

IU SOUTHEAST ATHLETICS



STUDENT-ATHLETE HANDBOOK

WWW.IUSATHLETICS.COM



**INDIANA UNIVERSITY
SOUTHEAST**

DEPARTMENT OF ATHLETICS

Dear IU Southeast Student-Athlete:

WELCOME! We are very happy to have you here at IU Southeast and as a member of our athletic department family. We are looking forward to another great year of success in the classroom and during competition.

It takes tremendous commitment to be a student-athlete and we commend you for the dedication you have made to yourself and to this University.

Please know that my office is always open to you and that I am available whenever you might need assistance. To make things easier, I have scheduled open office hours every Monday during the school year from 3 p.m. – 5 p.m. in AK100D. Do not hesitate to come visit me if I can help you in any way.

After this letter, you will find a copy of our student-athlete handbook. Within this handbook you will find plenty of important information regarding a wide range of topics relating to being a student-athlete at IU Southeast. I encourage you to read through the handbook and ask any questions if you experience confusion about department policy.

Please let me know if you have any questions and best of luck this season!

Sincerely,

A handwritten signature in black ink that reads "Joseph M. Glover". The signature is fluid and cursive, with the first name being the most prominent.

Joe Glover
Athletic Director
Indiana University Southeast
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<http://www.iusathletics.com/d/Handbook.pdf>

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IU SOUTHEAST ATHLETICS

MISSION STATEMENT | UNIVERSITY VISION

Athletics Mission Statement:

The Department of Athletics provides intercollegiate, intramural and recreational opportunities for students. Through these opportunities students achieve educational and personal fulfillment, life skills, character development and campus pride.

IU Southeast Vision Statement:

IU Southeast will shape the future of our region by transforming good students into great leaders, one graduate at a time.

Indiana University Mission Statement:

Indiana University is a major multi-campus public research institution, grounded in the liberal arts and sciences, and a world leader in professional, medical and technological education. Indiana University's mission is to provide broad access to undergraduate, graduate, and continuing education for students throughout Indiana, the United States, and the world, as well as outstanding academic and cultural programs and student services. Indiana University seeks to create dynamic partnerships with the state and local communities in economic, social, and cultural development and to offer leadership in creative solutions for 21st century problems. Indiana University strives to achieve full diversity and to maintain friendly, collegial, and humane environments, with a strong commitment to academic freedom.

Approved by the IU Board of Trustees – 2005

Indiana University Southeast Mission Statement:

IU Southeast is a regional campus of Indiana University that serves southern Indiana and the greater Louisville metropolitan area. As a public comprehensive university, its mission is to provide high-quality educational programs and services that promote student learning and prepare students for productive citizenship in a diverse society, and to contribute to the intellectual, cultural, and economic development of the region. Its academic programs include a comprehensive array of baccalaureate degrees, a limited number of associate degrees, and a selected set of master's programs. The campus is committed to offering educational programs and services which promote and support diversity in all its aspects. The faculty engage in research and creative activities which strengthen teaching and learning through inquiry into both the content and the pedagogy of the disciplines and create opportunities for students to engage in applied learning. Finally, members of the campus community are committed to using their professional and personal expertise to address the intellectual, cultural, and economic development needs of the campus's service region.

Approved by the IU Board of Trustees and IU Southeast Faculty Senate - 2005

IU SOUTHEAST ATHLETICS

IU STUDENT CODE OF CONDUCT SUMMARY

Code of Student Rights, Responsibilities, and Conduct Summary:

Individual rights are best protected by a collective commitment to mutual respect. Our responsibilities and obligations to one another preserve our individual rights and freedoms, and promote our collective values. The “Code of Conduct” is intended to identify the basic rights, responsibilities, and expectations of all students and student groups and serve as a guide for the overall student experience at Indiana University.

Student Responsibilities

A student who accepts admission to Indiana University agrees to:

- Be ethical in his or her participation in the academic community,
- Take responsibility for what he or she says and does,
- Behave in a manner that is respectful of the dignity of others, treating others with civility and understanding, and
- Use university resources and facilities in appropriate ways consistent with their purpose and in accordance with applicable policies.

Student Rights

Indiana University recognizes its responsibility to support and uphold the basic freedoms and citizenship rights of all students. Within that context, students have the following rights.

- Rights in the pursuit of education.
- Right to be free from discrimination.
- Right to be free from harassment, including sexual harassment, harassment based on sexual orientation, and racial harassment.
- Right to access their academic records and university facilities.
- Right to freedom from association, expression, advocacy, and publication.
- Right to contribute to university governance.
- Right to accommodation for individuals with disabilities.
- Rights in the judicial process, including the right to file a complaint if a student believes his/her rights, as defined in the Code, have been violated.
- Rights as University employees.

The University community will not tolerate inappropriate behavior. The University Police and staff will enforce policies that protect individual rights and freedoms.

Inappropriate behavior includes, but is not limited to:

Academic Misconduct

- Cheating
- Fabrication
- Plagiarism*
- Interference**
- Violation of course rules
- Facilitating academic dishonest

*A student must not adopt or reproduce ideas, opinions, statements, etc. of another person without appropriate acknowledgment.

****A student must not steal, change, destroy or impede another student's work.**

Faculty members are in charge of their classrooms and, as such, will establish acceptable behavior, and will initiate Academic Misconduct proceedings when appropriate.

Personal Misconduct

- Dishonesty, including initiating a false report
- Assuming another person's identity
- Violation of technology policies
- Disorderly or obscene conduct
- Actions which endanger self, others, or the academic process
- Failure to comply with the directions of authorized university officials
- Damage to university property
- Acting with violence, encouraging or participating in a riot
- Harassment
- Physical or verbal abuse
- Stalking or hazing
- Unauthorized possession or use of alcoholic beverages or illegal drugs
- Unauthorized use or entry of university facilities
- Unauthorized taking or possession of university property or property of others
- Unauthorized setting of fires or unauthorized use or interference with fire equipment
- Unauthorized possession, use, etc. of incendiary devices
- Possession or sale of any weapon or potential weapon on campus
- Intentionally obstructing access to university facilities, property or programs
- Violation of disseminated university policies (e.g. housing policies), state or federal law
- Acts that threaten or intimidate any potential participant in a judicial process

Disciplinary Procedures

A student who allegedly commits a violation of the "Code of Student Rights, Responsibilities, and Conduct" will be notified of such in writing by the appropriate student judicial officer and must meet to discuss the situation. The judicial conference is the student's opportunity to provide his/her version of the incident. The judicial officer will determine if the alleged wrongdoing occurred and, if warranted, the appropriate sanctions. Students may appeal any sanction within a certain period of time.

Student-athletes should remember that there is no distinction between being on campus or off campus when it comes to violations of the student-code, including team-sponsored trips.

Refer to the "Code of Student Rights, Responsibilities, and Conduct" for complete information on the rights, responsibilities, and conduct expected of all students. The "Code of Student Rights, Responsibilities, and Conduct" may be accessed at <http://www.iu.edu/~code>. The "Student Complaint and Disciplinary Procedures" may be accessed at <http://www.ius.edu/studentaffairs/codeprocedures.cfm>.

IU Southeast Student-Athlete Code of Conduct

When you become an IU Southeast student-athlete you become a member of a family that carries with it an enormous amount of responsibility. As a student-athlete you and your behavior will be watched and judged while you are both on campus (classroom, bookstore, lodges) and off- campus (movies, mall, bank). It is important that you carry and conduct yourself with respect to the University and the Athletic Department along with your parents and teammates.

I. Student policy concerning IU Southeast Athletics

IU Southeast student-athletes may be held responsible for the acts of other IUS athletes. Acts include but not limited to the following types of circumstances:

1. when a member of a IUS athletic team is violating state or university standards and you fail to indicate your disapproval, or your continued presence without objection condones the behavior;
2. when the act grows out of a IUS athletic activity or environment created by IUS;
3. when the acts are those of guests of yours or of IUS athletics;
4. when a IUS athletic team imposes any hazing on new athletes

II. Policy concerning student-athlete conduct and behavior

As ambassadors of the university, IU Southeast student-athletes are expected to comply with the following guidelines:

1. abide by all federal, state and local ordinances and university regulation
2. gambling, betting in any form on any athletic activity is prohibited.
3. cheating, plagiarism, submitting other's work, and forging signatures is prohibited
4. alcohol consumption is not permitted on road trips
5. make positive contributions to their teams
6. make a commitment to support your team
7. respect IU Southeast property and facilities
8. never place yourself in a compromising position while under the influence of alcohol
9. attend all classes and complete all assignments on time

III. Policy regarding Facebook, Twitter, and the Internet.

The profiles you create on Facebook, Twitter, etc. can be seen by anyone and everyone. Your profiles are a representation of you, the Athletic Department and this University. You will be held responsible for anything that appears under your profile, which includes things that you write and photos that you post. The Athletic Department guidelines that govern your actions while on and off-campus will also apply to your profiles on the Internet. You could be held responsible for anything that is deemed improper or unacceptable according to University policies governing student conduct and behavior.

The Grenadier Family Code

As a **GRENADIER**, I will always do **WHAT IS RIGHT!**

I will act ethically, honestly, and fairly, and respect the rights and dignity of all people, at all times.

