to undergo counseling and/or participate in drug/alcohol education programming as determined by the Substance Abuse Program Coordinator and UW sports medicine and athletic training staff. Furthermore, the student-athlete will be subject to periodic testing for up to 12 months. If the test results for a student-athlete tested on the basis of reasonable suspicion are negative and indicate the absence of any Prohibited Drugs, the student-athlete still may be asked to participate in a two-session assessment by the UW sport psychologist.

Note: If a student-athlete tests positive for a Prohibited Drug through the drug-testing program of the NCAA (or other reliable external testing agency), the positive test result shall be treated as a positive test under this Policy, and the student-athlete shall be subject to the same consequences and penalties set forth in this Policy.

Whenever possible, the results of any drug-testing conducted under this Policy shall be shared with the student-athlete at an in-person meeting.

C. **Consequence of First Positive Test.** Upon receipt of a first positive test result the following occurs:

1. The Director of Athletics or sport administrator will inform the student-athlete and the head coach of the positive test result.
2. The student-athlete may be withheld from participation on a temporary basis until arrangements have been made for items "3" - "5" set forth below. Additional withholding may be imposed to correspond with the treatment plan advised by the treating psychologist/counselor.
3. The student-athlete may be required to participate in a conference with his/her parent(s) or legal guardian(s) and ICA staff which may include the Director of Athletics, sport administrator, the Head Athletic Trainer, the Substance Abuse Coordinator, psychologist/counselor and/or the head coach.
4. The student-athlete will sign a statement acknowledging the first positive test, the consequences of the first positive test, the conditions of continuing participation in the intercollegiate athletics program, and the consequences of a second positive test. Refusal to sign the may result in suspension or dismissal from participation in the intercollegiate athletes program.
5. The student-athlete may be required to participate in counseling and/or substance abuse education/prevention programming as directed by the treating psychologist/counselor. The student-athlete must follow the prescribed treatment plan, and ICA will pay the costs of such treatment (unless covered by the student-athlete's insurance). However, the student-athlete shall be financially responsible for the cost of any missed appointments/treatments. Failure to successfully complete the recommended treatment plan (e.g., nonparticipation, unexcused absences from scheduled treatment or testing appointments, or dismissal from the treatment program) may result in additional sanctions, including, but not limited to, suspension, dismissal from the intercollegiate athletics program, and/or revocation of athletically-related financial aid.
6. The student-athlete shall be subject to unannounced drug testing throughout the predetermined period established in the treatment program (usually 8 weeks) based on a review of the level of alcohol, drug or drug metabolite in the initial test results. The schedule for these tests will not be known to the student-athlete. Results of testing will be provided to the Director of Athletics, sport administrator, Substance Abuse Program Coordinator, head coach and the Head Athletic Trainer. A positive test result during this predetermined period for the same substance that resulted in the First Positive Test will not be considered an additional positive test result under the Policy. This is to allow sufficient time for the declared drug or alcohol to leave the student-athlete's system and acknowledge the chance for relapse during the initial treatment period. However, if the student-athlete tests positive during this predetermined period for a different substance, it will be treated as an additional positive test result with the corresponding sanctions and consequences set forth below.

7. After the later of: (a) completion of the predetermined period described in the previous paragraph or (b) completion of all mandatory counseling sessions, the student-athlete shall remain subject to additional unannounced alcohol or drug testing for up to 12 months. Upon the expiration of the 12-month period, the student-athlete shall be given a final drug test and be required to meet with the UW sport psychologist. Even if the final drug test results are negative, the student-athlete may be required to receive additional counseling/treatment and/or be subject to additional unannounced alcohol or drug testing for a longer period of time beyond the original 12-month period.
8. If after the predetermined period the student-athlete ever tests positive for alcohol or any Prohibited Drug (including the substance that resulted in the First Positive Test), it will be treated as an additional positive test result with the corresponding sanctions and consequences set forth in Sections D-F below.

D. **Consequence of Second Positive Test Result.** Upon receipt of a second positive test result, the following occurs:

1. The Director of Athletics or sport administrator will inform the student-athlete and the head coach of the positive test result.
2. The student-athlete may be required to participate in a conference with his/her parent(s) or legal guardian(s) and ICA staff (which may include the Director of Athletics, Sport Administrator, the Head Athletic Trainer, the Substance Abuse Program Coordinator, the psychologist, counselor and the head coach. to discuss the second positive result and the consequences.
3. The student-athlete will sign a statement acknowledging the second positive test and its consequences, the terms of the suspension (see below) and the conditions of continuing participation in the intercollegiate athletics program, and the consequences of a third positive test. Refusal to sign the statement may result in suspension or dismissal from participation in the intercollegiate athletes program.
4. The student-athlete shall be suspended immediately from participation in all athletically-related activities (e.g., practice, competition, conditioning, weight-training, etc.) for a minimum of 5 days beginning on the date the student-athlete is notified of the positive test result. In addition, the student-athlete shall be suspended from competition during the sport-specific championship segment for 15% (rounding up) of the countable contests in the student-athlete's sport and up to an additional 30 calendar days during the sport-specific championship segment. The duration of the suspension shall be determined by the Director of Athletics in consultation with appropriate individuals (e.g., the Substance Abuse Program Coordinator, psychologist/counselor, sport administrator, head coach, Team Physician and/or Head Athletic Trainer).
5. The student-athlete's athletically-related aid may be reduced or canceled immediately.
6. On the same terms and conditions as set forth in Section IX.C.5 above, the student-athlete may be required to participate in counseling and/or substance abuse education/prevention programming as directed by the treating psychologist/counselor.
7. The student-athlete shall be subject to unannounced drug testing throughout the predetermined period established in the treatment program (usually 8 weeks) based on a review of the level of alcohol, drug or drug metabolite in the initial test results. The schedule for these tests will not be known to the student-athlete. Results of testing will be provided to the Director of Athletics, sport administrator, Substance Abuse Program Coordinator, head coach and the Head Athletic Trainer. A positive test result during this predetermined period for the same substance that resulted in the Second Positive Test will not be considered an additional positive test result under the Policy, but only if the levels of the substance detected in the student-athlete's system show a continuous and uninterrupted decline over time until a negative test result is achieved. If the levels of the substance that resulted in the Second Positive Test increase at any point in time (either during the predetermined period or after), it will be considered a Third Positive Test.
8. All other rules, conditions and stipulations associated with a First Positive Test Result set forth in the previous section will apply to the Second Positive Test Result, and any additional positive test shall be considered a Third Positive Test Result.

E. **Consequences of Third Positive Test Result.** Upon receipt of a third positive test result, the following occurs:

1. The Director of Athletics, sport administrator or Head Athletic Trainer will inform the student-athlete and the head coach of the positive test result.
2. The student-athlete may be required to participate in a conference with his/her parent(s) or legal guardian(s) and ICA staff (which may include the Director of Athletics, Sport Administrator, the Head Athletic Trainer, Substance Abuse Program Coordinator, psychologist, counselor and the head coach) to discuss the third positive result and the consequences.
3. The student-athlete will sign a statement acknowledging the third positive test and its consequences, the terms of the suspension (see below) and the conditions of possible future participation in the intercollegiate athletics program, and the consequences of a fourth positive test. Refusal to sign the statement may result in suspension or dismissal from participation in the intercollegiate athletes program.
4. The student-athlete's athletically-related aid may be reduced or canceled immediately.
5. The student-athlete shall be suspended from competition for a period of 12 months from the date of notification of the Third Positive Test Result.
6. The student-athlete shall be suspended from all athletically-related activities (e.g., practice, conditioning, weight training, team travel) for a period of up to 12 months.
7. The student-athlete shall be subject to retesting in accordance with and subject to the same terms and conditions that apply to a Second Positive Test Result set forth in Section IX.D.7 above.
8. At the conclusion of the suspension period, the head coach may seek reinstatement of the student-athlete. The decision regarding reinstatement shall be determined by the Director of Athletics who will consult with appropriate individuals (e.g., the Substance Abuse Program Coordinator, psychologist, counselor, sport administrator, head coach, Team Physician and/or Head Athletic Trainer).
9. All other rules, conditions and stipulations associated with a First Positive Test Result and Second Positive Test Result set forth in the previous sections will apply to the Third Positive Test Result. Any additional positive test shall be considered a Fourth Positive Test Result.

F. **Consequences of Fourth Positive Test Result.** Upon receipt of a fourth positive test result, the student-athlete shall be permanently disqualified from further participation as a student-athlete at UW. The student-athlete's athletically-related financial aid shall be revoked immediately (subject to NCAA rules and University policy).

X. APPEAL PROCESS

A student-athlete may appeal the finding of a positive result, violation of this Policy, or the sanction imposed for either a positive test or violation of this Policy. To appeal, the student-athlete must provide written evidence of a material procedural error, evidence that refutes the positive finding or violation, or evidence that the sanction is unreasonable. The student-athlete must submit the written appeal to the Director of Athletics within 7 business days after the student-athlete receives written notice of the decision to be appealed. If the student-athlete does not appeal within 7 business days, the result, finding or sanction cannot later be reviewed.

If the student-athlete appeals a positive test result, a finding of a policy violation, or a sanction, the Director of Athletics will appoint a 3-member review committee to review the evidence and make a recommendation to the Director of Athletics. Thereafter, the Director of Athletics will provide a written decision to the student-athlete. This decision will be final. If the sanctions being appealed include a suspension, the suspension will continue in place throughout the review process.

The decision of a team physician to remove a student-athlete from play or practice on medical grounds is not a sanction under this policy and cannot be reviewed or appealed. ICA reserves the right to add to the practice and/or competition penalties for any violation of this policy if ICA determines on medical grounds that the student-athlete's continued participation poses a risk to himself/herself or others.

XI. EFFECTIVE DATE

This Policy and its administration/operation are subject to change or modification at any time. However, any change or modification will only be implemented by action of the Director of Athletics and will not be applied retroactively if such change would adversely affect a student-athlete's rights.

XII. MISCELLANEOUS PROVISIONS

- A. This Policy is in addition to any program currently in existence or implemented in the future by the NCAA or any athletic conference in which the University participates.
- D. Severability. The invalidity, in whole or in part, of any of the foregoing articles, sections, or paragraphs of this policy will not affect the remainder of such articles, sections, or paragraphs.
- E. Because participation on a team is a privilege and not a right, nothing in this policy shall be construed as giving a student-athlete a right to remain on a team, receive playing time or be entitled to an athletics scholarship.

APPENDIX A

Chronically Withdrawn

Isolated
Few/No friends
Unresponsive
Crying spells

Chronically Aggressive

Unreasonable aggressive/physical behavior
Rage

Oppositional Behavior

Inability to follow rules
Openly defiant
Vandalism

Poor Social Skills/Bizarre Behavior

No/poor peer interaction
Abnormal eating habits
Talking to self
Self-abuse
Drug talk

Attendance

Chronic absences
Frequently ill or oversleeps
Headaches
Frequently leaves/skips class

Rapid Mood Change

Significant/quick and inexplicable mood change
Change in academic grade patterns
Shift in level of involvement/detachment

Physical Problems

Poor balance
Glassy, bloodshot eyes
Smell of alcohol/drugs
Sudden change in hygiene habits
Sleepy/lethargic appearance

APPENDIX B
Collection Protocol

1. Upon entering the collection station, the athlete will provide photo identification and/or a client representative/site coordinator will identify the athlete and the athlete will officially enter the station.
2. The athlete will select a sealed collection beaker from a supply of such and will record his/her initials on the collection beaker's lid.
3. A collector, serving as validator, will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen until a volume of at least 50 mL is provided (100 mL if testing for anabolic steroids).
4. Validators who are of the same gender as the athlete must observe the voiding process and should be members of the official drug-testing crew. The procedure does not allow for validators to stand outside the immediate area or outside the restroom. The athlete must urinate in full view of the validator (validator must observe flow of urine). The validator must request the athlete raise his/her shirt high enough to observe the midsection area completely ruling out any attempt to manipulate or substitute a sample.
5. Athletes may not carry any item other than his/her beaker into the restroom when providing a specimen. Any problem or concern should be brought to the attention of the collection crew chief or client representation for documentation. Athletes will rinse and dry hands, with water only, prior to urination, and wash with soap and water following urination.
6. Once a specimen is provided, the athlete is responsible for keeping the collection beaker closed and controlled.
7. Fluids and food given to athletes who have difficulty voiding must be from sealed containers (approved by the collector) that are opened and consumed in the station. These items must be caffeine- and alcohol-free and free of any other banned substances.
8. If the specimen is incomplete, the athlete must remain in the collection station until the sample is completed. During this period, the athlete is responsible for keeping the collection beaker closed and controlled.
9. If the specimen is incomplete and the athlete must leave the collection station for a reason approved by the collector, specimen must be discarded.
10. Upon return to the collection station, the athlete will begin the collection procedure again.
11. Once an adequate volume of the specimen is provided, the collector who monitored the furnishing of the specimen by observation will sign that the specimen was directly validated and a collector will check the specific gravity and if in range measure the pH of the urine in the presence of the athlete.
12. If the urine has a specific gravity below 1.005 (1.010 if measured with a reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
13. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
14. If the urine has a specific gravity above 1.005 (1.010 if measured with a reagent strip) and the urine has a pH between 4.5 and 7.5 inclusive, the specimen will be processed and sent to the laboratory.
15. The laboratory will make final determination of specimen adequacy.
16. If the laboratory determines that an athlete's specimen is inadequate for analysis, at the client's discretion, another specimen may be collected.

17. If an athlete is suspected of manipulating specimens (e.g., via dilution), the client will have the authority to perform additional tests on the athlete.
18. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the athlete will select a specimen collection kit and a uniquely numbered Chain of Custody Form from a supply of such.
19. A collector will record the specific gravity and pH values.
20. The collector will pour approximately 35 mL of the specimen into the "A vial" and the remaining amount (approximately 15 mL) into the "B vial" (another A=35 mL, B=15 mL in a second split sample kit for anabolic steroid testing, which will be shipped to a WADA accredited laboratory) in the presence of the athlete. Therefore, two split sample kits will be used when testing for both "drugs of abuse" and anabolic steroids. The vials will be packaged identically, but shipped to two different laboratories.
21. The collector will place the cap on each vial in the presence of the athlete; the collector will then seal each vial in the required manner under the observation of the athlete and witness (if present).
22. Vials and chain of custody forms (if any) sent to the laboratory shall not contain the name of the athlete.
23. All sealed specimens will be secured in a shipping case. The collector will prepare the case for forwarding.
24. The athlete, collector and witness (if present) will sign certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded. If deviations are alleged, the athlete will be required to provide another specimen.
25. After the collection has been completed, the specimens will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.
26. The specimens become the property of the client.
27. If the athlete does not comply with the collection process, the collector will notify the client representative/site coordinator and third party administrator responsible for management of the drug-testing program.

Blood Alcohol Collection Protocol

- 1) Administer 10 minutes after eating or drinking.
- 2) Actively swab all areas of mouth until cotton is thoroughly saturated.
- 3) Insert Q.E.D. swab into filter.
- 4) After two minutes, read alcohol level from end of purple bar.

