

**Francis Marion University Student-Athlete Handbook
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IMPORTANT PHONE NUMBERS

Athletic Department	(UC 243)	1240
Athletic Director	Murray Hartzler	1237
Assoc. AD for Media Relations/Marketing	Michael G. Hawkins	1222
Assoc. AD for Internal Operations	Gary Edwards	1247
Champs Life Skills	Josh Eachues	4624
Cheerleader Advisor	Savanah Webster	4623
Director for Compliance/Academic Support	Ashleigh Windley	4627
Equipment Manager	Brandon Heembrock	1245
Faculty Athletic Representative	Dr. Allen Clabo	1457
Head Athletic Trainer	Reghan Boehmke	1358
Sports Medicine/Athletic Trainer	Andrea Kolodziej / Eric Schwab	1358
Senior Administrative Assistant	JoRetha Evans	1240
Senior Woman Administrator	Stacey Vallee	1238
Sports Information Intern	Doug Page	1834
Athletic Administration Intern	Therno Diallo	1834
Marketing Intern	Steven Iannaco	1834

COACHES

Baseball Head Coach	Art Inabinet	1242
Baseball Asst. Coaches	Josh Eachues	4624
Basketball Head Coach (Men's)	Gary Edwards	1247
Basketball Asst. (Men's)	Ryan Morley, LaRon Parks	4626
Basketball Head Coach (Women's)	Jeri Porter	1249
Basketball Asst. (Women's)	Antoya Miller	1803
Basketball Asst. (Women's)	Brittany White	1811
Cross Country & Track (Men's & Women's)	Mark Bluman	1239
Golf Head Coach	Mark Gaynor	1352
Soccer Head Coach (Men's)	John Campbell	1241
Soccer Asst. (Men's)	Brandon Heembrock	1245
Soccer Head Coach (Women's)	Lindsey Morgan	1244
Soccer Asst. (Women's)	Megan Bowen / Courtney Jacquay	1248
Softball Head Coach	Stacey Vallee	1238
Softball Asst. Coach	Savanah Webster / Molly Walton	4623
Tennis Head Coach (Men's & Women's)	Garth Thomson	1185
Volleyball Head Coach	Paul MacDonald	1246
Volleyball Asst. Coach	Jessica Graham	1246

OTHER DEPARTMENTS

Admissions Office		1231
Campus Police		1109
Campus Recreation	Derrick Young	1186
Campus Technology		1335
Career Development	Janice Smith	1676
Cashiers Office		1596
Computer Center Help Desk		1111
Counseling & Testing Center		1840
VP of Student Affairs	Teresa Ramey	1182
Dining Service		1260
Financial Aid		1190
Housing Office		1330
Health Services		1844
Mailroom		1337
Registrar's Office		1175
Rogers Library		1300
Tutoring Center	Julian Buck	1577
Writing Center	Jennifer Kunka	1520

FRANCIS MARION UNIVERSITY ATHLETIC DEPARTMENT

Philosophy and Purpose of the Intercollegiate Athletics Program

In accordance with the mission of Francis Marion University, the Department of Intercollegiate Athletics is an integral part of the institution providing high quality, comprehensive athletic programs accessible to all university students, personnel, and the outside community. The department provides a comprehensive program of personalized learning and development to each of its student-athletes in keeping with the NCAA Life in the Balance initiative, thus complementing the University's academic and global citizenship mission and ensuring that each student athlete progresses to graduation. Student-athletes at FMU choose to engage in the high-level of competition provided by its affiliation with the Peach Belt Conference and the National Collegiate Athletic Association (NCAA) Division 1 and II. Student-athletes are personal responsibility to achieve outcome goals associated with Division I and II philosophies. These goals include balance, learning, passion, resourcefulness, community service, and sportsmanship. Upon graduation from FMU, each student-athlete will leave the University with broader experiences, skills, and knowledge as resources for the future.

The Department of Athletics at Francis Marion University further strives to develop and maintain strong levels of mutually-beneficial support with FMU students, faculty, staff, parents, alumni, friends, corporate partners, and the general public. To do so, the each team designs and implements community engagement projects each year, encourages an environment of academic success, and provides a high-level, passionate sports competition in an intimate and friendly setting.

The department offers coaching and supervision which encourage sportsmanship and emphasize amateurism, while enhancing the physical and emotional well-being and social development of student-athletes. The department strives for competitive excellence while stressing academic success, reflecting a clear understanding of the educational support role of athletics in the broader mission of the institution. The policies and actions of the Athletic Department personnel continually strive to ensure that the best interests of the university, its administration, financial assistance, faculty, staff, students and student-athletes, are well served.

Mediating Circumstances

All sanctions within the student-athlete handbook can be amended due to mediating circumstances. A student-athletes' previous conduct, circumstances, surrounding a violation of athletic department policy, willingness to accept responsibility, and student-athletes willingness to be educated to become a positive role model all will be taken into consideration.

Disclaimer

The provisions of this student-athlete handbook are not to be regarded as an irrevocable contract between the student and Francis Marion University. Francis Marion University reserves the right to change any provision or requirements anytime within the student-athletes' term of residence

CALENDAR

<u>FALL SEMESTER</u>	<u>2016</u>
Housing opens for new students	Aug. 20
Housing opens for continuing students	Aug. 21
Open Registration	Aug. 22
Drop/Add & Late Registration	Aug. 23-26
Classes Begin	Aug. 22 (4:30 PM)
Labor Day University Closed-NO CLASSES	Sept. 5
Last day to withdraw from class without penalty	Sept. 19
Fall Break, NO CLASSES	Nov. 7-8
Advising & Pre-Registration	Oct. 26-Nov. 4
Last Day to Withdraw from an undergraduate course	Nov. 23
Thanksgiving –NO CLASSES & campus closed (11/28-open)	Nov. 23-25
Classes End	Dec. 5
Reading Day	Dec. 6
Final Exams	Dec. 7-12
Final day to pay fees for pre-registered students for spring	Dec. 12
Commencement	Dec. 17
<u>SPRING SEMESTER</u>	<u>2017</u>
Housing opens for students	Jan. 8
Open registration	Jan. 9
Classes Begin	Jan. 10
Drop Add/Late Registration Ends	Jan. 15
MLK, Jr. Day- NO CLASSES	Jan. 12
Last day to withdraw from class without penalty	Feb. 15
Spring Break- NO CLASSES	Mar. 13-17
Advising & Pre-registration (summer & fall)	Mar. 22-31
Priority deadline for housing applications and deposit for Fall	Mar. 25
Last Day to Withdraw from an undergraduate course	Apr. 11
Classes End	Apr. 24
Reading Day	Apr. 25
Final Exams	Apr. 26-May 2
Commencement	May 5
<u>LATE SPRING TERM</u>	<u>2017</u>
Last Day to Register	May 8
Classes Begin	May 9
Classes End / Exams	May 26
<u>SUMMER I TERM</u>	<u>2017</u>
Last Day to Register	May 29
Classes Begin	May 30
Independence Day – NO CLASSES	July 4
Classes end/ Exams	July 3
<u>SUMMER II TERM</u>	<u>2017</u>
Last Day to Register	July 6
Classes Begin	July 10
Classes end/ Exams	Aug. 10

ACADEMIC INFORMATION

DECLARING A MAJOR

All student-athletes must officially declare their major by the 3rd year (5th semester) of full-time enrollment (including semesters spent at any other college), except Division I. student-athletes, who must declare his/her major by their 2nd year (3rd semester) of full-time enrollment. A student-athlete must declare his or her major with the department that he or she wishes to major in and notify the Compliance Director in writing when changing majors. Failure to do so can result in; becoming ineligible, future scholarship reductions, or even removal from intercollegiate participation at FMU.

DROPPING CLASSES

All student-athletes must complete a university withdrawal form and have the Compliance Director sign off on it before dropping a class. Failure to do so can result in immediate removal from athletic participation and cancellation of a student-athlete's athletic grant-in-aid. Student-athletes cannot drop below 12 hours enrolled if they wish to remain eligible for practice and competition.

ELIGIBILITY REQUIREMENTS

1. Satisfactory completion prior to each fall term of a cumulative total of academic semester hours equivalent to an average of at least 12 hours during each of the previous terms in the academic years in which the student-athlete has been enrolled full-time in a term or terms; or
2. Satisfactory completion of 24 semester hours of academic credit since the beginning of the previous fall term or proceeding regular two semesters.
3. A minimum of 18 hours of academic credit must be earned since the beginning of the previous fall term or since the beginning of the preceding regular two semesters.
4. Fulfillment of Minimum GPA Requirements for Division II
 - A. Must have a minimum of a 2.0 GPA after completion of 24 hours, 48 hours, and 72 hours.
5. After student-athlete's fourth semester of full-time attendance at any college, a minimum of 24 credit hours must go to his/her designated degree program to be eligible for the next academic year.
6. Fulfillment of Minimum GPA Requirements for Division I
 - A. A student-athlete who is entering his or her second year of collegiate competition shall present a cumulative minimum grade point average that equals at least 90% of the institution's overall cumulative minimum grade-point average required for graduation.
 - B. A student-athlete who is entering his or her third year of collegiate competition shall present a cumulative minimum grade-point average that equals at least 95% of the institution's overall minimum cumulative grade-point average required for graduation.
 - C. A student-athlete who is entering his or her fourth or fifth year of collegiate competition shall present a cumulative minimum grade-point average that equals at least 100% of the institution's overall cumulative minimum grade-point average required for graduation.

7. Satisfactory completion of nine semester hours each academic term in which the student-athlete has been enrolled full-time at any collegiate institution.
8. Repeated courses (meaning classes that were previously passed and not failed) may only be used once in satisfying progress towards degree legislation.
9. Incomplete grades must be removed and have a letter grade in order for that grade to be used for progress toward degree legislation.
10. Carryover grades cannot be used for progress towards degree legislation. A student-athlete would need to register for that course again and complete it in the following semester.
11. Fulfillment of Percentage of Degree Requirements for Division I
 - A. A student-athlete who is entering his or her third year of collegiate enrollment shall have completed at least 40% of the course requirements in the student-athlete's specific degree program.
 - B. A student-athlete who is entering his or her fourth year of collegiate enrollment shall have completed at least 60% of the course requirements in the student-athlete's specific degree program.
 - C. A student-athlete who is entering his or her fifth year of collegiate enrollment shall have completed at least 80% of the course requirements in the student-athlete's specific degree program.

PRIORITY REGISTRATION

Student-athletes receive priority registration which is the first day of advising/pre-registration (**Oct. 26, 2016 for Spring 2017 and March 22, 2017 for Fall 2017**). Each student-athlete **must bring a signed note/schedule** from his/her advisor showing his/her class schedule to the athletic office in order to register.