As a **GREANDIER**,

- I will not lie, cheat, or steal.
- I will not bully, haze, mistreat, harm or take unfair advantage of anyone.
- I will not harass anyone about their race, ethnicity, religion, physical condition or sexual orientation.
- I will not take sexual advantage of anyone, by any means or manner (including alcohol, drugs, force or coercion).
- I will not drive under the influence of alcohol or drugs, nor will I get in the vehicle of an impaired driver.
- I will not stand by and allow a Grenadier to ignore the Grenadier Family Code.

I WILL always protect the **GRENADIER** Family and . . .

- DO what is RIGHT.
- STOP what is WRONG.
- TEACH fellow Grenadiers to follow the Code and RESPECT the Grenadier Family.
- Responsibly REPORT any unethical, dishonest, disrespectful or wrongful behavior.

**DOING THE RIGHT THING ISN'T
ALWAYS EASY, BUT IT'S ALWAYS RIGHT!**

Code of Ethics for Student-Athletes

- Develop personal habits that enhance healthy living.
- Acknowledge one's own strengths and weaknesses. Recognize that each person has his or her own strengths and weaknesses, praise the strengths and help to strengthen the weaknesses.
- Respect different points of view.
- Strive for the highest degree of excellence.
- Seek to know and understand one's teammates.
- Respect and accept the decisions of all coaches. When decisions are questioned, the student-athlete should direct his or her questions to the coach in private and follow appropriate channels to voice concerns.
- Refrain from the use of drugs that enhance performance or modify mood or behavior at any time, unless prescribed by a physician.
- Refrain from using alcohol while representing the university at competitive events and community service outings.

IU SOUTHEAST ATHLETICS
CODE OF CONDUCT: STATEMENT OF PRINCIPLES
ON PARTICIPATION IN ATHLETICS

Student athletic programs are a longstanding and integral part of Indiana University. Participants in the University's athletic programs—students, coaches, and other faculty and staff (collectively "participants")—are covered by the laws, regulations, policies, and procedures applicable to other members of the University community. In addition, these participants and the University itself are subject to a wide variety of requirements promulgated by Indiana University, the National Collegiate Athletic Association or the National Association of Intercollegiate Athletics, the Big Ten Conference or other applicable conferences, professional coaches' and sports' organizations, and federal and state government authorities (collectively "requirements") designed to protect student athletes, ensure the integrity of the University's athletic programs, and promote fair competition. Indiana University is committed to full compliance with all of these requirements, and engages in extensive oversight, education, and training to ensure that all participants in student athletic programs understand and comply with them.

The University's approach, however, reflects a deeper commitment to the spirit of fair, honest, skillful, and civil competition that these requirements are designed to facilitate. This statement articulates the fundamental principles of conduct for all participants in student athletic programs and for those members of the University community responsible for overseeing that conduct. This statement does not in any way replace the specific standards to which participants in student athletic programs are held. Nor does it replace or modify the terms of the Code of Student Conduct, which apply to the conduct of all Indiana University students.

Instead, it reaffirms the foundational values of those programs, and reminds members of the University community that conduct inconsistent with those values is inappropriate and cannot be tolerated.

This statement is divided into five sections. Following the initial introductory section is section two which articulates principles applicable to all participants—including students, coaches, and other faculty and staff—in student athletic programs. Section three contains corollary principles specifically applicable to coaches and coaching staff (collectively "coaches"). Section four summarizes the obligations of University administrators and others who hold positions or serve on committees with responsibility for student athletic programs and the conduct of their participants. The final section identifies principles applicable to enforcement of this statement and other requirements applicable to participants in student athletic programs.

Refer to the “Code of Conduct: Statements of Principles on Participation in Athletics” for complete information on the rights, responsibilities, and conduct expected of all participants. The complete “Code of Conduct: Statement of Principles on Participation in Athletics” may be accessed online at:

http://www.iusathletics.com/f/Athletics_Code_of_Conduct.php

IU Southeast Student-Athlete Policies

The purpose of intercollegiate athletics is to provide an opportunity for each participant to develop his or her potential as a skilled performer in an educational setting. Educational activities, such as intercollegiate athletics provide opportunities for students to grow emotionally, socially and intellectually. In addition, the student-athlete is given the chance to travel, represent his or her school and learn the art of being a team member. Being a student-athlete at the IU Southeast carries with it a set of privileges and responsibilities.

By joining an IU Southeast athletic team, you become a representative of both that team and the university. It is essential that you act responsibly and do nothing to jeopardize your opportunity to obtain maximum results from your university experience. Your personal conduct is a direct reflection of your good moral character and ethical judgment. You are expected to behave both on and off campus in a manner that brings credit to IU Southeast, your team and yourself.

Transportation and Team Travel Rules

While on the road, IU Southeast expects our athletes to travel and to stay together as a team and under the supervision of IU Southeast personnel. Unless prior arrangements are made with the approval of the coach and athletic director, athletes are expected to travel with the team both to and from an event. While at an event, athletes are expected to eat all meals with the team and participate in team functions.

Parents may choose to accompany the team on the road. With the permission of the coach, an athlete may be excused from a team function or meal to be with their parents/legal guardians.

With prior permission of the coach and the athletic director, students may be allowed to travel home from an event with their parents/legal guardians. Under no circumstance will an athlete be allowed to travel, have a meal or participate in a function with somebody other than their parents/legal guardians.

When prior arrangements are made to travel to or from an event by themselves or with parents/legal guardians, the Assumption of Risk and Release from Liability Form must be completed.

The exception to this is for travel to and from events held in Louisville (see driving to games policy below).

Unauthorized use or possession of alcoholic beverages or any illegal drug or controlled substance on school property or in the course of a university activity is prohibited by Indiana University policy. Violations of this policy will not be allowed and will be dealt with in accordance with university procedures.

- Dress appropriately when representing the university. Do not wear apparel with alcohol advertisements or offensive language/images.
- Act in a respectful and mature manner when in public. Horseplay and using profanity is not acceptable behavior. Maintain an overall business-like manner.
- Vandalism and theft of any kind in hotels, restaurants, competition sites or any other place will not be tolerated.
- Take proper care of hotel rooms and be respectful of other hotel guests.

- Make sure your coaches know your whereabouts at all times. Be on time for all meetings, meals, departures etc. and abide by curfews set by coaching staff.
- Alcohol and drug use is prohibited on trips.

Where it is reasonable to do so, IU Southeast travels to athletic events in rental vans or by bus. For events held in the Louisville area, however, it is allowable to have the student athlete commute directly to the event. Per INLOCC, this is allowable under IU policy as long as students do not transport another student-athlete or in any way organize a car-pool. An Assumption of Risk and Release from Liability Form must be completed for this exception. See the athletic department for more information.

General Student-Athlete Rules

- Athletes should always present themselves in a positive image. As a representative of the university, do not do or say anything to embarrass yourself, your team, your family or the university.
- Understand the importance of being punctual; be on time for every commitment.
- Be prepared to give 100%, both mentally and physically, whether in the classroom or on the playing field.
- Do not consume alcohol on team trips, at athletic events or at events sponsored by the Division of Athletics. [Be aware that Indiana State Law prohibits anyone under the age of 21 from consuming alcohol.]
- Do not use tobacco products of any kind while participating in practice or competition or while representing the university in any capacity. Tobacco use is prohibited (including dip, chew, and smokeless tobacco), and the athletics department, in concern for your health, discourages its use at any time. Use of tobacco products at practice or competition is a violation of NAIA rules and will be reported.

Coach's Jurisdiction and Team Rules

The head coach is responsible for the total conduct of his or her team. This responsibility must be within the limits of authority defined by university and athletic department policies and rules and the regulations of the NAIA and the Kentucky Intercollegiate Athletic Conference.

Policies established by coaches are in the best interest of the student-athlete and shall be enforced without prejudice. All training rules and standards of conduct are established by the coach and shall be clearly stated and documented. These rules should be distributed to all team members at the beginning of the season and a copy turned into the Athletic Director's office. Any consequences, especially removal of the student-athlete from the sports program, must be specifically defined. Any coach who wishes to require student-athletes to sign a contract regarding team rules must do so prior to the beginning of the season. A coach does have the right to withhold a student-athlete from competition for health or safety reasons as determined by their own discretion with consultation from athletic trainers, team doctors or other personnel as available.

Tryouts

If and when applicable, tryouts will be held. All those interested in trying out for a team must be present at all tryout sessions and will be notified by the coach if and when they are invited on the team.

All "walk-ons" must be in good academic standing and be in compliance with NAIA, KIAC and IU Southeast rules for practice and competition. We reserve the right to deny any student an opportunity to walk-on to a team if the student's academic or athletic records does not meet the coach's academic or athletic standards for their team.

Student-Athlete Dismissal Policy

As a student-athlete, you may be held out of competition or suspended from all team activities by your coach at any time for disciplinary reasons. Additionally, as a student-athlete, you may be dismissed from your team for disciplinary reasons. In the event a coach proceeds with dismissing a student-athlete from a team, the coach must inform his/her sport supervisor and athletic director about the pending dismissal. The sport supervisor will then review all pertinent documentation/information from the coach and any other parties involved. The student-athlete then has a right to discuss the dismissal with the sport supervisor before a final decision is made by the University.

Student-Athlete Grievance and Appeals Policy

Student-athletes have the right to file an appeal regarding any disciplinary action or decision. If a student wishes to appeal a decision, they should be provided a copy of these procedures.

