

South Arkansas Community College



Student-Athlete Handbook

2019-2020

NOTICE OF NONDISCRIMINATION STATEMENT

South Arkansas Community College is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA compliant institution for education and employment programs and services. All qualified applicants will receive equal consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

ATHLETIC CONTACT INFORMATION

Vice President for Student Services VPSS/Athletic Director (AD)	Dr. Derek Moore	870-875-7262	dmoore@southark.edu
Men's Basketball	Nate Davis	870-875-7237	ndavis@southark.edu
Women's Basketball	Nate Davis	870-875-7237	ndavis@southark.edu

DEPARTMENT CONTACT INFORMATION

Vice President for Academic Affairs	870-864-7127
Admissions/Registrar	870-864-7195 admissions@southark.edu
Bookstore	870-864-7163 bookstore@southark.edu
Business Office	870-864-7105
Public Safety	870-866-9208 West Campus 870-310-5788 East Campus
Financial Aid	870-864-7133 finaid@southark.edu
Counseling	870-875-7235 counseling@southark.edu
Title IX Office	870-875-7235 TitleIXCoordinator@southark.edu
Disability Support Services	870-875-7235 disabilitysupport@southark.edu
Learning Center	870-864-7196 tutoring@southark.edu

Testing Center	870-864-7196 testing@southark.edu
Advising	870-864-8458 kreaves@southark.edu

South Arkansas Community College is accredited by the Higher Learning Commission (<https://www.hlcommission.org/>), a regional accreditation agency recognized by the U.S. Department of Education.

ANNUAL TEAM MEETING

Each team’s coach shall hold an annual team meeting with their respective teams at the beginning of each season. The coaches shall be required to verbally review the team rules with team members at the meeting. Attendance at this meeting shall be mandatory. Each team member shall receive a written copy of the team rules and sign a statement acknowledging receipt. The team rules shall include the requirements contained in this Student-Athlete Conduct Handbook.

ATHLETIC VISION, MISSION, & GOALS

Athletic Mission Statement

It is the mission of the Athletic Department to promote and regulate athletics as an integral part of the educational process of South Arkansas Community College, in an environment that supports gender equity and culturally diverse opportunities consistent with the educational goals of South Arkansas Community College.

Athletic Vision Statement

The Athletic Department will contribute to the overall development and well-being of the student-athlete; support ethical conduct; and encourage the pursuit of academics, athletics and personal excellence.

Athletic Goals

1. To educate and prepare student-athletes for life-long achievement and success.
2. To support effective institutional management and integrity in intercollegiate athletics through compliance with, and enforcement of, standards of fair play and appropriate conduct for student-athletes and institutional representatives.
3. To create and support an inclusive culture that fosters equitable participation for student-athletes.
4. To promote the recruitment, retention, and graduation of student-athletes.
5. To be competitive on the field annually in NJCAA Region II Conference and post-season play.
6. To be successful in the classroom annually and compete for NJCAA Academic Awards.
7. Participate annually in campus and/or community service.

CONSUMER INFORMATION FOR STUDENT-ATHLETES

South Arkansas Community College has a hard copy of the Equity in Athletics Disclosure Act (EADA) available in the Athletic Director’s office in the Student Services Division. South Arkansas Community College will provide the report promptly to anyone who requests the information. An updated EADA Report will be posted by October 15th each year.

STUDENT-ATHLETE CODE OF CONDUCT

Once a student is accorded the status of a varsity athlete, he or she is expected to act in accordance with this code of conduct until the completion of eligibility, including semester and summer breaks or until the student-athlete is no longer receiving athletically-related financial assistance (including post eligibility and student-athletes medically unable to participate.) All students, regardless of membership on an athletic team or student organization, are responsible for following South Arkansas Community College's Code of Conduct, located within the **Student Handbook** as well as the **Sexual Misconduct Policy**. Student-athletes are held to a high standard and will be held to the most restrictive rules, if rules should ever conflict. If ever in doubt, student-athletes should speak with the head coach.

It is a privilege and not a right to be a student-athlete at South Arkansas Community College. On and off-campus and in cyberspace communities, every student-athlete is expected to conduct himself or herself in a manner that exhibits honor and respect to a team, department, the college and surrounding community for the duration of his or her tenure as a student-athlete. As a student-athlete at South Arkansas Community College, athletes are expected to conform to all federal, state, and local laws, as well as College regulations regarding academics and student code of conduct. Students penalized for violating public laws are not exempt from further discipline by College authorities, if the actions in question also violate College rules. **The Athletic Department reserves the right to implement sanctions in addition to the overarching student conduct process.**

Violations of College policies and procedures, as set forth in the Student Handbook, will be reported by coaches to the Office of Vice President for Student Services for possible institutional disciplinary action. The Office of Vice President for Student Services, in turn, will also notify the appropriate coach of any violation involving a student-athlete. Violations that could lead to expulsion will always involve a representative from Student Services. Violations related to sexual misconduct will be investigated exclusively by the Title IX Office under the direction of the Title IX Coordinator. It is expected that student-athletes will not put themselves in situations in which guilt or misconduct may be implied.

South Arkansas Community College expects its student-athletes to demonstrate academic integrity and accomplishment, to train and strive for their highest degree of athletic excellence and sportsmanship, and to conduct themselves responsibly as members of the campus and larger community. **Every student-athlete is required to report his or her violations of this Code of Conduct to his or her Head Coach and/or Athletic Director (AD) within 24 hours of such violation. This obligation is in effect year-round, including semester and summer breaks.**

The Head Coach reserves the right to set policies that dictate acceptable team dress and conduct by student-athletes. These rules and regulations will cover appearance, practice, classroom attendance, academic responsibility, punctuality, and dress code of student-athletes on team trips as well as general standards of behavior. The head coach will determine the attire for all games. Generally, male players can wear either 1) team warm-ups to away games; and 2) button-down collared shirt, khakis/dress pants, and belt and dress shoes to home games. Ties are not required. Female players can wear a dress or a skirt, dress pants with a belt and a dress shirt or blouse, and dress shoes to home games and team warm-ups to away games. Shirts are not required to be tucked. No hats, jeans, or torn clothing will be permitted. Athletic shoes can be worn with team warm-ups only.

See the **Student Handbook** for the dress code outside of game time. Keep in mind that sagging, showing undergarments, or excessive amounts of skin are never permitted. Head attire and clothing meant for bedtime wear are not permitted such as durags, rollers, bonnets, and pajamas.

Use of offensive, obscene, and/or abusive words or symbols on clothing is not permitted. This includes the use of

emblems, insignias, badges, or other symbols or lewd or vulgar words where the effect is offensive to a reasonable person or otherwise causes disruption or interference with the orderly operations of the college. The VPSS shall determine if the particular mode of dress results in disruptions or interference.

ETHICAL CONDUCT

It is of utmost importance that personal conduct displays sound moral and ethical judgment. Athletes must be aware of the image they are creating. Participation in intercollegiate athletics is a privilege that creates the responsibility of making sound decisions. Student-athletes at South Arkansas Community College are expected to uphold high standards of integrity and behavior. Student-athletes are expected to act with propriety, to respect the rights of others and abide by all rules of South Arkansas Community College and the NJCAA. Failure to do so may result in suspension or expulsion from the team as well as the College.

SPORTSMANSHIP

Student-Athletes representing South Arkansas Community College are expected to have high standards for sportsmanship. Sportsmanship shall be defined in accordance with the standards of the NJCAA, Region 2. In general, a sportsperson is one who can take a loss or defeat without complaint, a victory without gloating, and who treats opponents with fairness, generosity, and courtesy. Sportsmanship is respect for oneself, teammates, coaches, officials, opponents, and property. Sportsmanship also requires maintaining self-control and refusing to be drawn into or encourage physical conflict not otherwise required by proper execution of the sport. All student-athletes are obligated to represent themselves, the team, the Athletic Department, the College, their families, and their communities, with the highest level of sportsmanship.