KEYS TO ACADEMIC SUCCESS

1. **ATTEND CLASS:** If you are going to miss class for a game, alert your instructors ahead of time. Get your assignments in advance. Let your instructor know when you are ill. Avoid unnecessary absences. Your class attendance, regardless if the instructor takes roll each day, is usually one criterion used when assigning grades. Often it can make the difference between a letter grade. In addition, if a student is absent more than twice the number of required classes (or labs) per week during the regular semester, a grade of F or W will normally be assigned, unless absences have been excused for cause by the instructor. Absence for athletics reasons is not considered to be excused. Finally, if a student violates an instructor's stated attendance policy, the instructor may notify the registrar's office to drop the student from the class, which could end up being a failing mark.
2. **GO TO CLASS PREPARED:** You should have read and written all assignments for that class. Ask questions and take notes. If you go to class unprepared, often your instructor will tag you as a student who does not care about his/her grades. This may influence your grade.
3. **KNOW YOUR INSTRUCTORS:** Introduce yourself to your instructors. If you have any questions or are struggling with the material, meet with your instructor. They are interested in students who care about their class work and generally will be happy to discuss material related to their course.
4. **MAKE A GOOD IMPRESSION:** Go to class on time. Do not read newspapers, listen to music, have cell phones on, etc. in class. Do not appear to be inattentive. Respect the academic environment. Instructors expect the same as your coaches do.
5. **DON'T LET LITTLE PROBLEMS BECOME BIG PROBLEMS:** If you feel yourself falling behind in class, see your instructor or academic advisor for help. Don't be afraid to make an appointment with your instructors or see them during their office hours for help. They are there to help you learn. As long as you put forth an effort in the classroom, the majority of instructors will help you. In addition, please use the tutoring resources on campus. Do not wait until it is too late before seeking help.

DO YOU HAVE THE TIME TO SUCCEED?

Monday - Friday

24 Total Hours Available Each Day

- 8 Hours Sleep
- 3 Hours to Eat
- 4 Avg. Hours in Class
- 3 Avg. Hours Athletics

6 Hours Remaining x 5 = 30

30 Hours Weekdays

20 Hours Weekend

50 Total Hours

It's what you do with this time that determines your success!

Saturday - Sunday

24 Total Hours Available Each Day

- 8 Hours Sleep
- 3 Hours To Eat
- 3 Hours Athletics

10 Hours Remaining x 2 = 20 Hours

AWARDS

Swamp Fox Academic Award

This award is given to the student-athlete with the highest academic average after having completed a minimum of five semesters at Francis Marion University. In addition, the student-athlete must have lettered twice in their respective sport prior to the nominating year, before being eligible for this award.

CHI ALPHA SIGMA

National College Athletic Honor Society. Must be a junior or senior academically and have a 3.4 cumulative GPA or higher. Must be of high moral character and be nominated by your head coach.

Peach Belt Conference Presidential Honor Roll

Must have achieved a 3.0 or higher yearly (academic year) cumulative GPA.

Peach Belt Conference All-Sportsmanship Team

Each conference school is represented by a male and female student-athlete, chosen by criteria set forth by each member institution.

Peach Belt Conference All-Academic Teams

Chosen for each conference-sponsored sport. Must have achieved a cumulative 3.30 grade point average, must be a starter or significant contributor and have participated in at least half of the team's contests, and have completed at least one full academic year at FMU.

Peach Belt Conference Scholar Athlete of the Year

A male and female award. Must be a graduating senior and have attended a Peach Belt Conference member institution for at least two years. Nominations come from each school.

Swamp Fox Athletic-Academic Honor Roll

Must have achieved a 3.0 GPA in the preceding Fall or Spring semesters.

Team Awards

Each team chooses a MVP. The head coach designates other awards.

Senior Plaque

A senior plaque will be presented to a student-athlete who is graduating OR completing his/her final year of college eligibility.

All-Conference

PBC coaches of each sport vote to determine individual members for each respective sport.

Division II Athletic Director's Association Academic Achievement Awards

For students who have completed at least two years of college-level work at a 2 or a 4 year college, who have a cumulative GPA of 3.5 or higher and have been an active member of a intercollegiate team during the last academic year.

CoSIDA Capital One Academic All-District Team

Nominations made by the SID. A student-athlete must be a starter or key reserve, maintain a cumulative grade point average of 3.30 on a scale of 4.00, and have reached sophomore athletic and academic standings.

Ray E. Thames Memorial Memorial Raise the Roof Award

To a letterwinning student-athlete in at least their third semester at FMU that supports his/her own squad and entire FMU athletic program, has an above average grade point average, is active in community service, and support FMU events outside the realm of athletics.

CONDUCT OF STUDENT ATHLETES

CODE OF ETHICS FOR ATHLETES

The purpose of intercollegiate athletics is to provide an opportunity for student-athletes to develop their potential as a skilled athlete in an educational setting. Francis Marion University is a highly visible and successful NCAA and PBC intercollegiate athletic program.

Particularly young children will look upon student-athletes as role models, and it is important that personal conduct be above reproach at all times.

Public exposure in the competitive arena and the media make student-athletes one of the most visible groups in the community. Student-athletes are often highlighted, placing one in a public position, which requires exemplary behavior. By joining an intercollegiate team, you become a representative of not only your team, but of Francis Marion University as well. As such, conduct detrimental to the team (and to FMU) can occur through various means of communication media (e.g., inappropriate postings on social networks, such as Facebook and Twitter).

Francis Marion University student-athletes are totally responsible for their own behavior and are expected to obey the law, rules, and regulations of state, federal and the university authorities. Student-athletes should be prepared for the sanctions and penalties that result from violations.

Behavior has a definite impact on the reputation of the athletic department and on the attitude the community has toward the athletic program.

HAZING

The Francis Marion University Department of Athletics will not tolerate any acts of hazing. Hazing is any act committed against someone joining or becoming a member or maintaining membership in any organization that is humiliating, intimidating or demeaning, or endangers the health and safety of the person. Hazing includes active or passive participation in such acts and occurs regardless of the willingness to participate in the activities. Hazing creates an environment/climate in which dignity and respect are absent. Refer to the FMU Student Handbook for further guidelines. Hazing can be reported to the Director of Athletics, head coach, Senior Women's Administrator, Faculty Athletics Representative, or the Dean of Students.

HONESTY

Honesty is a fundamental concept that should be of primary importance to everyone who has the privilege of being a part of the university. Be honest with your coaches, teammates, professors, etc. Cheating and plagiarism in the classroom are serious offenses not to be taken lightly and have serious consequences.

SPORTSMANSHIP

Developing good sportsmanship requires an effort on your part. Compete hard, but play fair. Unsportsmanlike conduct in others never justifies retaliation with unsportsmanlike conduct on your part. In addition, always be courteous to and cooperative with fans, officials, and community members.

UNETHICAL CONDUCT

Unethical conduct may include, but is not limited to, the following:

- Furnishing false or misleading information to the NCAA or FMU officials

- Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so
- Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or enrolled student-athlete
- Receiving illegal benefits from FMU employees or boosters
- Using banned drugs or providing to other student-athletes banned substances/supplements
- Cheating on academic work
- Failure to provide complete and accurate information to the NCAA, NCAA eligibility Center or FMU regarding an individual's academic record or amateur status
- Engaging in any athletics competition under an assumed name or with intent to deceive
- Fraudulence or misconduct in connection with your entrance or placement exam

Francis Marion University Policies and Procedures

Student-athletes are subject to the same academic, financial, and non-academic rules and regulations as the regular student body. Student-athletes are encouraged to refer to the **2014-15 Francis Marion University Student Handbook** for specific rights, policies, and procedures.

Key rules and regulations as they relate to the routine operations of the Department of Athletics including athletic facilities.

1. Confidentiality of Student Records: All records of students and former students of the university are protected under the Family Education Rights and Privacy Act of 1974, as amended (20 U.S.C. 1232g), and Rules of Education. Basically, this means that:

Non-directory information will be shared only with the faculty and staff who have a legitimate need to know. Should you be a dependent, your parent(s) or guardian has access to the university's official records.

Directory information can be released without an student-athlete's prior written consent:

- Name of Student
- Major field of study
- Participation in officially recognized activities and sports
- Dates of attendance
- Degrees and awards received
- Previous educational agency or institution attended (most recent)
- Heights and weights of athletic teams
- Names of parent or guardian
- Home addresses
- Telephone numbers
- Occupation

2. Change of Address: Student-athletes are expected to notify the following of any change of home (permanent) and local mailing addresses and phone numbers within 24 hours.

- Department of Athletics-Director of Compliance;
- Team coach; and
- Office of the Registrar.
- Also please inform Director of Compliance on any summer addresses that you reside at.

Consequences resulting from misdirected or official university communications not received are the responsibility of the student-athlete.

3. Vehicle Registration: All passenger cars, motorcycles, and trucks operated on Francis Marion University property must be registered with Campus Police. Any student driving a vehicle while attending FMU is required to communicate the make, model, and license plate number with the Director of Compliance.

FRANCIS MARION UNIVERSITY HONOR CODE PLEDGE

As a student at Francis Marion University, I pledge to obey the FMU Honor Code and civil and criminal laws. I pledge not to lie, cheat, or steal. I will encourage others to respect the Honor Code and will exhibit reasonable judgment in reporting students who violate it.

Link to FMU Honor Code: <http://www.fmarion.edu/students/handbook>

DISCRIMINATION, HARASSMENT, AND RETALIATION

Francis Marion University does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, or veteran status in its programs and activities. The following person has been designated to handle inquiries regarding discrimination, harassment, and/or retaliatory complaints regarding harassment.

Vice President for Administration
P. O. Box 100547
Florence, S.C. 29502-0547
105 Stokes Administration Building
Tel. No. 843-661-1146

Harassment is unwelcome offensive conduct, written, verbal, or physical, that occurs when a reasonable person would find that such conduct creates an intimidating, hostile, or offensive educational, work, or living environment. A hostile environment is created when speech and/or actions are so severe, persistent, or pervasive as to limit or deny one's ability to participate in or benefit from an activity or educational program.

The University procedures are intended to protect the rights of both the complainant and the accused, protect privacy, and prevent retaliation. Unwelcome behavior that may be construed as discrimination or harassment should be reported. However, intentionally false allegations will not be tolerated and may result in sanctions. The University is obligated to investigate any reports of discrimination or harassment and will consider action as warranted.

No one may be subject to restraint, interference, coercion, reprisal, or retaliation for seeking information about discrimination or harassment, bringing a good faith complaint, or serving as a witness.

This policy is not intended to infringe on the rights of members of the Faculty to exercise academic freedom within the framework of the teaching and learning environment of the University.