Some decisions may not be appealed. The Athletic Director will NOT consider situations involving playing time or decisions involving the amount of an initial scholarship offer. Student-Athletes are not to use this grievance procedure to voice their concerns about issues that pertain to the coach's expertise (i.e., playing time, recruitment, or game strategy).

Complaints of discrimination based on race, gender, ethnicity, sexual harassment or sexual orientation should be discussed with the Athletic Director immediately.

If you experience sexual violence on campus, you can and should report it to the [Office of Dean of Student Life](#). While this won't initiate criminal action, if the accused is a student, it will open the door to disciplinary action through the campus student conduct system. Other avenues may be available if the accused is not a student.

If you choose to pursue this option, no-contact and no-trespass orders can be issued so you don't have to face the accused. You can also file a report but decline to pursue an investigation, if that's what you wish.

[How to Contact the Office of Dean of Student Life](#)

The office is located in the University Center South, Room 010.

To make an appointment, call 812-941-2316

APPEALS PROCESS:

Indiana University Southeast expects fair and equitable treatment of all student athletes. The university also expects compliance with any and all departmental, university, National Association of Intercollegiate Athletics (NAIA), state and federal regulations and policies. If you feel that there is a situation where you were not treated correctly, you are encouraged to seek an explanation of any actions taken. At Indiana University Southeast, this process involves the following steps.

1. In the event that a Student-Athlete has a grievance/concern that they are unable to resolve on their own, they should first consult their head coach or athletic department staff member with which they have a grievance. Student-Athletes are not to use this grievance procedure to voice their concerns about issues that pertain to the coach's expertise (i.e., playing time, recruitment, or game strategy).
2. If speaking with the party with which they have a grievance does not resolve the situation or an agreement is not reached, the Student-Athlete should request a meeting, in writing, with the Athletic Director and coach/athletic department staff member. If an agreement is reached, all parties will be notified of the solution. Any grievances involving the Athletic Director should be brought to the Vice Chancellor of Enrollment Management and Student-Affairs if speaking with the Athletic Director does not resolve the situation.
3. If an agreement is not reached through arbitration with the Athletic Director, then the Director of Athletics will make a final decision on the issue following a meeting with both parties.
4. If following the Athletic Department review, the Student-Athlete believes a review of the decision from an additional authority is warranted, the Director of Athletics may also refer a grievance to a three person appeals committee for review and a final decision. This three person ad hoc committee will be made up of faculty and staff. The committee will not include any person(s) who has participated in the initial proceedings.

A written request from the involved Student-Athlete to the Director of Athletics requesting this review will be a necessary requirement prior to referral to committee. The appeal request must be made within 14 days following the original decision to be forwarded to the committee.

Your appeal should be in writing and addressed to the Athletic Director. You may include any documentation that supports your concern. The Athletic Director will submit your appeal to the committee. You may, if you wish, attend the meeting of the committee. Your parents and/or other representatives may also attend the hearing, but may not speak for you or address the committee.

Upon gathering all information and arriving at a decision, the committee will notify you in writing of the outcome of your appeal and the reasons for the decision. The Appeals decision is final.

Parent & Family Member Involvement and Communication

The IU Southeast athletic department believes that parents and family members play an essential role of support for their student-athlete. We encourage our parents and family members to be active in their student-athletes college experience but at the same time, allow them to grow and develop into self-advocates. We are partners who want our student to succeed academically and athletically.

Parents and family members are encouraged to speak with their student-athlete about matters that may be of concern. It is not appropriate for a parent or family member to contact a coach and/or athletic director on the behalf of a student-athlete without the student-athlete's knowledge and consent. We want to collaborate with you to help our student-athletes become self-advocates. It should also be known that confidentiality cannot be promised. Conversations initiated by a parent may be shared with the student-athlete involved or other appropriate university staff members (this may include the head coach, athletic trainer, dean of students, and/or athletic administrators). As university officials, the athletic administration, including the coaching staff, must adhere to the Family Educational Rights and Privacy Act (FERPA) which is a federal law that may prevent a staff member from sharing and/or discussing certain information with parents or family members. For information about the laws please visit: <https://ed.gov/policy/gen/guid/fpco/ferpa/index.html> and <https://www.hhs.gov/hipaa/>

It is important to understand that participation on an athletic team is a privilege. Being on and maintaining one's membership on a team means accepting all the responsibilities of a student-athlete. Unlike intramural or recreational teams, equal or guaranteed playing time is not required or implied. In an effort to present the best possible team to represent the school, IU Southeast head coaches will use players best suited for the conditions or demands of the contest at that time.

It is the operating practice of the IU Southeast athletic department to not address or discuss issues or disagreements regarding a student-athlete's playing time or any disagreements with coaching philosophies or team management. If a student-athlete is concerned with these issues, they are encouraged to meet with the coaching staff directly. In addition to the coaching staff, student-athletes are welcome to contact the athletic administration to address concerns. If a parent is concerned with the physical and/or mental well-being of a student-athlete, they may alert the athletic administration who will notify appropriate parties (this may include other athletic staff members, the dean of students, and/or campus personal counseling) to protect the student-athlete from any harm.

While we enjoy the support and involvement of our Grenadier parents and family members, we ask that parents partner with us to help their student-athletes grow as responsible adults who are strong self-advocates. We believe that these skills are imperative to helping the student-athlete grow and another benefit of the total educational experience at IU Southeast. The athletic department and coaching staff take the responsibility of not only coaching the student-athlete, but also mentoring the student-athlete to become the best version of themselves. It is important that the student-athlete learn responsibility and independence during their time in college.

Competition and Good Sportsmanship

- All team members will wear issued equipment/uniforms so that the team is dressed in a unified manner. All equipment issued should be returned promptly after competition or a trip.
- Refrain from all types of behavior that would result in an unsportsmanlike conduct penalty.
- Be respectful of officials. No arguing with or name-calling of officials. Do not taunt the crowd.
- Focus your efforts on competing against your opponent.
- Congratulate opponents graciously, regardless of the outcome of the contest.
- Treat facilities (both home and away) with respect.
- Help with any cleanup of the team area after competition.
- Show support for your teammates during competition.
- Prepare properly for competition.
- Maintain sportsmanlike behavior at all times.
- When talking to the media, keep all team issues/problems confidential.

The University will not tolerate any of the following behaviors:

- Physically abusing an official, athlete, opponent or spectator
- Throwing objects at an individual, spectators or across a field or arena
- Seizing equipment or cameras from officials or the news media
- Inciting players or spectators to violent action or any behavior that insults or defiles an opponent's traditions
- Encouraging our fans to boo an opposing team when introductions are made
- Using obscene or inappropriate language or gestures to officials, opponents, team members or spectators
- Making public statements which are negative, controversial or not in compliance with the athletic department's policy on media relations / social media.
- Violating generally recognized intercollegiate athletic standards or the values and standards associated with the university as determined by your head coach and approved by the Director of Athletics.

Your coach may have more specific expectations concerning behavior, dress or sportsmanship. If so, he or she will inform you of these. Support your coach and concentrate on playing well. Good sportsmanship comes easily if you are proud of your performance.

Student-Athlete Ejections for Fighting Policy

Fighting does not have any place in college athletics, and it is contrary to the Core Values of the University as well as the NAIA's Champions of Character initiative.

For the purposes of this policy, "fighting" is defined as any intentional behavior that can potentially injure, causes apprehension of injury, or does injure another person.

Effective April 1, 2010, any student-athlete ejected from a contest for fighting:

- 1) Will receive a five-game suspension from athletic competition. The penalty will commence with the following contest. Should there not be five contests left in the season, the remainder of the penalty will be served at the start of the following season.
- 2) Will be subject to student disciplinary action via the Code of Student Rights, Responsibilities, and Conduct.

You and Your Community

- You are a role model. Be respectful of those around you.
- Do not expect any special privileges or exploit your role as a student-athlete to get special treatment on or off campus. Any type of “extra benefits” will cause you to become ineligible for athletic participation.
- Help promote and support other IU Southeast athletic programs.
- Abide by all on-campus housing, off-campus housing, and campus rules.
- Make every effort to take advantage of the opportunities to get involved in the New Albany / Louisville Metro community.
- Have respect for your neighbors and for other people’s property.
- When wearing IU Southeast athletic apparel you are promoting yourself and Indiana University. Conduct yourself in a respectful manner.

Sexual Harassment:

[Sexual Misconduct Policy](#)

[IU Equal Opportunity/Affirmative Action/Non-Discrimination Policy](#)

If you experience sexual violence, you are not to blame. It doesn't matter when it happened, where it happened, or what the circumstances surrounding the incident were. It's not your fault.

By coming forward and reporting your experience, you can make a big difference. You can help make our campus and community safer for everyone—and prevent the person who hurt you from harming anyone else.

There are several avenues you can take to report a sexual violence incident.

Reporting an Incident to the Police

You should report your experience to the police as soon as possible after the incident. Police will be more likely to be able to get the evidence they need to make an arrest if you talk to them about what happened while the event is still clear in your memory. The police will interview you about what happened and ask you to have your doctor or another health professional collect medical evidence of the assault.

Reporting the incident to the police does not mean you have to seek prosecution. However, the police will be able take action to keep other students and community members safe.