APPENDIX C **Substance Cut-Off Levels**

| Substance | Screen Cut-Off | Confirmation Cut-Off |
|---------------------------------|-----------------------|-----------------------------|
| Amphetamine/Methamphetamine | 300 ng./mL | 200 ng./mL |
| Cocaine Metabolite | 100 ng./mL | 50 ng./mL |
| Marijuana Metabolite | 15 ng./mL | 5 ng./mL |
| Opiates | 300 ng./mL | 300 ng./mL |
| Ecstasy | 500 ng./mL | 200 ng./mL |
| Oxycodone (incl. OxyContin) | 100 ng./mL | 100 ng./mL |
| Methylphenidate (incl. Ritalin) | n/a | 100 ng./mL |

GRIEVANCE POLICY AND PROCEDURES

ICA is committed to protecting the health, safety, welfare and fair treatment of its student-athletes at all times. All student-athletes must adhere to the standards of conduct described in the Student-Athlete Handbook and the University of Washington Student Conduct Code. ICA staff members are subject to the standards of conduct established for University of Washington employees. Conduct such as hazing, sexual harassment and discrimination on the basis of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status or disability is strictly prohibited. The failure to

abide by these guidelines will result in disciplinary action by ICA, the university and/or the local authorities. If a student-athlete feels that he or she has been discriminated against or treated unfairly or inappropriately by a fellow student-athlete, a coach or any other university staff member, the procedures for making a complaint are outlined below.

Grievance Procedures

If a student-athlete wishes to submit a complaint or grievance regarding another student-athlete, a coach, athletics department staff member, faculty member or any other University employee, the circumstances involved in the grievance vary greatly. Depending on the nature and sensitivity of the particular grievance, the student-athlete may or may not feel comfortable initiating the grievance process within the athletics department. In some cases, the student-athlete may feel more comfortable initiating the process with another campus department or authority. ICA encourages its student-athlete to speak up whenever the student-athlete feels that he or she has been treated unfairly. As a general rule, the student-athlete should initiate the grievance process in accordance with the "steps" described below. However, the student-athlete may initiate the process with any individual, department or authority on campus with whom the student-athlete feels most comfortable (subject to institutional regulations).

When a coach or other ICA staff member receives a complaint/grievance from a student-athlete, it is the individual's responsibility to ensure that the grievance is treated seriously and as confidentially as possible under the circumstances [Note: Some complaints (e.g., sexual harassment) must be reported to supervisors or other authorities as a matter of law or institutional policy]. Retaliation for reporting a grievance or participating in the complaint process is strictly prohibited. Such retaliation against any person is a serious violation of this policy and may result in disciplinary action.

As a general policy, a student-athlete should follow the guidelines below when initiating a grievance.

Grievance Process

Step 1: Whenever possible, a student-athlete should attempt to resolve the issue directly with the other person(s) involved. [Note: All complaints regarding sexual harassment should be reported directly to the Office of the Ombudsman – see contact information below].

Step 2: If the student-athlete cannot reach a satisfactory resolution of the issue through direct interaction, or if the student-athlete is uncomfortable making direct contact with the other person(s) for any reason, the student-athlete should report the grievance to the Head Coach and the Sport Administrator who oversees the student-athlete's sport (see chart below). If the grievance involves the Head Coach, the student-athlete should report the grievance to the Sport Administrator.

| Sport | Administrator | Phone No. | E-mail |
|--|-----------------|----------------|--|
| Baseball, Men's Soccer, Women's Soccer, Track and Field/ Cross Country | John Morris | 206- 543- 4621 | jgmorris@u.washington.edu |
| Men's Basketball, Women's Basketball, Men's Golf, Women's Golf, Gymnastics, Softball, Volleyball | Stephanie Rempe | 206- 543-2279 | srempe@u.washington.edu |
| Crew, Football, Men's Tennis, Women's Tennis | O.D. Vincent | 206-543-2317 | ovincent@u.washington.edu |



John Morris
Senior Associate Athletic Director



Stephanie Rempe
Senior Associate Athletic Director



O.D. Vincent
Senior Associate Athletic Director

If the grievance involves an academic issue (e.g., problems with a faculty member, tutor, academic staff member), the student-athlete may initiate the grievance process with the Head Coach, the Sport Administrator or one of the following individuals:

| Name | Title | Phone No. | E-mail |
|----------------|---|--------------|--|
| Kim Durand | Associate Athletic Director for Student Development | 206-221-3551 | durand@u.washington.edu |
| Dr. Pete Dukes | Faculty Athletics Representative | 206-543-7141 | rdukes@uw.edu |



Kim Durand



Dr. Pete Dukes

Step 3: If the issue cannot be resolved by the individuals involved in Step 2, or if the student-athlete is uncomfortable with initiating the grievance process with the individuals mentioned in Step 2, the student-athlete may report the grievance to the Director of Athletics.

Step 4: If resolution cannot be reached by these internal mechanisms, or if these internal mechanisms are not appropriate, the student-athlete (or anyone involved in the particular grievance matter) should seek the assistance of the UW Office of the Ombudsman. The Ombudsman is an independent, neutral third party that does not advocate for the University or for either party in a dispute. The Ombudsman is available, at the request of any party involved in a grievance matter, to act as an impartial mediator and may be called upon to intervene at any stage of the grievance process. The Ombudsman seeks to provide an informal process for achieving a fair and reasonable settlement of complaints and disagreements. If resolution does not occur at this level, the Ombudsman will refer the matter to appropriate entities. More information about the Office of the Ombudsman can be found at the following web address: <http://www.washington.edu/about/ombudsman/>. The Office of the Ombudsman is open weekdays from 9:00 am – 4:00 pm. Appointments are available. The Ombudsman can be reached at:

206 Condon
Seattle, Washington, 98195
email: ombuds@u.washington.edu

Phone: (206) 543-6028

Fax: (206) 685-6816

TTY: (206) 616-6163

Note: Separate policies and procedures have been established to address situations in which a student-athlete wishes to appeal a decision by the athletics department to (1) Deny a student-athlete permission to speak to another institution about transferring; (2) Deny a student-athlete permission to use the one-time transfer exception; or (3) Cancel, reduce or not renew a student-athlete's athletically-related financial aid.

Student-athletes or others with questions about those policies and procedures should consult with the compliance office or refer to the Student-Athlete Financial Aid Appeal Policy and/or the Student-Athlete Transfer Appeal Policy.

STUDENT-ATHLETE FINANCIAL AID APPEAL POLICY & PROCEEDURES

I. Summary of NCAA Rules

Aid Modifications During the Academic Year: Under NCAA rules, an athletics scholarship agreement between the University of Washington (UW) and a student-athlete is limited to a period of one academic year. During the one-year term of the agreement, UW cannot increase, reduce or cancel the agreement based on the student-athlete's athletics ability, performance or contribution to the team's success, because of an injury or for any other athletics reason. UW may only reduce or cancel a student-athlete's athletics scholarship during the one-year term of the award if the student-athlete: (i) renders himself or herself ineligible for competition; (ii) fraudulently misrepresents any information on an application, letter of intent or financial aid agreement; (iii) engages in serious misconduct warranting substantial disciplinary penalty as determined by UW's disciplinary authority for the regular student body; or (iv) voluntarily withdraws from the sport (i.e., quits the team).

Renewals of Aid for the Next Academic Year: If a student-athlete received athletics aid during the previous academic year and has eligibility remaining, UW's regular financial aid authority (i.e., the Director of Financial Aid) is required to notify the student-athlete in writing by July 1 regarding whether the athletics aid will be renewed, increased, reduced or canceled for the upcoming academic year. Whenever a decision is made to cancel, reduce or not renew an athletics scholarship for a student-athlete with eligibility remaining, the student-athlete has the right to request a hearing to contest the decision. Such hearings must be conducted by a committee of individuals employed outside of the Department of Intercollegiate Athletics ("ICA").

The committee charged with hearing student-athlete financial aid appeals at UW is the Athletic Financial Aid Committee (the "Committee"). The Committee is comprised of three members of the UW campus community employed outside of ICA, including the Director of Financial Aid ("DFA"). The DFA shall serve as the Chair of the Committee. The Committee serves in an advisory role to the DFA and is appointed by the Vice Provost for Student Life.

II. Policies and Procedures

- 1. Decision-Making Process/Opportunity for Mediation.** To the extent possible, if ICA decides it wishes to cancel, reduce or not renew the athletics aid of a student-athlete, the Head Coach, student-athlete and appropriate sport administrator shall meet to discuss the issues related to the continuation/discontinuation of aid. If no resolution occurs, the sport administrator will make a recommendation to the Director of Athletics to cancel, reduce or not renew the student-athlete's scholarship. If the Director of Athletics concurs, the recommendation shall be submitted to DFA for review by the Committee.
- 2. Notification of Decision and Requesting/Scheduling a Hearing.** If the Committee approves a recommendation by ICA to cancel, reduce or not renew a student-athlete's athletics aid, the DFA shall promptly inform the student-athlete in writing and provide the procedures to appeal and request a hearing. A student-athlete who wishes to have a hearing before the Committee shall submit a request in writing to the DFA by the deadline stated in the written notice and a mutually agreeable time for the hearing will be scheduled. Even after a hearing is requested and scheduled, the student-athlete, the Head Coach and the sport administrator may request additional meetings with each other to attempt to resolve the situation outside of the hearing process.
- 3. Exchange of Documentation Prior to Hearing.** Prior to the hearing, the student-athlete shall submit a written statement and any supporting documentation describing all of the reasons why the student-athlete's aid should be reinstated. The sport administrator also shall submit a written statement and any supporting

documentation describing all of the reasons why the student-athlete's aid should be reduced, canceled or not renewed. These statements and supporting documents will be submitted to the DFA who shall distribute copies to both parties and the Committee. As a general guideline, the deadline for the submission of these documents will be 7 business days before the hearing. Additional supporting documentation may not be presented at the hearing without the permission of the DFA. If the late introduction of new supporting documentation is allowed at the hearing, the other party may ask the DFA for a short delay to review and prepare a response to the new information outside of the hearing.

4. **Attendance at the Hearing.** The student-athlete and the sport administrator are normally required to appear in-person at the hearing to present their positions. However, at the discretion of the DFA, the hearing may be conducted by telephone conference or based only on the written documentation if the student-athlete or sport administrator is unable to attend in-person. If either the student-athlete or the sport administrator wishes to have other individuals speak and/or be present at the hearing, a list of names shall be provided to the DFA approximately 3 days before the hearing so that both parties may be notified of who will be present. The DFA has the discretion to limit the number of individuals who may attend or speak in order to ensure a fair and expeditious hearing. A compliance staff member shall be present for the sole purpose of resolving any issues related to NCAA rules.

Please note: Student athletes and sport administrators are expected to meet the deadlines and procedures in steps 2-4 unless extenuating circumstances exist and then such processes can be waived at the discretion of the DFA.

5. **Hearing Format.** The Committee has the discretion to deviate from the following hearing format when appropriate and necessary to ensure a fair hearing. As a general rule, however, the format of hearings shall be as follows:
 - The DFA will introduce the Committee members and ask all parties in attendance to introduce themselves. The DFA will provide a general summary of the format of the hearing and any rules of procedure.
 - The DFA then shall invite the student-athlete to present his/her case and the reasons why the decision to reduce, cancel or not renew the athletics aid should be reversed. After hearing from the student-athlete, the DFA shall invite the sport administrator to present ICA's case and explain the rationale for upholding the decision. Both parties, when invited to do so by the DFA, will have the right to ask questions of the other party.
 - The Committee may ask questions of any individual present at the hearing at any time.
 - At the conclusion of the hearing, the DFA shall provide both parties with the opportunity to make brief closing remarks.

The DFA shall be responsible taking whatever steps are necessary to ensure that the hearing is conducted in a fair and orderly manner. The DFA shall rule on procedural matters and the presentation of additional documentation during the hearing. The DFA shall not close the hearing until all parties have had a fair and equal opportunity to present their positions.

All parties are expected to provide truthful information and treat all persons present with dignity and respect throughout the process.

6. **Deliberations and Notice of Decision.** Following the hearing, the Committee shall meet privately to deliberate. Once a decision is reached, the DFA will provide written notification to the student-athlete and sport administrator.
7. **Confidentiality and Finality.** The documentation submitted to the Committee, the testimony at the hearing and the Committee's deliberations must remain confidential. The Committee's decision is final, and there are no further avenues of appeal.

NCAA TRANSFER RULES & STUDENT-ATHLETE APPEAL POLICY AND PROCEDURES

I. Summary of NCAA Rules

Under NCAA rules, a University of Washington (UW) student-athlete is not permitted to have direct or indirect contact with a staff member of another NCAA institution without first obtaining written permission to do so from the UW Director of Athletics (or his/her designee). If permission is refused, the other NCAA institution cannot have contact with the student-athlete (or the student-athlete's friends or relatives) or otherwise encourage the transfer.

If the student-athlete elects to transfer despite the refusal, the other institution may not provide the student-athlete with an athletics scholarship until the student-athlete has attended the institution as a fulltime student for one academic year.

When a student-athlete transfers to another NCAA institution, it is common for the student-athlete to request permission to utilize the "one-time transfer exception" in order to be immediately eligible for competition upon transferring (Note: This exception is not available in the sports of football and basketball). If permission is refused, the student-athlete is not permitted to compete on behalf of the other institution until the student-athlete has attended the other institution as a full-time student for one academic year (unless the student-athlete qualifies for another exception to the NCAA transfer rule).

Whenever a request for permission to contact or permission to use the one-time transfer exception is denied, NCAA rules require that UW provide the student-athlete with written notification of the denial. In addition, UW must inform the student-athlete in writing of the student-athlete's right to request a hearing to contest the denial. All such hearings must be conducted by a committee outside of the athletics department.

II. Policies and Procedures

UW and the Department of Intercollegiate Athletics are committed to the fair treatment of student-athletes who decide to transfer to other institutions or who are interested in discussing a possible transfer with other institutions. The following policies and procedures shall be followed in all cases.

1. **Requesting Permission.** If a student-athlete wishes to receive permission to contact another institution or use the one-time transfer exception, the student-athlete shall make the request of his or her Head Coach or the administrator who oversees the student-athlete's sport. Upon request of the sport administrator, the student-athlete may be required to submit the request for permission in writing.

The student-athlete has the right to submit a request for permission directly to the sport administrator without first conferring with the Head Coach. In those cases, however, the student-athlete should understand that the sport administrator will discuss the request with the Head Coach. [Note: On occasion, the request will come not from the student-athlete, but from the other NCAA institution to which the student-athlete has transferred or is considering transferring. The policies and procedures outlined below will apply to such requests as well.]

2. **Notification of Decision and Right to Hearing.** After conferring with the Head Coach, the sport administrator shall decide whether the requested permission should be granted. If appropriate in particular cases, the Head Coach and/or the sport administrator shall consult with the Director of Athletics regarding the request. The student-athlete also shall have the right to discuss the request with the Director of Athletics.

If permission is granted, the sport administrator or the Head Coach shall inform the student-athlete. The sport administrator shall prepare and fax a letter to the institution(s) as promptly as possible indicating that the student-athlete's request for permission has been approved. The sport administrator shall provide copies of the letter to the UW compliance office (and to the student-athlete upon request).

If permission is refused, the sport administrator shall inform the student-athlete of the decision in writing. The sport administrator shall inform the student-athlete in writing of the student-athlete's right to appeal the decision in accordance with NCAA rules. If permission was requested by another NCAA institution, the sport administrator shall ensure that the decision to refuse permission is provided to the other institution as quickly as possible. Finally, the sport administrator shall provide the compliance office with copies of all documentation related to the refusal.

3. **Request for Hearing.** If a student-athlete wishes to request a hearing to contest the decision to refuse permission to contact or use the one-time transfer, the student-athlete must submit a written request to the Sr. Associate Athletic Director for Compliance. The written request for a hearing must be submitted within three (3) weeks from the date of the sport administrator's written notification that permission was denied. The student-athlete's request for a hearing must describe the reasons the student-athlete believes that the decision to deny should be overturned or modified. All supportive documentation relevant to the student-athlete's appeal must be submitted at that time. The sport administrator shall be required to submit written documentation supporting the decision to deny permission prior to the hearing at a date to be determined by the Sr. Associate Athletic Director for Compliance.
4. **Hearing Committee.** All hearings under this policy shall be conducted by the Student- Athlete Appeals Committee (hereinafter referred to as the "Committee"). NCAA rules require that the Committee consist

exclusively of individuals who are employed outside of the athletics department. Therefore, the Committee shall include three members: (1) Director of Admissions (2) Faculty Athletics Representative; and (3) Chair of the Advisory Committee on Intercollegiate Athletics. The Faculty Athletics Representative shall serve as the Chair of the Committee. It shall be the duty of the Chair to rule on procedural matters and the admissibility of evidence during such hearings.