Unacceptable forms of behavior include but are not limited to:

1. Fighting
2. Taunting
3. Inappropriate celebration
4. Disrespectful attitude toward opponents, spectators, officials, tournament administrators
5. Use of profane and vulgar language

PROHIBITED CONDUCT

Prohibited conduct includes violation of any of the standards established by the NJCAA, Region 2 and the Arkansas Athletic Conference, and the South Arkansas Community College Athletic Department. By way of illustration, and without limitation of those prohibitions, student-athletes must not violate any of the policies listed in the Student Code of Conduct of the South Arkansas Community College [Student Handbook](#) and policies described below:

- A. *Academic Dishonesty*: The Athletic Department will not tolerate acts of academic misconduct which includes, but is not limited to: cheating, falsification/fabrication, tampering, plagiarism, facilitating academic misconduct, multiple submissions, and other academic misconduct.
- B. *Alcohol*: Prohibited acts include:
 1. Possessing or consuming alcohol on campus or during school-sponsored activities on or off-campus
 2. Possessing or consuming alcohol if under the age of 21
 3. Operating a motor vehicle while under the influence of alcohol or other drugs
 4. Misrepresenting one's age for the purpose of purchasing, possessing, or consuming alcohol
 5. Purchasing, furnishing, or serving alcohol to or for an underage person
 6. Public intoxication
- C. *Other Drugs*: Prohibited acts include:
 1. Possessing or using illegal substances, as defined by law
 2. Lawful possession or use of controlled substances as defined by law
 3. Possessing or using performance-enhancing drugs

4. Distributing, selling, or possessing with the intent to distribute illegal or controlled substances, as defined by law

- D. **Hazing:** Hazing in connection with membership or participation in College athletic team activities is strictly prohibited. This includes but is not limited to: 1. Physical brutality, 2. Sleep deprivation, 3. Forced (involuntary) confinement, 4. Forced conduct that is contrary to an individual's normal nature, 5. Any activity designed to bring extreme embarrassment to the individual, 6. Any other activity that can adversely affect the physical, mental, or emotional health of an individual.

Any student engaged in hazing may be subject to disciplinary action by the College, regardless of any claimed consent or assumption of the risk by the victim. Report any hazing incidents to the Head Coach or the AD immediately.

- E. **Social Media:** As members of the South Arkansas Community College Athletic Department, student-athletes represent the college and are subject to public scrutiny. While social networking on websites such as Facebook, Instagram, Snap Chat, and Twitter are a way to communicate, express oneself, and connect with others, student-athletes must understand that the information and pictures they post, or others post about them, may adversely impact an athlete's personal safety, impugn personal or institutional character, violate NJCAA, conference, or college policy, or undermine their career after college.

Student-athletes at South Arkansas Community College will be held responsible for any social networking conduct that compromises the reputation and/or integrity of their team, teammates, the college or its staff, and for any social networking conduct that violates federal, state or local laws, NJCAA or conference rules, college policy, Athletic Department standards or philosophy, or team rules. Such conduct may result in college discipline, team suspension, and permanent removal from the team, or non-renewal of scholarship.

Inappropriate conduct on social networking websites includes, but is not limited to, comments, depictions, or presentations of the following: hazing; use of alcohol or drugs; defamatory comments disrespecting anyone; partial or total nudity; sexual conduct; sexual misconduct; possession of a weapon or obscene gestures.

Exercise extreme caution in using social networking websites. Before posting anything on a social networking website, understand that anything posted online is available to anyone in the world and that college coaches or staff may monitor the website.

- F. **Violence:** South Arkansas Community College is committed to creating and maintaining a community in which its members are free from all forms of harassment, exploitation, intimidation, and violence. Student-athletes are prohibited from engaging in violent acts including assault on a person or property, hate crimes, hazing, stalking, sexual violence, or any other conduct prohibited by College policy or law.
- G. **Sexual Misconduct:** The Athletic Department will not tolerate nor condone any form of sexual misconduct, whether physical, mental or emotional in nature. This includes actions that are demeaning and includes, but is not limited to, rape (whether the victim does or does not know the aggressor and includes "date rape", "acquaintance rapes", and "gang rape"), sexual assault and all forms of sexual harassment, dating violence, stalking, and domestic violence. **See the Sexual Misconduct Policy.**
- H. **Disrespect:** At all times, student-athletes are required to conduct themselves in a manner respectful of themselves and others. Student-athletes are to refrain from disrespectful conduct such as unsportsmanlike conduct; profane, abusive, demeaning, harassing, threatening, or obscene expression; or deliberate damage to equipment or other property. Disrespectful conduct will be reviewed by the Head Coach and AD and may result in disciplinary action.
- I. **Poor Sportsmanship:** Student-athletes are held accountable to a high standard of ethical conduct in all activities affecting the athletics program, whether as a participant or as a spectator. "Unsportsmanlike"

conduct will be reviewed by the AD and may result in disciplinary action.

- J. *Gambling and Bribery*: Student-athletes shall not knowingly: 1) provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition, 2) solicit a bet on any intercollegiate team, 3) accept a bet on any team representing the institution, 4) solicit or accept a bet on any intercollegiate competition for any item that has tangible value (e.g. cash, clothing, equipment, meals) and/or 5) participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling.
- K. *Unexcused Class Absences and Poor Academic Performance*: Student-athletes are expected to attend class regularly and punctually, and to fulfill course load and academic performance requirements. Failure to meet such obligations may affect eligibility to participate, scholarship eligibility and academic standing.
- L. *Failure to Meet Team Obligations*: Student-athletes must complete study hall requirements, arrive promptly for team practices, meetings, and departure for away games and other team events, attend team functions, and otherwise fulfill their responsibilities as team members. Absences must be excused in advance by the Head Coach unless an unforeseeable emergency arises.

DISCIPLINARY PROCESS AND SANCTIONS

The Department of Athletics disciplinary process is independent of and supplemental to the College Student Code of Conduct policies and procedures and appeals process. **The only exception to this rule involves sexual misconduct and violations that may lead to expulsion.** Sanctions levied by the Athletics Department may occur over and above those levied by Student Services or Academic Affairs. Sanctions will vary depending on the type and circumstances of the violation.

When the Athletic Department becomes aware of an alleged act of misconduct, the VPSS/AD or his/her designee will take reasonable steps to verify the validity, reliability, and accuracy of the report. These steps may include interviews of students and employees, or other persons having knowledge of relevant facts; examination of documents; and other steps necessary for the VPSS/AD to determine the merits of the report. A meeting with the student-athlete will ordinarily occur before any athletic discipline is imposed; however, in extenuating circumstances, the VPSS/AD may suspend the student-athlete from athletic participation before the meeting. Determination of responsibility will be based on a preponderance of evidence and information available. A first-time offense may be serious enough to warrant any of the possible sanctions listed below. A student-athlete's refusal to participate and cooperate in an Athletic Department or NJCAA investigation of a possible violation of this Code of Conduct or NJCAA rules may itself constitute a basis for disciplinary action.

Possible Sanctions Include but are not limited to:

1. Warning – the issuance of a written warning;
2. Probation – Special status with conditions imposed for a limited time;
3. Community Service-required service within the college or surrounding community above service hours normally required of all athletes;
4. Referral to educational or mental health counseling and adherence to all recommendations;
5. Restitution – i.e. Payment for damaged property
6. Suspension – Removal of a student-athlete from all athletic department activities for a limited period of time;
8. Expulsion – Permanent removal from a team and/or department activities;
9. Withdrawal of Financial Aid – Termination of athletically related financial aid as allowable by NJCAA Regulations.

Possible sanctions for team violations include but are not limited to:

1. Team Probation
2. Team Community Service
3. Cancellations of Contests
4. Cancellation of Season

Violation of Criminal Law

When a student-athlete has engaged in conduct alleged to be in violation of criminal law, immediately upon receipt of notice of such possible violation, the Head Coach must report the information to the VPSS/AD. Student-athletes arrested for or charged with violating a criminal law will be immediately suspended from practice and competition. Within 48 hours of notice of a suspension, the student-athlete's coach or designee shall review the suspension and recommend to the VPSS/AD whether the suspension should continue. Within 10 days of notice of suspension, the student-athlete shall be afforded the opportunity to present his or her position before the VPSS/AD. Based on available information, the VPSS/AD may, at any time prior to a finding or plea of guilty to a criminal charge, lift or modify the athletic suspension.