- **[Indiana University Police Department \(IUPD\)](#)**
Responds to incidents on campus

For help, dial 2400 from any campus phone or call 812-941-2400

- [**New Albany Police Department**](#)
Responds to incidents in the city of New Albany
For help, call 812-948-5300 or dial 911
- [**Floyd County Sheriff's Office**](#)
Responds to incidents in Floyd County outside the city
For help, call 812-948-5400 or dial 911

Reporting an Incident to Campus Authorities

If you experience sexual violence on campus, you can and should report it to the [Office of Dean of Student Life](#). While this won't initiate criminal action, if the accused is a student, it will open the door to disciplinary action through the campus student conduct system. Other avenues may be available if the accused is not a student.

If you choose to pursue this option, no-contact and no-trespass orders can be issued so you don't have to face the accused. You can also file a report but decline to pursue an investigation, if that's what you wish.

[How to Contact the Office of Dean of Student Life](#)

The office is located in the University Center South, Room 010.

To make an appointment, call 812-941-2316

[Report an incident online](#)

Under Title IX of the Education Amendments of 1972, sexual violence is considered a form of sexual discrimination. You may file a Title IX sex discrimination complaint using one of the resources below:

University Title IX Coordinator

Emily Springston, Chief Student Welfare & Title IX Officer
812-855-4889

Title IX Deputy Coordinator (IU Southeast Campus)

Darlene Young, Director of Staff Equity and Diversity
812-941-2306

Academic Responsibilities

- Identify yourself as a student-athlete at the beginning of each semester to inform your instructors of any class time that may be missed due to athletic-related travel or competition. Assure the instructor that you are aware that you will accept the responsibility for time and work missed while away.
- Maintain communication with the coaching staff regarding academic issues and problems.
- It is the athlete's responsibility to seek help when academic trouble arises. Tutoring is available. Assistance can also be obtained from the writing center, math lab, student development center, or science lab on campus.
- Make up all work that is missed due to competition and travel.
- Do not use your status as an athlete to get out of work/class time or to get special treatment from instructors.
- Remember that you are in school for academics first.
- Abide by all university rules regarding academic honesty and integrity.

IU SOUTHEAST ATHLETICS

STUDENT-ATHLETE ATTENDANCE POLICY

Philosophy

The Athletic Department's goal is for each student-athlete to graduate from IU Southeast. The Athletic Department is committed to providing every opportunity for academic success. In that spirit of fostering academic success, the Athletic Department developed the following Student-Athlete Attendance Policy.

Student-Athlete Attendance Policy

Student-athletes are expected to attend all scheduled classes unless excused by the instructor for regularly scheduled athletic competition. Class **may not** be missed for practice, conditioning, meetings or other non-competitive reasons.

Applicable Term

This policy applies to the regular academic year for all student-athletes. The policy also applies to summer sessions for those student-athletes involved in post-season tournaments.

Student-Athlete Responsibilities

1. Student-athletes must consult with their academic advisor before priority registration. Registration must occur during the student-athlete priority registration period. The student-athlete should consult with their advisor relative to scheduling classes in a manner that eliminates as many conflicts between classes and athletic activities as possible.

2. Student-athletes are expected to give as much notice as possible when athletic contests conflict with class meetings. A season schedule must be presented to the instructor during the first week of class, but it is understood that weather and tournament play might result in late changes to the schedule. Should a comparison of the class schedule and season schedule indicate a significant number of potential absences, the instructor can decide to not excuse the student for some athletic contests and can encourage the student to speak with an advisor about registering for another course.

After-the-fact notification is not acceptable. If a late schedule change is made that does not allow for in-person notification, the student-athlete is expected to communicate with the professor by some other means.

3. In all cases, when a student-athlete is excused for athletic competition, the student is responsible for obtaining the information missed and for making up work within the time designated by the instructor.

4. Student-athletes are expected to adhere to the conditions listed above. Failure to adhere to the conditions will result in disciplinary action by the coaches involved and/or the Athletic Department.

IU SOUTHEAST ATHLETICS
CONSENT FORM: DISCIPLINE, INFORMATION RELEASE AND PROMOTIONS

(Student-athletes will be asked to consent to the following items prior to competition. Consent forms will accompany physical packets which are given to athletes prior to the beginning of each season.)

I understand that, as a student-athlete, I am subject to all Indiana University Southeast student policies. These policies include the policies on substance abuse/illegal drugs, alcohol and tobacco products. I further understand that road trips are “university activities that are being conducted off the university campus” for purposes of policy compliance, and that behavior during road trips is subject to the *IU Code of Student Rights, Responsibilities, and Conduct*. Finally, I understand that the coaches may impose additional policies or team rules. Failure to comply with policies will result in disciplinary action. The university policies can be found on the Student Affairs web-site at: <http://www.iu.edu/~code/>.

CONSENT FOR RELEASE OF STUDENT AND TEAM STATUS INFORMATION

Students’ education records are protected by the Family Educational Rights and Privacy Act of 1974 (“FERPA”), and they may not be disclosed without your written consent. By your signature below, you authorize Indiana University Southeast to make the following disclosures:

- 1) Academic information (e.g. unofficial transcripts, etc.) may be released to individuals, organizations or agencies for the purpose of determining eligibility or in support for the nomination for awards, special recognition, selection to Kentucky Intercollegiate Athletic Conference (KIAC) or National Association of Intercollegiate Athletics (NAIA) honor teams, etc.
- 2) Educational records, including disciplinary records, may be released to coaches in your sport, administrators, and relevant support staff in the Athletics department, as well as other university officials with a legitimate educational interest in that information as allowed by FERPA. “Educational records,” as defined by FERPA, include student disciplinary records and grade reports.
- 3) Team status (injured, active, probation, suspension, dismissal) may be released to the media; however, the underlying circumstances and details of any internal University or Athletics department investigation or disciplinary action shall not be released.

CONSENT FOR MARKETING AND PROMOTIONAL MATERIALS

The Trustees of Indiana University, on behalf of the IU Southeast Athletic department and the KIAC may wish to produce for resale posters, highlight films, videotapes and other marketing and promotional materials featuring IU Southeast men’s and women’s intercollegiate athletic team members.

I am willing to allow IU Southeast or the KIAC to produce, duplicate, print, broadcast, sell or otherwise use in any manner or media such materials using my picture, likeness, name, or athletic statistics as part of the above described IU Southeast fundraising or promotional projects.

I understand that, as consideration for including my picture, likeness, name or athletic statistics in the project materials, Indiana University or the KIAC shall have all rights and title in these materials, including copyright. I also agree that neither I nor my heirs shall be entitled to any compensation for the use of my picture, likeness, name or athletic statistics in conjunction with these marketing and promotional materials or the accompanying marketing and promotional campaign used by IU Southeast or the KIAC. All such uses shall be consistent with all applicable NAIA and KIAC rules and regulations.

IU SOUTHEAST ATHLETICS

STUDENT-ATHLETE INJURY INFORMATION & POLICY

IU Southeast Student-Athlete Injury Protocol:

ALL injuries received during practice or competition are to be reported to and examined by the certified/licensed athletic trainer at the time of injury or as soon as possible after the injury occurs. If there is no athletic training staff at an off-site practice or on a road trip, it is the coach's responsibility to determine if the injury requires immediate medical attention or not. If it is, then the coach should seek immediate medical help via an ambulance or other type of transportation to the nearest emergency room.

The certified/licensed athletic trainer should be notified as soon as possible about the injury so follow-up care can be given to the athlete. This follow-up care will consist of being seen by the certified/licensed athletic trainer who will determine, from the written word of the ER physician, whether or not the athlete needs to be seen for further evaluation by one of our team physicians or can continue to practice/compete after our evaluation. A release to begin practice/compete must be given by the treating physician before the athlete will be allowed to practice/compete. Team physicians have the final decision on whether or not the athlete is ready to resume practice/competition.

NOTE: When the physician says that the athlete is healthy and can return to activity/participation, this usually means that they are ready to gradually return to activity. The athlete will have to pass a series of functional tests administered by the certified/licensed athlete trainer before full practice or competition can occur. If an illness occurs, to insure proper medical care, the certified/licensed athlete trainer should be notified so the athlete can be advised on who to see and/or where to go for care.

Athletic Training Room:

The Athletic Training Room is the main source of medical care, daily treatments, taping and on-site rehabilitation for the athletes at IU Southeast. The facility and Trainer also work in accordance with the rehabilitation clinics of KORT. Working hours are determined and posted on a weekly basis and is staffed by the certified/licensed Athletic Trainer. In order to more efficiently provide care for the IU Southeast athletes, it is the policy of the Sports Medicine Team to see athletes by appointment. Any athlete requiring evaluation or treatment prior to practice should call the athletic training room to make an appointment. The purpose of scheduling athletes is to allow the certified/licensed athletic trainer to work with the athlete one-on-one without interruption.

IU Southeast Insurance Reimbursement Procedures:

How to File an Insurance Claim:

Indiana University Southeast Intercollegiate Athletic Department's insurance provides SUPPLEMENTAL coverage to your primary insurance. The University's insurance pays after all other forms of coverage (i.e., parent's insurance) are made. It also covers only athletics injuries that occur during supervised practices, games, and conditioning sessions. **It will not cover general illness or sickness such as cold, flu, ear aches, etc.**

When an injury occurs, the following procedures MUST be followed:

1. At the time of medical treatment, the University athletic trainer will assist in supplying your primary insurance and parental information to the health care provider.
2. The health care provider will send billing statements to the student-athlete or name given on information sheets.
3. **Once your primary insurance coverage is exhausted, the bill and explanation of benefits (EOB) must be sent to the IU Southeast Athletic Department.**
4. Once IU Risk Management receives the bill and EOB from your primary insurance company, the claim will be filed with the University's insurance program. **If you choose not to use the authorized medical vendors, the IU Southeast Athletic Department and its insurance company will not be responsible for any bills.** Care for an injury incurred while participating in intercollegiate athletics must be completed within **12 months** of the injury date.