SEXUAL HARASSMENT

It is the policy of FMU, in keeping with efforts of the Dean of Students Office, to maintain an environment in which the dignity and worth of all employees and students of the University are respected, that sexual harassment of students, employees, and visitors to the University is unacceptable conduct and will not be tolerated. Sexual harassment may involve the behavior of a person of either sex against a person of the opposite or same sex. As a place of work and learning for students, faculty, and staff, FMU must be free of all forms of sexual intimidation, exploitation, and harassment. All community members should be aware that the University does not condone such behavior and is prepared to take action to prevent and correct such behavior. Individuals who engage in sexual harassment are subject to disciplinary actions which may include, but are not limited to, oral or written warnings, demotions, transfers, suspension without pay, or dismissal for cause or sanction under the student Code of Conduct.

Sexual harassment is a form of sex discrimination that is prohibited under Title VII of the Civil Rights Act of 1964 for employees and under Title IX of the Education Amendments of 1972 for students. The South Carolina State Human Affairs Law also prohibits sex discrimination. Students should immediately contact the Vice President for Student Affairs or the Vice President for Administration. Any faculty or staff member receiving a complaint of sexual harassment should seek the advice of the Vice President for Administration.

Peach Belt Conference Sportsmanship and Ethical Conduct Code

The Peach Belt Conference's member institutions unanimously agree that sportsmanship and ethical conduct are of paramount importance in intercollegiate athletics. It is agreed that the members of the Peach Belt Conference will in no way tolerate behavior or actions that do not exemplify sportsmanship and ethical conduct, both on and off the playing field. All student-athletes, coaches, administrators and spectators are expected to exhibit responsible conduct.

In conjunction with the NCAA, the Peach Belt Conference member institutions agree that taunting, vulgarity, fighting, cheating, profanity, obscene gestures, and any other unsportslike or unethical behavior or actions could be brought to the attention of the conference. Further, it is understood that the conference may issue disciplinary sanctions against any individual, team, or institution that is found in violation of the PBC sportsmanship and ethical conduct code.

The Peach Belt Conference office will hear any complaints, render decisions and issue any needed disciplinary action regarding violations of the code. These sanctions could include, but are not limited to, suspension of individuals from league contests, player or team ineligibility for post-season play, or institutional fines.

STANDARDS FOR REMOVAL FROM THE GAME

PBC Officials are entrusted with the authority to remove any participant from a game. This responsibility should never be taken lightly. The Peach Belt Conference recognizes that every situation is unique and that official discretion is essential to proper rule enforcement. While there are unique and extraordinary circumstances, student-athletes and coaches look to the PBC officiating staff for uniformity in applying consistent standards for ejection. The following general principles should be considered when deciding whether to eject a student-athlete, coach, or other person from a game:

- Use of profanity specifically directed at an official or vulgar personal insults of an official are grounds for ejection.
- Physical contact with an official is a ground for ejection.
- Refusal to stop arguing, and further delaying the game after the official has provided a student-athlete or coach adequate opportunity to make a point, is a ground for ejection. The official should warn the student-athlete or coach that he has been heard and that he should return to his position or be ejected.
- During an argument if a student-athlete or coach makes reference to having observed a video replay that purportedly contradicts the call under dispute, such person is subject to immediate ejection from the game.
- Use of histrionic gestures (e.g., jumping up and down, violently waving arms, or demonstrations) while arguing with an official, or stepping out of the designated area and making gestures toward an official, are grounds for ejection. Throwing anything out of the designated coaching area (towels, cups, etc.) is a ground for ejection.
- Actions by players specifically intended to ridicule an official are grounds for ejection.
- Throwing equipment in disgust over an official's call may be ground for ejection. In some situations, the official can warn the player for throwing equipment, but if the official deems the action severe, the official may eject the offender.
- Any student-athlete or coach who fails to comply with an order from an official to do or from doing anything that affects administering the rules and regulations governing play is subject to ejection. An example of this would be refusal to submit a piece of equipment for the official's inspection, etc.
- While the standards listed here may justify an ejection, PBC officials are granted discretion to eject any participant "for objecting to decisions or for unsportsmanlike conduct or language." In addition, there are situations that result in immediate ejections such as fighting or going after another individual with the intent to fight.

BASEBALL AND SOFTBALL ADDITIONALLY

If a student-athlete or coach leaves their position to argue balls and strikes (including halfswings), he/she should be warned to immediately return or he/she will be automatically ejected.

While the standards listed here may justify an ejection, PBC umpires are granted discretion to eject any participant "for objecting to decisions or for unsportsmanlike conduct or language." In addition, there are situations that result in immediate ejections such as arguing a "step balk," pitcher in possession of a foreign substance, batter charging the pitcher with the intention of fighting the pitcher, pitcher intentionally throwing at a batter after a warning, etc.

MEDIA AND PUBLICITY RESPONSIBILITIES

Associate Athletic Director for Media Relations and Marketing (Sports Information Director)

Positive promotion and publicity are important to a successful athletic program. As an athletic representative at FMU, there are some obligations in dealing with members of the mass media. The Sports Information Director (SID) and the Public Affairs Office (SAB 101) are available to assist you in dealing with the members of the mass media.

Although members of the media have the direct telephone numbers of the coaching staff and the student-athletes, the SID will attempt to have members of the media arrange interview requests ahead of time through his office. The SID is available to assist student-athletes with media interviews.

The SID attempts to fulfill all hometown media requests for information. If your local hometown media requests information or a photograph, please contact the SID.

Tips for Dealing with the Media for Student-Athletes

DO's:

- Be on time to an interview; return telephone calls in a timely fashion
- Make yourself presentable in dress and appearance
- Be courteous and respectful to reporters
- Be honest and truthful in your responses
- Praise your teammates, credit your coaches
- Relax and keep your cool
- Take your time and think before you speak; use short sentences
- Feel free to say, "I'd rather not go into that" or "I don't feel comfortable talking about that,"
- Sometimes a "no comment" sends up a red flag
- How you behave when you lose may be more important than your actions when you win
- Be careful what you say and share on social media as media members follow student-athletes

DON'Ts:

- Never talk badly about an opponent, teammate, coach, or school
- Don't play referee and blame judges or officials
- Don't ever say "That's a stupid question"
- Never go "off the record" with a reporter
- Don't talk too fast
- If you don't know the answer to every question, simply say "I don't know"
- Don't ever presume to know what someone else thinks; speak only for yourself
- Don't start the answer to every question with "well," "uh," or "you know"
- Don't try to make serious points through humor, as it can come across badly
- Don't say anything that could come back and haunt you; never say never

In Case of an Accident or Crisis

In the case of a serious accident or a crisis situation, refer all questions from the media to your head coach or the sports information director.

UNIVERSAL ATHLETIC DEPARTMENT RULES

It is assumed that the Francis Marion University students who participate in intercollegiate athletics will conduct themselves in a manner befitting representatives of the University and abide by practices that enhance their personal health as well as their skills in sports.

Students representing Francis Marion University in intercollegiate athletics shall not act in a manner contrary to regulations of the University nor the policies of the team. Because of the demanding nature of sport as well as the privilege of participation, and in an effort to make clear the conduct expected in athletics and procedures which will be followed in case of misconduct, please be alerted to the following:

1. Meet all academic responsibilities, including regular class attendance and the completion of all assignments in a timely manner. Class absences will be limited to days that are missed due to intercollegiate competition.
2. Meet regularly with faculty advisors. Student-athletes are responsible for knowing and understanding all academic requirements to maintain eligibility and to graduate.
3. Alcohol consumption by minors is prohibited. At no time should an athlete consume alcohol when representing the University at any team function (e.g., travel, meetings, and practice). Any violation will result in the implementation of the Athletic Department Alcohol Policy.
4. The use of tobacco products is prohibited per NCAA rules concerning practice and competition.
5. Drug activity (buying, selling, using) of any nature is strictly prohibited. Any violation will result in the implementation of the Athletic Department Drug Policy.
6. Student-athletes are expected to be on time to all classes and athletic department events.
7. Hazing of any type is strictly forbidden per university and athletic department policy.
8. Acts of misconduct can lead to immediate suspension from the program. Student-athletes are expected to obey the rules and regulations of FMU and the Peach Belt Conference, as well as local, state, & federal law.
9. Profanity is strongly discouraged. Each team should have guidelines regarding profanity.
10. Each student-athlete is required to travel with their teammates to and from all activities. The only exception is if prior written permission is obtained from the student's parent/guardian and submitted to the head coach before the date of the contest. This process is necessary because of legal and liability issues and is designed to protect the student-athlete and FMU.
11. Every student-athlete must report any injury to the sports medicine department.

12. Every student-athlete must attend practice even when injured unless given permission to miss by the head coach.
13. Every student-athlete must attend all prescribed therapy sessions when injured.
14. Every student-athlete is subject to the department of athletics policies from the first day of classes following their initial enrollment at FMU to their final day of enrollment. This includes summer months in-between academic years. All student-athletes are required to report to the Director of Athletics any incident involving law enforcement authorities (including FMU Public Safety) where a citation or warrant is issued, within two business days. This includes any incident that occurs when school is not in session starting with the student-athletes' first day of enrollment.
15. Student-athletes have a responsibility to adhere to team rules as provided by the head coach and the athletic department. These rules are important and can affect the status of a student-athlete (i.e., suspension or dismissal from team).

Student-Athletes are subject to additional NCAA, PBC, Francis Marion University, the Athletic Department, and team policies during their tenure at Francis Marion University. Student-Athletes are responsible to acquaint themselves with the rules and regulations of each unit and when concerns or questions arise to take the initiative and get the answers.

Penalties for infringement of the above rules shall be determined by the athletic department and University policy where applicable, and may range from warning to immediate and/or permanent dismissal.

All decisions directly related to team performance (e.g., playing time, position, traveling squad, training, curfew, appearance, and conduct) are the responsibility of the head coach. Student-athletes who have not received a copy of their teams' rules should obtain a copy.

SOCIAL NETWORKING AND MEDIA USE POLICY (7-1-2014)

The Francis Marion University Department of Athletics recognizes and supports its student-athletes' rights to freedom of speech, expression, and association, including the use of online social networks. In this context, however, each student-athlete must remember that playing and competing for Francis Marion University is a privilege, not a right. As a student-athlete, you represent the University and you are expected to portray yourself, your team, and the University in a positive manner at all times. Any online postings must also comply with federal government, state of South Carolina, Francis Marion University, Peach Belt Conference, and National Collegiate Athletic Association rules and regulations.

It is incumbent upon student-athletes to be aware of University regulations regarding social networking sites. Ignorance of these regulations does not excuse student-athletes from adhering to them.