If the student-athlete is found guilty of the felony charge, such student-athlete shall be barred permanently from participation in intercollegiate athletics. A student-athlete suspended from participation as a result of a criminal charge shall not be prohibited from receiving athletic grant-in-aid during the pendency of such criminal charge. Upon a plea of guilty or a finding of guilt in a felony case, the College shall immediately determine whether the student-athletes grant-in-aid shall continue in conjunction with the College President. This policy is applicable to all renewals of current athletic aid commitments and to all subsequently awarded athletic financial aid.

Appeals

A student-athlete who is subject to season-long suspension or expulsion from athletic team participation, or whose athletic grant-in-aid would be affected by a sanction imposed by the VPSS/AD, may request an appeal from these sanctions. The appeal must be made in writing to the VPSS/AD within five (5) working days of the student-athlete's receipt of the notice of sanctions. The appeal letter must explain the grounds for appeal which can only be one or more of the following: New information not available during the original investigation becomes available, due process issue (written procedures were not followed), abuse of discretion (a claim that the sanction(s) imposed was not appropriate for the violation of the student conduct policy for which the student is being held responsible).

Upon receipt of the request for appeal, the Student Services Committee will assemble no less than five but no later than 15 business days from the date the student is notified of the original findings. The Committee will conduct its investigation by hearing details of the case from the VPSS/AD, the student-athlete's Head Coach, and the student-athlete. The student-athlete will be given the opportunity to make an oral and written statement about the circumstances and why he or she feels reinstatement is warranted. Written documentation from the investigation, the verbatim record if available, will be reviewed. Upon the conclusion of the appeals process, the Student Conduct Committee will meet privately to discuss the case.

The Student Services Committee will notify the student, the VPSS, and the head coach in writing within five (5) business days of the decision. If the finding is upheld, but sanctions are changed, the Student Services Committee may not impose more severe sanctions but may only affirm the sanction or reduce it.

If the appeal concerns due process or new evidence, the appeal body may send the matter back to the VPSS for reexamination.

If the appeal body concludes that the case is ineligible for appeal or that no changes will occur, the matter will then become final and will not be subject to further appeal or review.

Internal Student Complaint Processes

1. Any student-athlete with a conflict, grievance or complaint with a teammate, coach or staff member should first attempt to resolve the conflict with the persons involved.
2. If the student-athlete is not able to resolve the complaint independently or does not think he/she can do so, the grievance can be filed electronically [here](#). The complaint will be routed to the VPSS/AD and reviewed jointly with the head coach. Informal review will commence under the direction of the VPSS/AD and Head Coach.
3. If a grievance is filed against the VPSS/AD, a person designated by the President will handle the grievance process, through the South Arkansas Community College Non-Academic Complaints (student-related) located in the [Student Handbook](#).
4. If the informal process does not resolve the complaint, the student-athlete may file a formal complaint. See [Step II: Formal Review in the Student Handbook](#) for instructions.

POLICIES

Criminal Violations Policy

PURPOSE: This policy is intended to govern the College's and the Athletic Department's practice and procedures as well as the conduct of student-athletes.

- B. No person shall be knowingly recruited as a player for an intercollegiate athletic team who has been convicted of a felony or, in the case of a juvenile, who has been found to have committed an act which would constitute a felony if committed by an adult. Only the President, upon recommendation of the Athletic Director, shall grant exemptions to this restriction.
- C. A student-athlete convicted of a felony after enrollment, including a plea of *nolo contendere* on a felony charge, shall be removed from the team and shall not be allowed to participate again. Further, the College may cancel any athletic financial aid received by a student who is convicted of a felony while the student is receiving athletic financial aid, subject to NJCAA regulations and the College's applicable student judicial procedure. Nothing herein shall be construed to limit the exercise of disciplinary actions under the Student Code of Conduct.

Sexual Assault Policy

No person at South Arkansas Community College will, on the basis of sex, be excluded from participation in, be denied the benefit of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity.

Introduction

Members of the college community, guests and visitors have the right to be free from sexual discrimination, harassment or violence, which means that all members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. South Arkansas Community College believes in a zero-tolerance policy for gender-based misconduct. When an allegation of misconduct is brought to a responsible employee's attention, and a respondent is found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. These procedures have been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. The policy and procedures are intended to define community expectations and establish a mechanism for determining when those expectations have been violated.

Jurisdiction

Title IX protects the college community from sexual harassment in a college's education programs and

activities. This means that Title IX protects students in connection with all academic, educational, extracurricular, athletic, and other programs of the college, whether those programs take place in a college's facilities, in college transportation, at a class or training program sponsored by the school at another location, or elsewhere.

Definition of Terms

Complainant: Any party who makes a complaint/grievance against another student, employee, staff member or campus visitor.

Respondent: The person(s) against whom a complaint has been made.

Definition of Status: The term "employee" means any non-student employee of South Arkansas Community College, including but not limited to faculty, administrators, and staff. The term "student employee" means a student who is enrolled at and employed by South Arkansas Community College. Allegations of sex discrimination may require the college to take measures applicable to both student and employees.

Discrimination (general definition): Discriminatory actions are prohibited based on an individual's actual, perceived, or association with the following categories: race/color; national or ethnic origin; age; religion; disability; sex; sexual orientation; gender; gender identity and expression; marital or parental status; military or veteran status; genetic information; and any other characteristic protected under applicable College policy, state or federal law/executive order.

Discriminatory Harassment: Detrimental action based on an individual's actual or perceived gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, sexual orientation or other protected status that is so severe or pervasive that it unreasonably interferes with or limits a person's ability to participate in or benefit from the college's educational programs or activities.

Not all workplace or educational conduct that may be described as "harassment" affects the terms, conditions or privileges of employment or education. For example, a mere utterance of an ethnic, gender-based or racial epithet which creates offensive feelings in an employee or student would not normally affect the terms and conditions of their employment or education.

Sexual Harassment: Sexual Harassment is unwelcome, gender-based spoken, written or symbolic action or physical conduct of a sexual nature that is sufficiently severe or pervasive that it has the effect of unreasonably interfering with, limiting or denying someone the ability to participate in or benefit from the college's educational programs. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature, such as sexual assault or sexual violence. The unwelcome behavior may be based on power differentials, the creation of a hostile environment or retaliation. Examples include an attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject a person to egregious, unwanted sexual attention; to punish a refusal to comply; to condition a benefit on submitting to sexual advances; sexual violence; intimate partner violence; stalking; and gender-based bullying.

Hostile Environment: A hostile environment is created when sexual or gender based harassment is sufficiently severe, or, persistent or pervasive, and objectively offensive that it unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from SouthArk's education and/or employment program.

Quid Pro Quo Sexual Harassment: Exists when there are unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature and submission to or rejection of such conduct results in adverse educational or employment action.

Retaliatory Harassment: Any adverse employment or educational action taken against a person because of the person's participation in a complaint or investigation of discrimination or sexual misconduct. Intentional action taken by an accused individual or allied third party, absent legitimate non-

discriminatory purposes, that harms an individual as reprisal for filing or participating in a complaint/grievance procedure.

Non-Consensual Sexual Contact: Non-consensual sexual contact is defined as any intentional sexual touching, however slight, with any object, by a person upon another person that is without consent and/or by force. Sexual contact includes, but is not limited to, any bodily contact with breasts, buttocks, groin, genitals, mouth or other bodily orifice of another individual, or making another touch you or themselves with any of these body parts, or any other bodily contact in a sexual manner.

Non-Consensual Sexual Intercourse: Any sexual penetration or intercourse (anal, oral, or vaginal), however slight, with any object, by a person upon another person, that is without consent and/or by force.

Sexual intercourse includes, but is not limited to, vaginal or anal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact no matter how slight the penetration or contact.

Sexual Exploitation: Occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses.

Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another person;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting friends hide in the closet to watch sexual activity without the consent of all parties engaging in the sexual activity);
- Engaging in voyeurism;
- Knowingly transmitting an STI or HIV to another person; or
- Exposing one's genitals in non-consensual circumstances or inducing another to expose his or her genitals.
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

Consent: Consent is clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.

Sexual activity with someone known to be mentally or physically incapacitated, or based on the circumstances, someone who could reasonably be known to be mentally or physically incapacitated, constitutes a violation of this policy.