Payment of IU Southeast Athletic Bills:

The health insurance of the student-athlete will be primary payer with IU Southeast paying any unpaid balances, **except copayments.** Those charges not covered by the primary insurance will be covered by the IU Southeast Department of Athletics as long as the health care falls under appropriate policies and procedures.

To take advantage of this policy, please observe the following:

1. The athlete must have an injury report on file at the Department of Athletics.
2. The charges must first be billed to the athlete's primary insurance carrier. The athlete should provide this information up prior to the season beginning.
3. Show IU Southeast as the secondary carrier and guarantor for any unpaid balances.
4. Send any unpaid balances to IU Southeast Department of Athletics, 4201 Grant Line Road, New Albany, IN 47150.
5. The athlete must turn in all unpaid bills to the IU Southeast Athletic Department within **12 months** of the injury date in order for them to be paid. Any bills turned in after 12 months of the injury date will not be paid.

Quick Tips

- ALWAYS report any injury or illness to the athletic trainer.
- It is important that you see an IU Southeast team physician to assure an assessment from an athletic participation perspective.
- If physical therapy has been prescribed, always go to a KORT facility.
- Unless it is a true emergency, try to avoid visits to the Emergency Room. Emergency room physicians are not extensively trained in orthopedics and will often refer you to an orthopedic specialist.
- If you need to be seen by the athletic trainer, it is helpful to call 941-2099 and let the athletic trainer know what time you are coming in for an evaluation.
- If you need treatment before practice, arrive at least 30 minutes before practice time.
- Submit all bills received to the athletic trainer as soon as you receive them.
- IU Southeast does not cover co-payments.
- If you do not report the injury, IU Southeast will not cover your expenses.
- You are only allowed one 2nd opinion with the approval by the athletic trainer.
- IU Southeast Team Physicians have the final word on return to play.
- Always get a written note when you go to a physician.

IU Southeast Sports Medicine Team:

Tiffany Hammond, MS, ATC
Head Athletic Trainer

Office: 812-941-2099

Dr. Kristopher Abeln
Head Team Physician
Orthopaedic Specialists

Office: 812-944-2663

IU Southeast Athletics Concussion Management Plan

On April 29, 2010, the NCAA distributed a policy reinforcing their commitment to the prevention, identification, evaluation, and management of concussions. As part of that policy, institutions were to create a concussion management plan to utilize for any athlete that “exhibits signs, symptoms, or behaviors consistent with a concussion.” Although Indiana University Southeast is part of the NAIA, we are committed to ensuring our student-athletes’ safety is a top priority.

The Sports Medicine staff at the Indiana University Southeast adheres to the following management plan. These are based on the most current recommendations from the NCAA, the CDC, and the 3rd International Conference on Concussion in Sport.

This policy represents a multi-faceted approach to treating a concussion that includes educating the athletes and coaching staff. It also delineates the role of the members of the Sports Medicine staff as well as baseline testing for those who participate in sports at risk for concussion. These are adopted from both NCAA requirements as well as additional “best practice” recommendations.

Education & Pre-Participation Planning:

- 1) All athletes are required to sign a waiver acknowledging they accept “responsibility for reporting their injuries to the medical staff, including signs and symptoms of a concussion.” During this process, athletes will be presented educational material regarding the signs and symptoms of concussion and will acknowledge they have reviewed the material and have had the opportunity to have any questions answered. The information will be provided within the waiver form.
- 2) All members of coaching and athletic training staff will receive educational material to assist in identifying the signs and symptoms of a concussion. This training will also identify the steps to be taken once the injury has been recognized. Subsequent to the educational session, a form will be signed acknowledging they have received and understand the information.
- 3) Indiana University Southeast will maintain an emergency action plan for each venue to respond to catastrophic injuries and illness. This will include, but not be limited to concussion and head injuries. The athletic training staff will receive education reviewing the signs and symptoms of a concussion that warrant implementing the emergency action plan.
- 4) Athletes participating in sports that are deemed to have an increased risk of concussion will undergo pre-participation baseline screening. At this time, this will include, but may not be limited to, balance testing and computerized neurocognitive screening. These have been determined to be “effective in the evaluation and management of concussion.” As our knowledge about the utility of these tests changes over time, we anticipate changes to our protocol in the future.

Concussion Management Plan

- 1) Once the signs and/or symptoms of a concussion have been identified, the athlete will be removed from play and **shall not return** to activity on that day.

- 2) Initial evaluation of the concussed athlete will be performed by the athletic training staff along with the on-site or on-call physician.
- 3) Indiana University Southeast will have a sports medicine-trained physician with experience in the management of concussion either on-site or on-call for all home events. At all times, a physician with experience in the management of concussions will be available for phone consultation. This access applies to **all** sports at Indiana University Southeast.
- 4) Subsequent to suffering a concussion, the athlete is to be monitored for deterioration in the ensuing hours. This is optimally done by roommates, significant others, guardians, and/or family. Written instructions will be provided to help guide this supervision.

In the absence of this support structure, overnight hospitalization will be considered depending on the extent of the injury.

- 5) Subsequent to suffering a concussion, the athlete may necessitate some time away from class or additional time to complete assigned coursework. Academic advisors will be notified promptly once an athlete has suffered a concussion.
- 6) Once a concussion is suspected or diagnosed, the athlete will be evaluated by a physician with experience in the management of concussions *within 48 hours (see clarification below)*. In consultation with the athletic training staff, they will work together to determine the need for additional testing (imaging, neurocognitive testing, and referrals) and outline a plan for a return to play. The final decision for return to play rests with the physician and is unchallengeable.

48 hours will serve as a goal with the understanding that travel may preclude this availability at certain venues. In this case, team physicians will be available by phone to assist the athletic training staff with decisions regarding the need for urgent evaluations.

- 7) The timetable for a return to play will be individualized and dependent on numerous factors. These include, but are not limited to their symptoms, sport, and personal medical history. However, for an athlete to return to play they must meet the following **minimum standards**:
 - a. **The athlete has full resolution of symptoms.**
 - b. **The athlete has undergone an appropriate stepwise return to activity and tolerating exertion without symptoms.**
 - c. **Clearance for return to play resides solely with the team physician and their designate (e.g. athletic training staff).**

As with all conditions, no one clinical factor can be used to either diagnose concussions or determine when return to activities is safe after concussion. Symptoms, clinical evaluation, diagnostic studies and testing such as neurocognitive tests all must be weighed in the decision. Clinical judgment makes the final determination.

- 8) For those athletes who are not improving in an expected fashion or have abnormalities found on imaging or neurocognitive testing, or have suffered multiple concussions, we will utilize specialists from Neurology and Neuropsychology, whose assistance was utilized in developing this policy.

IU Southeast Athletics Pregnancy Policy

We recognize that a student-athlete's pregnancy may be a joyful or a stressful event. The department will respect the student athlete's confidentiality as long as it is medically safe to do so. The department has an obligation to help the athlete achieve their academic goals while protecting the physical and psychological health of the student-athlete.

WHO CAN HELP

Resources at the university are available to assist the athlete with issues concerning pregnancy. Students should be referred to Dr. Michael Day, the university's personal counselor. Counseling appointments with Dr. Day are free and confidential. His office is in US-243B and his phone is 812-941-2244. There are also a number of community organizations that the athlete can be referred to.

TEAM MEMBERSHIP

Federal law provides many legal protections in regard to the student-athlete's continued involvement with the athletic department. As long as the athlete remains in good academic standing in the university and does not voluntarily withdraw from the team, federal law protects her membership on the team. This includes access to services provided to other student-athletes with injuries or temporary disabilities, such as tutoring, medical services related to injuries occurring during athletic participation, rehabilitation services, etc. Federal law also requires the department to grant as much leave as is medically necessary and to reinstate the athlete to active team membership. Before an athlete can return to practice, however, medical clearance must be obtained from the athlete's doctor.

SCHOLARSHIPS

As long as the student-athlete remains in good academic standing and does not voluntarily withdraw from the team, Federal law does not allow the university to cancel or reduce athletic aid in the event of pregnancy, childbirth, conditions related to pregnancy, false pregnancy, termination from pregnancy, recovery from pregnancy, or parental or marital status during the term of the award. If any of the above conditions result in a student being ineligible in the following year but the athlete returns to school in good academic standing and does not voluntarily withdraw from the team, the scholarship shall be renewed for the following year.

IMPACT ON ELIGIBILITY

Under NAIA regulations (Article V, Section E, Item 1), a student-athlete's eligibility is terminated at the completion of the 10th semester in which a student is identified. Per the NAIA By-Laws (Article V Section E, Item 1.a), however, a female student will be granted a two semester, one-time extension of the ten semester rule due to pregnancy. The request for the extension period of time will be processed as an exceptional ruling to a standard rule.