Guidelines for Student-Athletes

These guidelines are intended to provide a framework for student-athletes to conduct themselves safely and responsibly in an online environment. As a student-athlete at Francis Marion University, you must keep the following guidelines in mind:

1. Everything you post is public information - any text or photo placed online is completely out of your control the moment it is placed online - even if you limit access to your site or later delete the item.
2. Use caution when adding someone or inviting someone to be a friend. Many individuals are looking to take advantage of student-athletes, to get close to student-athletes to give themselves a sense of membership, or to gain information about you, your teammates, or your team for the purposes of negative publicity.
3. Limit the posting of personal information like your home address, local address, phone number, birth date, as well as your whereabouts or your plans. This will help to minimize the potential of becoming a victim of criminal activity.
4. Be aware that many employers, graduate schools, and scholarship committees often review social networking sites as part of your overall evaluation as an applicant. What you post may negatively affect your future. Protect yourself by maintaining a positive image and carefully consider how you want people to perceive you before posting any information.
5. You are responsible for ANY and ALL material on your site –including content posted on your site by other individuals.
6. **Four Things to Keep in Mind**
 - a. It's a tool, not a toy
 - b. Nothing is truly private.... Ever
 - c. If you retweet it (or share it), you own it
 - d. Personal branding: Every tweet reflects who you are

Prohibited Conduct

The Department of Athletics will not tolerate inappropriate content and behavior online. This may include but is not limited to: partial or total nudity, underage consumption of alcohol, hazing activities, tobacco use, obscene gestures, derogatory statements or vulgar language. This also includes the retweeting of inappropriate content, inappropriate behavior portrayed in photographs or video while subjects are wearing team apparel or FMU apparel and the establishment of any “false” social network accounts. “Team” pages or any social network site that appears to be associated with FMU or the athletic department which are constructed by student-athletes without the approval of the Director of Athletics are prohibited. Student-athletes should refrain from contacting prospective student-athletes via social networking sites who may be considering attending FMU (i.e. posting a wall message to a prospect’s facebook account).

Sanctions

Any inappropriate activity or language in violation of the above guidelines is subject to investigation and possible sanctions by Francis Marion University, the Athletic Department, and civil authorities. Sanctions imposed by the Director of Athletics may include, but are not limited to, the following:

- Written notification from the Director of Athletics to the student-athlete outlining the policy and requiring that the inappropriate content be removed within 24 hours or the social network profile deactivated.
- Temporary suspension from the team until prescribed conditions are met.
- Suspension from the team for a prescribed period.
- Indefinite suspension from the team

Student-athletes are required to sign an agreement to this policy at the beginning of each academic year in order to be eligible for competition.

ELIGIBILITY

AMATEURISM

To remain eligible athletically, the most important thing to remember is not to endanger your amateur status. It is essential that you check with your head coach or the Director for Compliance before making decisions regarding outside athletic participation.

The following are NCAA guidelines for maintaining your amateur status:
You cannot, within your sport:

1. Accept payments or a promise of payments (in cash, prizes, gifts, or travel) for participation, even if such pay is to be received following completion of athletics participation.
2. Signs a contract or commitment of any kind to compete in professional athletics.
3. Enter into an agreement with an agent (either orally or in writing) to represent him/her in future negotiations prior to or following initial full-time enrollment.
4. Use your athletic skill (directly or indirectly) for pay in any form in that sport.
5. Compete on any professional sports team, even if no pay or remuneration for expenses was received.
6. Receives directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a pro sports organization based on athletics skill or participation.
7. Participate on teams other than those fielded by FMU during the declared traditional and nontraditional playing seasons (this includes exhibition or tournament games).
8. Accept such things as gifts, meals, loans of cars, or money from athletic booster groups or people within the athletic program at the University.
9. Receive any benefit that is not available to other students at the University.
10. Accept any remuneration for or permit the use of your name or picture to advertise, recommend or promote directly the sale or use of a commercial product or service of any kind, or receive remuneration for endorsing a commercial product or service through the individual's use of such product or service.

EXTRA BENEFITS

Student-athletes at FMU are not to receive any extra benefits from coaches, alumni, boosters, etc. These individuals are known as "athletic representatives."

The FMU Department of Athletics is responsible for the control and conduct of the intercollegiate athletic program, and this responsibility includes accountability for the acts of its "athletic representatives." Once an individual has been identified as an "athletic representative," that identity is forever and is governed by the same NCAA and FMU rules and regulations as our athletic staff members.

Questions concerning benefits, gifts, and services that have been offered to a student-athlete should be reported to the head coach, the Director for Compliance, or the Director of Athletics immediately.

A benefit is not a violation if it can be demonstrated that the same benefit is generally available to the general student body.

A. Complimentary Admissions and Ticket Benefits

Student-athletes can be given 4 complimentary tickets per home or away contest to the sport he/she participates in, regardless if the athlete competes in the contest.

Complimentary tickets shall be distributed only to persons designated by the student-athlete who have identified themselves and signed an acknowledgement. It is not permissible to receive payment, or exchange the tickets for any item of value.

B. Academic and Support Services

Permissible:

Tutoring expenses
Drug-rehabilitation program expenses
Medical exams for enrolled student-athletes
Counseling for eating disorders
On-campus career counsel using outside resources

Non-permissible:

Typing/word processing/editing costs
Use of institutionally owned computers/typewriters
Use of a free copy/fax machine

C. Other Benefits That Are Not Permissible

- Reimbursement for travel to practice or to competition
- The use of an automobile by an athletics' representative
- A loan of money from an athletics' representative
- An athletics' representative signing or cosigning a note with an outside agency to arrange a loan
- Special discounts, payment arrangement, or credit on a purchase (e.g. airline ticket, clothing) or a service (e.g. laundry/dry cleaning) from either an athletics' representative.
- Telephone or credit card usage for personal reasons without charge or at a reduced cost
- Housing benefits such as stereo equipment, room furnishings, etc. which are not available to the general student body
- Use of Athletic Department phones for personal phone calls. Emergency calls may be made; yet always get permission from your coach or a staff member of the Athletic Department before using for such purposes.
- Services (e.g. movie tickets, dinners) from commercial agencies (e.g. movie theaters, restaurants) without charge or at reduced rates, or free or reduced-cost admissions to pro sports events from pro sports organizations
- The acceptance of athletics equipment, supplies or clothing (e.g. tennis racquets, golf clubs) from a manufacturer or commercial enterprise free or at a discounted or reduced price

GAMBLING AND BRIBERY

As a student-athlete, you may at some point be in a position to be involved in a gambling or bribery situation. It is important to realize that participation in gambling interests, even in the most minor fashion, can jeopardize your athletic career as well as have effects on the entire FMU athletic program.

It is important that you follow these guidelines:

1. Report to your coach or Director of Athletics if you are approached or aware that a teammate has been approached by someone trying to alter the outcome of a contest.
2. The NCAA requires that you report any individual who offers gifts, money, or favors in exchange for supplying information or attempting to alter the outcome of a contest.
3. There are legal implications involved with gambling. Being involved in such activities can result in expulsion from the University as well as a violation of federal, state, and local anti-bribery laws.

The following activities may render a student-athlete ineligible or result in severe disciplinary action:

1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competition.
2. Solicit a bet on any intercollegiate or professional team.
3. Engaging in activities designed to influence the outcome of a contest in an effort to affect the win-loss margin (e.g. point shaving)
4. Accept a bet on any team representing the institution.
5. Solicit or accept a bet on any intercollegiate or professional competition for any item (e.g., cash, shirt, dinner) that has tangible value.
6. Sell complimentary tickets to anyone.
7. Participate in any gambling activity that involves intercollegiate or professional athletics, through a bookmaker, a parlay card, the internet, fantasy leagues (where an entry fee is required and/or there is an opportunity to win a prize), pools, or any other method employed by organized gambling (i.e., NCAA Basketball Tournament bracket, Super Bowl pool).

OUTSIDE COMPETITION

Alumni and summer league games - Due to the complexities of these rules, each student-athlete must contact either their coach or the Director of Compliance with any questions.

NOTE: Most of these types of games are prohibited. Therefore, ineligibility could result by participating in any of these types of contests unless it has been pre-approved by the Director for Compliance.

Student-athletes will lose eligibility if they participate on any outside team during the academic year. Penalties can range in severity, and ineligibility may be for an entire year or entire educational career.

EQUIPMENT ISSUE

All student-athletes are responsible for all equipment (practice gear, uniforms, etc.) that is issued to them. If a student-athlete leaves the team for any reason all equipment must be returned within two business days. Uniforms are to be turned in to be cleaned immediately after each contest, home or away. At the end of each semester during the academic year, student-athletes will be notified what equipment must be returned. Student-athletes that do not return equipment will have a charge placed on their account for the replacement costs. During mandated breaks, student-athletes are not allowed use of FMU equipment per NCAA policy and South Carolina state policy.

FINANCIAL AID FOR STUDENT ATHLETES

ATHLETIC GRANT-IN-AID

A full athletic grant-in-aid, as described by NCAA regulations, is restricted to room, board, tuition, fees, and course-related textbooks and supplies.

INSTITUTIONAL FINANCIAL AID

Institutional financial aid includes scholarships, grants, employee dependent tuition benefits, loans, aid awarded through an established outside program that recognizes outstanding high school graduates in which athletics participation may be a criterion, tuition waivers, and government and private grants for which FMU determines the recipient and the amount of aid. Please make sure your coach and the Director for Compliance are aware of such aid.

FINANCIAL AID RECEIVED OUTSIDE THE UNIVERSITY

If you anticipate receiving funds from outside the University (other than from parents or legal guardians), then these funds must be reported to the Director for Compliance and the Director of Financial Assistance.

TERM OF AWARD

FMU athletic scholarships are only for ONE academic year (per NCAA rules). The scholarship can be reduced, or not renewed, after the academic year for any reason.

RENEWAL, NON-RENEWAL, OR REDUCTION POLICY

Student-athletes are to be notified by July 1 before the academic year regarding the renewal, non-renewal, or reduction of their athletic grant-in-aid. Reasons for non-renewal or reduction of a student-athlete's athletic grant-in-aid may include, but are not limited to, the following actions of the student-athlete:

- Rendering himself or herself academically ineligible for intercollegiate competition.
- Give false information on FMU application, letter of intent, financial aid agreement, or medical documentation as it relates to past or present injuries or illnesses/conditions.
- Engages in misconduct warranting disciplinary penalty.
- Voluntarily withdraws from the sport.
- Violation of athletic department policy, team rules and/or practice regimen.

- Not reporting an injury to the sports medicine department and/or missing treatment/rehabilitation sessions.
- Sustaining an injury outside of a Francis Marion University countable athletic related activity that results in either inability to perform or diminished athletic performance.
- Failure/refusal to participate in athletic contest, practice or any countable athletic-related activity when called upon to do so by the coaching staff, when cleared by the athletic training staff and/or team physician.
- Engaging in activities at athletic training, practice, contest or other sites that are harmful to the student-athlete or to others.
- Violation of standards of good sportsmanship as identified by the PBC and the NCAA.
- Destruction or defacement of institutional property.
- Conduct that violates athletic department and/or institutional rules or regulations.
- Conduct that violates PBC or NCAA rules.