Incapacitation is a state where someone cannot make rational, reasonable decisions because he or she lacks the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how” of the sexual interaction). Alcohol or other drug use, unconsciousness or blackout are examples of incapacitation.

This policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from the taking of rape drugs. Possession, use and/or distribution of any of these substances, including Rohypnol, Ketamine, GHB, Burundanga, etc. is prohibited, and administering one of these drugs to another person is a violation of this policy.

Use of alcohol or other drugs will never function as a defense to a violation of this policy. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Previous relationships or prior consent cannot imply consent to future sexual acts.

Force: Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes overt threats, implied threats, intimidation and coercion that overcome resistance or produce consent, for example: "Have sex with me or I'll hit you. Okay, don't hit me; I'll do what you want."

Coercion: *Coercion* is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive. NOTE: There is no requirement that a person resist the sexual advance or request, but resistance is a clear demonstration of non-consent.

Policy Expectations With Respect To Consensual Relationships

There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as teacher and student, or supervisor and employee). These relationships may be less consensual than perceived by the individual whose position confers power. The relationship also may be viewed in different ways by each of the parties, particularly in retrospect. Furthermore, circumstances may change, and conduct that was previously welcome may become unwelcome.

Even when both parties have consented at the outset to a romantic or sexual involvement, this past consent may not remove grounds for a later charge of a violation of policy.

The college does not wish to interfere with private choices regarding personal relationships when those relationships do not interfere with the goals and policies of the college. However, for the personal protection of members of this community, relationships in which power differentials are inherent (faculty-student, staff-student, administrator-student or employee) are strongly discouraged.

Consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are unethical. Therefore, persons with direct supervisory or evaluative responsibilities who are involved in such relationships must bring those relationships to the timely attention of their supervisors. This will likely result in the necessity to remove the employee from the supervisory or evaluative responsibilities or will shift the student or employee out of being supervised or evaluated by someone with whom he or she has established a consensual relationship. Failure to self-report such relationships to a supervisor as required can result in disciplinary action for an employee.

Confidentiality

Subject to the other provisions of this policy and the requirements of the law, every possible effort will be made to ensure that any information received as part of the College's resolution and complaint procedures is treated discreetly. All parties to the complaint will be asked to assist in maintaining the privacy of the parties involved. Because of the college's obligation to investigate allegations of misconduct, it is not possible to guarantee that complaints or the College's resolution of same will remain confidential.

Except as compelled by law, in the interest of fairness and problem resolution, disclosure of complaints and their substance and the results of investigations and complaint procedures will be limited to the immediate parties, witnesses and other appropriate administrative officials. Disclosure may also be necessary to conduct a full and impartial investigation.

Complaint/Grievance Procedure

These procedures are intended to apply to student grievances against employees, employee civil rights grievances against students, and student-on-student civil rights grievances. All other grievances by students against students or employees will be addressed through other student conduct procedures.

The college benefits from formal and informal procedures that encourage prompt resolution of complaints and concerns raised by members of the college community.

Informal Complaint Resolution

Before pursuing the formal complaint process, every reasonable effort should be made to constructively resolve issues with students, faculty, staff, or administrators. Whenever possible and safe, the problem or complaint should first be discussed with the individual involved in the complaint. If a satisfactory resolution is not reached after discussion with the individual, the formal complaint process may be initiated. The college does not require a complainant to contact the person involved or that person's supervisor before initiating a formal complaint.

Formal Complaint / Grievance Procedures

Responsibility to Report

Any student worker, faculty member, staff member, or administrator who has experienced, become aware of, or witnessed sexual harassment is required to report it. In order to maintain a safe environment, the college must know about incidents of sexual harassment in order to stop them, protect victims, and prevent future incidents.

A report of sex discrimination or harassment should be made as soon as possible after the incident in order to facilitate an effective response. The longer a report is delayed, the more difficult it will be for the college to investigate. A person who raises a complaint may discuss with the Title IX Coordinator any situation believed to constitute sexual discrimination or harassment. Reports may be made by the person experiencing discrimination or harassment or by a third party, such as a witness or someone who is told of the discrimination or harassment.

[Click to report an incident.](#)

For an explanation of the full complaint process as well as complainant and respondent rights, click **[here](#)**.

TITLE IX COORDINATOR		TITLE IX DEPUTIES/INVESTIGATORS	
Vanessa Williams El Dorado Conference Center #211 870-875-7235 vwilliams@southark.edu		Bill Fowler	Cynthia Meyer
		870-864-7146	870-864-7171
		bfowler@southark.edu	cmeyer@southark.edu
TITLE IX INVESTIGATORS			
Brandi Cotterman	Susanne Wache	Benjamin Cagle	Dean Inman
870-864-7149	870-875-7213	870-864-8464	870-864-7142
bcotterman@southark.edu	swache@southark.edu	bcagle@southark.edu	dinman@southark.edu

No Retaliation

Retaliation against any person who files a complaint of discrimination, participates in an investigation, or opposes a discriminatory employment or educational practice or policy is prohibited by South Arkansas Community College policy, federal, and state law. A person who believes retaliation has occurred should notify the Title IX Coordinator as soon as possible.

False Reports

South Arkansas Community College will not tolerate intentional false reporting of incidents. It is a violation of the College's Code of Conduct to make an intentionally false report of any policy violation, and it may also

violate state criminal statutes and civil defamation laws.

Office of Civil Rights Complaint

Although complainants are encouraged to attempt to resolve complaints pertaining to discrimination by utilizing this Grievance Procedure, they have the right to file a complaint directly with the U.S. Department of Education, Office for Civil Rights (OCR) (Dallas regional office). Information regarding applicable timelines and procedures is available from OCR.

ACADEMIC ELIGIBILITY

Requirements for Entering Student-Athletes

A student-athlete must be a graduate of a high school with an academic diploma (graduation date, school name, student name, and administrative signature required) or general education diploma (GED). The high school must be accredited and not affected by the NJCAA Initial Eligibility process at the time of the student-athlete's enrollment.

Requirements for Athletic Eligibility

- A. Student-athletes must maintain enrollment in 12 or more credit hours of college work during each term of athletic participation. Student-athletes who drop below 12 hours are ineligible until full-time status is regained within that term. **STUDENT ATHLETES WILL NOT BE PERMITTED TO ADD OR DROP CLASSES WITHOUT APPROVAL OF THE HEAD COACH IN CONSULTATION WITH THE ATHLETIC ACADEMIC ADVISOR.**
- B. Student-athletes must be enrolled full-time (12 or more credits) at the college where they have chosen to participate when the regular season of a sport begins.

Semester Eligibility

- A. Prior to the 15th calendar day from the beginning date of the term for the second full-time semester, a student-athlete must have passed 12 semester hours with a 1.75 GPA or higher.
- B. Prior to the 15th calendar day from the beginning date of the term for the third full-time semester a student-athlete must satisfy one of the following requirements to be eligible for the upcoming term:
 1. Pass a minimum of 12 semester hours with a 2.00 GPA or higher during the previous semester of the full-time term.
 2. Pass an accumulation of semester hours equal to 12 multiplied by the number of semesters in which the student-athlete was previously enrolled full-time with a GPA of 2.00 or higher.

Transfers

Transfers from an NJCAA Member College

- A. To be immediately eligible upon transfer, the student athlete must satisfy the provisions of the NJCAA Handbook.
- B. Satisfy one of the following provisions;
 1. The college from which the student-athlete is transferring does not have a particular sport available competitively.
 2. An NJCAA Transfer Waiver is signed by the authorities from where the student-athlete is transferring.
 3. Student-athletes enroll at the first opportunity in a newly established college.
 4. The college from which the student-athlete is transferring has been placed on probation.

Transfers from a Four Year College

To be immediately eligible upon transfer, the student-athlete must satisfy the provisions of the NJCAA Handbook.

Transfers from South Arkansas Community College

Student-athletes who are currently on a Letter of Intent with South Arkansas Community College may request a transfer waiver to be sent to a particular institution, although it is at the discretion of the student-athletes' Head Coach with the consultation of the Athletic Director as to if the request for the transfer waiver will be granted. Transfer waivers will only be produced for a particular institution.