- 5. Scheduling the Hearing.** After the student-athlete submits the written request for a hearing, the Sr. Associate Athletic Director for Compliance will contact the Chair of the Committee to schedule a hearing date. The hearing date shall occur no later than thirty (30) days following the student-athlete's request. The Sr. Associate Athletic Director for Compliance shall inform the student-athlete and the sport administrator of the date, time and place of the hearing. At least three (3) days prior to scheduled hearing, the Sr. Associate Athletic Director for Compliance shall provide the Committee, the student-athlete and the sport administrator with copies of: (i) the notification of refusal and right to hearing letter from the sport administrator; (ii) the request for hearing letter from the student-athlete; (iii) all supporting documentation submitted by the student-athlete, the Head Coach and/or the sport administrator.
- 6. Attendance at the Hearing.** The student-athlete and the sport administrator are required to appear in-person at the hearing, unless this requirement is waived by the Chair of the Committee based upon justifiable cause. The Chair may determine to conduct the hearing by telephone conference or based only on the submitted written documentation. The Committee may request that other individuals attend and testify at the hearing as the Committee deems relevant and necessary. If the student-athlete wishes to have other individuals (e.g., parents) attend the hearing, the student-athlete must provide a list of names of those individuals and a written request to the Chair at least three business days prior to the hearing. If the request is approved, the other individuals may be present at the hearing to observe but may not participate unless asked to do so by the Committee. The Sr. Associate Athletic Director for Compliance (or his/her designee) shall be present for purposes of clarification of the application of NCAA rules.
- 7. Hearing Format.** The Chair will open the hearing by introducing the parties and Committee members. The Chair then will summarize the format of the hearing and any rules of procedure. Thereafter, the Chair shall invite the student-athlete to present his or her position and describe the reasons why the student-athlete believes the decision to deny permission should be modified or overturned. The sport administrator then shall have the opportunity to present the rationale for denying permission. The Committee may ask questions of any individual present at the hearing. The student-athlete and sport administrator each shall have the right to make a concluding remark or closing argument before the hearing is completed. The hearing should not be closed until the Chair has determined that all parties have had a fair and equal opportunity to present their positions. All parties are expected to provide truthful information to the Committee and treat the Committee and other parties with dignity and respect throughout the process.
- 8. Deliberations and Notice of Decision.** Immediately following the hearing, the Committee shall meet privately to deliberate. The Committee's decision shall be based on a majority vote of the three members of the Committee. The Committee shall have the option to modify, affirm or overturn the decision to deny permission to contact and/or use the onetime transfer exception. Once a decision is reached, the Chair shall orally notify the student-athlete and the sport administrator of the Committee's decision. Communication of the decision shall be in-person or via telephone. The Chair shall send a formal decision letter to the student-athlete, with copies to the Head Coach, sport administrator, Director of Athletics and Sr. Associate Athletic Director for Compliance. If the student-athlete prevails at the hearing and decides to grant the student-athlete's request for permission, the sport administrator shall prepare and fax a letter to the institution(s) as promptly as possible indicating that the student-athlete's request for permission has been approved. The sport administrator shall provide copies of the letter to the UW compliance office (and to the student-athlete upon request).
- 9. Confidentiality and Finality.** The documentation submitted to the Committee, the testimony at the hearing and the Committee's deliberations must remain confidential. In accordance with NCAA rules, the Committee's decision is final, and there are no further avenues of appeal.

SOCIAL NETWORKING POLICY

Student-athletes are high-profile representatives of the University of Washington, and their behavior is subject to scrutiny by their peers, the campus community, the citizens of Seattle and the State of Washington, and the media. The actions of a single student-athlete can reflect positively or negatively not only on the individual student-athlete, but also on his or her team and coaches, the Athletics Department and the entire university. Therefore, student-athletes are expected to

represent themselves and the university with honor, dignity and integrity at all times – including when interacting on social networking websites and in other online environments.

The popularity of social networking websites (e.g., Facebook, Twitter, MySpace, YouTube, Ning, Blogspot) has grown tremendously during the last few years. 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. Almost anything a student-athlete posts on a social networking site may be viewed by others, and both the media and the general public are more likely to view the profiles of student-athletes than the profiles of other students. The Athletics Department has developed this Student-Athlete Social Networking Policy in order to: (i) provide recommendations and suggestions for student-athletes to help them use social media in a safe and responsible manner; and (ii) outline important rules that student-athletes must follow when using social media.

Important Suggestions & Recommendations Regarding Social Networking Sites

Some students mistakenly believe social networking websites have a veil of privacy about them 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. Student-athletes also have been contacted through social networking sites by agents and gamblers. Fans of opposing teams have taunted student-athletes based on information obtained from social networking sites.

Student-athletes also should be aware that potential employers and graduate school admissions 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.

Student-athletes should be very careful about what personal information they share on the internet. For their own security, protection and welfare and that of their teammates and friends, the Athletics Department strongly recommends and advises student-athletes to:

- ✓ **Keep phone numbers, physical addresses, birthdates, current whereabouts, travel plans and other personal information strictly confidential. This information should not be contained in a student-athlete’s personal online profile.**
- ✓ **Limit the access of others to e-mail addresses and screen carefully those whom a student-athlete may accept as “friends” on a social networking site.**
- ✓ **Use whatever security and privacy features are available to restrict the ability of others view a student-athlete’s site or to post pictures, messages and other content on a student-athlete’s site.**
- ✓ **If an individual contacts a student-athlete via a social networking site and the nature of the contact makes the student-athlete concerned for his or her safety or uncomfortable in any way, the student-athlete should immediately contact a coach, an Athletics Department administrator or the police.**

Rules Regarding Social Networking Sites

Participation in intercollegiate athletics at the University of Washington is a privilege and not a right. As a condition of being a student-athlete at the University of Washington, student-athletes must abide by the following rules related to the use of the internet and social networking sites:

1. 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).
2. 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, illegal drug use).

3. Student-athletes may not post any content online that would constitute a violation of Pac-12 or NCAA rules (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).
4. Student-athletes may not post any information that is sensitive or personal in nature or is proprietary to the Athletic Department or the university which is not public information (examples: tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/itineraries or information).
5. 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 University of Washington or other entities without permission, and student-athletes are personally liable for any copyright violations they may commit.
6. 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 HIPPA), and student-athletes are personally liable for any violations of those laws. Student-athletes also are required to follow the University of Washington Student Code of Conduct and all university computer usage rules and regulations.
7. Student-athletes must provide their coaches with access to their social networking sites if requested.

STUDENT-ATHLETES AT THE UNIVERSITY ARE REQUIRED TO ABIDE BY RULES SET FORTH IN THIS POLICY. THE FAILURE TO DO SO WILL BE CONSIDERED A VIOLATION OF THE STUDENT-ATHLETE CODE OF CONDUCT AND/OR THE UNIVERSITY'S STUDENT CODE OF CONDUCT. THE VIOLATION MAY RESULT IN DISCIPLINARY ACTION BY THE ATHLETICS DEPARTMENT AND THE UNIVERSITY.

MISCELLANEOUS POLICIES

Sexual Harassment

Sex discrimination in the form of sexual harassment is considered a violation of the University's human rights policy and the Student-Athlete Code of Conduct. Sexual harassment is defined as the use of one's authority or power, either explicitly or implicitly, to coerce another into unwanted sexual relations or to punish another for his or her refusal, or as the creation by a member of the University community of an intimidating, hostile, or offensive working or educational environment through verbal or physical conduct of a sexual nature. While most harassment involves men harassing women, either men or women can be harassed by members of the same or opposite sex. If you believe you are being harassed, seek help – the earlier the better. The University has designated special people to help you who you can speak to confidentially. After discussing your case, they can provide you with options, ranging from suggestions to discourage the harasser yourself to filing a formal complaint. For complaints against faculty members or teaching assistants, call the Ombudsman for Sexual Harassment at 206-543-0283 or 206-543-6028; for all other complaints, call the University Complaint Investigation and Resolution Office at 206-616-2028.

Travel Safety

ICA is committed to providing safe and efficient travel arrangements for all student-athletes and staff traveling as part of a team (including coaches, student managers and administrative staff). ICA maintains a Team Play and Practice insurance policy which provides coverage for all students and staff traveling as part of a team. Arrangements for air and ground transportation will be made only with recognized licensed and insured carriers. When a commercial carrier is employed, many of the responsibilities for traveler safety are assumed by the carrier, but they remain with the University if the travel takes place in vehicles owned or leased by the University. Student-athletes will be supervised by University staff until the team returns to campus or the student-athlete is released from official travel party-related activities. Coaches and administrative staff are expected to exercise their authority as University officials to assure the safe conduct of the trip. Student-athletes are required to abide by all University and Athletic Department policies while traveling and representing UW. Regardless of age, the use of alcohol or illegal drugs by student-athletes is prohibited while part of the official travel party.

It is the policy of UW to provide comparable modes of travel for all student-athletes. The head coach shall determine the mode of travel which is to be used for out-of-town competition, taking into consideration schedule, academic requirements of student-athletes, size of team, safety concerns and budget constraints. The normal mode of transportation shall be ground transportation (chartered bus or van). When ground transportation to a competition site exceeds six hours, air travel will generally be used; for travel times under six hours, air travel may be considered. When a regularly scheduled air carrier is used, travel is to be coordinated through the office of the department's travel consultant.

Airlines. Commercial air carriers and charter operators are acceptable means of travel for athletic teams. Charter air transportation shall be subject to the review of the university's Purchasing and Risk Management offices to verify carrier insurance coverage and suitability.

Automobiles / Passenger Vans. Employees such as coaches, assistant coaches, student trainers and student managers may drive vehicles used for team travel or travel to a local practice site, if the specific requirements for the vehicle are met. Student-athletes may drive other athletes in University or University-rented vehicles as a part of team travel ONLY if other coaches or staff is not available to drive. The use of personal vehicles for athletic team travel is discouraged. Personal vehicles may be used at the employee's option and at their own risk. The individual's automobile liability insurance would be primary, with the University coverage responding as an excess provider. The ICA Travel Office will make arrangements for passenger vans based on the itinerary and travel squad information provided on the travel request form. Only 8- and 12-passenger vans should be rented. The use of 15-passenger vans is prohibited. A commercial driver license is required to operate a vehicle with occupancy of greater than 15 passengers. UW Motor Pool vans will be used for local transport. The following rules apply:

- Occupancy in automobiles and passenger vans is limited to the number of seatbelts available. The driver and occupants are required to wear seatbelts at all times.
- No unauthorized passengers such as family and friends are to be transported in the vehicle.
- Drivers must be at least 21 years of age and have a valid driver's license.
- No person is to drive under the influence of alcohol or drugs, including prescribed or over-the-counter medications that could impair driving ability or cause drowsiness.
- All cargo must be secured inside the vehicle. No items are to be placed on the roof of the vehicle.
- Talking on a cell phone or engaging in other distracting activities such as eating or taking notes while transporting passengers is prohibited.
- The vehicle must be turned off, locked, and the keys removed any time it is left unattended.

Charter Buses. The ICA Travel Manager will arrange charter bus transportation to a competition site and to and from local and destination airports based on travel itinerary and travel squad size. In general, charter bus transportation will be arranged for trips under six hours one-way, and for travel squads of 16 or more individuals. Only insured, licensed carriers employing professional drivers will be used.

Lodging. Each student-athlete must be provided his/her own bed. Should the need arise to assign more than two student-athletes to a room, a rollaway bed should always be provided.

Ticket Distribution

For events in which you are not a participant, student-athletes are eligible to receive one complimentary admission to regular-season UW home athletic events. Please note:

- Tickets are limited, so please arrive early to ensure admittance. Once tickets are distributed, no further complimentary admissions will be issued.
- If you choose to purchase a student ticket, you are no longer eligible to receive a student-athlete ticket.
- To receive this admission for football and basketball games, your valid Husky Card must be presented at the gate at the time of entry. Your student ID will be scanned for entry (one entry allowed per event).
- Football: Admission is through the student-athlete gate located at the North Plaza beginning two hours prior to kickoff. Seating is located in the Dawg Pack area of the student section which is general admission seating.
- Basketball: Admission is through the student-athlete gate located at the Northeast entrance beginning one hour prior to tip-off. Seating is in the Dawg Pack section if the student-athlete is one of the first 500 students in attendance at the game. Wristbands will be distributed for Dawg Pack entry. Overflow seating is located in the top five rows of the arena's East End.
- Olympic Sports: Admission is through the main public entrance.

The NCAA allows student-athletes a limited number of complimentary admissions for guests to the games they compete in. Player's guest sign up is online only through playerguest.com. Your coach or team manager will provide you with instructions for player's guest ticket sign-up. Per NCAA rules:

- All guests must show photo identification for entry.
- The name on the player list must match photo identification.
- Guest names must be designated at the time of sign-up. No name changes or substitutions are permitted after the player's guest sign-up deadline.
- Limit one ticket per person listed on the student-athlete's guest list.
- Tickets are not distributed to player's guests; they are stubbed upon entry.

Player's Guest Entrance Locations

- Football: Player's guest admission is through the West entrance (gate located next to stadium ticket office) beginning two hours prior to kick-off.
- Basketball: Player's guest admission is through the Northwest porch beginning one hour prior to tip-off.
- Olympic Sports: Player's guest admission is through the ticket booth or table near the main public entrance.

Media

The Athletic Communications office provides serves as a liaison for the media who cover Husky athletics, produces a number of publications from press guides to game programs, generates weekly press releases, publicizes Husky student-athletes, coaches, and sports programs, and maintains the University's web site www.gohuskies.com. Office personnel also handle nominations for academic All-America teams. Media relations personnel will be present at all home and some road contests to record results and handle media needs. The staff, as a result, will help coordinate all publicity aspects for you and your team.

There are a few simple rules in dealing with the media at the UW:

- All media interviews should be arranged through the Athletic Communications office.
- Do not give out your telephone number to members of the media.
- No exchange with a member of the media should ever be considered "off the record."
- Be courteous and professional at all times when conducting interviews with members of the media.

Student Records

The Family Educational Rights and Privacy Act (FERPA) protects the privacy of your education records. However, the following information is considered public or directory information and may be released to anyone unless you inform the Office of the Registrar that you do not wish any information released by restricting access through MyUW or by calling 206-543-3868. ICA recommends that student-athletes limit personal information made available to the public.

- Name
- Telephone number
- Email address
- Major field of studies
- Dates of attendance
- Degrees and awards received
- Full or part-time enrollment status
- Educational institutions attended
- And for athletes: date of birth, weight, and height

Windermere Dining Room Rules

Please be reminded of the following expectations while eating in the Conibear Shellhouse Windermere Dining Room:

- Student ID is required for entry to the dining room. **No Exceptions.**
- Respect the Conibear staff.
- Respect each other.
- Respect the Conibear facility, including:
 - Clean up after yourself, including bussing your own dishes.
 - Do not throw food.
- No profane language or behavior.
- Shoes and shirt are required.
- Hats must be removed while eating.
- No practice and game attire, including cleats.

Recruiting and Official Visits

Note: The following is a condensed version of a six-page Recruiting and Official Visit Policy which can be read in its entirety in the Compliance section of the UW athletics web site www.gohuskies.com.