Non-renewal or reduction based on items listed above must be documented by the coaching staff and/or another institutional staff member as they occur. Documentation shall include the name of the student-athlete and the date and circumstances of the infraction. The head coach must provide the student-athlete with notification (verbally or written) prior to the conclusion of the award verifying that the student-athlete was made aware of the potential reduction or cancellation of athletic grant-in-aid for the subsequent academic year (or semester).

Athletic grant-in-aid can be reduced or not renewed after the term of the award due to playing ability. The head coach must provide the student-athlete with notification (verbally or written) prior to the conclusion of the award verifying that the student-athlete was made aware of the potential reduction or cancellation of athletic grant-in-aid for the subsequent academic year (or semester).

If the student-athlete believes that the reduction or non-renewal of the grant-in-aid is unjustified, he or she is entitled to a prompt hearing.

CANCELLATION OF ATHLETIC GRANT-IN-AID DURING ACADEMIC YEAR

FMU can reduce or cancel a grant-in-aid during the period of the award if the student-athlete:

- Rendering himself or herself academically ineligible for intercollegiate competition.
- Give false information on FMU application, letter of intent, financial aid agreement, or medical documentation as it relates to past or present injuries or illnesses/conditions.
- Engages in misconduct warranting disciplinary penalty.
- Voluntarily withdraws from the sport.
- Violation of athletic department policy, team rules and/or practice regimen.
- Sustaining an injury outside of a Francis Marion University countable athletic related activity that results in either inability to perform or diminished athletic performance.
- Failure/refusal to participate in athletic contest, practice or any countable athletic-related activity when called upon to do so by the coaching staff, when cleared by the athletic training staff and/or team physician.
- Fails to report an injury to the sports medicine department
- Engaging in activities at athletic training, practice, contest or other sites that are harmful to the student-athlete or to others.
- Violation of standards of good sportsmanship as identified by the PBC and the NCAA.
- Destruction or defacement of institutional property.
- Conduct that violates athletic department and/or institutional rules or regulations.
- Conduct that violates PBC or NCAA rules.

The grant-in-aid cannot be reduced or cancelled during the period of the award based on an injury, illness, or for athletic performance.

APPEAL PROCEDURE

If a student-athlete believes the decision to cancel, reduce or terminate the athletic grant-in-aid is unjustified, he or she may request a hearing:

1. To appeal a decision of the Athletic Department, the student-athlete must notify Francis Marion University in writing within 14 days from the date of the letter notifying him/her of the University's decision with regard to transfer or scholarship. The letter of petition should be addressed to the attention of the Provost, SAB 115, Francis Marion University, P.O. Box 100547, Florence, SC 29502-0547.
2. The Provost or designee will convene a Special Appeals Committee to consider the matter within 30 days from receipt of the petition. The three voting members of the committee will include:
 - one faculty member appointed by the Provost;
 - one faculty member appointed by the Faculty Chair;
 - the Assistant Dean of Students or his/her designee.The Provost/designee will moderate the meeting but will not vote.
3. The student-athlete may bring a member of the University community to the meeting for the sole purpose of offering support and unobtrusive advice. A person attending in this capacity may not address the panel.
4. During the meeting, both the Athletic Director and the student will be given an opportunity to explain their positions, to answer questions from the committee members, and to make final statements. The two parties will not direct questions to each other. The Provost/designee will notify the student and the Athletic Director in writing within 7 days of the committee's decision.
5. Per NCAA rules, the decision of the committee is final.

HOURS OF OPERATION FOR STUDENT SERVICES (subject to change)

Bookstore Hours

Mon. - Fri. 8:00 AM - 4:30 PM

Media Center

Mon. – Thur. 8:00 AM - 9:30 PM

Friday 8:00 AM - 5:00 PM

Saturday Closed

Sunday Closed

Counseling and Testing

Monday – Friday 9:00 AM to 5:00 PM

Dining Services

Mon. - Fri. 7:00 AM - 7:00 PM

Sat. & Sun.

Brunch 11:00 AM - 1:30 PM

Dinner 5:00 PM - 7:00 PM

“The Grille”

Mon. - Thur. 9:00 AM – 11:00 PM

Friday 9:00 AM – 3:00 PM

Saturday 5:00 PM – 11:00 PM

Sunday 5:00 PM – 11:00 PM

Weekend service is available on holidays or fall/spring break weekends

SUBWAY (located in The Grille)

Mon. - Fri. 11:00 AM – 11:00 PM

Sat. - Sun. 4:00 PM – 11:00 PM

Health Services

Monday – Friday 8:30 AM – 1:00 PM , 2:00 – 4:30 PM

Library Services

Monday - Thursday 8:00 AM - 11:00 PM

Friday 8:00 AM - 5:00 PM

Saturday 9:00 AM - 5:00 PM

Sunday 3:00 PM - 11:00 PM

Tutoring Center

Mon. - Thur. 12:00 PM - 8:00 PM

Hours Subject to Change Depending on Availability

Writing Center (Founders Hall)

Mon. - Thur. 9:00 AM - 5:00 PM

Friday 9:00 AM - 1:30 PM

HOUSING

UNIVERSITY RESIDENCE HALLS & APARTMENTS

All student-athletes are to abide by the rules and regulations in the FMU Student Handbook.

The student-athlete is responsible for his or her housing deposit (an athletic scholarship may not cover this). Renewing the contract for the next year is the responsibility of the student- athlete.

NCAA REGULATIONS

PLAYING AND PRACTICE LIMITS

The NCAA limits the amount of time a student-athlete can be involved in “athletically related activities.” Athletically related activities are any required activity with an athletics purpose and at the direction of, or supervised by coaches and must be counted under the daily and weekly limitations

GENERAL GUIDELINES (IN-SEASON):

1. You are allowed to participate in “countable athletically related activities” for 4 hours/day and 20 hours/week. The following are countable activities.
 - A. On-court (field, floor, etc.) activity
 - B. Setting up offensive or defensive alignment
 - C. Chalk talk
 - D. Lecture or discussion of strategy
 - E. Activities using equipment related to the sport
 - F. Review or discussions of game films
 - G. Activities conducted under the guise of PE class work (any class composed primarily of members of an intercollegiate team on a required attendance basis)
 - H. Competition or practice (including walk-throughs)
 - I. Required weight training and conditioning activities
 - J. Participation in individual skill-related instructional activities with a coach
 - K. Required participation in camps, clinics, or workshops
 - L. Individual workouts required by the coach
 - M. Visiting the competition site in cross country or golf
 - N. Meeting required by the coach (non-administrative), including individual or end of season meetings.
 - O. On-court or on-field activities called by any member or members of a team and confined primarily to members of that team that are considered as requisite for participation in that sport (e.g., captain's practices).
2. You must have one day off per week with no related activities (travel can be a day off).
3. Competition counts as 3 hours regardless of the actual duration of competition.
4. Daily and weekly hour limitations do not apply during an institution’s official vacation period or semester break. A student-athlete shall not participate in any countable related activity nor any voluntary athletically related activity on campus for a seven-consecutive calendar-day period from Dec. 21-27 per NCAA rules.
5. No missed class time for practice activities is allowed per NCAA rules

The following are not countable activities:

1. Physical rehab, taping, or medical exams/treatments
2. Study hall or tutoring sessions
3. Meetings with coaches or other athletics personnel on non-athletic matters, including Champs Life Skills, SAAC or Compliance meetings
4. Team travel
5. Visiting the competition site in sports other than cross country and golf.
6. Participation in regular PE classes that are open to all students
7. Voluntary individual workouts (e.g. weight training, and sport-related activities), including use of the university’s facilities provided they are not supervised by a coach
8. Individual meeting with a coach initiated by you
9. Recruiting activities (i.e. student host)

GENERAL GUIDELINES (OFF-SEASON):

1. Maximum 8 hours/week for weight training and conditioning
2. Only 2 of these hours can be used for on-court (floor, field, etc.) skill instruction and/or team activities.
3. There are a required two days off per week.
4. Sports that have a non-traditional season have 24 days to practice or play contests in a 45 day window with a maximum time limitation of 20 hours per week.
5. Summer workouts on one's own are voluntary, which means the student-athlete is not required to partake in the activity or to report back to the coach on any participation.
6. All countable athletically related activities outside of the playing season are prohibited one week prior to the beginning of the final exam period through the conclusion of the final exams.

STUDENT-ATHLETE FORUMS

STUDENT-ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) is a forum for the student-athletes to have input on various issues involving athletic policies and practices, NCAA proposed legislation, concerns of their teammates, and issues raised during the year by the Director of Athletics. Each member institution has a link to the NCAA Student-Athlete Advisory Committee through the Peach Belt Conference SAAC. The Peach Belt Conference draws a representative from each of its member schools. Within FMU, two student-athletes are selected from each of the 12 sports to represent their teammates at scheduled meetings throughout each school year. This enables the student-athletes of FMU to have an active voice within the NCAA, PBC, and FMU legislative and administrative processes.

EXIT INTERVIEW

All student-athletes completing their eligibility are given exit interviews at the conclusion of that academic year. The purpose of these interviews is to determine how student-athletes feel about their experience at FMU, the strengths and weaknesses of the program, and to assess areas of concern that need to be addressed in the future.

SPORTS MEDICINE POLICY AND PROCEDURES

ATHLETIC TRAINING ROOM

The athletic training room is available to all student-athletes to assist them with the treatment and rehabilitation of athletically related injuries.

Hours of operation vary according to the sports in season and the time of year. All athletic training room rules and procedures are formulated to serve athletes in the best possible manner while allowing them to receive the best care available.

Specific procedures and times regarding athletic training room usage will be posted in the athletic training room. Athletic training room usage is a privilege that can be revoked if all procedures are not followed. For that reason, we encourage you to ask questions so that you are clear on the important role that the sports medicine staff has in your athletic career at the University.

Specific treatment times will be posted. If a student-athlete cannot make those times, then he/she needs to make arrangements with the athletic training staff.

ATHLETIC TRAINING ROOM RULES

- Absolutely NO self-treatment.
- The athletic training room is a medical facility. If a student-athlete is not receiving treatment, they will be asked to leave.
- No athlete is to operate athletic training room equipment unless specifically instructed to do so by a member of the athletic training staff
- No student-athlete is permitted to get any OTC medication out of the cabinet. Please ask a member of the athletic training staff.
- The use of tobacco, vaping, alcohol, and illegal/banned drugs will be prohibited.

Review additional rules posted in the Athletic Training Room.

PHYSICAL EXAMINATIONS

All student-athletes must have a physical exam performed by FMU-approved physicians before participating in practices or an athletic contest. Any student-athlete missing his/her team's scheduled physical exam will not be permitted to participate in, or receive equipment for, intercollegiate athletics.

SICKLE CELL TRAIT

All incoming student-athletes must provide blood test results or documentation of a test completed at birth showing their individual sickle cell trait status with doctor's signature.

ADHD POLICY

All student-athletes diagnosed with ADD or ADHD must provide medical documentation from their prescribing doctor if taking any medication. See pages 32-35 for NCAA guidelines and criteria for letter from prescribing physician.