CONTINUED PARTICIPATION WHILE PREGNANT

If an athlete who is pregnant wishes to continue in their sport, the athletic department will create a decision-support team to assist the athlete with issues pertaining to participation. The decision-support team may include the coach, the trainer, the athletic director, the athlete's doctor, a mental health counselor or others as needed. The team will monitor the athlete's health and academic progress, rehabilitation and the athlete's return to the team should the athlete desire to do so.

IU SOUTHEAST ATHLETICS

SUBSTANCE ABUSE EDUCATION AND TESTING POLICIES

IU Southeast Substance Abuse Education and Testing Program Policy:

The IU Southeast Substance Abuse Education and Testing Program is complete. The complete copy of the policy can be obtained from the Head Athletic Trainer or your Head Coach. Please visit http://www.iusathletics.com/d/Training_Room/Drug%20Testing%20Policy.pdf to read the policy in full.

NAIA Drug Education and Testing Policy:

Beginning in 2015-16 academic year, the NAIA is expecting all NAIA student-athletes to begin the drug education component of the National Drug Education program. Testing at NAIA National Championships is expected to begin in 2016-17. Please visit www.naia.org/learn to complete your required substance abuse education from the NAIA Academy. The full drug testing policy is available at www.naia.org

NAIA Banned Drugs:

The NAIA conducts random drug tests at National Championships to ensure safety and fairness of competition. If there is a concern of whether a medication could be banned, the student athlete should consult a member of the athletic medicine staff immediately. A positive drug test could result in loss of eligibility for one calendar year. A list of NAIA banned substances can be found on their website: http://www.naia.org/fls/27900/1NAIA/membership/isb/NAIA_DrugEdTestAdHocExecSumm-DrugList.pdf?DB_OEM_ID=27900

Attention Deficit Hyperactivity Disorder (ADHD) is treated with stimulant medication that may be banned. As with all medications, it should be documented in the student athlete's medical chart.

Nutritional Supplements:

Due to the lack of federal regulation, nutritional supplements are potentially dangerous. With there being no guarantee that what is on the label is actually in the product the student-athlete may be subject to a positive drug test, which could cause them to lose eligibility. For that reason, the IU Southeast Athletic department does not endorse the use of nutritional supplements.

If a student-athlete has a question of whether or not a particular supplement is safe, they can ask a member of the athletic medical staff or access the Resource Exchange Center (REC) for more information free of charge at www.drugfreesport.com/rec/ (Organization: **NAIA** Password: **naialive5**)

Ultimately, the student athlete is responsible for what they put into their body. Ignorance is not an excuse.

NAIA Resource Exchange Center (REC):

Are you taking dietary supplements? Do they list banned ingredients? The REC has the ANSWERS! If a student-athlete has a question of whether or not a particular supplement is safe, they can ask a member of the athletic medical staff or access the Resource Exchange Center (REC) for more information free of charge at www.drugfreesport.com/rec/ (Organization: **NAIA** Password: **naialive5**)

IU SOUTHEAST ATHLETICS ATHLETIC SCHOLARSHIPS – GRANT IN AID POLICY

Any student-athlete receiving an athletic scholarship is required to complete a Grant in Aid Form for the Athletic Director. Any awards granted will be honored by IU Southeast only after a student-athlete has satisfactorily met all institutional and National Association of Intercollegiate Athletics (NAIA) academic requirements and/or admissions standards. Acceptance of such award means that a student-athlete also accepts these provisions and agrees to abide by them.

SUMMARY OF PRINCIPAL TERMS AND CONDITIONS

1. The award must conform to the rules and regulations of Indiana University Southeast and the NAIA.
2. The benefits of the award are effective for the specified time period only as indicated in the Grant in Aid form.
3. Maximum permissible financial aid may not exceed “commonly accepted educational expenses” (as defined in NAIA Manual Constitution).
4. A student-athlete may not receive financial assistance other than that administered by the institution except that financial assistance may be received from anyone upon whom the student-athlete is naturally or legally dependent. (There is a special provision concerning the financial aid awarded on basis of having no relationship whatsoever to the recipient’s athletic ability).
5. When unearned financial aid is awarded to a student and athletic ability is taken into consideration in making the award, such aid combined with other aid the student-athlete may receive during a semester or term, other scholarships, grant-in-aid (including governmental grants for educational purposes) and like sources, may not exceed “commonly accepted educational expenses”. NAIA legislation permits limited exceptions to this requirement, most of which are related to the military service benefits.

INSTITUTIONAL AID MAY NOT BE TERMINATED DURING THE PERIOD OF ITS AWARD:

1. Because of the recipient’s athletic ability or contribution to the team’s success.
2. Because an injury prevents the recipient from participating in athletics.

INSTITUTIONAL AID MAY BE TERMINATED DURING THE PERIOD OF ITS AWARD IF THE RECIPIENT:

1. Does not satisfy Indiana University Southeast’s academic requirements for like scholarships or grants-in-aid. Does not follow regulations and conditions assigned to all players in the specific sport program.
2. Voluntarily renders self academically or otherwise ineligible for intercollegiate athletic competition.
3. Fraudulently misrepresents any information on application, letter-of-intent or tender.
4. Engages in serious misconduct warranting substantial disciplinary penalty by the appropriate institutional representative, committee or agency. (Serious misconduct means conduct of sufficient gravity that if comparable conduct occurred in other departments of the institution, similar substantial disciplinary penalty could properly be imposed. Serious misconduct includes manifest disobedience through violation of institutional regulations or established athletic department policies and rules applicable to all student-athletes).
5. Chooses not to participate or withdraws from the team.

In all cases, awarding and removal of scholarships or grants-in-aid will be in writing.

IU SOUTHEAST ATHLETICS ONLINE SOCIAL NETWORKING POLICY

Posting student-athlete profiles and photographs on Facebook.com and other similar web-based social networks is not prohibited by the IU Southeast Athletic Department. However, student-athletes need to be aware that material posted on their online profile is viewable by athletic department administrators and coaches.

Anything posted to a student-athlete's profile which is a violation of team rules, the IU Student Code of Conduct, or Indiana state law is subject to disciplinary procedures. Student-athletes will be held responsible for the content on their site even if the content has been posted by another individual.

Many student-athletes believe the information posted on "Facebook" and other similar online directories is private. Student-athletes need to understand that many different people can access this information and the information posted to an online profile can be used in a multitude of unintended ways.

Examples:

- The parents of a prospective student-athlete who is considering attending IU Southeast and playing on an athletic team could check the profiles of current athletes on the team to see what their son's or daughter's future teammates are like.
- A potential employer can review a student-athlete's profile before making a hiring decision.
- The media can scrutinize a student-athlete's information.
- Opposing fans can obtain information regarding student-athletes which can then be used to taunt the athlete.
- Information can be used to harass, make threatening phone calls or otherwise "stalk" student-athletes.
- Once a student-athlete posts pictures and makes statements, the student has no control over who views that information and how it is used.

IU Southeast student-athletes must remember that they are ambassadors of Indiana University and are always in the public eye. Student-athletes are strongly encouraged to not post information or pictures online which would embarrass the athlete, their family, team or IU Southeast.

IU SOUTHEAST ATHLETICS HAZING POLICY

Hazing is defined as ANY conduct which subjects another person, whether physically, mentally, emotionally or psychologically, to anything that may endanger abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Student-athletes, managers, coaches or anyone associated with Indiana University or an athletic team may not participate in any form of hazing or initiation.

Policy: The IU Southeast athletic department supports only those activities which are constructive, educational, inspirational, and that contribute to student-athletes' intellectual and personal development. IU Southeast Athletics unequivocally opposes any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment, or ridicule.

1. Hazing is any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student, or that willfully destroys or removes public property for the purpose of initiation or admission into, or affiliation with, or as a condition for continued membership in, any registered student organization.
2. **Prohibited Behaviors:** Actions and activities that may be prohibited under Indiana University's Student Code of Conduct and the IU Southeast Athletic Department Hazing Policy, and may be a violation of Indiana State law, regardless of the person's intention or willingness to participate, include, but are not limited to, the following:
 - Any type of initiation or other activity where there is an expectation of individuals joining a particular team to participate in behavior designed to humiliate, degrade, or abuse them.
 - Brutality of any nature, outside the realm of normal practice and competition
 - a. this includes: whipping, beating, branding, forced calisthenics, exposure to the elements
 - Forcing, requiring, or pressuring an individual to consume alcoholic beverages.
 - Forcing, requiring, or pressuring an individual to consume any food, drug, or other substance
 - Forcing, requiring, or pressuring an individual to tattoo, pierce, or shave any part of the body, including hair on the head.
 - Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, publicly indecent, contrary to generally accepted societal norms and/or beliefs (e.g. public profanity, indecent or lewd conduct or sexual gestures in public.)
 - Any activity or action that creates risk to the health, safety, or property of the University or other members of its community.
 - Forcing or requiring calisthenics, such as push-ups, sit-ups, and runs in a situation or setting not related to team training/supervised by the coaches.
 - Assigning or endorsing pranks such as stealing from or harassing another organization.
 - Awakening or disturbing individuals during normal sleeping hours.
 - Expecting or pressuring individuals to participate in an activity in which the full membership is not willing to participate.
 - Physical abuse of any kind.