The University of Washington (UW) seeks to recruit individuals who are capable of graduating, who achieve academic and athletic excellence and who desire to become productive and integral parts of the overall student body. Prospective student-athletes being recruited should demonstrate integrity, strong academic achievement, sportsmanship, moral character, exceptional athletic talent and a commitment to earning an undergraduate degree.

The recruiting process involves balancing the interests of the prospective student-athlete, the coaching staff and the university mission. The recruiting process seeks to provide both the prospect and the coaching staff with an opportunity to observe and evaluate one another openly and honestly so that an informed decision can be made by both parties as to whether UW is the best "fit" for the prospect. An official visit should help a prospect and his or her parents/legal guardians gain knowledge of the university's academic and athletics programs and give them a sense of everyday life as a student-athlete on our campus.

In recruiting prospects, UW is committed to conducting its recruiting activities in accordance with all applicable institutional, Pac-12 and NCAA regulations. UW is committed to the highest standards of behavior in all aspects of the recruiting process.

Coaches, staff, student-athletes and visiting prospects are expected to know and adhere to a variety of rules in connection with every official visit and inquire if any questions arise about the appropriateness of any particular action or activity during an official visit.

- Entertainment/Specifically Prohibited Activities: All entertainment of a visiting prospect must be appropriate, not excessive and consistent with normal student life. The following list provides examples of inappropriate activities that are strictly prohibited in the recruiting process:
 - Providing alcohol/drugs to prospects or encouraging the use of alcohol/drugs by prospects.
 - Patronizing adult entertainment establishments, providing any other type of adult entertainment or using sex as a recruiting device.
 - Participating in any unethical or illegal activity such as gambling/gaming activities.
- Use of Student Hosts/Student Host Responsibilities: If an enrolled student-athlete serves as a student host for a visiting prospect, the coach is responsible for choosing a host who will demonstrate good judgment in order to avoid inappropriate activities. The student host should know the prospect's location at all times during the visit and should make sure the prospect knows how to contact the host in case they get separated. At the start of the visit, the student host and prospect are required to sign a statement indicating their agreement to abide by the UW Recruiting Policy.
- Transportation and Lodging:
 - All air travel to and from the official visit must be provided on a commercial airline at a coach rate with no upgrades. The use of a charter/private plane is prohibited.
 - All local transportation must be provided in the coach's vehicle, the student host's vehicle or an institutional vehicle normally used to transport other prospective students visiting campus.
 - Visiting prospects and their parents/legal guardians must be housed only in standard lodging that does not include any special amenities (e.g., hot tubs, suites) unless such amenities are available generally to all guests residing at the establishment. It is permissible for a visiting prospect to stay with an enrolled student-athlete in a residence hall or off-campus apartment.
- Meals: Meals provided during an official visit must be "standard" and comparable to meals provided to student-athletes during the year. The following should be noted:
 - On-campus dining is encouraged as a "best practice" to help familiarize a visiting prospect with normal student life.
 - In accordance with Pac-12 Conference guidelines, UW is limited to providing a maximum of \$60 per day to cover the cost of the meals for a prospect.
- Alcohol: Coaches, student-athletes and all other athletics department employees are prohibited from drinking alcoholic beverages in the presence of a visiting prospect and their parents/legal guardians (including during a meal). Department funds may not be used to purchase alcohol for the visiting prospect or the prospect's parents/legal guardians. If a parent/legal guardian wishes to consume alcohol, the parent/legal guardian is required to pay that expense.

NCAA rules require that appropriate sanctions be levied against any athletics department employee, representative, student-athlete or prospect who violates the UW Recruiting Policy. If the violation involves a student host or student-athlete, the sanction may include the loss of benefits (e.g., complimentary admissions), suspension or dismissal from the team. The athletics department is confident that adherence to this recruiting policy and all NCAA recruiting rules will help attract outstanding student-athletes who will continue the UW tradition of academic and athletic excellence.

FINANCIAL AID

FINANCIAL AID POLICIES

Any financial award given to a student-athlete based on athletic ability or sports performance is considered an athletic grant-in-aid. Under NCAA regulations, an athletic grant-in-aid is limited to bona fide educational expenses including tuition, compulsory fees, room, board, and required course-related books. An athletic grant-in-aid is awarded for a maximum period of one academic year, fall through spring, and must be renewed, increased, reduced or canceled by the Office of Student Financial Aid by July 1 each year. If your athletic grant-in-aid is not recommended for renewal or is reduced, the Office of Student Financial Aid will notify you of an opportunity for a hearing to appeal this decision to the University Athletic Financial Aid Committee. The appeal process is outlined in the Financial Aid Appeal Policies and Procedures document (copied below)

Each varsity sport is provided a grant-in-aid budget within the guidelines for the NCAA, Pac-12, and University Athletic Department budgets. Grants-in-aid are allocated at the discretion of the head coach. After you are recommended by the head coach for an athletic grant-in-aid and it is approved by the Athletic Director and the Director of Student Financial Aid, an award letter is mailed to you. After receiving the award letter, you must inform compliance personnel at Conibear

Shellhouse that you accept or decline the award before the beginning of autumn quarter. If you have questions about the terms of your athletic grant-in-aid, please contact your head coach or the designated sport administrator for your team, as stated in your award letter.

Some of the conditions that MAY cause your athletic grant to be reduced or canceled:

- Rendering yourself ineligible for intercollegiate competition by:
 - Failing to make satisfactory academic progress in your course of study;
 - Testing positive for illegal drugs; or
 - Violating written team rules as defined by the head coach.
- Misrepresenting any information on the admission application, financial aid agreement, National Letter of Intent, or NCAA Student-Athlete Statement.
- Engaging in serious misconduct that results in substantial disciplinary action from the university.
- Voluntarily withdrawing at any time from the team that awarded your athletic grant-in-aid.

Conditions that cannot cause the reduction or cancellation of your athletic grant-in-aid DURING the academic year:

- Illness or injury which prevents participation.
- Athletic ability, performance, or contribution to a team's success.

If, for any reason, you are no longer participating on a team, but continue to receive an athletic grant-in-aid from the University, the Athletic Department requires that you work for the department. Student-athletes receiving a full grant-in-aid but no longer participating on a team will be required to work 16 hours per week during the period of the award. Please contact compliance personnel at Conibear Shellhouse for work assignment options and requirements.

Any athletic grant-in-aid for summer quarter or any quarter beyond your four years of athletics eligibility will be considered on an application basis only. Student-athletes must complete a Summer Athletic Aid application or a Post-Eligible Aid application to be considered for either type of award. For more information on these aid programs, please contact your coach or the compliance office.

Tuition, Room and Board Scholarship Disbursements

In most cases, NCAA rules require that athletics scholarships be disbursed in equal installments during the fall, winter and spring quarters (e.g., a student-athlete who receives a \$6,000 scholarship will receive \$2,000 during each of the three quarters during the academic year).

Room and board scholarships are paid at a rate equal to the average cost of on-campus housing, whether the recipient student-athlete lives on or off campus. Room and board can be paid for October through June, but the actual months covered will depend on each individual student-athlete's scholarship agreement.

For those student-athletes living on campus and receiving a room and board scholarship, the scholarship will be paid directly to the Student Housing Office to cover room and meal charges. Meal money will be disbursed to meal card accounts each Friday. In addition, approximately \$100 per month will be disbursed to student-athletes' Husky Card accounts during the last week of each month.

Student-athletes living off campus and receiving a room and board scholarship will receive these scholarships via direct deposit during the last week of each month. This money is to be used for rent and food for the upcoming month (October room and board will be disbursed during the last week of September, etc.). Student-athletes must complete steps to initiate direct deposit into designated bank accounts. You can sign up for direct deposit on your MYUW account.

The monthly scholarship disbursements may be placed on hold for several reasons (e.g., registered in less than 12 credits, failure to submit required paperwork). Once the problem is cured, you will be able to receive your disbursement.

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BOOK SCHOLARSHIP

Required textbooks and required photocopied materials are provided for student-athletes who receive a book scholarship. This is an excellent opportunity for student-athletes to begin their own personal library since learning is a life-long endeavor.

What is covered by a book scholarship?

- A student-athlete can only receive books for a course in which he/she is actually enrolled.
- The Athletic Department covers the cost of **required** course books only. This includes textbooks and/or photocopied materials available at copy centers.
- Course packets, tickets to required plays, and subscriptions for required newspapers. In order to be reimbursed for these items, bring the receipt to Suzanne Anderson in room 134. Outside the door is a folder containing reimbursement forms. Fill it out, staple the receipt to the upper left hand corner of the form, and leave it in the box for Suzanne to sign. (**The receipt must have the name of the copy center stamped on it**). After it is signed it will be placed in the box to be picked up at your convenience. In order to collect the reimbursement, take the form to Bill Egan in the business office of Graves Building.
- Course-related materials such as architecture or art supplies, music tapes, and lecture notes are not necessarily covered by the Student Assistance Fund. Reimbursement of these materials may be covered by the Student-Athlete Opportunity Fund. Bring your receipt for such items to MaryAnn Emery, room 142 in the Conibear Shellhouse.

To obtain a book from the University Bookstore, the bookstore will need the following information to charge payment for books to the Athletic Department:

- Picture ID; and
- "Requisition for Course Related Books" form signed by the Director of Student-Athlete Academic Services or his/her designee. **This form is generated by Student-Athlete Academic Services and sent directly to the University Bookstore.**
- If classes are changed during the two week period before the quarter begins, contact Suzanne Anderson via e-mail suzy@u.washington.edu or phone 206-543-0611. The bookstore staff must be contacted by Suzanne before any other books can be issued. **To save an extra trip to the bookstore**, be sure to let Suzanne know of any changes made in your schedule. If you have already purchased the books for the dropped class, the receipt must be taken to Suzanne Anderson in room 134 of the Conibear Shellhouse so that a new book slip can be made.

STUDENT ASSISTANCE FUND & HOW TO APPLY

Student Assistance Fund

The Student Assistance Fund (SAF) is an additional assistance fund administered by the Pac-12 and established from money provided by the NCAA. Any student-athlete can apply for assistance from this fund for reimbursement of the following expenses:

- Mandatory course supplies (dance shoes, goggles, calculators, drawing pencils, etc.), up to \$150 per year.
 - Application for reimbursement requires a copy of the course syllabus listing the required supplies and receipts for purchases.
- Medical and/or dental expenses (except those covered by other insurance), up to \$1000 per year.
 - Application requires copies of the bills or estimates and a statement from your insurance provider showing any insurance payments or denials.
- International student-athlete medical insurance,
- International student-athlete mandatory orientation fee, up to \$65.
- Costs associated with student-athlete or family emergencies (e.g., travel expenses to attend a family member's funeral).

To be considered for SAF assistance, student-athletes must complete an application within the quarter in which the expenses were incurred. No reimbursements for a previous quarter will be allowed once a new quarter has begun. Each application must go through an approval process which usually takes around three to four weeks to complete. For more information about this fund, see your coach or compliance personnel at Conibear Shellhouse.

Pell Grant Recipients

In addition Student-athletes that are Pell Grant recipients, or prove their eligibility to receive a Pell Grant, may be eligible to apply for additional SAF funds. Student-athletes may apply for the SAF beginning in the second week of the fall quarter. For more information about SAF, see your coach or compliance personnel at Conibear Shellhouse.

The permissible uses of funds from the SAF are limited to the following:

- Clothing, travel expenses between the student-athlete's home and campus and other essential expenses (e.g., shoes, toiletries, cleaning supplies, backpack, umbrella, pens, pencils, highlighters, etc.), up to a maximum of \$500 per academic year.

Funds from the SAF may not be used for the following:

- Tuition, books, rent or food.
- Entertainment expenses for student-athletes.
- Gifts for anyone other than the student-athlete receiving the SAF funds.
- The purchase of disability, illness or injury insurance to protect against the loss of potential future professional sports earnings.

How to apply for SAF funds:

Student-athletes may apply for the SAF beginning in the SECOND week of the each quarter. Applications are available from the compliance office at Conibear Shellhouse. Each application must go through an approval process which usually takes around three to four weeks to complete.

Once awarded, how do I get my money?

- **Medical and Dental Expenses:** Funds for medical and dental expenses will be paid directly to the health care provider upon approval of the student-athlete's application. If the student-athlete has already paid the bill, the student-athlete will be reimbursed directly.
- **Emergency Expenses:** Funds for expenses associated with student-athlete or family emergencies will be paid on a reimbursement basis only. The student-athlete must return receipts for travel or other emergency expenses before reimbursement will be made.
- **Clothing and Essential Expenses:** Funds to cover the costs of clothing, travel and essential expenses will be distributed in two separate disbursements via a Visa gift card. The first disbursement, which shall be in the amount of \$250.00, will be made as soon as practicable after your application has been approved. The second disbursement will be made no earlier than February 1, usually sometime in early February. The amount of the second disbursement will be either \$250.00 OR a smaller amount which will be determined by how much money is available from the SAF budget and how many applications have been approved. Every student-athlete whose application has been approved will receive the same amount.
 - Student-athletes who will graduate at the end of fall quarter or withdraw from the university prior to the February disbursement are not eligible to receive the second disbursement.
 - Student-athletes who apply to the SAF after the February disbursement, but were in attendance at UW for the entire year, shall be eligible to receive two disbursements. The first will be made as soon as possible after the application is approved. The second disbursement will be made after the student-athlete returns the receipts from the first disbursement.
 - Student-athletes who enter UW mid-year, and apply to the SAF after the February disbursement, are eligible to receive one disbursement only, which will occur as soon as possible after the application is approved.

Student-athletes must use the gift card for qualified purchases only. Within 15 days of receiving the card, the student-athlete must return receipts to compliance personnel reflecting appropriate purchases. Each receipt must list the item purchased and the gift card account number. Using the card for improper purchases or failing to return receipts in a timely manner may result in ineligibility to receive additional SAF awards in any of the three permissible categories in the current academic year or in future academic years. However, if a student-athlete uses the card for improper purchases, the student-athlete may re-establish eligibility for future disbursements by (i) repaying the amount misspent; or (ii) using his or her own money to make qualified purchases and returning the receipts.

For more information about this fund, see your coach or compliance personnel in Conibear Shellhouse.

CHECK-IN FORM

During completion of your NCAA Rules Paperwork prior to your first practice, each student-athlete will be required to fill out forms requesting compliance related information about outside competitions, gambling, agents, summer employment, automobile ownership, scholarships and loans.

EMPLOYMENT INCOME

NCAA rules permit student-athletes to earn income from employment during the summer or the academic year, subject to the following regulations:

- The student-athlete's compensation may not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame, or personal following that he or she has obtained because of athletic ability;
- The student-athlete may be compensated only for work actually performed; and
- The student-athlete may only be compensated at a rate commensurate with the going rate for similar services in the locale.

If you obtain any type of employment, whether it is during the academic year or during the summer, you must complete ICA Employment Forms before you begin employment and have the form signed by your work supervisor. Contact the Compliance Coordinator at 206-543-0981.

NON-ATHLETICS RELATED FINANCIAL AID

All students are encouraged to apply for non-athletic aid. You may contact compliance personnel for further information regarding financial aid, including the Free Application for Federal Student Aid (FAFSA). The FAFSA application is available in paper form or online at www.fafsa.ed.gov. This application must be completed to qualify for state and federal grants and loans, including the Pell Grant. The Pell Grant is awarded on the basis of your family's financial situation and may be accepted on top of any athletic scholarship.

If you are awarded athletics-related financial aid, please note that any other forms of financial aid you may receive are limited by NCAA rules, and you must inform the University and ICA of them. The Office of Student Financial Aid is responsible for monitoring financial aid records and will make the necessary adjustments to ensure compliance with NCAA and federal individual financial aid limitations. Receiving excessive aid or impermissible types of aid can result in a student-athlete being declared ineligible for competition.