PARTICIPATION WITHOUT AUTHORIZATION

Any student-athlete who participates in supervised workouts, practices, and/or a contest without a physical exam will be responsible for any injuries or medical liabilities that occur.

Any injuries that result will be the legal and financial responsibility of the coach and the individual student-athlete.

All injuries, no matter the severity, must be reported to the sports medicine staff.

TREATMENT OF INJURY AND ILLNESS

All treatment and rehabilitation activities are the responsibility of the athletic training staff and student trainers under the supervision of the Head Athletic Trainer and team physician. In order for a student-athlete to return from an injury as soon as possible, it is necessary that they cooperate fully and completely with their prescribed rehabilitation program. It is the responsibility of the student-athlete to meet all their treatment and rehabilitation regimens. The sports medicine staff will provide regular information to the coaching staff regarding the progress of individual student-athletes.

Coaches and athletic trainers view missed appointments, tardiness, or noncompliance with treatment regimens in an unfavorable manner. You must report all injuries or illnesses that might interfere with your ability to practice or participate in your sport to your coach and the athletic training staff. The sports medicine staff can assist you best if you keep them informed of problems when they occur.

REFERRALS

After an evaluation, a certified athletic trainer may refer the student-athlete to the team physician for treatment or for further referral to an appropriate specialist as needed.

The FMU medical team member must clear the student-athlete before he/she will be allowed to return to participation. If a student-athlete is seen by a physician, without a FMU Athletic Training Room referral, for an injury or illness from athletic participation, FMU will not be responsible for any incurred bills. All referrals must be made by the FMU athletic training staff or team physician.

EMERGENCY ROOM/URGENT CARE

If the student-athlete goes to the above facility, it is the responsibility of the student-athlete to report to the sports medicine staff as soon as possible.

PRE-EXISTING CONDITION/INJURY

FMU will not be responsible for any pre-existing conditions or injuries.

The FMU Sports Medicine Department is committed to providing each student-athlete with the best health care available. Please respect each member of the team.

INJURY/MEDICAL CONDITION PROCEDURES

The student-athlete's health and well being is of utmost importance. In order to maintain quality coverage and assure appropriate care is rendered initially and continuing if necessary, the following procedures are instituted. The word "injury" applies to only those ailments that are caused by the participation in a supervised practice or game. Ailments such as bronchitis, tonsillitis or influenza are some examples of medical problems for which the Department of Athletics cannot be responsible for per NCAA regulations.

1. All injuries must be reported to the sports medicine staff immediately. Only those injuries reported to the sports medicine staff, and come as a result of the above-mentioned circumstances, will be covered by insurance.
2. The sports medicine staff is the primary and the initial contact for student-athletes to report all athletic injuries and illnesses.
3. All non-sports related injuries or medical conditions are encouraged to be reported to the sports medicine staff.
4. The sports medicine staff will make all referrals for medical care by an outside medical agency or physician.
5. In the event of an emergency or medical problem, outside athletic training room hours, contact the sports medicine staff for the necessary advice or assistance, regardless of the time of day. If unable to contact the athletic training staff, go directly to Campus Police for assistance.
6. **Failure to report an injury or seeking medical care without being referred by the sports medicine staff relieves FMU of all liability for any charges that are incurred as a result of such action. Any FMU student-athlete, who seeks any new/additional medical assessment/treatment which is deemed unnecessary/unwarranted by the FMU sports medicine team, may be subject to assuming full/all responsibilities for the said assessment/treatment.**
7. An injury report must be filled out with the Head Athletic Trainer before a visit to an outside medical agency or physician.
8. Information regarding a student-athlete's insurance coverage must be taken to the medical agency or physician on the first visit. The physician will submit a claim on the student-athlete's personal policy first. The balance remaining following payment from the personal insurance policy will be filed and processed by the University's insurance policy. Student-athletes may be responsible for costs not covered by either insurance policies.

All relevant information received by the student-athlete in the mail regarding medical bills and explanation of benefits must be submitted to the Head Athletic Trainer immediately. FMU will not be responsible for reports to credit organizations of unpaid bills where the student-athlete has not submitted a copy of those bills or explanation of benefits to the Department of Athletics.

INSURANCE

All FMU student-athletes **are required** to have a primary insurance policy that covers athletic injuries in the state of South Carolina and other parts of the United States of America. Student-athletes without such a policy will not be allowed to participate in training, practice, or games. If such a policy is dropped during the school year and the Head Athletic Trainer is not informed, the student-athlete, and/or their parents, may be responsible for the entire cost of any treatment received. All student-athletes must have on file a copy of their primary insurance card in order to participate in intercollegiate athletics.

Francis Marion University Intercollegiate Athletic Insurance is a secondary policy. Francis Marion University will provide secondary accident policy insurance for **most, but not all**, medical charges that result because of injury during intercollegiate practices or games that are not covered by your policy. Student-athletes may be responsible for some costs not covered by either insurance policies.

When injured you must see the Head Athletic Trainer to fill out an injury report form. Failure to submit the injury report form within a timely manner could mean rejection of your claim. The accident claim must then be submitted against the primary insurance of the student-athlete first and then to Francis Marion University's insurance policy. Our insurance will not cover the cost difference between a private and a semi-private room. Also, physical therapy may be limited to a certain number of treatments depending on the injury. Bills submitted to Francis Marion University's Insurance after the designated amount of time required by the insurance company after the date of injury, will not be considered for payment, and will become the responsibility of the athlete and/or parent.

**NCAA Banned Drugs and Medical Exceptions Policy
Guidelines Regarding Medical Reporting
for Student-Athletes with Attention Deficit Hyperactivity Disorder (ADHD)
Taking Prescribed Stimulants**

The NCAA bans classes of drugs because they can harm student-athletes and can create an unfair advantage in competition. Some legitimate medications contain NCAA banned substances, and student-athletes may need to use these medicines to support their academics and their general health. The NCAA has a procedure to review and approve legitimate use of medications that contain NCAA banned substances through a Medical Exceptions Procedure. The diagnosis of adult ADHD remains clinically based utilizing clinical interviews, symptom-rating scales, and subjective reporting from patients and others. The following guidelines will help institutions ensure adequate medical records are on file for student-athletes diagnosed with ADHD in order to request an exception in the event a student-athlete tests positive during NCAA Drug Testing.

1. General considerations. Student-athletes diagnosed with ADHD in childhood should provide records of the ADHD assessment and history of treatment. Student-athletes treated since childhood with ADHD stimulant medication but who do not have records of childhood ADHD assessment, or who are initiating treatment as an adult, must undergo a comprehensive evaluation to establish a diagnosis of ADHD. There are currently no formal guidelines or standards of care for the evaluation and management of adult ADHD. The diagnosis is based on a clinical evaluation. ADHD is a neurobiological disorder that should be assessed by an experienced clinician and managed by a physician to improve the functioning and quality of life of an individual.
 - a. Student-athletes should have access to a comprehensive continuum of care including educational, behavioral, psychosocial and pharmacological services provided by licensed practitioners who have experience in the diagnosis and management of ADHD. Student-athletes treated with ADHD stimulant medication should receive, at a minimum, annual clinical evaluations.
 - b. Mental health professionals who evaluate and prescribe medical therapy for student-athletes with ADHD should have appropriate training and experience in the diagnosis and management of ADHD and should have access to consultation and referral resources, such as appropriate medical specialists.
 - c. Primary care professionals providing mental health services (specifically the prescribing of stimulants) for student-athletes with ADHD should have experience in the diagnosis and management of ADHD and should have access to consultation and referral resources (e.g., qualified mental health professionals as well as other appropriate medical specialists).
2. Recommended ways to facilitate academic, athletics, occupational and psychosocial success in the college athlete with adult ADHD taking prescribed stimulants include:
 - a. Access to practitioners experienced in the diagnosis and management of adult ADHD.
 - b. A timely, comprehensive clinical evaluation and appropriate diagnosis using current medical standards.

- c. Access to disability services.
 - d. Appropriate medical reporting to athletics departments/sports medicine staff.
 - e. Regular mental health/general medical follow-up.
3. Student-Athlete Document Responsibility. The student-athlete's documentation from the prescribing physician to the athletics departments/ sports medicine staff should contain a minimum of the following information to help ensure that ADHD has been diagnosed and is being managed appropriately (see Attachment for physician letter criteria):
- a. Description of the evaluation process which identifies the assessment tools and procedures.
 - b. Statement of the Diagnosis, including when it was confirmed.
 - c. History of ADHD treatment (previous/ongoing).
 - d. Statement that a non-banned ADHD alternative has been **considered** if a stimulant is currently prescribed.
 - e. Statement regarding follow-up and monitoring visits.
4. Institutional Document Responsibility. The institution should note ADHD treatment in the student-athlete's medical record on file in the athletics department. In order to request a medical exception for ADHD stimulant medication use, it is important for the institution to have on file documentation that an evaluation has been conducted, the student-athlete is undergoing medical care for the condition, and the student-athlete is being treated appropriately. The institution should keep the following on confidential file:
- a. Record of the student-athlete's evaluation.
 - b. Statement of the Diagnosis, including when it was confirmed.
 - c. History of ADHD treatment (previous/ongoing).
 - d. Copy of the most recent prescription (as documented by the prescribing physician).

5. Requesting an NCAA Medical Exception:

- a. The student-athlete should report the banned medication to the institution upon matriculation or when treatment commences in order for the student-athlete to be eligible for a medical exception in the event of a positive drug test.
- b. A student-athlete's medical records or physician's letter should **not** be sent to the NCAA, unless requested by the NCAA.
- c. The use of the prescribed stimulant medication **does not** need to be reported at the time of NCAA drug testing.
- d. Documentation should be submitted by the institution in the event a student-athlete tests positive for the banned stimulant.

Note: The NCAA Committee on Competitive Safeguards and Medical Aspects of Sports may approve stimulant medication use for ADHD without a prior trial of a non-stimulant medication. Although the NCAA Medical Exception Policy requires that a non-banned medication be considered, the medical community has generally accepted that the non-stimulant medications may not be as effective in the treatment of ADHD for some in this age group.

ATTACHMENT

Attention Deficit Hyperactivity Disorder (ADHD) Guideline Attachment

Criteria for letter from prescribing Physician to provide documentation to the Athletics Department/Sports Medicine staff regarding assessment of student-athletes taking prescribed stimulants for Attention Deficit Hyperactivity Disorder (ADHD), in support of an NCAA Medical Exception request for the use of a banned substance.

The following must be included in supporting documentation:

- Student-athlete name.
- Student-athlete date of birth.
- Date of clinical evaluation.
- Clinical evaluation components including:
 - Summary of comprehensive clinical evaluation (referencing DSM-IV criteria) -- attach supporting documentation.
 - ADHD Rating Scale(s) (e.g., Connors, ASRS, CAARS) scores and report summary -- attach supporting documentation.
 - Blood pressure and pulse readings and comments.
 - Note that alternative non-banned medications have been considered, and comments.
 - Diagnosis.
 - Medication(s) and dosage.
 - Follow-up orders.