- Forcing, encouraging, or pressuring someone to wear in public apparel which is conspicuous and not within the norm of what is considered to be in good taste.
- Engaging in public stunts and buffoonery.
- Nudity at any time or forced reading, listening, or viewing of pornographic material.
- Paddling, beating, or otherwise permitting a member to hit other members.
- Having substances such as eggs, mud, paint, and honey thrown at, poured on, or otherwise applied to the body of a member.
- Morally degrading/humiliating games or other activities that make a member the object of amusement, ridicule or intimidation.
- Subjecting a member to cruel and unusual psychological conditions.

Any activity of this nature is strictly prohibited and allegations will be thoroughly investigated by the Vice Chancellor for Enrollment Management and Student-Affairs with the assistance of the Dean of Students.

There is an easy four step test to determine if an activity could be considered hazing:

1. If this activity was filmed, would I show the video to my parents?
2. If this activity was filmed, would I have the video published on the Internet?
3. If this activity was filmed, would I show this to a prospective student-athlete?
4. If this activity was filmed, would I show this video to the District Attorney or a lawyer?
 - If you answer NO to any of these questions, then the activity could be considered hazing and you should NOT engage in the activity.

Student-athletes should report any hazing-related concerns immediately to the Athletic Director or Vice Chancellor for Enrollment Management and Student Affairs.

The campus' complete brochure on hazing may be accessed at:

<http://www.ius.edu/campuslife/pdf/hazingbrochure.pdf>

IU SOUTHEAST ATHLETICS UNIFORM AND EQUIPMENT RETURN

All uniforms, equipment and gear must be returned to the head coach at the end of a season or at any time a student-athlete leaves a team for any reason. Any equipment that is not returned in a timely manner will be assessed and charged to the student's bursar account. A hold of the student's record will remain until the fees are paid or the equipment is returned to the athletic department.

IU SOUTHEAST ATHLETICS TITLE IX

The IU Southeast Athletic Department strives to be in compliance with Title IX. This is the portion of the Education Amendments of 1972 that prohibit discrimination in educational institutions that receive any federal funds. In particular, Title IX requires gender equity in the athletic programs of schools receiving dollars from federal sources.

If you feel that IU Southeast is not in compliance with the application of Title IX, you are encouraged to discuss your concern. You should:

- 1) Schedule an appointment to discuss your concern with the Athletic Director. Title IX is a complex set of regulations. The Athletic Director will discuss your concern and explain the applicable regulations. If, after meeting with the Athletic Director, you are not satisfied with the result you should pursue a formal appeal. You will receive a letter from the Athletic Director that summarizes the concerns brought out in the meeting and the IU Southeast Athletic departmental response.
- 2) After receiving the letter, you should contact the Office of Equity and Diversity to file a formal complaint. You should attach the departmental response and you may also include any additional documentation you have.

IU SOUTHEAST ATHLETICS EQUAL OPPORTUNITY POLICY

Equal Opportunity

Indiana University Southeast is committed to equal opportunity. The university will not exclude any person from participation in its programs or activities on the basis of race, age, color, disability, ethnicity, sex or gender, marital status, national origin, religion, sexual orientation, or veteran status.

Harassment

Indiana University Southeast does not tolerate harassment that targets an individual based upon race, color, religion, national origin, ethnicity, sex or gender, age, sexual orientation, marital status or veteran status. Students who believe that have been harassed are encouraged to report such incidents to one or more of the following:

Your Coach

The Athletic Director
Joe Glover
Activities Building 100D
812.941.2028
www.iusathletics.com

The Office of Enrollment Management and Student Affairs
VC Jason Meriwether
University Center South 155
812.941.2427
www.ius.edu/studentaffairs/

The Office of Equity and Diversity
Darlene Young
University Center South 231
812.941.2306
<http://www.ius.edu/EqDiv/>

Disabled Students

The university provides reasonable accommodations and services to qualified students with disabilities. The services are provided based on the individual student's need and academic requirements. Students who wish to request assistance with a disability should contact the Office of Disability Services (812) 941-2243.

Religion

Indiana University Southeast respects the right of all students to observe their religious holidays and practices and will, upon request, make reasonable accommodations. Students wanting accommodations should contact their coach as soon as possible to discuss arrangements.

IU SOUTHEAST ATHLETICS TOBACCO-FREE CAMPUS

IU Southeast is Tobacco-Free:

In order to foster a safe and healthy learning environment, IU Southeast is proud to be tobacco-free since August 1, 2007. This is in accordance with a university-wide mandate from the Indiana University Board of Trustees.

All IU campuses are tobacco free environments.

Indiana University has determined that all campuses will be smoke-free in order to promote the health and well-being of employees, students, and constituents. All of the IU campuses are already smoke-free as well as all medical facilities of the Clarian Health Partners system. Further, several major hospitals and communities in our region have also developed smoke-free policies or are moving in that direction. This campus policy is in response to the University-wide policy requirement as well as the overall desire to provide a healthier work and learning environment for our campus community.

Campus Policy:

- The use or sale of tobacco or tobacco products is prohibited on university-owned, -operated, -or leased property.

- The use or sale of tobacco or tobacco products is prohibited in university-owned, -leased, -or operated vehicles.

- The use of tobacco or tobacco products in personal vehicles is allowable.

Enforcement of this policy will depend upon all members of the campus community to comply with and encourage others to comply with this policy in order to ensure a healthy environment to work, study, and live.

Violations of the policy will be handled through existing processes already in place for students, faculty, and staff. This policy will be incorporated into the IU Southeast Faculty Manual and Staff Handbook. Student violations will be processed under the Student Code of Conduct.

Smoking cessation programs will be offered to all employees and students at little or no cost to the participants. Continuation of the cessation programs will be evaluated annually to determine if these programs should be continued based on interest and participation.

Most Valuable Links:

- The IU Southeast Tobacco-Free Policy:
<http://www.tobaccofree.ius.edu/tobaccofreepolicy.cfm>

- Tipsheet: Tobacco in Indiana:
<http://newsinfo.iu.edu/tips/page/normal/4609.html>

- Tobacco-Free IU Southeast Site Index:
<http://www.tobaccofree.ius.edu/siteindex.cfm>

IU SOUTHEAST ATHLETICS TRANSFER RELEASE POLICY

NAIA residency requirements govern how soon a transfer student can play and depend on whether you're transferring from a four-year or two-year college.

If you participated in an intercollegiate contest in your sport at a **four-year school**, you must wait 16 weeks before participating in that sport unless you:

- Have a written release from the athletic department at the immediately previous four-year college
- Have a minimum 2.0 GPA from all previous institutions combined
- Meet all additional academic requirements and any conference-specific requirements for transfers

A student transferring from a **two-year** school has no residency requirement. If, however, you have participated at four-year college prior to attending a two-year school, you must have a written release from the athletic department of the four-year institution.

A current IU Southeast student-athlete who has participated in competition but wishes to transfer to another institution must follow the procedures outlined below:

1. Meet in-person with the head coach of his or her respective sport(s) to discuss the reasons behind wanting to leave the program prior to June 1;
2. After meeting with the head coach, if the student still wishes to transfer then the student must notify the athletic director in writing with supporting rationale leading to their request;
3. The student-athlete must then request that his or her new institution send a transfer release form to the IU Southeast athletic director for consideration;
4. The IU Southeast athletic director will use the written student statement and information from the coaching staff when making the final decision.

The athletic director at IU Southeast will have the final decision on the student-athlete transfer waiver per NAIA bylaws.

Please note that IU Southeast will not provide a blanket release letter for any student-athlete. Students wishing to transfer must have the institution(s) to which they intend to enroll provide IU Southeast with a transfer release form for consideration and completion.

All transfer releases for the following school year must be requested in writing prior to June 1. Failing to follow the process as outlined above prior to June 1 will greatly increase the chances of a waiver not being approved. It shall be departmental precedent to deny a release to the NAIA's transfer residency requirement if a transfer is requested after the June 1 deadline for the following academic year.

Effective: 8/25/12

NAIA ELIGIBILITY REQUIREMENTS

As a member of the NAIA and the KIAC, to be eligible to represent IU Southeast in any intercollegiate game, match, scrimmage, the student-athlete must meet the following guidelines:

1. **YOU MUST**, if an entering freshman*, meet two of three entry level requirements: *An entering freshman is defined as a student who, upon becoming identified with an NAIA institution, has not been previously identified with an institution of higher learning for two semesters or three quarters (or equivalent).

- (a) Achieve a minimum score of 18 on the ACT or 860 on the SAT. Tests must be taken on a national testing date (residual tests are not acceptable). Scores must be achieved on a single test. The ACT/SAT test must be taken on a national testing date and certified to the institution prior to the beginning of the term in which the student initially participates.
- (b) Achieve a minimum overall high school grade point average of 2.000 on a 4.000 scale.
- (c) Graduate in the top half of your high school graduating class.

2. **YOU MUST** be making normal progress toward a recognized baccalaureate degree and maintain the grade points required to remain a student in good academic standing, as defined by the institution you are attending.

3. **YOU MUST** be enrolled in a minimum of 12 institutionally-approved or required credit hours at the time of participation. Should participation take place between terms, you must have been identified with the institution the term immediately preceding the date of participation.

4. **YOU MUST**, if a second-term freshman, have accumulated a minimum total of nine institutional or required credit hours **BEFORE** identification for the second term of attendance.