Please contact compliance personnel if you are receiving other scholarships or loans from entities outside the University. Information about non-athletic UW scholarships is available at www.washington.edu/students/ugrad/scholar.

FINANCIAL AID APPEAL POLICY AND PROCEDURES

Aid Modifications During the Academic Year. Under NCAA rules, an athletic scholarship agreement between UW and a student-athlete is limited to a period of one academic year. During the one-year term of the agreement, UW cannot increase, reduce or cancel the agreement based on the student-athlete's athletics ability, performance or contribution to the team's success, because of an injury or for any other athletics reason. UW may only reduce or cancel a student-athlete's athletics scholarship during the one-year term of the award if the student-athlete: (i) renders himself or herself ineligible for competition; (ii) fraudulently misrepresents any information on an application, letter of intent or financial aid agreement; (iii) engages in serious misconduct warranting substantial disciplinary penalty as determined by UW's disciplinary authority for the regular student body; or (iv) voluntarily withdraws from the sport (i.e., quits the team).

Renewals of Aid for the Next Academic Year. If a student-athlete received athletics aid during the previous academic year and has eligibility remaining, UW's regular financial aid authority (i.e., the Director of Financial Aid) is required to notify the student-athlete in writing by July 1 regarding whether the athletics aid will be renewed, increased, reduced or canceled for the upcoming academic year. Whenever a decision is made to cancel, reduce or not renew an athletics scholarship for a student-athlete with eligibility remaining, the student-athlete has the right to request a hearing to contest the decision. Such hearings must be conducted by a committee of individuals employed outside of the Department of Intercollegiate Athletics ("ICA").

The committee charged with hearing student-athlete financial aid appeals at UW is the Athletic Financial Aid Committee (the "Committee"). The Committee is comprised of three members of the UW campus community employed outside of ICA, including the Director of Financial Aid ("DFA"). The DFA shall serve as the Chair of the Committee. The Committee serves in an advisory role to the DFA and is appointed by the Vice Provost for Student Life.

Appeal Procedures

1. **Decision-Making Process/Opportunity for Mediation.** To the extent possible, if ICA decides it wishes to cancel, reduce or not renew the athletics aid of a student-athlete, the Head Coach, student-athlete and appropriate sport administrator shall meet to discuss the issues related to the continuation/discontinuation of aid. If no resolution occurs, the sport administrator will make a recommendation to the Director of Athletics to cancel, reduce or not renew the student-athlete's scholarship. If the Director of Athletics concurs, the recommendation shall be submitted to DFA for review by the Committee.

2. Notification of Decision and Requesting/Scheduling a Hearing. If the Committee approves recommendation by ICA to cancel, reduce or not renew a student-athlete's athletics aid, the DFA shall promptly inform the student-athlete in writing and provide the procedures to appeal and request a hearing. A student-athlete who wishes to have a hearing before the Committee shall submit a request in writing to the DFA by the deadline stated in the written notice and a mutually agreeable time for the hearing will be scheduled. Even after a hearing is requested and scheduled, the student-athlete, the Head Coach and the sport administrator may request additional meetings with each other to attempt to resolve the situation outside of the hearing process.

3. Exchange of Documentation Prior to Hearing. Prior to the hearing, the student-athlete shall submit a written statement and any supporting documentation describing all of the reasons why the student-athlete's aid should be reinstated. The sport administrator also shall submit a written statement and any supporting documentation describing all of the reasons why the student-athlete's aid should be reduced, canceled or not renewed. These statements and supporting documents will be submitted to the DFA who shall distribute copies to both parties and the Committee. As a general guideline, the deadline for the submission of these documents will be 7 business days before the hearing. Additional supporting documentation may not be presented at the hearing without the permission of the DFA. If the late introduction of new supporting documentation is allowed at the hearing, the other party may ask the DFA for a short delay to review and prepare a response to the new information outside of the hearing.

4. Attendance at the Hearing. The student-athlete and the sport administrator are normally required to appear in-person at the hearing to present their positions. However, at the discretion of the DFA, the hearing may be conducted by telephone conference or based only on the written documentation if the student-athlete or sport administrator is unable to attend in-person. If either the student-athlete or the sport administrator wishes to have other individuals speak and/or be present at the hearing, a list of names shall be provided to the DFA approximately 3 days before the hearing so that both parties may be notified of who will be present. The DFA has the discretion to limit the number of individuals who may attend or speak in order to ensure a fair and expeditious hearing. A compliance staff member shall be present for the sole purpose of resolving any issues related to NCAA rules.

Please note: Student athletes and sport administrators are expected to meet the deadlines and procedures in steps 2-4 unless extenuating circumstances exist and then such processes can be waived at the discretion of the DFA.

1. Hearing Format. The Committee has the discretion to deviate from the following hearing format when appropriate and necessary to ensure a fair hearing. As a general rule, however, the format of hearings shall be as follows:

- The DFA will introduce the Committee members and ask all parties in attendance to introduce themselves. The DFA will provide a general summary of the format of the hearing and any rules of procedure.
- The DFA then shall invite the student-athlete to present his/her case and the reasons why the decision to reduce, cancel or not renew the athletics aid should be reversed. After hearing from the student-athlete, the DFA shall invite the sport administrator to present ICA's case and explain the rationale for upholding the decision. Both parties, when invited to do so by the DFA, will have the right to ask questions of the other party.
- The Committee may ask questions of any individual present at the hearing at any time.
- At the conclusion of the hearing, the DFA shall provide both parties with the opportunity to make brief closing remarks.

The DFA shall be responsible taking whatever steps are necessary to ensure that the hearing is conducted in a fair and orderly manner. The DFA shall rule on procedural matters and the presentation of additional documentation during the hearing. The DFA shall not close the hearing until all parties have had a fair and equal opportunity to present their positions. All parties are expected to provide truthful information and treat all persons present with dignity and respect throughout the process.

2. Deliberations and Notice of Decision. Following the hearing, the Committee shall meet privately to deliberate. Once a decision is reached, the DFA will provide written notification to the student-athlete and sport administrator.

3. Confidentiality and Finality. The documentation submitted to the Committee, the testimony at the hearing and the Committee's deliberations must remain confidential. The Committee's decision is final, and there are no further avenues of appeal.

ELIGIBILITY RULES AND REGULATIONS

RULES EDUCATION SESSIONS

ICA will have several orientation/rules education sessions to acquaint you with important NCAA, Pac-12, and University rules, policies, and procedures during each academic year. You are required to attend all such meetings, and you will have an opportunity to ask questions regarding NCAA rules. You will be required to complete and sign a variety of forms required by the NCAA and the University. Failure to complete and sign the required forms annually will result in your ineligibility for participation in intercollegiate competition.

ACADEMIC ELIGIBILITY

Once an individual becomes a student-athlete at UW, he or she is required to meet certain NCAA and UW academic eligibility requirements to retain eligibility. These requirements include the following.

- **Full-Time Enrollment:** A student-athlete always must be enrolled as a full-time student (at least 12 credits) to be eligible for practice and competition. A student-athlete may be enrolled in less than a full-time load during the last quarter of enrollment, provided the student-athlete is enrolled in all of the courses necessary to complete his or her degree in that quarter.
- **Minimum 2.00 Grade Point Average:** A student-athlete must maintain a minimum 2.00 cumulative GPA in order to retain his or her eligibility for competition.
- **Six-Credit Rule:** A student-athlete always must pass at least six credits of degree-applicable credit per quarter (excluding summer) in order to retain his or her eligibility for competition during the following quarter.
- **27/36-Credit Rule:** A freshman student-athlete must earn at least 36 credits during the first academic year in order to retain his or her eligibility for competition. At least 27 of the 36 credits must be earned during the autumn, winter, and spring quarters. After the freshman year, the student-athlete must earn at least 27 credits during the autumn, winter, and spring quarters during each academic year.
- **Degree Declaration:** A student-athlete must declare a major prior to the start of the student-athlete's third year of full-time collegiate enrollment.
- **Degree Completion Percentage:** Student-athletes must complete at least 40% of his or her degree program prior to the start of the third year of college, 60% prior to the start of the fourth year, and 80% prior to the start of the fifth year.

AMATEURISM AND AGENTS

You are not eligible for participation in a sport if you have ever:

- Accepted pay above actual and necessary expenses for competing in that sport, even if payment is to be received following completion of participation in intercollegiate athletics;
- Agreed (orally or in writing) to compete in professional athletics in that sport;
- Played on any professional athletics team as defined by the NCAA in that sport and accepted payment of more than actual and necessary expenses;
- Used your athletics skill for pay above actual and necessary expenses in any form in that sport;
- Received any preferential treatment, benefits or services, including loans that do not have to be paid back immediately, because of your athletic reputation or money you may earn as a professional athlete;
- Received, directly or indirectly, a salary reimbursement or expenses or any other form of financial assistance from a professional sports organization based upon your athletic skill or participation, except as permitted by the NCAA rules and regulations; or

As a general rule, a student-athlete becomes ineligible in a sport if, after initial enrollment in college, the student-athlete enters a professional draft. However, one time during each student-athlete's collegiate career, the student-athlete may enter a professional draft and retain his or her eligibility if the student-athlete is not drafted and if certain other conditions are met. Please see the compliance staff for details.

You are not eligible in a sport if you have ever accepted money, transportation, or other benefits from an agent or "advisor" or if you have agreed to have an agent or "advisor" market your athletics ability or reputation in that sport. A student-athlete may not negotiate, sign or enter into an agreement or commitment of any kind, either orally or written, to be represented now or in the future by an agent or "advisor" for the purposes of marketing their athletic ability or reputation in a sport, regardless of its legal enforceability or any consideration received. Many student-athletes are under the false impression that an "advisor" is different from an agent, and many student-athletes believe incorrectly that it is permissible to receive the assistance of an "advisor" in marketing the student-athlete's athletics ability or reputation in a sport. It is not permissible to receive the assistance of "advisor" who acts as an agent.

You are not eligible in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allow your name or picture to be used for promoting a commercial product or service.

You are not eligible in any sport if, because of your athletics ability, you were paid for work you did not perform, paid at a rate higher than the going rate, or were paid for the value an employer placed on your reputation, fame, or personal following obtained through athletics.

EXTRA BENEFITS

Extra benefits based upon your status as a student-athlete are prohibited by NCAA rules. Before you accept anything, always ask yourself the question: "Is this benefit available to every other student on campus with no regard to athletics reputation?" If the answer is yes, then it may be permissible for you to accept the benefit. But don't take any chances with your athletics eligibility. Always ask the compliance staff before you make a mistake!

The NCAA defines an "extra benefit" as any special arrangement by an institutional employee or a representative of the institution's athletics interests (i.e., "booster") to provide a student-athlete (or a student-athlete's relative or friend) a benefit that is not generally available to other University of Washington students and their relatives and/or friends, unless expressly authorized by NCAA legislation. Therefore, please be aware of the following:

- You cannot accept anything of value from an employee of the UW athletics department or a booster (e.g., loans, use of a car, haircut, meals, clothing, gifts, money, free or reduced-cost housing, payment of long distance telephone calls, laundry, etc.).
- You cannot accept free or reduced-cost merchandise or services a special discount or credit on a purchase from any merchant unless that free or reduced-cost item is also available to the general public.
- You cannot use a Department of Athletics copy machine, fax machine, or make long distance phone calls using departmental equipment or other equipment for personal reasons.

The following is a list of some of the benefits that are permissible for you to receive under NCAA rules:

- Awards from UW and approved outside entities.
- Free tickets to UW athletics events.
- Academic support (e.g., tutoring) and use of copy machines, internet, computers, printers, fax machines and other equipment for academic-related purposes.
- Medical and psychological counseling expenses.
- Occasional meals from an athletics department staff (at any location) or from a UW booster (at the booster's home).
- Reasonable entertainment during team travel (and at home during vacation periods when required to be on-campus for practice/competition).
- Occasional local transportation.
- Frequent flier miles for team travel.
- Summer use of UW athletic equipment.

GAMBLING

Sports wagering has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. Sports competition should be appreciated for the inherent benefits related to participation of student-athletes, coaches, and institutions in fair contests, not the amount of money wagered on the outcome of the competition. It is not permissible for student-athletes, coaches and athletics department staff members to place, accept or solicit a wager (on a student-athlete's own behalf or on the behalf of others) of any type or engage in any other type of gambling activity with any individual or organization on any intercollegiate, amateur or professional team or contest in any sport that is sponsored by the NCAA (e.g., it is not permissible to gamble on an NFL football game since football is an NCAA-sponsored sport). Examples of sports wagering include, but are not limited to: (i) the use of a bookmaker or parlay card; (ii) internet sports wagering; (iii) auctions in which bids are placed on teams, individuals or contests; and (iv) pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize. It is not permissible to gamble for any item of value (e.g., cash, clothing item, meal). In addition, student-athletes shall not knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition.

In addition to awareness of the threat that gambling poses to the integrity of intercollegiate sports, student-athletes are responsible for the following:

- Reporting to the Director of Athletics any offers of gifts, money, or other benefits in exchange for supplying information or for attempting to alter the outcome of any contest;
- Maintaining a clear understanding of what constitutes gambling and bribery activities and reporting any suspected infractions; and
- Contacting your coach or Athletic Department personnel (e.g., Compliance Office, Director of Athletics) when questions concerning appropriate release of team information arise.

FIVE-YEAR RULE

As a general rule, a student-athlete has five years from the date of initial full-time enrollment in any collegiate institution to use his or her four seasons of eligibility. This allows for one redshirt or medical hardship year.

REDSHIRTING

It is important to understand that a season of eligibility is used as soon as a student-athlete engages in *any* competition in a single contest in his or her sport during an academic year. The term "redshirt" refers to a situation in which a student-athlete does not engage in any competition during a particular academic year (i.e., practices only for a year). A student-athlete cannot redshirt in a particular year if he or she has competed in even a single competition (subject to a couple of exceptions in specific sports).

MEDICAL HARDSHIP

The term "medical hardship" refers to a situation in which a student-athlete has competed in a limited number of contests in a particular academic year and suffers a season-ending injury. In this situation, the student-athlete has used a season of competition by competing. However, the student-athlete may regain the lost season of eligibility if he or she qualifies for a medical hardship under NCAA rules. In order to obtain a medical hardship, UW must petition the Pac-12 for the medical hardship and establish that the injury occurred during the first half of the championship segment in the student-athlete's sport, occurred before the student-athlete competed in more than 30% of the team's scheduled contests, and the injury was severe enough that the student-athlete was not medically able to compete for the entire remainder of the season. In most cases, the granting of a medical hardship petition does not extend the student-athlete's five-year period of eligibility.

STUDENT-ATHLETE ACADEMIC SERVICES



The D.A.W.G.S Student-Athlete Development Program (Developing Athletes through Wellness, Growth and Service) at University of Washington provides student-athletes with the tools and resources to reach their maximum potential as students, athletes, and individuals. Developed in conjunction with the NCAA, D.A.W.G.S. Life Skills focuses on the student-athlete as a whole person – academically, athletically, and PERSONALLY – and on the changing needs and skills of the student in the years during college and after graduation. The program encompasses personal growth and provides a system of balanced “life learning” to the student-athlete. The D.A.W.G.S. Life Skills program has been honored with the Division I-A CHAMPS Program of Excellence Award.

Under the umbrella of Student-Athlete Academic Services, the UW program aligns with NCAA Student-Athlete Development Programming that follows five commitments to student-athlete development:

- The commitment to academic excellence.
- The commitment to athletic excellence.
- The commitment to personal development.
- The commitment to community service.
- The commitment to career development.