Additional ADHD evaluation components if available:

- Report ADHD symptoms by other significant individual(s).
- Psychological testing results.
- Physical exam date and results.
- Laboratory/testing results.
- Summary of previous ADHD diagnosis.
- Other comments.

Documentation from prescribing physician must also include the following:

- Physician name (Printed)
- Office address and contact information.
- Specialty.
- Physician signature and date.

DISCLAIMER: The National Collegiate Athletic Association shall not be liable or responsible, in any way, for any diagnosis or other evaluation made, or exam performed, in connection herewith, or for any subsequent action taken, in whole or in part, in reliance upon the accuracy or veracity of the information provided hereunder.

The National Collegiate Athletic Association
January 30, 2009 MEW:rhb



2016-17 NCAA Banned Drugs

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA Bans the Following Classes of Drugs:

1. Stimulants;
2. Anabolic Agents;
3. Alcohol and Beta Blockers (banned for rifle only);
4. Diuretics and Other Masking Agents;
5. Street Drugs;
6. Peptide Hormones and Analogues;
7. Anti-estrogens; and
8. Beta-2 Agonists.

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

1. Blood doping;
2. Gene doping;
3. Local anesthetics (under some conditions);
4. Manipulation of urine samples; and
5. Beta-2 Agonists permitted only by prescription and inhalation.

NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff. There are no NCAA approved supplement products.

1. Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test result.
2. Student-athletes have tested positive and lost their eligibility from using dietary supplements.
3. Many dietary supplements are contaminated with banned drugs not listed on the label.
4. **Any product containing a dietary supplement ingredient is taken at your own risk.**

Check with your athletics department staff prior to using a supplement.

National Collegiate Athletic Association

Supporting student-athlete success on the field, in the classroom and for life

Equal Opportunity/Affirmative Action Employer

Examples of NCAA Banned Substances in Each Drug Class

**Note to Student-Athletes: There is NO complete list of banned substances.
Do not rely on this list to rule out any label ingredient.**

1. **Stimulants:** Amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; methamphetamine (DMAA); methylphenidate (Ritalin); synephrine (bitter orange); methylhexanamine, "bath salts" (mephedrone); octopamine; DMBA; phenethylamines (PEAs); etc. Exceptions: phenylephrine and pseudoephedrine are not banned.
2. **Anabolic Agents** (sometimes listed as a chemical formula, such as 3,6,17-androstenedione); Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine, stanozolol; stenbolone; testosterone; trenbolone; SARMS (ostarine); etc.
3. **Alcohol and Beta Blockers** (banned for rifle only): Alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.
4. **Diuretics** (water pills) **and Other Masking Agents:** Bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.
5. **Street Drugs:** Heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073).
6. **Peptide Hormones and Analogues:** Growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1; etc.
7. **Anti-Estrogens:** Anastrozole; tamoxifen; formestane; ATD; clomiphene; SERMS (nolvadex); Arimidex; clomid; evista; fulvestrant; aromatase inhibitors (Androst-3, 5-dien-7, 17-dione), etc.
8. **Beta-2 Agonists:** Bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

Additional examples of banned drugs can be found at www.ncaa.org/drugtesting.

**Any substance that is chemically related to the class,
even if it is not listed as an example, is also banned!**

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the **Resource Exchange Center (REC)** at 877-202-0769 or www.drugfreepart.com/rec password: ncaa1, ncaa2 or ncaa3.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

UNIVERSITY ATHLETICS DEPARTMENT

Student-Athlete Nutritional Supplement Disclosure and Review Form

I, _____ am taking or intend to take the
(Student-athlete name-printed)
following nutritional supplements. I acknowledge the risk of losing my eligibility to participate in intercollegiate athletics if I test positive for an NCAA banned substance that may be found in any substance that I may take, regardless of the reason or purpose for taking such supplements.

I acknowledge and understand that the labeling on these products can be misleading and inaccurate, and that sales personnel are paid to sell these products and cannot accurately certify that these products contain no substances banned by the NCAA. Terms such as "healthy" or "naturally occurring" do not necessarily mean safe to take or use, or that the NCAA endorses a product or approves its usage.

Before taking or using any supplement, I am responsible for taking appropriate steps to ensure that it does not contain any substance banned by the NCAA. By making this disclosure, I am requesting that these products and their ingredients be reviewed by my institution's head athletic trainer for the purposes of determining whether they are medically safe to use and do not contain substances banned by the NCAA. I understand that I should not take or use these products until their usage has been approved by my institution's head athletic trainer.

Brand Name	Listed Ingredients	Banned Substances
1.) _____	_____	_____
	_____	_____
2.) _____	_____	_____
	_____	_____
3.) _____	_____	_____
	_____	_____
4.) _____	_____	_____
	_____	_____
5.) _____	_____	_____
	_____	_____

Signatures:

student athlete

date

head athletic trainer

date

NCAA SUBSTANCE ABUSE POLICY

- A. Every student-athlete and student-support staff member is subject to out-of-competition (year-round) drug testing.
- B. Student-athletes and student-support staff are subject to testing before, during, or after their competitive season.
- C. Student-athletes and student-support staff are required to keep up to date addresses and phone numbers on file with the Compliance Director stating where they can be reached during the academic year and summer.
- D. A student-athlete or student-support staff member who tests positive for a banned substance, as set forth in Bylaw 31.2.3, shall be declared ineligible for further participation in championship season and non-championship season competition in accordance with the ineligibility provision, in Bylaw 18.4.1.5, totaling one calendar year and be charged with the loss of a minimum of a season of competition.

FMU SUBSTANCE ABUSE POLICY

STATEMENT OF PHILOSOPHY

Francis Marion University supports the NCAA statement of substance abuse. We are dedicated to promoting and preserving the integrity of athletics for the benefit and welfare of our student-athletes. The abuse of alcohol or illicit drugs by student-athletes will adversely affect their performance, athletic achievements, and personal well-being. Student-athletes who abuse alcohol and/or controlled substances put themselves, their teammates, and the university at risk. For these reasons, we are committed to develop, initiate, and maintain requirements/policies/procedures which have a proactive approach in regards to the choices our student-athletes make in these matters.

Francis Marion University does not tolerate under-age drinking or the inappropriate use of alcohol, substance abuse, or use of any substance banned by the NCAA. Participation in intercollegiate athletics at Francis Marion University is a privilege; those who participate are expected to uphold the highest standards of the University.

FMU is committed to enhancing the life of every student-athlete who attends Francis Marion University, and because of this, we believe that a strong alcohol and substance abuse prevention program and drug-screening program are essential for the protection of student-athletes from the harmful effects of alcohol and drug abuse.

PURPOSE AND GOALS

1. To educate through discussions and Champs Life presentations FMU student-athletes and student-support staff on the effects of tobacco, vaping, alcohol abuse, and or illicit drug use on their physical, psychological, and social well-being.
2. To identify the substance abuser and to provide a mechanism of counseling and rehabilitation.
3. To improve class attendance and academic performance.
4. To act as a deterrent to prevent drug usage.
5. To develop a proactive means to prevent inappropriate use of tobacco, vaping, alcohol, or drugs.

PARTICIPANTS

1. All student-athletes at Francis Marion University, both scholarship and non-scholarship, including student-athletes who are ineligible to play or who have redshirt status.
2. All student-support staff, including but not limited to, student managers, student trainers, student coaches and practice players.

DURATION STUDENT/ATHLETES ARE SUBJECT TO SUBSTANCE ABUSE POLICY

Every student-athlete and student-support staff member is subject to the department of athletics substance abuse policy from the first day of classes following their initial enrollment at FMU to their final day of enrollment. This includes summer months in-between academic years. Every student-athlete and student-support staff member is required to report to the Director of Athletics any violation or incident involving law enforcement authorities where a citation or warrant is issued within two business days

HOW INDIVIDUALS ARE SELECTED FOR TESTING

Methods of Selection

1. Random selection
2. Reasonable Suspicion
3. Referral
4. Positive from previous test
5. Arrest or conviction for a criminal offense related to alcohol or drug use
6. Observed abnormal appearance, conduct, or behavior, including absence from class and training or competition reasonably interpreted as being caused by the use of alcohol or illegal drugs

Notification of Individuals Selected

Advanced notice **will not** be given. On the day that the test will take place, the Head Athletic Trainer, Assistant Athletic Trainer(s), director of NCAA Compliance or head coach will hand deliver a paper notification of selection to each student-athlete that will be tested. At the time of presentation the student-athlete will be notified of time and location of the drug test and then will sign a notification form. All notified individuals should bring a photo ID to the drug testing site. If a notified student-athlete fails to report to the drug testing session, he/she will be considered to have a positive test and face sanctions as if his/her specimen tested positive.

Testing Procedures

1. Selected individual will provide a urine specimen under observation
2. Sample will be analyzed (the FMU Athletic Department tests for banned drugs that include but are not limited to the NCAA banned drug list)
3. Testing results will be returned to the head athletic trainer, who will notify the Director of Athletics of all results; the Director of Athletics will notify the appropriate head coach

Note: These policy sanctions do not super cede any action taken under Francis Marion University's Code of Student Conduct.

TOBACCO

The use of tobacco products, including smokeless tobacco and vaping, is PROHIBITED by all student-athletes and student-support staff in all sports during practice and competition.

Penalties: A player is to be removed from practice or ejected from a contest at which time further sanctions will be determined.

VIOLATIONS/SANCTIONS - ALCOHOL

Alcohol is the most frequently abused drug in our society, and the Francis Marion University Athletic Department will not tolerate the abuse or illegal use of alcohol.

Level One Violation

1. Underage drinking without hospitalization.
2. Underage Possession.
3. Disruptive Behavior due to Alcohol without hospitalization.
4. Possession of alcohol where prohibited by FMU, state, or federal statutes.

Level One Sanctions

Head Coach in consultation with Director of Athletics will decide sanctions.

Depending on the violation, the individual may be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this will be the responsibility of the student-athlete. Student-athlete will be under a 60-day probation period. Another level one, two, or three violation during that time and additional sanctions will be imposed by the Director of Athletics. Additional level one violation during a student-athletes' career will result in increased sanctions as instituted by the Director of Athletics. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.

Level Two Violations:

1. Intoxication
2. Drunk and Disorderly Conduct
3. Failure to comply while under the influence

Level Two Sanctions:

1. Suspension for 10 days from all athletic events. In addition, 25 hours of community restitution will be administered by the Director of Athletics.
2. Parents and/or guardians will be notified of the incident.
3. The student-athlete will automatically be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this will be the responsibility of the student-athlete.
4. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.
5. Additional level one or two violations during a student-athletes' career could result in increased sanctions as instituted by the Director of Athletics.