GRANT IN AID

- A. An athletic grant-in-aid may be awarded to any student in recognition of his/her athletic ability provided the student-athlete is admitted to the institution as a regular student. It shall be limited to a maximum of:
 - 1. Tuition and Fees;
 - 2. Required course-related books;
- B. The letter of intent (LOI) shall be in effect for one full academic year.
- C. The following practices are prohibited with grants-in-aid:
 - 1. Cancellation or modification of a grant-in-aid during the period of its effectiveness because of injury or athletic performance;
 - 2. Permitting a student-athlete to receive assistance, in cash or in-kind, which is not administered by the institution.
- D. Cancellation of a grant-in-aid is permitted:
 - 1. For misconduct (unrelated to athletic ability) found by the persons or body in charge of general discipline at the institution to be serious enough to warrant permanent suspension or dismissal from the athletic program.
 - 2. If the student-athlete becomes ineligible for participation in athletics because of academic/and or disciplinary reasons. An athlete that is dismissed from participation for academic or disciplinary reasons may remain on scholarship until the end of the semester in which the action occurs.
 - 3. If the student-athlete voluntarily withdraws from a sport, the student-athlete could have their grant-in-aid pro-rated from the date they leave the team until the end of the semester in which the action occurs.

ATHLETIC INSURANCE

At the beginning of each fall semester, each student-athlete is advised of these policies during a meeting held for all student-athletes.

Student-Athlete Insurance Responsibilities/Requirements

South Arkansas Community College carries a **secondary** insurance policy that covers athletic injuries sustained by student-athletes. Please be aware of the following limitations:

- 1. This is a secondary policy and is only used after the student-athlete's primary insurance company processes a claim.
- 2. This policy only covers athletic-related injuries sustained during official, school-sponsored team activities, and will not cover illness, injuries sustained outside of an activity sponsored by the Athletic Department, pre-existing conditions, including conditions found during physicals.
- 3. If the student-athlete fails to maintain insurance coverage and suffers an injury, the secondary policy will not cover the claim, and any cost is the sole responsibility of the student-athlete.
- 4. As with any insurance policy, there may be exclusions and out-of-pocket or other non-covered charges that will be the responsibility of the student-athlete. However, the college does not anticipate this to be the case for claims filed for legitimate athletic injuries. (Note: Most functional braces/supports/orthotics are not covered)

5. South Arkansas Community College does not directly pay claims; all claims are submitted to the insurance carrier for payment.
6. Note: Any student-athlete who self-refers to an outside physician for any athletic-related injury risks not having their injury claim processed against the South Arkansas Community College Secondary Athletic Insurance Plan. It is imperative that all injuries incurred while participating in intercollegiate athletics be dealt with in conjunction with South Arkansas Community College athletic staff. Failure to follow this procedure may result in unpaid insurance claims, which will then become the responsibility of the student-athlete.
7. South Arkansas Community College will not be responsible for:
 - A pre-existing condition that occurred prior to participation with a South Arkansas Community College athletic team or
 - An illness, or any injury or illness that occurs outside of athletic participation
8. South Arkansas Community College will not be responsible for any out-of-network expenses. These are any expenses that may be incurred by an athlete who chooses to go to his/her own doctor and/or outside of the college's network of doctors. As a member institution of the NJCAA, catastrophic injury coverage is dictated by the policy.
9. South Arkansas Community College will not be responsible for any medical expenses incurred after eligibility for athletic participation has terminated.

PROOF OF INSURANCE

It is the student-athlete's responsibility to make sure that their personal insurance is current and up-to-date before the start of the fall term to prevent any delay in medical care. This information should be provided to the VPSS/AD office.

Proof of Insurance includes:

1. A photocopy of the front and back of the student athlete's current insurance card.
2. A completed Insurance Verification Form.

STUDENT-ATHLETE MEDICAL ELIGIBILITY

All student-athletes participating in intercollegiate athletics must be examined and medically cleared by a medical professional qualified to perform a physical examination. The medical professional may re-examine and change the athlete's eligibility status at any time, for example during or after an illness or injury. All student-athletes will complete pre-season paperwork prior to the physical examination.

All athletes will be required to complete the physical prior to competing in any supervised activity to include practice, workout or competition sponsored by South Arkansas Community College. A copy of the yearly physical must be submitted to the Head Coach and kept on file. Physicals older than 13 months are invalid.

Student-athletes from time-to-time may suffer injury, illness, or other disability. Students unable to participate in required activities should supply the Head Coach with a medical excuse indicating their limitations and additional documentation when these limitations are lifted. Students who do not provide documentation indicating medical inability to participate in required physical activity are expected to participate in all team activities unless permission is received from the Head Coach prior to the absence.

Medical Conditions Limiting Participation

PRE-EXISTING INJURIES

If it is determined at any time that a student-athlete requires follow-up care for a pre-existing injury or illness, the student-athlete is responsible for contacting his/her physician and paying the medical expenses associated

with being cleared for full participation in South Arkansas Community College athletics.

If the student-athlete is not under a physician's care for the pre-existing injury or illness, the Head Coach will assist the student-athlete in finding a physician. Again, the student-athlete is responsible for paying all medical expenses associated with a pre-existing injury.

CONCUSSION POLICY

A concussion, which is a type of traumatic brain injury, is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth, literally causing the brain to bounce around or twist within the skull. This sudden movement of the brain causes stretching and tearing of brain cells, damaging the cells and creating chemical changes in the brain. A concussion can result in a wide range of physical, cognitive, and emotional symptoms that take time to resolve. The recovery time for a concussion can vary from person to person but should always include physical and cognitive rest.

Concussion Signs/Symptoms

- Amnesia
- Confusion or Disorientation
- Headache
- Loss of Consciousness
- Drowsiness
- Balance problems or dizziness
- Double, blurry or fuzzy vision
- Ringing in the ears
- Sensitivity to light or noise
- Nausea/Vomiting
- Feeling sluggish, foggy or groggy
- Feeling unusually irritable
- Concentration or memory problems
- Slowed reaction time

Symptoms can show up hours or days after the injury. Exercise or activities that involve a lot of concentration may cause concussion symptoms to reappear or worsen.

Assessment of Concussion

When a player shows ANY features of a concussion:

- (a) The player will be medically evaluated onsite using standard emergency management principles, and particular attention will be given to excluding a cervical spine injury.
- (b) The appropriate disposition of the player will be determined by the treating health care provider in a timely manner. If no health care provider is available, the player will be safely removed from practice or play and urgent referral to a physician arranged.
- (c) Once the first aid issues are addressed, then an assessment of the concussive injury will be made using the SCAT5 or another similar tool.
- (d) The player will not be left alone during a medically recommended time following the injury, and serial monitoring for deterioration is essential over the initial few hours following injury.
- (e) A player with a diagnosed concussion will not be allowed to return to practice on the day of injury.
- (f) The concussed player will follow all medical protocol for a concussion and not return to play until cleared by a qualified medical professional.

PREGNANCY POLICY

Introduction

South Arkansas Community College recognizes that female athletes may become pregnant during their time at South Arkansas Community College and understands the risks and benefits of athletic participation by the pregnant student-athlete. The South Arkansas Community College athletics department is committed to the personal health and development of all members, and to the educational mission of the college. The college strives to provide an environment that respects all pregnancy and parenting decisions and urges all participants to work cooperatively toward degree completion. South Arkansas Community College provides protections for pregnant and parenting students. It also prohibits retaliation against any student who complains about issues related to the enforcement of this Pregnancy Policy. The college wants to protect every student-athlete's physical and psychological health, and his/her ability to complete his/her education.

Athletic Participation during Pregnancy

If a student-athlete discloses a pregnancy to the Head Coach, the Athletic Department will abide by the attending qualified medical professional's recommendations regarding participation prior to, during, and following pregnancy but assumes no responsibility legally or financially, for pregnancy-related complications due to continued participation in college-sponsored athletic activity.