THE COMMITMENT TO ACADEMIC EXCELLENCE

STUDENT-ATHLETE ACADEMIC SERVICES MISSION STATEMENT

Student Athlete Academic Services Mission Statement

Student-Athlete Academic Services supports student-athletes in reaching their full academic potential. Our fundamental premise lies in developing self-reliant and independent learners while fostering the overall growth and maturation of every student-athlete. We assist student-athletes in creating comprehensive educational plans, including specific goals in the areas of academic success and career development. In addition, all student-athletes are encouraged to integrate and participate as vested members in the academic community. We are fully committed to enhance student-athletes' undergraduate experience, well-being, and overall development through collaboration with campus resources.

UW is strongly committed to promoting academic achievement by its student-athletes. Toward this commitment, Student-Athlete Academic Services (SAAS) assists student-athletes through a variety of programs addressing the academic needs and Student-Athlete development of a diverse population. The primary goal of SAAS is to help student-athletes reach the same standard of excellence in academics as they seek in athletics. In addition to providing services directly to student-athletes, SAAS also strives to make student-athletes aware of the various services and resources available to them at the University and to help them make the best use of those services and resources.

The staff of SAAS works closely with coaches, faculty, and student services personnel to help student-athletes better balance the demands of academics and athletics. Services provided through the SAAS staff are:

- Academic advisors provide guidance with aspects of educational planning, including developing quarterly class schedules, admission to majors, planning for graduation, and discovering career interests. The advisors also monitor academic progress for University and NCAA requirements.
- Academic coordinators develop individualized learning plans for student-athletes and monitor academic progress. Academic coordinators help student-athletes become independent learners and achieve their academic goals by

strengthening note-taking, reading, test-taking, and time-management skills. The coordinators also assist with assigning and supervising tutoring.

- Learning specialists work with student-athletes who have documented learning disabilities or academic skill deficiencies at the college level. The learning specialists also work closely with Disability Resources for Students to help guide students through the process of receiving necessary learning accommodations.
- The tutorial coordinator oversees approximately 85 tutors who work primarily with student-athletes. The tutorial office also coordinates learning services with CLUE and various academic centers on campus.
- The DAWGS Student-Athlete development program provides opportunities and programming in the areas of academic excellence, athletic excellence, career development, community service, personal development and leadership.

ACKERLEY ACADEMIC CENTER

Student-Athlete Academic Services is located in the Ackerley Academic Center, on floors one and two of Conibear Shellhouse. The computer lab is on the first floor and houses 36 desktop computers with state-of-the-art software, and free printing. The second floor of Conibear Shellhouse provides space for SAAS staff offices, individual study areas, and rooms for meeting with tutors and study groups.

Wireless Internet service is available in Conibear Shellhouse. A bank of laptop computers is also available for student-athletes to check out when traveling. The computing staff will help you configure your personal laptop for access to the Internet and other programs while traveling. Student-athletes also have access to computing services and labs on campus that are available to the entire UW student body.

COMPUTER LAB

The computers in the Connors Computer Center are for the exclusive use of UW student-athletes. The use of these computers is a privilege, not a right. Any student-athlete who uses the lab is required to abide by the following rules at all times. Failure to follow these rules will subject the student-athlete to disciplinary action, which may include immediate removal from the computer lab, suspension from the use of the lab for a specified period of time and/or other disciplinary action to be determined by the computer lab manager, the student-athlete's Head Coach and the sport administrator who oversees the student-athlete's sport. All violations of lab policy will be reported to the student-athlete's head coach.

- **Authority of Lab Managers:** The authority of the lab manager must be respected at all times. Student-athletes using the lab must follow the directions of the lab manager or SAAS staff member immediately. For example, if the lab manager or SAAS staff member asks a student-athlete to quiet down, to cease viewing a particular website or to leave the computer lab, the student-athlete must comply with that request immediately. Student-athletes are required to treat the lab manager with dignity and respect at all times.
- **Academic Use:** The primary purpose of the computer lab is to enable student-athletes to complete academic coursework in an appropriate learning environment. Although student-athletes are permitted to use the computers for personal business, academic use shall have priority over personal use in all cases. When all of the computers are in use at the same time, a student-athlete using a computer for personal business may be required to relinquish use of a computer to a student-athlete who wishes to use a computer for an academic reason.
- **Lab Environment:** As indicated above, the environment in the lab must be conducive to academic study. Student-athletes using the lab must respect the rights of other student-athletes to complete academic coursework in the lab. Therefore, please note the following:
 - The noise level in the lab must be kept to a reasonable level at all times.
 - Computers are intended for individual use only. Multiple student-athletes may not congregate around a single computer or bank of computers unless the student-athletes are working together on a group academic project and they do not interfere with the use of the lab by others.
 - The lab is not a social lounge. Student-athletes wishing to socialize must do so elsewhere.
 - Talking on cell phones is prohibited in the lab.
 - Food and beverages are not permitted in the lab.
- **Prohibited Uses:** Student-athletes are prohibited from using the computers in the lab to: (i) play video games; (ii) play music/movie videos; (iii) gamble, visit gambling websites or participate in any activity related to gambling; or (iv) view or display any inappropriate material or websites (e.g., adult content). Student-athletes in the lab may not engage in any behavior or computer use that could create a hostile, harassing or intimidating environment for others.
- **Exception for Academic Projects:** On occasion, a student-athlete working on an academic project may need to use a computer for a purpose that otherwise would be prohibited by this policy (e.g., viewing online gambling websites in order to write a research paper on that topic). In those instances, if the student-athlete obtains the prior approval of the an SAAS staff member, the student-athlete may use the computer for this purpose.

If a student-athlete has any questions about whether a particular use of the computer or a particular website would be considered inappropriate, it is the student-athlete's responsibility to ask the lab manager prior to engaging in such use or viewing the website.

EMAIL AND MAIL

Most official correspondence from UW and ICA is now sent to students via e-mail. It is your responsibility to check your UW e-mail account on a regular basis to be sure you do not miss important e-mails. You are expected to notify the UW Registrar and your head coach of any change of permanent and local mailing address and phone numbers. Consequences resulting from misdirected or incomplete official UW correspondence will be your responsibility. Changes may be made online through MyUW or by email at osfa@u.washington.edu.

TUTORIAL AND SPECIALIZED SERVICES

Many unique demands are placed upon student-athletes that may distract from classes. The Tutorial Program offers several services that help student-athletes manage their coursework. Services available through the tutoring program include: one-on-one and small group tutoring, subject specific drop-in sessions, exam review sessions and faculty liaison support. Tutoring is a privilege offered by SAAS. Any failure to meet expectations outlined by your tutor will result in cancellation of services. For more information, visit SAAS (2nd floor Conibear)

Meet Your Tutor Night (MYTN) takes place during the first week of each quarter. During this event, some student-athletes receive tutoring schedules and others have the opportunity to voluntarily request tutoring help. Should you suspect a tutor is assisting you or a peer too much, please let your coach or someone in SAAS know immediately.

ATTENDANCE AND TRAVEL FORMS

Student-athletes are expected to attend all classes. It is up to the discretion of the professor to accept excuses and permit make-up work. Course instructors establish specific attendance policies that must be adhered to by student-athletes. Student-athletes are responsible for making arrangements to take exams or complete work assignments affected by team travel when instructors are aware of the conflicts involved with competition schedules (see Travel Form section below).

SAAS provides a travel form for student-athletes who will be unable to attend class due to participation in away events. This form is to be completed by the student-athlete or coach and presented to the instructor within the first two weeks of any quarter your competition schedule takes you away from campus. It remains the student-athlete's responsibility to make up any missed work or to make prior arrangements regarding tests or quizzes to be administered on the road.

LIBRARIES

The University of Washington Libraries System is composed of the Suzzallo and Allen Libraries, the Odegaard Undergraduate Library, the Health Sciences Library and Information Center, and several specialized branch libraries. These libraries are valuable for research information, media services, and quiet environments in which to study. Group orientation tours and instruction sessions in the use of the libraries' on-line catalog, electronic databases, and UWIN, the campus-wide information system, are available to students. Hours vary in the other branch libraries, during exams, and between academic quarters. To find out when they are open, call 543-0242 or visit <http://www.lib.washington.edu/>.

PRIORITY REGISTRATION

All course registration at University of Washington is done online through MyUW at <http://myuw.washington.edu>. Student-athletes have priority registration each quarter and may register on the first day of senior registration beginning at 6:00 a.m. For registration deadlines, details about adding/dropping classes, and penalties for changes, see the Academic Calendar in MyUW. To make registration go smoothly, see your SAAS or major advisor prior to registration to plan a class schedule that accommodates practice, resolve all registration holds prior to registration, register promptly at 6:00am, and sign up for at least 12 credits.

SATISFACTORY/NON-SATISFACTORY GRADING

Student-athletes who wish to change course grading from a numerical grade to Satisfactory/Non-Satisfactory (S/NS) are REQUIRED to meet with a SAAS academic advisor. This ensures that all student-athletes are meeting NCAA requirements and are making progress toward a degree. Failure to do so could jeopardize eligibility, scholarship, ability to attend summer school, and post-eligible opportunities.

THE COMMITMENT TO ATHLETIC EXCELLENCE

The University sponsors a broad-based athletics program that allows every student-athlete an opportunity to perform against the highest level of competition in the country. All UW sports are afforded the maximum number of scholarships allowed by the NCAA. Because of the stature and tradition of the University and the quality of the department, teams and student-athletes are in position to compete for national championships.

A wide array of support services exists to help Husky teams and student-athletes reach their competitive potential. The information in this section provides an overview of the Husky Sports Performance Program, Equipment Rooms, ICA Medicine Program, Sports Nutrition Services, and Sports Psychology Services.

TEAM RULES

You have a responsibility as an enrolled student-athlete and are expected to adhere to team rules as provided by the head coach and ICA. These rules are important because they potentially affect your status as a student-athlete at the University of Washington. Within the intercollegiate athletic program, all decisions directly related to individual and team performance (i.e., playing time, position, amount of athletic grant, traveling squad) are the province of the head coach, and these decisions are final. A copy of the team rules that refer to player appearance, training, curfew, and conduct is given to each team member prior to the beginning of the season. If you have not received a copy of the team rules, we suggest that you obtain a copy from your coach immediately and keep it with this handbook.

VARSITY LETTER AWARDS

UW is proud to acknowledge the athletic accomplishments of our student-athletes. It is the philosophy of ICA that intercollegiate competition and individual athletic growth are meaningful steps in the educational experience of our student-athletes. The Varsity Letter Award program is based on a rich tradition of recognizing athletic participation at the University of Washington as the W blanket and sweater/jackets have been awarded for over 75 years. Varsity letters are earned through participation and competition. The exact criteria for lettering is determined by the head coach and approved by the sport administrator. All award winners must be academically eligible to compete. Student-athletes may earn up to four letters during their athletic career. The letter awards are as follows:

- Award Jacket: Athletes are eligible for their Award Jacket after earning their first varsity letter. A W with one bar will be embroidered on the jacket. Subsequent letters have one additional bar for each additional letter. Athletes remove the first letter from their jacket and replace it with the next letter. Transfer student-athletes are eligible to receive a jacket if they letter at least twice
- Award Watch: Athletes become eligible for their Award Watch after earning their second varsity letter.
- Award Ring: Athletes become eligible for their Award Ring after earning their third varsity letter.
- Award Blanket: Athletes become eligible for the prestigious blanket after completing all graduation requirements and accomplishing one of the following: (a) earned a fourth varsity letter, (b) participated for four years and earned two letters, (c) participated for four years and earned one letter in their senior year. Transfer students from a 2 year institution become eligible for the blanket after completing all graduation requirements and have lettered at least twice.

It is possible to earn the W1, W2, or W3 awards in the same year as the blanket. NCAA regulations limit the total cost of awards given to a student-athlete in a single year. Therefore, the student-athlete may have to choose between the blanket and the other letter award if both awards would put them over the individual limit. However, the student-athlete also has the option to purchase the other award at his/her own expense.

After the sport's regular season, the head coach submits a list of letter winners to the Compliance Office. Student-athletes interested in receiving their award must complete an order form. All awards must be ordered by the student-athlete within one year of earning the award. A student-athlete who leaves school and returns to graduate will also have one-year period in which to order the blanket. If a student fails to order the award within the one-year time frame, he or she will have the option to purchase the award with their own funds. The Compliance Office will verify that the student-athlete is eligible to receive the award.

EQUIPMENT ROOMS

ICA operates three equipment rooms and one laundry room, all housed in Bank of America Arena. The Main Equipment Room houses equipment for football, as well as the Equipment Manager's Office. The West Equipment Room houses gear for men's and women's basketball, volleyball, women's soccer, women's crew, and women's golf. The North Equipment Room houses gear for men's soccer, baseball, men's and women's track and field and cross country, men's and women's tennis, men's golf, softball, and gymnastics.

Each athlete is responsible for having their gear laundered by our laundry rooms. If they fail to launder it, they will wear it dirty. The laundry facility operates continuously seven days a week from early morning until late evening. Athletes' individual laundry bags are washed and dried as needed and are returned to their locker/ equipment issue areas by the equipment staff. In case of missing laundry, the proper equipment staff should be notified.

Policies and procedures that must be adhered to for all athletes wishing to check out equipment are:

- The athlete must be eligible for competition, with an eligibility check having been completed by the Compliance office.
- The athlete must have completed a physical through the Training Room.
- All equipment is issued through the issue windows at the various equipment rooms. Do not enter the equipment rooms unless instructed to do so by the equipment staff.
- All issuing and sizing information will be kept on a computer inventory system, noting which items have been checked out for use during the season and/or school year.
- All equipment must be returned at the end of the season or school year in a timely manner. Any equipment left outstanding must be cleared before the athlete leaves campus for the summer.

If there are items outstanding at the end of the season/school year, the athlete's transcripts and registration will be withheld. In this case, the athlete must either produce the missing gear or pay for it. Once either of these has been done, the hold will be dropped from the student's record.

The athlete is held responsible for any issued gear. The equipment room is responsible for the upkeep, including laundering, mending, and repairing gear as needed. Each head coach and/or an assistant is responsible for informing the equipment room which athletes should be issued gear for meets, games, etc. Athletic gear issued to the athlete is to be worn for practice and competition only. It is not to be taken home, worn around campus, or loaned to other students or friends.

The University of Washington Equipment Staff will try their very best to provide the athlete with safe, comfortable, practical clothing for use during practice and competition. Should an athlete or coach have any questions or concerns regarding the equipment being issued to the athletes, please contact your team's individual equipment manager.

HUSKY SPORTS PERFORMANCE

The University of Washington sports performance staff recognizes each student-athlete will spend a large amount of their undergraduate experience training and preparing for their sport. We hope to enrich this experience with our expertise and abilities. The mission of the Husky sports performance program is to foster a positive, safe, challenging and properly equipped training environment while allowing coaches and athletes to work together towards developing an athlete's full physical, mental and character potential through comprehensive training programs. The focal points of these comprehensive training programs include: mastery of correct training techniques, functional strength training, sport specific speed and agility development, sport specific conditioning and work capacity improvements, enhanced flexibility, improved proper dietary practices and character development.

Training programs incorporate sport specific, scientifically grounded training methods and principals in a year-round training cycle. Sports performance coaches also interact and collaborate with UW sport coaches, sports medicine, equipment, and sport nutrition staffs to design the best training programs. This will facilitate the individual's and team's ability to be competitive in conference, regional and national championships.

Sports Performance Facility Guidelines

The University of Washington boasts one of the finest sports performance facilities and staffs in the country. The facility was originally built in 1987 and was completely renovated in the summer of 2007. Husky athletes train on the best equipment available to develop athletic strength, speed, power and conditioning. The sports performance center is free weight oriented. The 12, 000 square foot facility offers multiple lines of equipment specifically designed for athletic development including; 12 Olympic platforms, 12 Uesaka Olympic bumper sets, 18 power racks, 4 complete lines of dumbbells and other pieces of equipment needed for today's high performance athletes. The cardio mezzanine houses 38 various pieces of aerobic equipment for UW athletes to utilize.