Level Three Violations:

1. Serving or supplying underage persons alcohol.
2. Driving under the influence (DUI, DWI)
3. Intoxication with hospitalization.

Level Three Sanctions:

1. Suspension for 20 percent of contests during the championship season of competition. In addition, 25 hours of community restitution will be administered by the Director of Athletics.
2. Parents and/or guardians will be notified of the incident.
3. The student-athlete will automatically be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this will be the responsibility of the student-athlete.
4. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.
5. Additional level one, two or three violations during a student-athletes' career could result in increased sanctions as instituted by the Director of Athletics.

Level Four Violations:

1. Serving or supplying prospective student-athletes alcohol.
2. Any serious criminal activity while under the influence of alcohol; which would include but is not limited to sexual assault, threats, physical abuse, etc.

Level Four Sanctions:

1. Permanent suspension from FMU intercollegiate athletic program.
2. Parents and/or guardians will be notified of the incident.
3. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.

Alcohol Abuse

As an athletic participant, you may receive special attention from other students. Along with this “high visibility” come some responsibilities. As a “role model,” you are expected to present a wholesome public image.

CANCELATION OF ATHLETIC GRANT-IN-AID

Any violation of any of the above four levels that brings disciplinary sanction by the institution’s normal governing body can result in immediate cancellation of the athletic grant-in-aid. In addition, any violation of the above levels can result in non-renewal of the athletic grant-in-aid for the next academic year. The above sanctions have to do with participation, not cancellation or renewal of athletic grant-in-aid. Refer to financial aid for student-athletes section in this handbook.

SANCTIONS FOR ILLEGAL USE OF DRUGS

The Athletic Department will consider the following instances as a positive test:

1. Confirmed positive test result.
 2. Violating FMU's illicit drug code of conduct.
 3. Arrest or conviction of illegal drugs.
 4. Failure to show up to the designated drug testing site on time after prior notification.
- Confirmed positive tests accumulate throughout the student-athlete's or student-support staff member's career at FMU.
 - Refusal to be tested will result in immediate termination of a student's intercollegiate athletic career at FMU.

First Offense

1. Suspension for 20 percent of all games or matches during the championship season of competition.
2. Parents and/or guardians will be notified of the incident.
3. The student-athlete will automatically be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this are the responsibility of the student-athlete.
4. May be retested anytime during athletic career at expense of the student-athlete. This retest will not be given within 30 days of the most recent positive test.
5. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.

Second Offense

1. Suspension for a full calendar year.
2. Loss of financial aid for two full semesters (does not include summer semester). Renewal of financial aid will not be automatically granted. The Director of Athletics, in consultation with the head coach, will make that determination.
3. Parents and/or guardians will be notified of the incident.
4. The student-athlete will automatically be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this will be the responsibility of the student-athlete.
5. May be retested at anytime during athletic career at expense of the student-athlete. This retest will not be given within 30 days of the most recent positive test.
6. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.

Third Offense

1. Permanent suspension from the FMU intercollegiate athletic program.
2. Parents and/or guardians will be notified of the incident.
3. Financial aid is terminated and student-athlete is responsible for all financial obligations.
4. By federal law, all offenses must be reported to the appropriate campus official in order to be submitted for the Cleary Act Report.

CANCELATION OF ATHLETIC GRANT-IN-AID

Any sanction for illegal drug use that brings disciplinary sanction by the institutions' normal governing body can result in immediate cancellation of the athletic grant-in-aid. In addition, any violation of the athletic drug policy can result in non-renewal of the athletic grant-in-aid

for the next academic year. The above sanctions have to do with participation, not cancellation or renewal of athletic grant-in-aid. Refer to financial aid for student-athletes section in this handbook.

FALSIFICATION OF TEST RESULTS

Any attempt to falsify test results, or helping to do so, by providing false information, altering a urine sample, manipulating test results, or any other conscientious effort to circumvent the process will result in permanent suspension from participation in the athletic program and the termination of any athletically-related financial aid.

All sanctions for tobacco, vaping, alcohol, and/or illicit drug violations will take effect immediately after the student-athlete is notified.

SELF-REPORTING

Any student-athlete or student-support staff member who self-reports is defined as the individual who voluntarily comes to the Director of Athletics, head coach, or head athletic trainer stating that he/she may have a drug or alcohol problem and wants professional help. However, if a student-athlete or student-support staff member is notified for a drug screening or is charged with a drug or alcohol related crime, they cannot self-report themselves. An individual who is self-reporting a possible existing condition will face the following disciplinary actions:

1. Parents and/or guardians will be notified of the incident.
2. The student-athlete will automatically be placed in a counseling program, the duration and intensity of which is determined by problem severity as measured by professional counselors. Any costs associated with this will be the responsibility of the student-athlete.
3. If a self-reporting student-athlete or student-support staff member tests positive or is arrested or convicted of an alcohol or drug-related crime after his/her initial self-report, the student-athlete will suffer the disciplinary actions previously set forth in this document.

If, after being notified by his/her coach, a student-athlete or student-support staff member fails to report for the drug test, it will be considered a positive test.

FOLLOW-UP OF TESTING

Screening results will be reported as soon as possible. A representative of the athletic department will notify student-athletes or student-support staff members with negative results. Student-athletes or student-support staff members with a positive result will be contacted and requested to meet immediately with the head coach.

If requested by the student-athlete, the following will hold a review of the positive result: Chairman of the Athletic Advisory Committee, Director of Athletics, and the head athletic trainer.

TRANSFER REGULATIONS

- A. A student-athlete cannot speak with another institution without first being granted permission from FMU.
- B. A student-athlete must speak with his/her head coach before releasing him/her to another institution will be considered.
- C. After speaking to his/her head coach, the student-athlete will contact the other institution that he/she desires to transfer to and ask them to contact FMU to have the permission to contact and possible release sent to FMU.
- D. In general, a student-athlete must be academically eligible and under no disciplinary suspension at FMU in order to be immediately eligible at another institution, provided the student-athlete has not transferred previously from another four-year institution.
- E. Peach Belt Conference rules do not allow the one-time transfer exception to other Peach Belt Conference institutions.
- F. A transfer release MAY NOT be granted when the request from the student-athlete takes place at a date when recruiting for that sport is near completion.
- G. A student-athlete who has signed a National Letter of Intent must complete one year at FMU before he or she would be eligible at another NLI participating institution. National Letter of Intent guidelines state the student-athlete signs with the institution, not with the coach.
- H. A student-athlete WILL NOT be granted the one-time transfer exception to follow a coach that leaves FMU. National Letter of Intent guidelines state the student-athlete signs with the institution, not with the coach.
- I. A student-athlete WILL NOT be granted a release to an institution where a member of that institutions' coaching staff coached the student-athlete while he/she was a member of a club/summer/high school league team.
- J. A student-athlete that is granted a release WILL NOT have his/her grant-in-aid renewed for the following academic year.
- K. Policy involving appeals on transfer.
 - 1. To appeal a decision of the Athletic Department, the student-athlete must notify Francis Marion University in writing within 14 days from the date of the letter notifying him/her of the University's decision with regard to transfer or scholarship. The letter of petition should be addressed to the attention of the Provost, SAB 115, Francis Marion University, P.O. Box 100547, Florence, SC 29502-0547.

2. The Provost or designee will convene a Special Appeals Committee to consider the matter within 30 days from receipt of the petition. The three voting members of the committee will include:
 - a. one faculty member appointed by the Provost;
 - b. one faculty member appointed by the Faculty Chair;
 - c. the Assistant Dean of Students or his/her designee.
3. The Provost/designee will moderate the meeting but will not vote.
4. The student-athlete may bring a member of the University community to the meeting for the sole purpose of offering support and unobtrusive advice. A person attending in this capacity may not address the panel.
5. During the meeting, both the Athletic Director and the student will be given an opportunity to explain their positions, to answer questions from the committee members, and to make final statements. The two parties will not direct questions to each other. The Provost/designee will notify the student and the Athletic Director in writing within 7 days of the committee's decision.
6. Per NCAA rules, the decision of the committee is final.

CONSENT TO PERFORM URINALYSIS FOR DRUG TESTING AT FMU

I hereby consent to have a sample of my urine collected under the observation of the FMU athletic training staff and/or a collection company and tested for the presence of drugs in accordance with the Francis Marion University Department of Athletics Policy on Substance Abuse. This consent is for both random and probable cause testing should my behavior or performance merit such.

I understand that this testing will occur at such time, or times, as deemed appropriate by my head coach or the Director of Athletics.

I understand that any urine samples will be analyzed and measured according to the NCAA banned drugs cut-off levels, but not limited to.

I hereby authorize the release of results of such urine testing to the Director of Athletics and my head coach. I understand that these results will also be made available to me.

I understand that failure to sign this consent form and/or refusing to be tested will bar me from participation in intercollegiate athletics at Francis Marion University.

I hereby understand that failure to sign this consent form will result in the loss of my athletic scholarship at Francis Marion University.

I hereby authorize the release of the results of such testing to my parents and/or guardians should the Director of Athletics or my head coach wish to inform them.

I hereby release Francis Marion University, its trustees, officers, employees, and agents from legal responsibility for the release of such information and record as authorized by this form.

Sport (Print): _____

Student-Athlete Name (Print): _____

Student-Athlete Signature: _____

Date: _____

I understand my parents and/or guardians will not be informed if I am classified as an independent and can prove my independence by attaching to this consent form my federal tax return plus the federal tax return of my parents and/or guardians.

**FRANCIS MARION UNIVERSITY
ATHLETIC DEPARTMENT**

Student-Athlete Handbook Acknowledgement

By signing below, you acknowledge having received a copy of the 2015-2016 FMU Student-Athlete Handbook. Further, you understand that you are responsible for its contents, including all institutional, Peach Belt Conference, and NCAA regulations. Failure to abide by the regulations outlined in the handbook may result in the loss of your athletic grant-in-aid or dismissal from the team.

Should you have any questions regarding the contents of this student-athlete handbook, or any area which you feel is not covered adequately, please contact your coach or a member of the athletic staff immediately.

The provisions of this student-athlete handbook are not to be regarded as an irrevocable contract between the student and Francis Marion University. Francis Marion University reserves the right to change any provision or requirements anytime within the student-athletes term of residence

Print Sport

Print Name

Signature of Student-Athlete

Date

Peach Belt Conference Sportsmanship and Ethical Conduct Code

This document is a statement of concern by the members of the Peach Belt Conference. By signing this form, the person listed below acknowledges that they have read and understand the code and the PBC's stand on the issues of sportsmanship and ethical conduct. Member institutions have agreed to include this document with the student-athlete's eligibility forms. Finally, no student-athlete or coach will be eligible for competition in the Peach Belt Conference without the completion of this form.

Name of Student-Athlete or Coach

Date

Signature

Sport

Institution