Student-Athlete Rights

1. The athletics department will allow a pregnant or parenting student-athlete to fully participate on the team, including all team-related activities, unless the student-athlete's physician or other medical caregiver certifies that participation is not medically safe.
2. The athletics department will allow a pregnant student-athlete to continue to participate in a limited manner on the team, including all team-related activities, unless the student-athlete's physician or other medical caregiver certifies that partial participation is not medically safe.
3. Medically necessary absences from team activities due to pregnancy shall be considered excused absences.
4. No coach or other athletics department personnel shall suggest to any student-athlete that his or her continued participation on a team will be affected in any way by pregnancy or parental or marital status.
5. The athletics department will not allow a hostile or intimidating environment on the basis of pregnancy or parental status to exist. Acts or statements that are hostile toward pregnancy or parenting, or that shun or shame the student-athlete because she is pregnant or he/she is parenting, will not be tolerated. Such conduct prevents an individual from effectively participating in, or denies a person the benefits of, the educational opportunities provided by this institution.
6. The athletics department will not terminate or reduce a student-athlete's athletics aid because of the student-athlete's pregnancy, marital or parental status during the term of the award.
7. Students may take a medical pregnancy leave, and at the end of that leave they will be reinstated to the same status they had before the leave.
8. The athletics department will renew a pregnant, formerly pregnant, or parenting student athlete's award, so long as the student-athlete is in good standing academically, remains engaged with the athletics department and meets NJCAA eligibility standards. Returning students may be evaluated in the same manner as any other team member to determine their specific position on the team, such as a starter or as a forward.
9. The athletics department will not permit the use of any written or verbal contract that requires

a student-athlete to not get pregnant or become a parent as a condition of receiving an athletics award.

10. Pregnant and formerly pregnant students who wish to continue to participate in athletics are entitled to assistance and rehabilitation on the same basis as such assistance is provided to student-athletes with other temporary disabilities.

Reporting

1. The athletics department will not require any student-athlete to reveal pregnancy or parenting status. The Athletics department will work to create an environment which encourages the student-athlete to voluntarily reveal her pregnancy and his or her parenting status, in order for the institution to provide optimal support for physical and mental health with professional health care. The coach's attitude toward pregnancy and parenting can be pivotal in creating a safe environment.
2. No athletics department personnel will publicly release personally identifiable health information about pregnancy without written, timely authorization from the student-athlete.
3. When a student-athlete reveals her pregnancy or parenting status to athletics personnel, they should direct the student-athlete to this Policy as well as the [Title IX: Addressing Interpersonal Violence](#), which can be found underneath the policy and procedure tab on the college's Title IX web page. They should reiterate the department's protection of the student-athlete's team membership status and financial aid. Athletics personnel should refer the student-athlete to the student-athlete's personal physician or to the Title IX Coordinator.
4. Athletics personnel who suspect that a student-athlete is pregnant may report their concerns to the Title IX Coordinator.
5. Teammates of pregnant student-athletes may report their concerns to the Title IX Coordinator.

Enforcement of Non-Retaliation

1. Any member of the athletics department found to have violated this policy by threatening to withhold or withholding athletics participation or an athletics award, by harassing a student-athlete on the basis of pregnancy or parenting status, or by breaching medical confidentiality, will be subject to disciplinary action, up to and including discharge or expulsion from the College. The athletics department will also take appropriate remedial action to correct the situation.
2. Any member of the athletics department who becomes aware of conduct that violates this policy should report the conduct to an appropriate official, such as the Athletics Director or the Title IX Coordinator.
3. Retaliation is specifically prohibited against anyone who complains about pregnancy or parental status discrimination, even if the person was in error. This athletics department will take steps to prevent any retaliation against the individual who made the complaint.

The South Arkansas Community College and its insurance company will not be responsible for any medical expenses incurred by the athlete due to the pregnancy. It is, therefore, the responsibility of the student-athlete to seek and be financially responsible for the medical coverage related to the suspected or realized pregnancy.

South Arkansas Community College also recognizes that male student-athletes may suffer psychological stress, have a concern about the health of their pregnant partner and her pregnancy, and question readiness for fatherhood and the personal and financial obligations to come. The college encourages all athletes to take advantage of the college's counseling services and join in any decision-support team the partner may have formed. The athlete should also know that Title IX also protects them from being discriminated against because of the partner's pregnancy or the athlete's status as a parent.

After delivery or pregnancy termination, medical clearance is required to ensure the student-athlete's safe return to athletics. Care will be taken to individualize return to practice and competition under the direction of the treating medical professional.

Team Travel Policy

While traveling to and from any college-sponsored activities (which include but is not limited to: practices, contests, scrimmages, and team functions) student-athletes will adhere to the following guidelines:

1. Travel with the team unless prior permission was granted by the VCSS/AD, or Head Coach.
2. Stay at the assigned team hotels.
3. Obey all curfews set by the Head Coach.
4. Do not allow visitors in hotel rooms.
5. Dress in attire marked with the appropriate South Arkansas Community College logo or business casual clothing while in all public venues.
6. Be courteous, cooperative, and patient with fans, officials, community members, and service personnel.
7. Do not use inappropriate language, signs, symbols and unsporting conduct.
8. Do not use loud, attention-drawing, and or display discourteous behavior while in public venues.
9. Do not damage the property of buses, hotels, or College or public property.



STUDENT NAME: _____

(Please Print)

AGREEMENT/WAIVER

I understand and agree that I am required to know, understand, and follow the standards contained in the South Arkansas Community College Athletic Code of Conduct. In addition, I understand and agree that I am responsible for knowing, understanding, and following the rules, policies, and procedures contained in the complete South Arkansas Community College Student Code of Conduct (Student Handbook), and my sport's team policies, academic policies, and sexual misconduct policies. I understand the possible individual and team sanctions which could be imposed due to a violation of any of the policies listed above. I understand this Student-Athlete Code of Conduct will be available for my review online and that the online version is the most current version of this handbook. I further understand that material within all college handbooks is subject to change at any time. If I have further questions regarding this Student-Athlete Code of Conduct, I can ask my coach or the VPSS/AD.

RELEASE

The undersigned, in consideration of being permitted to participate in a course/activity at South Arkansas Community College for educational/recreational purposes, does hereby irrevocably, personally and for his or her heirs, assigns and legal representatives, release and waive any and all past, present, or future claims, demands, and causes of action which the undersigned now has or may in the future have against the State of Arkansas, South Arkansas Community College, their members, representatives, officers, agents, employees, and each of them, for any and all past, present or future loss of or damage to property and/or bodily injury, including, death, however caused, including negligence resulting from, or arising out of or in any way connected with the aforementioned athletic programs for educational/recreational purposes.

HOLD HARMLESS/INDEMNITY

The undersigned covenants not to cause any action of law or in equity to be brought or permit such to be brought in his or her behalf, either directly or indirectly, on account of loss or damage to property and/or bodily injury, death, against any of the aforesaid parties however caused, including negligence, resulting from, arising out of, or in any way connected with the aforementioned course/activity and agrees to save, indemnify, hold claims, demands, and causes of action which now, in the future be asserted against the aforesaid parties arising out of or by reason of said course described above, including any incident, injury, loss, or damage that might occur at any place in connection therewith.

ASSUMPTION OF RISK

The undersigned further states and affirms that he or she is aware of the fact that the aforesaid athletic programs, even under the safest conditions possible, may be hazardous: that he or she assumes the risks of any and all loss of or damage to property and/or bodily injury, including death, however caused, including negligence, resulting from, arising out of or in any way connected with the aforementioned athletic programs: that he or she is of legal age and is competent to sign the Waiver of Claims and Release from Liability; and that he or she has read and understands all of the provisions herein contained.

SIGNED: _____

(Parent, Guardian, or Student Signature. If a student is under 18, the form must be signed by a parent or guardian.)

DATED: _____/_____/_____
MO DAY YEAR

Athletic Insurance Policy



Student/Athlete _____ Sport _____

The National Junior College Athletic Association and South Arkansas Community College require every athlete to have a current physical examination **prior to practicing or playing**. These organizations also require documentation regarding adequate insurance coverage **prior to practicing or playing**.

South Arkansas Community College does **NOT** provide or carry primary coverage for athletic, medical, or accident insurance for athletes. Therefore, it is required that student-athletes not covered by individual or parental insurance policies, immediately acquire insurance coverage **prior to practicing or participating**.

1. This form must be signed and returned **before** athletic participation.
2. The Student and parent (if the student is under 18) should sign below if hospital insurance is in force. Also, please give the company name, copy of card, and policy number to indicate current coverage.

I carry accident or hospital insurance or am covered by such insurance which will cover expenses in case of injury incurred during practice, competition, or travel. I will not hold South Arkansas Community College responsible for an injury related to athletic participation.