5. **YOU MUST** have accumulated a minimum of twenty-four (24) institutional or required credit hours the two immediately previous terms of attendance. Up to 12 institutional credit hours earned during the summer and/or non-term may be applied to meet the 24-hour rule, provided such credit is earned **AFTER** one of the two immediately previous terms of attendance.

6. **YOU MAY NOT** count repeat courses previously passed (D- or better) in ANY term toward the 24 credit-hour rule. In certain instances repeat courses may count toward the 12 hour enrollment rule; PLEASE see your athletic director for more specific information if you are going to repeat **ANY** course.

7. **YOU MUST**, if a transfer student from a four-year institution, have eligibility remaining at the institution from which you are transferring to be eligible for further intercollegiate competition.

8. **YOU MUST**, if a transfer student having ever participated in intercollegiate athletics at a four-year institution, serve a 16 consecutive calendar weeks (112 calendar days) residency period, not including summer sessions, at the transferred institution before becoming eligible for intercollegiate competition in any sport in which you participated while attending the previous four-year institution. An exception to the 16 calendar-weeks residency period will be granted for certain circumstances, please see your athletic director for more specific information.

9. **YOU MUST**, as a transfer student have not been suspended (or its equivalent) for failure to meet institutional academic requirements and/or disciplinary reasons from any institution of higher learning. Students who have been suspended for these reasons must serve a residency period of two full semesters at the NAIA institution or until the suspension period at the suspending institution has been terminated, whichever is shorter.

NAIA Eligibility At-A-Glance

You Must...

- As a freshman, meet the NAIA freshman eligibility requirements and get cleared through www.playnaia.org
- Always be registered for at least 12 credit hours during the fall and spring
- Pass 24 hours in the past two semesters plus summer.
- Watch for repeats and check with the AD before retaking any class that you did not receive an "F" in previously.
- Maintain a cumulative GPA of 2.0 or better beginning as a junior (academically or athletically).
- To participate in a second season of competition, you must have accumulated 24 credit hours.
- To participate in a third season of competition, you must have accumulated 48 credit hours.
- To participate in a fourth season of competition, you must have accumulated 72 credit hours.

10. **YOU MUST** be within your first 10 semesters of attendance as a regularly enrolled student. A term of attendance is any semester, trimester or quarter in which you enroll for nine or more institutional credit hours and attend any class. (Summer sessions are not included, but night school, extension or correspondence courses are applicable to this ruling.)
11. **YOU MUST**, upon reaching junior academic standing as defined by the institution, have a cumulative grade point average of at least 2.000 on a 4.000 scale as certified by the institutional registrar.
12. **YOU MUST**, to participate the second season in a sport, have accumulated at least 24 semester institutional credit hours.
13. **YOU MUST**, to participate the third season in a sport, have accumulated at least 48 semester institutional credit hours.
14. **YOU MUST**, to participate the fourth season in a sport, have accumulated at least 72 semester institutional credit hours. These hours must include at least 48 semester hours in general education and/or your major field of study.
15. **YOU MAY NOT** participate for more than four seasons in any one sport. A season of competition is defined as participation in one or more intercollegiate contests, whether as a freshman, junior varsity or varsity participant, or in any other athletic competition in which the institution, as such, is represented during a sport season.
16. Should you participate for two different institutions in the same sport, in the same academic year (example - basketball or fall golf at a junior college and then transfer to an NAIA school and participate in basketball or spring golf), you shall be charged with a second season of competition in that sport unless you earned an associate degree at a junior college in the term immediately preceding the transfer.
17. **YOU MUST** be an amateur, as defined by the NAIA, in the sport(s) in which you participate. See your athletics director or faculty athletic representative for all amateur regulations as printed in the NAIA Bylaws.
18. **YOU MUST**, to participate in the third and/or fourth season in a sport, have and maintain a total cumulative grade point average of at least 2.000 on a 4.000 scale.

NAIA Eligibility Center:

The NAIA Eligibility Center will begin receiving registrations September 1, 2010 for any student who is interested in playing NAIA sports for the first time in 2011-12 or thereafter.

Every student interested in playing NAIA sports for the first time in 2011-12 or any year after that needs to register and be certified by the NAIA Eligibility Center. This applies to: high school seniors, transfers from two-year colleges and transfers from four-year colleges.

Students can register and get more information at <http://www.playnaia.org/>

Please print our NAIA Eligibility Center Information Guide: <http://www.iusathletics.com/d/AthleticsPlayNAIA.pdf>

Questions?

Please call the IU Southeast Athletic Department at 812-941-2432 or email the NAIA Eligibility Center at ecinfo@naia.org

NAIA CHAMPIONS OF CHARACTER

NAIA Champions of Character:

Being a Champion of Character is a choice.

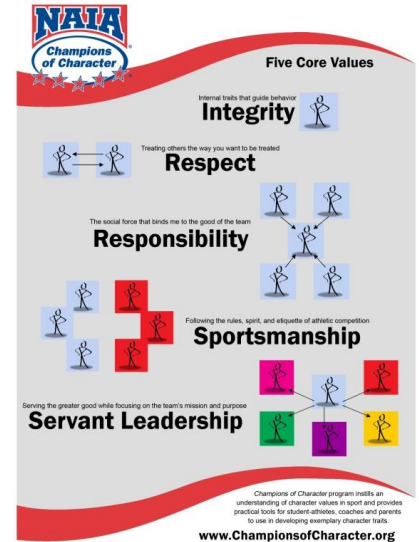
Show respect to the game, your coach and the officials.

Show responsibility to your school work, teammates, family, and yourself.

Show integrity by being honest and following the rules.

Show servant leadership by putting the team first in all decisions.

Show sportsmanship by reacting correctly even when others do not.



Athletes and Coaches:

The Champions of Character core values are discussed at a team meeting held at the start of each season. The NAIA Champions of Character cards are passed out at that meeting. All coaches complete the Champions of Character on-line training course as required by the NAIA. Athletes are encouraged to participate in events on and off campus that help others.

Team:

Each team will be asked to complete at least one Champions of Character project each year. Student-athletes should contact their head coach with any new ideas about how they can get involved.

Department:

An annual Champions of Character award is presented to the athlete that best exhibits the five core values. Every opportunity is taken to discuss the Champions of Character five core values. Examples of this include having a discussion of the values at sports camps. The pregame announcement is read at the start of athletic events. A department-wide free clinic is being planned for elementary students where the Champions of Character program will be predominantly featured. The Champions of Character report is filed annually and the Champions of Character Scorecard is maintained.

Nutrition Tips for Elite Athletes

Nutrition is a vital piece for optimizing a student athlete's performance. Proper fueling before and during competition can give you that competitive advantage needed to succeed. Learning how to fuel your body correctly before and after workouts and throughout the day will enhance your body's ability to recover from training and maximize your physical development.

A student-athlete's schedule can be very busy between practices, classes, and schoolwork so it can be challenging to figure out when and what to eat. Having a plan is crucial.

EVERY student-athlete NEEDS to eat breakfast daily.

****ALWAYS** have a snack and water bottle with you to avoid getting dehydrated and going long hours without eating, which will absolutely affect your performance and energy level******

You have to ask yourself "are you willing to do whatever it takes to be the best" and if you are, you have to take what you are putting into your body seriously! There is a lot of research that shows what you put into your body will give you an advantage over the rest. You are here at IU Southeast because we know you are a gifted athlete, now you have to motivate yourself to train hard and ensure you are getting the proper fuel to maximize your performance.

- Make sure you pack snacks and have your water bottle ready to take with you in the morning every day!
- Make SMART choices when selecting your meals and snacks....ask yourself "Am I putting high performance fuel into my body?" Most often you need to be saying YES to that question. (Your body is a machine and will work at it's very best with the right kind of fuel) Treat is well!!!
- Think color when you are putting your meals together! Try to eat a variety of fruits and veggies with lean protein, complex carb and healthy fats. (ex. Grilled chicken breast, pasta, broccoli lightly sautéed in olive oil and some mixed berries)
- Recovery!! One of the most important aspects about becoming a better more efficient athlete is recovery! (There is only a 30 minute window to recover your muscles and replace glycogen stores, you need to make sure you are getting some carbs and protein after your training) ex. Chocolate milk, muscle milk are two great options.

Sleep! So what does sleep deprivation do to your game?

Decreased energy. Sleep deprivation reduces your body's ability to store glycogen -- energy that you need during endurance events.

Worse decision making and reflexes. Studies have shown that athletes who don't get enough sleep are worse at making split-second decisions and less accurate.

Hormone changes. Not getting enough sleep can increase levels of cortisol, a stress hormone that can slow down healing, increase the risk of injuries, and worsen memory. It also lowers levels of growth hormone that helps repair the body.

EMERGENCY CONTACTS

On Campus Emergency

(812) 941-2400

Off Campus Emergency

911

Bad Weather Hotline

(812) 941-2567

Anonymous Tip Line

(812) 948-0684

Personal Counseling Services

(812) 941-2244

Floyd Memorial Hospital

(812) 944-7701

Indiana Poison Center

(800) 222-1222

Center for Women and Families Crisis Line

(812) 944-6743

Indiana University Police Department (IUPD)

Responds to incidents on campus

For help, dial 2400 from any campus phone or call 812-941-2400

New Albany Police Department

Responds to incidents in the city of New Albany

For help, call 812-948-5300 or dial 911

Floyd County Sheriff's Office

Responds to incidents in Floyd County outside the city

For help, call 812-948-5400 or dial 911