The Husky sports performance coaching staff is comprised of a group of dedicated sport performance coaches. Each coach is a certified strength and conditioning specialist. The coaches have developed their expertise from years as collegiate athletes themselves and as coaches in top college conferences as well as the professional sports ranks.

The ICA sports performance center hours of operation will be dictated by the schedule of organize team lifting periods. This undoubtedly will vary with different academic schedules and at different times of the year. Any major changes in hours of operation will be posted in advance. Former Husky athletes that have completed their eligibility are always welcomed back to the performance center. Former Husky athletes must always check in with the coaching staff and train during established hours.

UW Sports Performance Policies and Procedures

General

- Always enter the facility and training session physically and mentally prepared to train and improve.
- This facility is home to every Husky athletic team and its coaches. Always act accordingly and use appropriate language and behavior.
- The performance facility is often visited by alumni, university officials, and community members. Please treat everyone you meet in the facility with a courteous and professional manner.

Dress Code

- Only UW issued or staff approved gear may be worn during workouts and conditioning sessions: Shorts, Sweat pants, Warm-up pants, Spandex pants or shorts.
- No other school logos will be allowed, clothing that contains profanity, or degrading commentary/graphics. Torn and ripped clothing is unacceptable.
- It is acceptable to wear National/Regional Qualifying T-shirts.
- Athletic shoes and socks are mandatory. No open toe shoes, sandals or deck shoes are allowed.
- Acceptable colors to be worn in the facility; Purple, Gold, Grey, Black and White.
- All shirts MUST cover the shoulders in an effort to prevent spread of bacteria and infection. The abdominal region is not to be exposed!
- Everyone must be FULLY clothed while in the facility. No one is allowed to remove any article of clothing while in the facility (shirts, shorts, etc.).
- If you re-enter the facility from a practice or conditioning session, you must be fully clothed.

Personal Electronics

- No iPods, walkmans, personal stereos, etc... will be worn while lifting. Head Phones/MP3 players are for cardio only. Keep them off the weight room floor.
- Cell phones are not allowed in any part of the weight room.

Food and Supplements

- No gum, chew, food or outside beverages will be allowed in facility. Only UW provided sport drinks are allowed.
- Personal supplements are not allowed in the facility.
- The performance staff will provide athletes with water, drinks, cans and bars as a tool to improve recovery before, during and after workouts. These supplements are strictly for our current collegiate athletes only.
- Athletes are allowed to receive ONLY THEIR SPORTS SUPPLEMENT PROGRAM after a SCHEDULED workout only. Random voluntary workouts (anything that is completed without the use of a structured workout card) will not receive supplements after the workout.
- If we abuse our supplements we will lose them, simply because we will run out. The simple fact is that all of this costs money and it is all budgeted out each year. If we are wasteful with product now it will not be there for you at the end of your seasons when you will count on it most.

Sports Performance Center Management

- Always be on time for your workouts. If you are unable to be on time or make your training session, you are expected to call as soon as possible and reschedule your time.
- All athletes must be on their official sport roster. All NCAA and UW standards must be met before any training will be allowed.
- All athletes must be cleared physically by UW sports medicine staff before any training will be allowed.
- No friends, relatives, spouses, significant others or roommates are allowed to train in the facility.
- Please do not bring children, friends, relatives, spouses, significant others or roommates to hang out in the facility while you train. Make other arrangements.
- A full time SPORTS PERFORMANCE coach member MUST be present at any workout conducted in the performance facility.
- Sport coaches are not allowed to train athletes in the ICA facility unless cleared in advance with a full time sports performance coach.
- Any pre-existing injuries must be made known to the UW sports performance staff.
- All athletes must train with a UW designed / and approved workout.
- Only the UW sports performance staff is allowed to modify workouts, NOT ATHLETES!
- If you are ever injured during a workout, notify a performance coach immediately.
- Always check equipment before you use it to ensure it is not broken or unsafe. If you find broken equipment, report it to the performance staff immediately.
- If equipment breaks while you use it, report it to the performance staff immediately. YOU WILL NOT BE IN TROUBLE! We want to prevent any injuries from lifting on broken equipment.
- Always use a spotter when lifting.
- Always use collars when lifting bars and weights.

- Never attempt an exercise or drill that is beyond your physical ability.
- Always return any plates, bars, collars, belts, straps and other equipment to their proper place. Always help keep your facilities clean and organized by picking up after yourself and others.
- No student athletes are allowed in the coach's office unless invited.
- No student athletes are allowed in storage rooms.

Performance Facility Management Issues

- Come to the facility, train hard, stay focused and save the socializing for when you leave. The performance facility is a destination and tool for improved sports performance. Respect it as such. Respect other athletes and their need to focus on their sport training and preparation.
- Student athletes are not allowed to use the performance staff telephones. PLEASE DON'T ASK! Arrange rides and other matters prior to your workout.
- Student athletes are not allowed on coach's computers.

Only performance staff will play music. If you would like to request music, ask a coach to do so. The coach will do so ONLY when time and workouts allow so. No music with profanity will be allowed.

SPORT PSYCHOLOGICAL SERVICES

In the spring of 2009, the Athletic Department created a new full-time sport psychologist position for Husky Student-Athletes. Sport psychologists have been providing services to professional and Olympic athletes for a number of years. More and more universities are realizing the value of these services for student-athletes. Competitive athletics, at all levels, face unique sets of challenges that are different from those who are not involved in competitive sport. Performance standards and expectation increase every year and at every level of sport. Sport psychology applies to a variety of psychological principles, in the context of sport, to assist student-athletes in enhancing their performance in sport, in the classroom, and in life. It is important to note that, unfortunately, there can be a "negative stigma" attached to "seeing a sport psychologist." However, there is a growing trend that clearly indicates that the "great athletes," and "those who aspire to be great," regularly utilize the services of qualified sport psychologist. Like a computer, in order to maximize the output, we have to have a combination of a good hardware package, a compatible software package, and a "user" who can operate the system. "Tuning the software" (mental skill training, injury recovery, personal life circumstances, specific sport performance techniques, and more) is quickly becoming recognized as being as important as "tuning the hardware" (strength and conditioning, practice). If any of these pieces are missing or are not working, the performance will be directly affected. The sport of car racing utilizes "pit crews" and these crews are necessary for the success of each driver. The support staff of university athletes could be compared to the pit crews on the NASCAR or INDY circuits. Sport psychology has just been added to the "Husky Pit Crew." Dr. Ron Chamberlain is located in the Conibear Shellhouse (Room 140). Get an edge...take advantage of these services!

NUTRITION SERVICES

Husky Sports Nutrition Services is dedicated to providing student-athletes with personalized nutritional guidelines for optimum mental and physical performance. Husky Sports Nutritionists work directly with Husky athletes, coaches, athletic trainers, and team physicians. To schedule an appointment with nutritionist, please contact your team athletic trainer or Monica Van Winkle, MS, RD at 206-221-4626 or monicavw@uw.edu.

Services provided:

- Personalized nutrition counseling for increasing performance. Examples of topics that may be discussed are gaining muscle, losing body fat, nutritional supplements, fluid needs, eating while traveling, pre- and post-event meals, fast food strategies, and eating disorders.
- Over-the-counter dietary supplements are not regulated by the Food and Drug Administration (FDA) and may contain substances that are banned by the NCAA. Before taking any dietary supplement talk with the nutritionist or your team athletic trainer.

Join fellow athletes for nutritious meals at Training Table where the nutritionist works with University Food Services to design meals that provide optimum amounts of nutrients and fluid to support the demands of training. To sign up for this meal plan, please contact Suzanne Anderson at 206-543-0611 or suzy@u.washington.edu

ICA ATHLETIC TRAINING/SPORTS MEDICINE

The ICA Athletic Training Room and Sports Medicine Program staff consists of twelve certified athletic trainers (ATC's), team physicians, and student interns who work to meet the medical needs of student-athletes during their competitive seasons. It is our objective to maintain student-athlete health and to prevent injuries and illnesses.

Athletic Training Rooms

The team physicians, staff athletic trainers, and student interns provide and administer the immediate evaluation, preventative care, and rehabilitation of all athletic-related injuries and illnesses of all student-athletes.

There are two training rooms available to better serve student-athletes:

- The Pavilion Addition Training Room is located on the ground floor in the Northwest corner of the Pavilion Addition adjacent to the men's baseball, soccer, and track locker rooms.

- The Main Training room is located on the ground floor in the Southwest corner of the Alaska Airlines Arena in the Hec Edmundson Pavilion in room 120 between the football locker room and the tunnel to Husky Stadium.

Athletic Training Room Rules

- Athletes are not allowed to remove supplies or equipment from the athletic training room without permission from a member of the athletic training staff.
- All athletes are required to shower prior to receiving any treatment(s) in the athletic training room facilities.
- Only members of the ICA Medical Staff are qualified to operate physical therapy modalities.
- Phones and computers in staff offices are off limits to athletes.
- No food, drink, or tobacco in the athletic training room.
- No outdoor activity shoes on the athletic training room tables.
- No horseplay or foul language.

Health Insurance

Consistent with other collegiate institutions, **student-athletes are expected to carry medical insurance** or be covered under their parent/guardian's health and accidental insurance as primary coverage. If an athlete is covered under an out-of-state HMO, steps should be taken to insure that the athlete has coverage for medical care in the State of Washington. Please contact your insurance company to make the necessary arrangements.

Student-athletes and/or parent/guardians are required to accurately fill out UW ICA insurance verification forms. Forms will be mailed each spring and must be completed and returned by the first official practice of the student-athlete's respective sport. **COMPLETED INSURANCE VERIFICATION FORMS ARE REQUIRED TO PARTICIPATE.** If you have questions regarding the insurance verification forms please contact the Program Coordinator, Lynn Mangialardi at 206-543-4482.

Athletes not covered by parents'/guardians' private insurance or foreign student insurance are urged to purchase medical insurance to protect themselves from both a health and financial perspective. When purchasing health insurance, you should make sure University of Washington physicians and the health care services in Washington state are included. You can compare individual insurance plans available in Washington State by going to the health insurance information website <http://www.ehealthlink.com/Washington/default.aspx> . Please consider a comprehensive plan as the NCAA provides catastrophic insurance coverage.

Husky Team Physician Clinics

Husky Team Physician Clinics are for student-athletes who suffer injuries or illnesses during University of Washington-sponsored practices, competitions, or training. University of Washington team physicians hold clinics in the Main Athletic Training Room, Monday through Friday, during the academic year for convenience and service to all student-athletes. Husky clinic visits must be scheduled by a staff athletic trainer. Every attempt will be made to schedule student-athletes with their appointed team physician.

Immunizations

The University of Washington is not responsible for routine vaccinations, but does recommend all vaccinations are in accordance with University policy. For more information on immunizations, please contact Hall Health Immunization Clinic at 206-685-1018 or visit them online at <http://depts.washington.edu/hhpcweb/index.php?ClinicID=1> .

MMR (Measles, Mumps, Rubella)

This vaccination is currently recommended by the University of Washington. Not being vaccinated with MMR may limit the student-athlete's ability to travel and participate if there is an outbreak of measles, mumps, or rubella.

Meningitis

The Centers for Disease Control and Prevention (CDC) has recommended that college freshmen, especially those who live in dormitories or residence halls, in consultation with their parents, seriously consider getting the vaccine that protects against meningococcal meningitis. CDC research indicates that compared to other undergraduates overall, college freshmen living in group situations such as residence halls are about seven times as likely to contract the meningococcal disease. College freshmen are also at modestly increased risk of the disease than others their age.

Hepatitis B

An effective vaccine to prevent HBV is available and recommended by Hall Health Student Health Center for all UW college students. The fee for the three-shot series is \$144 or \$48 per shot (subject to change) and can be arranged by contacting the Nurse Manager in Hall Health Center on campus at 206-685-1055. The Department of Intercollegiate Athletics does not pay for HBV vaccinations.

Influenza (Flu Shots)

Typically flu shots are covered each year for student-athletes whose sports are active during flu season. Availability of flu shot vaccine will depend upon national and Hall Health supply and CDC and team physician recommendations.

Medical Benefits

UW ICA is financially responsible for athletic injuries and illnesses which directly affect the athlete's ability to participate in official practices, conditioning, and competitions sponsored and supervised by ICA. ICA will not be responsible for costs of medical services except those directed through the ICA Athletic Training Room. Any athlete who takes it upon him/herself to seek medical services outside of ICA Medicine without specific authorization from the team physician or athletic trainer does so at his/her own expense. Student-athletes may not be treated by ICA Medicine with prescriptions from non-authorized consultants. Information regarding ICA policy for secondary insurance coverage is described under Health Insurance and questions regarding coverage under this policy should be addressed to the Head Athletic Trainer.

Secondary Coverage

ICA will be responsible for charges in excess of those personal and/or group policies for injuries occurring during official ICA participation, provided the athlete is referred to the appropriate medical care by a certified athletic trainer or ICA team physician. ICA may also provide secondary coverage for the assessment and treatment of illness that occurs which affects the student-athlete's ability to participate. **Injury sustained outside of official ICA practice, training, or competition and the cost of evaluation and treatment of illness outside of a sport's official practice, training, or competition may not be covered by ICA.**

Insurance Billing and Student Responsibility

In most instances, providers utilize a single billing address. Bills will often be sent to you or your parent's/guardian's address rather than to the Athletic Department. It is your responsibility to forward these bills to the Athletic Training Room as soon as they are received so that they can be processed. If these bills are ignored, they are often sent to collections since the secondary portion is not being paid. ICA will not be responsible for missed visit charges or late fees incurred because bills were not forwarded. Please send bills to:

Attention Program Coordinator
University of Washington Athletic Training Room
Box 354070 Graves Bldg
Seattle, WA 98195
206-543-4482

Catastrophic Injury Insurance Program

ICA is a participant in the Catastrophic Injury Insurance Program (CIIP) sponsored by the NCAA. The CIIP is an insurance program that covers the student-athlete who is catastrophically injured while participating in a covered intercollegiate athletic activity. The policy has a \$90,000 deductible and provides benefits in excess of any other valid and collectible insurance. For a Benefit Summary of the Catastrophic Injury Policy sponsored by the NCAA, please contact the Program Coordinator at the Athletic Training Room at 206-543-4482 or visit the NCAA website at www.ncaa.org and search catastrophic injury insurance program.

Eye Wear

Athletes will be provided corrective lenses (glasses, contact lenses or protective eye wear, i.e. goggles) only if vision problems are determined to be a result of participation in intercollegiate sports **OR** if athletes require visual correction to participate in intercollegiate athletics. This does not mean ICA Sports Medicine will pay for contacts or reading glasses for other related vision problems. ICA may provide one eye exam every two years unless otherwise deemed necessary by a team physician, as well as contact lenses for a six-month period (maximum of \$200 unless approved by Head Athletic Trainer) or one pair of glasses for sport participation only, per academic year. Lost or broken eye glasses or contact lenses will be replaced or repaired by the ICA if the loss or damage occurs as a direct result of participation in an intercollegiate sport.

Dental Care

Only authorized dental visits for student-athletes may be covered by ICA Authorized visits include:

- Dental injury directly related to participation in ICA official practices, training, and competitions.
- The dental injury would otherwise prevent the student-athlete from participating in ICA official practices, training, and competitions.
- Remember to fill out the section for dental insurance on the "Insurance Verification Form" if the student-athlete has dental insurance.

Medical Emergency Procedures

In the event of a life-threatening emergency, call 911. If you have a medical situation that requires urgent attention and the athletic training room is closed, call your staff athletic trainer. If your staff athletic trainer is unavailable, call any other staff athletic trainer for assistance.