Insurance Company _____ Policy _____

Signed _____ Date _____

Parent Signature _____ Date _____



Student-Athlete's Name (please print): _____

Date of Birth: _____

As a participant of the South Arkansas Community College Athletic Program I, the undersigned student-athlete, do hereby authorize and give permission for:

The Athletic Department's athletic staff and the Athletic Department's designated administrative staff (collectively, "Authorized Persons" providing medical care) to share my "education records," as defined in the Family Educational Rights and Privacy Act as well as private health information, for diagnostic and treatment purposes as well as with other professionals for educational purposes (i.e., comparison studies about injury/illness).

The Authorized Persons as well as the Athletic Department administrative staff to release and discuss with my parents and/or legal guardians any education records and/or medical information due to an emergency, illness, or injury.

The Authorized Persons as well as the Athletic Department's academic staff members to release and discuss with my instructors medical information that may affect my ability to attend and participate in any aspect of class, including homework and tests.

The Authorized Persons to release and discuss any of my medical information that may affect my participation in my sport with any members of the coaching staff.

The Authorized Persons as well as the Athletic Department's communications staff to release and discuss medical information related to an injury/illness that may affect my participation in my sport with the media.

The Authorized Persons to share medical information with the NJCAA for the purpose of petitioning for a medical redshirt, hardship or exemption or for reporting/compliance purposes.

The Authorized Persons to release and to discuss my medical records with talent scouts or representatives of professional and/or amateur sports organizations.

This consent applies to all medical records (including prescription information) maintained by South Arkansas Community College, including but not limited to, health histories, physician's notes, diagnostic testing results, and/or laboratory test results.

Furthermore, I authorize the following regarding payment for services for any medically-related service that may affect my athletic participation:

The Authorized Persons charged with my care, including their business offices and medical records departments, to utilize, release and discuss any record necessary for the payment of services with respect to any claim filed on my behalf.

The Authorized Person as well as the Athletic Department staff to release and discuss with my primary insurance carrier as well as South Arkansas Community College's supplemental insurance carrier any medical information needed to process such a claim.

The Authorized Persons as well as South Arkansas Community College business office and the accounts payable department, to utilize, release and discuss such medical information needed to process the payment of services which the Athletic Department has authorized.

I understand that once information is disclosed per my authorization the information is subject to re-disclosure and may no longer be protected. I understand that I can revoke this authorization with respect to any of the aforementioned persons at any time, in writing, including limiting the authorization of medical information at my discretion. I understand that the permission I am granting in this consent form cannot be revoked for records already released in reliance upon this authorization. Also, I understand the Athletic Staff will provide a copy of this authorization to me and the Authorized Persons upon request.

This consent form shall be valid for the duration of my association with the Athletic Department at the South Arkansas Community College or until I revoke this authorization in writing. I certify that I am 18 years of age or older. If I am under 18 years of age, I understand that this form may be signed by my parent(s) or legal guardian(s).

Student-Athlete: _____

Date: _____

Parent: _____ Date: _____

(Parent Signature is required if Athlete is under 18 Years of Age)

A copy of this authorization shall be considered as effective and valid as an original signed copy.
(Created, July 2019)

To whom should we send medical correspondence?

(Please Circle) Mother Father Guardian Self Other

Name: _____

Local Address: _____
(Street address)

(City) (State) (Zip)

CONTACT PERSON IN CASE OF EMERGENCY:

Name: _____

Relationship: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____



General Eligibility Questions

Who can participate in the NJCAA?

The NJCAA's mission is to promote and foster two-year college athletics. Unlawful discrimination is incompatible with this mission and detracts from the organizations goal of promoting health and fair competition. The NJCAA prohibits unlawful discrimination based on sex, race, color, national origin, ancestry, disability, religion, creed, sexual orientation, age or any other characteristic protected by applicable law in the NJCAA's governance, programs, regulations and employment practices.

Does a student have to have graduated from a high school in the United States in order to participate in athletics at an NJCAA member college?

No, participation in the NJCAA is in no way reliant on or restricted in any manner based on where a recruit attended and graduated high school. Student-athletes in the NJCAA must be high school graduates or equivalent but where they received their credentials does not play a factor in their ability to participate on any of the NJCAA certified sports.

What sports are sponsored by the NJCAA?

The NJCAA provides opportunities for participation, including National Championships, for student-athletes in the following sports:

Fall Baseball, Spring Baseball, Basketball, Bowling, Cross Country, Football, Fall Golf, Spring Golf, Half Marathon, Ice Hockey, Indoor Track and Field, Fall Lacrosse, Spring Lacrosse, Outdoor Track and Field, Fall Softball, Spring Softball, Fall Soccer, Spring Soccer, Swimming & Diving, Fall Tennis, Spring Tennis, Fall Volleyball, Spring Volleyball and Wrestling.

Whose rules do I abide by?

Students participating on an intercollegiate level in any one of the certified sports of the NJCAA shall conform to the requirements of the NJCAA Rules of Eligibility, the rules and regulations of the conference and region with which the college is affiliated, and also the rules of the college at which the students are attending and participating.

How do I determine my initial eligibility?

Due to the unique academic and athletic situation of each individual, and the complexity of the NJCAA eligibility rules, it is recommended that each potential student-athlete discuss their athletic eligibility with the athletic personnel at the NJCAA college where they have chosen to attend. Should the athletic staff have any questions in determining an individual's eligibility, the college may contact the NJCAA National Office for assistance.

Must I have graduated from high school?

Yes, a student-athlete must be a graduate of a high school with an academic diploma, general education diploma or a state department of education approved high school equivalency test.

Does the NJCAA have an "eligibility clock" or an age limit for participation?

The NJCAA does not have an "eligibility clock" as other intercollegiate organizations do nor does the NJCAA have an age limit. An individual has eligibility in the NJCAA provided they have not previously competed in their first two or more years of intercollegiate competition in a sport and have maintained their amateur status.

How many seasons may I participate in a sport?

Students are allowed two (2) seasons of competition in any sport at a NJCAA college, if they have not participated at any intercollegiate level (including varsity, JV, and/or club) during two (2) seasons previously. Participation in any fraction of any regularly scheduled contest during the academic year shall constitute one (1) season of participation in that sport. Participation includes entree into an athletic contest and does not include dressing for such an event.

Warning: Students who falsify their academic records and /or information about previous athletic participation shall be barred from any further competition in any NJCAA member college at any time.

Do I qualify as an amateur?

Amateur players are those who engage in sports for the physical, mental, or social benefits they derive in participation and to whom athletics is a vocation and not a source of personal monetary gains. Be sure of your amateur status by checking the NJCAA Rules of Eligibility or checking with a NJCAA athletic director.

While playing a sport I want to enter an open tournament or play with another team. May I?

While the season of any sport is in progress, as determined by the published schedule of the college, students are not allowed to participate in that same sport for any other team.

If a student wishes to enter any open competition as a representative of their college, the competition must be listed on the published schedule of the college and the student must meet all NJCAA eligibility requirements.

If a student is not representing a NJCAA college, they may enter open or "exhibition" competition without NJCAA approval. A college shall not, however, furnish the student with any assistance (equipment, transportation, lodging or meals) when participating in such events.

What about All-Star competitions?

Student participation in athletic events such as All-Star games must be approved by the NJCAA National Office. The NJCAA does NOT restrict the number of All-Star games in which a HIGH SCHOOL student may participate prior to attendance at a NJCAA college.

Letter of Intent/Scholarship Agreement Questions

What is the NJCAA Letter of Intent?

The NJCAA Letter of Intent is used to commit an individual to a specific institution for a period of one academic year. The form is only valid for NJCAA member colleges and has no jurisdiction over NCAA or NAIA colleges.

What if I sign an NJCAA and an NCAA Letter of Intent?

A student is allowed to sign a Letter of Intent with both a NJCAA and a NCAA college without sanction. The student may not, however, sign a NJCAA Letter of Intent with two NJCAA colleges. If a student does sign with two NJCAA colleges, that student will become immediately ineligible to compete in NJCAA competition for the next academic year in any sport. Once a student-athlete signs an NJCAA Letter of Intent with an NJCAA member college they immediately become unrecruitable by any other NJCAA member college for the duration of the agreement.