If you are unable to contact any of the athletic trainers, the injured athlete should be taken to the Emergency Room at the University Medical Center. At the hospital, be sure they know the injured person is a University of Washington student-athlete. Please contact the Athletic Training Room at 206-543-2239 in the event a student-athlete is taken to the Emergency Room.

Non-ICA Physician Consultations

ICA Medicine provides specialty physician services covering all areas of medical care. Team physicians will refer to UW Medicine physicians when needed. In certain situations, team physicians may refer to non-UW medicine physicians that are pre-approved by the UW Medical Director. ICA secondary insurance coverage for these consultations will follow the guidelines above under Health Insurance. Student-athletes are always free to seek medical consultation from non-UW ICA physicians. ICA may not be responsible for costs of medical services and care which is not referred and approved by the team physician and athletic training room. In the event that a student-athlete seeks care outside of the athletic training room without team physician referral and in order for the student-athlete to return to participation in his/her sport, the student athlete must:

- Provide all requested medical records and a letter of medical clearance for participation from the non-UW ICA health care provider(s).
- Pass a return to participation physical examination by an ICA team physician and athletic training staff.

Physical Examination

All athletes are required to get an annual physical examination by the ICA Medical Staff (athletic trainers and team physicians) prior to any participation in official ICA sponsored practice, training, or competition. Health insurance information must be accurate and on record in the Athletic Training Room at the time of annual physical examination. As a part of their initial pre-participation physical exam all student-athletes must complete a one-time health care registration process. This registration will complete all HIPAA requirements for proper handling of student-athlete health information. Final decisions regarding clearance for participation or reason for disqualification shall be the responsibility of the Head Team Physician.

It is the responsibility of your Head Coach to inform you of your selected physical examination date. Due to the large population of athletes at the University of Washington, missed physical examinations will be re-scheduled at the convenience of the ICA Medical Staff.

Walk-On Student-Athletes

Students who wish to walk on to ICA-sponsored teams must follow the guidelines above. Students who wish to try out for ICA-sponsored teams must provide proof of physical, proof of health insurance, and sign a waiver of release of responsibility for their tryout period prior to their participation.

THE COMMITMENT TO CAREER DEVELOPMENT

UW student-athletes are encouraged to pursue career goals that parallel their personal skills, interests, and abilities. Workshops, resources, and staff guide individuals through the process of developing career objectives and strategies. The D.A.W.G.S. Life Skills helps student-athletes to explore career and graduate school options, develop job search skills, build resume materials, and search for internships and employment. Student-athletes realize much of their career-related potential through their athletic experience, such as teamwork, goal setting, cooperation, commitment, determination, and motivation.

UW plays a large role in mentoring student-athletes through the career development process. Events such as Diva Dawgs help prepare the female student-athletes to have a more professional appearance for future interviews, internships and job opportunities. Partners like the Big W Club and events such as Dinner with a Dawg introduce student-athletes to the wealth of experience and information available through alumni. Many resources on campus can assist you with career planning:

CAREER COACHING

We are excited to begin offering career coaching services for our student-athletes. We have partnered with a Career Coach, Shelly Goetz, who is excited to work specifically with our athletes on resume preparation, job search communications, marketing themselves to the professional world, interviewing and strategies for how to find that first job.

Shelly will be hosting workshops once a quarter for all our student-athletes. In addition to the large group workshop, we are offering one-on-one sessions for our graduating seniors (and other pre-approved student-athletes). Each individual session will last approximately 60-90 minutes, and focus attention on developing your resume and key skills around the topics listed above. Please contact Robyn Hefner in the Student-Athlete Development office at hefnerr@uw.edu or 206-6116-3709 for an appointment.

CAREER CENTER SERVICES

The Career Center provides career and job-search services to UW students and alumni. The Center's mission is to help students in the development of career plans and job-search skills. The Career Center acts as a liaison between UW students, alumni, faculty, staff, and prospective employers. Many employers post internship and summer job listings with the Career Center throughout the year. Services provided:

- Job search workshops (Resumes, Interviews, Job Offer and Salary Negotiations)
- Individual counseling
- HuskyJobs – online job listings
- Student employment program
- Education and graduate school credential files
- Employer information
- Campus interviews
- ResumeMaker
- Career fairs
- Navigating Career Options career exploration class

To get started, visit the Career Center website at <http://careers.uw.edu/>. You can register there for their services, such as workshops, job listings, and their campus recruiting program. You can also look over the calendar of upcoming events.

UW ALUMNI ASSOCIATION

UW alumni play a large role in mentoring student-athletes through the career development process. The University's Alumni Association provides exceptional networking opportunities for current students to connect with alumni. The Husky Career Network and HuskyConnect are online forums for meeting alumni. Various events are hosted throughout the year for students to learn about careers and introduce alumni. More information can be found at www.washington.edu/alumni.

BIG W ALUMNI CLUB

The Big W Club was established to preserve the history and heritage of Husky Athletics. It is the UW organization for all letter winners in all NCAA sports. The goal of the Big W Club is to create a meaningful program that will allow all Big W alumni the opportunity to continue their relationships with the Husky Athletic programs. The Big W Club supports ongoing projects such as mentoring, the Husky Hall of Fame Banquet, and distribution of letter awards. The focus of the organization today is staying connected with former letter-winners, supporting current student-athletes, and working toward establishing endowed scholarships. For more information on how you can meet alumni letter-winners, visit www.gohuskies.com.

POST GRADUATE SCHOLARSHIPS AND AWARDS

A number of postgraduate scholarships and awards are available to student-athletes through NCAA, Pac-12, ICA, and outside sponsors. Those interested in applying for the following scholarships and awards are encouraged to contact the D.A.W.G.S. Student-Athlete development program.

SUMMER JOBS AND INTERNSHIPS

Many employers post internship and summer job listings with the Career Center throughout the year. Student employment job listing information is available on their website. Application usually requires a cover letter and resume sent directly to the employer. Internships may also be located through the Life Skills office, academic departments, and the Carlson Center.

THE COMMITMENT TO COMMUNITY SERVICE

PURPLE HEARTS

In addition to their commitment to excellence in competition and in the classroom, Husky student-athletes are highly active in the Seattle community, participating in a number of Purple Hearts community service events each year. Huskies value the opportunity to give back to the Seattle area community as a way of thanking the city and fans who support the teams. Community outreach is also an excellent team-building activity and provides a life-long lesson about giving back to one's own community. The focus on public service also aligns with the University's guiding principle to demonstrate a positive impact on our environment and society. The commitment to community service reinforces leadership development as student-athletes strengthen their public speaking, organizational, teaching, and communication skills.

Through the Purple Hearts program, student-athletes bring attention to the importance of academics and higher education, serve as positive role models for children, and support various causes. Demonstrating strength in numbers, sports partner in community events and projects. Teams combine efforts to raise awareness for local causes through activities with Children's Hospital and Ronald McDonald House.

DAWG PAWS: PROMOTING ACHIEVEMENT WITHIN STUDENTS

Dawg PAWS is a University of Washington student-athlete initiative focused on promoting the healthy mind-and-body lifestyle within Seattle Public Schools' elementary students. The student-athletes at University of Washington draw from their own experiences on how living a balanced and healthful lifestyle has allowed them to be successful in competition, in the classroom, and in the community. The three programs under the Dawg PAWS banner include speaking engagements, Coins 4 Kids, and Camp PAWS.

CARLSON LEADERSHIP AND PUBLIC SERVICE CENTER

The Carlson Center provides opportunities in volunteer work, internships, and academic research for students who seek a connection between college study and real-world situations. The Internship and Community Service Clearinghouse maintains a database with thousands of local, national, and international internships and volunteer opportunities where students can find positions in business, government agencies, nonprofit organizations, and schools. The Carlson Center also offers weekly workshops on how to find an internship or volunteer position and how to work with a faculty sponsor to earn academic credit. The Service Learning Program integrates community service into a variety of UW courses. Students enrolled in service learning courses have the option to volunteer at an agency with a mission related to the course. For more information on which internship opportunities and service learning courses are offered each quarter, you can talk with your academic advisor or call the Carlson Center at 206-616-2885.

THE COMMITMENT TO PERSONAL DEVELOPMENT

D.A.W.G.S. Life Skills is committed to the development of a well-balanced lifestyle for UW student-athletes. With the help of campus resources and community partners, programs foster personal growth and mature decision-making skills for student-athletes. Available resources and services help student-athletes prepare for the many challenges they face in college and in life, including transitioning to college, financial planning, and health and wellness education.

CLASSES

Student-athletes are encouraged to enroll in classes that will prepare them for life at UW and beyond. The D.A.W.G.S. Freshmen Success Class discusses opportunities and challenges student-athletes face in college. Other classes are offered throughout the year on topics such as leadership and money management.

PEER ADVOCATE GROUP

The Peer Advocate Group was established in 2008 as a means of opening communication between student-athletes, their peers, coaches, and administration. The Peer Advocates represent the concerns of their fellow student-athletes, are trained to be a sounding board for individuals and groups of student-athletes facing personal challenges, and serve as mentors within their teams.

STUDENT COUNSELING CENTER

The Student Counseling Center is where UW students can get help with study skills, career decisions, substance abuse, and personal problems such as relationship difficulties, anxiety, or depression. Most services are offered free of charge. For further information or to make an appointment, visit the Counseling Center at 401 Schmitz Hall, call 206-543-1240 or visit <http://counseling.uw.edu/> . If student-athletes are experiencing a psychological crisis and cannot wait until the Counseling Center is open, please call the Crisis Clinic at 206-461-3222.

WASHINGTON STUDENT-ATHLETE ADVISORY COUNCIL

Developing leadership throughout teams is integral to fostering an environment of support for student-athletes. The Washington Student-Athlete Advisory Council (WSAAC), composed of members from each team, represents the opinions of their peers and strives to create a positive experience for all Husky student-athletes. WSAAC meets throughout the year to coordinate social activities, community outreach projects, and to discuss issues of concern to fellow student-athletes. The student-athlete executive officers for 2010-2011 are President – Katie Saucier (Women's Golf), President Elect – Mykenna Ikehara (Football), Vice President – Sarah Martinez (Women's Soccer), and Secretary – Denise Dy (Women's Tennis).

CAMPUS RESOURCES

CAMPUS SAFETY

UW Police Department (UWPD) is staffed 24 hours a day every day. If you observe anything suspicious, call the police at 911 from non-campus telephones or 9-911 from campus phones. Code Blue emergency phones are located around campus and connect directly to UWPD. UW parking garages also have emergency phones available.

NightRide shuttles operate during fall, winter, and spring quarters, Sunday through Thursday evenings. The service takes you from campus to destinations within one mile north, east, and west of campus. Passengers ride free with a U-PASS. For more information, visit www.washington.edu/facilities/transportation/uwshuttles/NightRide or call 685-3146. Take advantage of Husky NightWalk by calling 206-685-WALK (9255) for a security guard to escort you on campus during 6:00pm-2:00am every night

INTRAMURAL ACTIVITIES

Your Husky Card provides you access to the Intramural Activities (IMA) building and programs. IMA is a full-service recreational facility that provides a variety of exercise facilities, courts, classes, swimming pool, golf driving range, and waterfront activities. See depts.washington.edu/ima or call 543-4590 for more information.

STUDENT LIFE ON CAMPUS

The Husky Union Building (HUB) is a popular place to meet for a meal, talk to friends, relax or study. There is a dining area, a branch of the UW Bookstore, a self-service postal center, a barber, a bank, and cash machines. You will also find such services as a newsstand/candy counter, a ticket sales office, and a lost and found.

The Student Activities Office (SAO) provides many services for students to complement their academic lives. SAO registers and maintains a list of student organizations from student government positions to various clubs. To become involved in clubs or activities or to start your own group, stop by the office at 207 Husky Union Building (referred to as the HUB) or call 543- 2380.

Don't forget to check out the Games Area, which includes a 12-lane bowling center and facilities for pool, billiards, table tennis and darts, as well as video games, pinball machines and board games. Movies for bargain prices are shown in the HUB Auditorium every month.

Note: The HUB will be closed for 2 years during renovation.

Most of the offices and services that resided in the **Husky Union Building** (HUB) have relocated to Condon Hall.

"**The HUB at Condon Hall**" is in full swing. Please feel free to visit us in Condon Hall as we await the Grand Reopening of the HUB in Fall 2012.

Relocated Services:

- [Dining Service Updates](#)
- [Newsstand at By George](#) [Odegaard]
- [Student Resource Center](#) [HUB Lawn]
- [Scissor's Edge](#) [Library Archway]
- [University Bookstore](#) [Odegaard]
- [UW Police](#) [Odegaard]

The Waterfront Activities Center, [located](#) directly behind Husky Stadium on Union Bay and the Montlake Cut, offers canoe and rowboat rentals, [storage](#) of non-motorized craft for students, faculty/staff, and alumni association members, and a lounge/meeting room available for use by university groups and departments. The [Washington Yacht Club](#), [Kayak Club](#), and [Union Bay Rowing Club](#) organize their activities at the WAC. Email clubspo@uw.edu for more information on these clubs.

TRANSPORTATION AND PARKING

Parking Services provides parking passes and commuter services to the University community and its visitors. Be aware that most lots on campus require a parking permit, and permit-only lots are monitored closely. E1, the parking lot along Montlake and north of IMA, is a good option for student-athletes. You may pay with a Husky Card or cash to park in this lot. Parking on the UW campus can be a challenge due to extremely high demand. There are many ways to reach campus other than by driving alone. Parking Services offers a variety of ways, depending on your individual circumstances. More information can be found at <http://www.washington.edu/facilities/transportation/commuterservices/> or 685-1653.

WHERE TO EAT

UW Food Services offers a variety of restaurants, espresso bars, cafes, and convenience stores. All facilities accept cash, A La Carte Plus, and Husky Card Account. For a list of campus eateries, see <http://www.hfs.washington.edu/default.aspx>.

DIRECTORY

All prefixes (206) unless noted otherwise

University of Washington, ICA 543-2210
 Graves Bldg. Box 354070
 Seattle, Wa 98195

EMERGENCY NUMBERS

From off-campus telephones (free from pay phone) 911
 From campus telephones 9-911
 UW Police Business Office 543-9331
 1117 NE Boat Street
 UW Police Emergency Line for the Hearing Impaired 543-3323
 UW Safety Hotline, 24-hour 685-SAFE (7233)
 ICA Training Room 543-2239

CAMPUS NUMBERS

Equal Opportunity Office 543-7217
 Fiscal Services 543-4694
 Graduation and Academic Records 543-1803
 Hall Health Urgent Care 685-1025
 Hall Health Primary Care 616-2495
 Information 543-2100
 Medical Center 548-3300
 Night Ride (day phone) 543-0450
 Ombudsman and Faculty Sexual Harassment 543-6028
 (Complaints against a faculty member)
 Registrar 221-6011
 Student Affairs 543-4972
 Student Counseling Center 543-1240
 U-Pass 543-0450
 UW CARES/NightWalk 685-WALK
 UW Safety Hotline 685-SAFE
 Wheelchair accessible van at night 799-4151

OFF-CAMPUS NUMBERS

| | |
|--|--------------|
| Crisis Clinic 24-hour Crisis Line | 461-3222 |
| King County Sexual Assault Resource Center | |
| Northwest AIDS Foundation | 329-6923 |
| Sexual Assault 24-hour Resource Line..... | 888-998-6423 |

WEBSITES

| | |
|---|-----------------------------|
| University of Washington Homepage | www.washington.edu |
| Athletic Department | www.gohuskies.com |
| Student Guide | www.washington.edu/students |

Click here for the: [Staff Directory](#)

Click here for the: [Coaches Directory](#)