If I am awarded an athletic scholarship and voluntarily do not participate, could I lose my scholarship?

Cancellation or modification of an athletic scholarship during the period of its effectiveness is allowed for the following reasons only:

1. If the athlete becomes ineligible for participation in athletics because of academic and/or disciplinary reasons.
2. For misconduct (unrelated to athletic ability) found by the person or body in charge of general discipline at the institution.
3. If the student-athlete voluntarily withdraws from a sport prior to the institution's first competition in that sport.
4. Graduation

Colleges may also include attachments to the NJCAA Letter of Intent which stipulates conditions for the cancellation of an athletic scholarship that are more stringent than those listed above.

One NJCAA school can offer me a full scholarship, and one school can't offer me anything. Why?

Each institution belonging to the NJCAA chooses to compete on the Division I, II or III level in designated sports. Division I colleges may offer full athletic scholarships a maximum of tuition, fees, room and board, course related books, up to \$250 in course required supplies, and transportation costs one time per academic year to and from the college by direct route. Division II colleges are limited to awarding tuition, fees, course related books, and up to \$250 in course required supplies. Division III institutions may provide no athletically related financial assistance. However, NJCAA colleges that do not offer athletic aid may choose to participate at the Division I or II level if they so desire.

Eligibility Rules Questions

Must I be a full-time student during the season?

Students must maintain full-time status during the season of the sport(s) in which they have chosen to participate (full-time status being 12 credit hours or more).

What determines my eligibility after my initial full-time enrollment?

Eligibility is determined at the institutional level and all previous college work is taken into consideration when determining NJCAA athletic eligibility. The basis for NJCAA academic eligibility is primarily based on the number of full-time terms a student has previously attempted.

- **First Season Academic Requirement:** A first season participant must satisfy the academic progress eligibility requirement by meeting ALL of the requirements of at least ONE of the following rules or exceptions which apply to the student's situation: (Reference Appendix A)
 - **Zero (0) Previous Terms of Full-Time College Enrollment:** A student-athlete who is in his/her first full-time college term is deemed to have satisfied the academic progress eligibility requirement for their initial term of full-time enrollment or participation, OR
 - **One Previous Term of Full-Time College Enrollment:** On or before the 15th calendar day of the student-athletes second full-time college term must have accumulated 12 credit hours with a GPA of 1.75 or higher, OR
 - **Two or More Previous Terms of Full-Time College Enrollment:** On or before the 15th calendar day of the third full-time, and all subsequent terms of full-time enrollment, A student-athlete must have passed 12 credit hours with a GPA of 2.00 or higher in the previous term of full-time enrollment, OR
 - **Best Hours Accumulation Rule:** A student-athlete must have accumulated passing credit hours with an associated GPA of 2.00 or higher in a number equal or greater than the student-athlete's terms of full-time enrollment multiplied by twelve, OR
 - **Total Hours Accumulation Rule:** A student athlete-must have accumulated passing credit hours with a GPA of 2.00 or higher in a number equal or greater than:
 - 36 total semester hours for a fall season or 48 total semester hours for a spring season OR
 - 54 quarter hours for a fall sport, 63 quarter hours for a winter sport, or 72 quarter hours for a spring sport.
 - A student-athlete may only use this rule one time. Once this rule is exhausted, the student-athlete must meet the requirements of Two or More Previous Terms of Full-Time College Enrollment or Best Hours Accumulation Rule to maintain eligibility.
 - **First Participating Term Accumulation Exception for student athletes with prior enrollment in multiple full-time semesters:** A student-athlete entering his/her first season of participation in a sport must have accumulated passing credit hours at a minimum of 24 semester hours or 36 quarter hours with a GPA of 2.00 or higher.
 - The First Participating Term Accumulation Exception may only be used once to establish a student-athlete's eligibility in the initial term of participation. This exception may not be used to establish eligibility in subsequent terms
- **Second Season Academic Requirements:** Prior to a student-athlete's participation in a second season of a sport he/she must meet the appropriate Academic requirements of a first season participant AND.
 - Have accumulated 24 earned/passing semester hours with a GPA of 2.00 or OR
 - Have accumulated 36 quarter hours with a GPA of 2.00 or higher.

I played one year on a club team, how many years of intercollegiate eligibility do I have left?

Participation on a designated collegiate club team in a NJCAA certified sport will constitute one (1) season of participation.

I took a semester off to earn money for college, will I be immediately eligible to play once I enroll as a full-time student?

Students must be enrolled full-time (twelve or more credits) at the college where they have chosen to participate when the regular season schedule of a sport begins. Students not enrolled during the term when the season begins remain ineligible throughout the season schedule unless they enroll on the first possible enrollment date following:

1. Their release from Active Armed Services of the United States with a discharge other than dishonorable.
2. Their return from a religious mission.
3. Their graduation from a high school or receipt of an equivalency diploma.
4. Their transfer from an NJCAA member college which has dropped a sport after the school year begins.

Students that satisfy one of the four exceptions become eligible after the previous term has ended upon registration as a full-time student for the new term. (Students must be added to the eligibility form before participating.)

What if I start college and then withdraw?

The following withdrawal policy applies to students that are attending any college.

1. Students are allowed fifteen (15) calendar days from the beginning date of classes to withdraw completely or to withdraw to less than twelve credits (part-time) and not have that term affect their future eligibility, provided they have not participated in any athletic competition.
2. Students that have participated and withdraw within the first fifteen (15) calendar days of a particular term are not eligible for athletic participation and must re-establish their eligibility in accordance with the provisions of Academic Progress Eligibility. The term in which the student participates must be considered the same as a term of full-time attendance.

Upon returning to college following an extended absence, must I meet the current eligibility requirements?

Students who have not been enrolled in college in twelve (12) or more credit hours (full-time) for a period of eighteen calendar months or longer shall be exempt from previous term and/or accumulation requirements as set forth in First Season Academic Requirements of the NJCAA bylaws. Second season student-athletes are not exempt from the Second Season Academic Requirements of the NJCAA bylaws.

Students who have served eighteen calendar months in the Armed Forces of the United States, church mission or with a recognized foreign aid service shall be exempt from the First Season Academic Requirements and Second Season Academic Requirements. This must be approved by the NJCAA National Office.

Note: This is a one-time exemption, available only for the first full-time term after the period of non-attendance.

What are the requirements for transfer students?

All transfer students must adhere to the eligibility rules of the NJCAA to be eligible for participation at a member institution. Review the Transfers section of the NJCAA Handbook to make sure you meet all transfer requirements of the NJCAA.

What requirements will I have to meet to transfer from a two-year college to a four-year college?

Questions relative to a transfer from a NJCAA college to a four-year program must be addressed by the four-year college and/or their national governing body (i.e. NCAA or NAIA).

Are the rules uniform throughout the entire membership?

The various regions of the NJCAA may adopt rules which are more stringent than the national rules, but none that are less stringent. It would be best for you to check the rules that exist within the region in which you are interested in attending. Any member college can assist you with any regional differences, which may exist.

I am a recent high school graduate and coaches have started to recruit me to play. What is allowed?

The following is permitted under NJCAA recruitment rules:

1. No institution shall permit an athlete to be solicited to attend by the promise of a gift or inducement other than an athletic grant-in-aid.
2. An institution may pay for one visit to its campus by direct route, for a stay not to exceed two days and two nights. The paid visit must be limited to the campus and local community where the college is located. A student-athlete must have completed his/her junior year in high school in order to receive an official recruiting visit by a member NJCAA college.
3. While recruiting a potential athlete on campus, a college representative may purchase meals for the athlete. The value of the meals may not exceed the amount provided to a college employee while traveling on college business.
4. A college official must authorize all funds utilized for recruitment purposes.

For further clarification of the recruiting rules, see the Recruitment section of the NJCAA Handbook. If a student-athlete signs a NJCAA Letter of Intent, all NJCAA institutions are obligated to respect that signing and shall cease to recruit that student-athlete. The student-athlete is obligated to notify any recruiter who contacts him/her of the signing.

Have a question which isn't answered here? Download our comprehensive [NJCAA Eligibility Rules Pamphlet](#) for additional information about participating in athletics at an NJCAA member college.