Dear UTD Student-Athlete,

We want to take the opportunity to welcome you to the campus of The University of Texas at Dallas. We are very excited that you have chosen one of the finest universities in the country to compete in athletics and obtain your education. A rewarding and memorable experience as a Student-Athlete at UTD is our primary objective.

Progression as both a student and an athlete in your development at UTD will be emphasized. Please remember that our first and foremost concern is your academic and personal success.

This handbook has been prepared to help you become acquainted with important information and policies related to The University of Texas at Dallas, the American Southwest Conference, and the NCAA. You will be responsible for knowing and abiding by these policies, so please take the time to closely review them.

Our coaches, administrators, and support staff are here to help you. I encourage you to take advantage of the variety of services offered across the campus.

Best wishes for a successful 2012-2013 academic and athletic year.

Sincerely,

Chris Gage
Director of Athletics
THE UNIVERSITY OF TEXAS AT DALLAS ATHLETIC PROGRAM
U.T. Dallas is a member of the National Collegiate Athletic Association (NCAA) Division III and the American Southwest Conference. UTD currently fields 13 intercollegiate teams, including six men’s and seven women’s teams.

2012-2013 DEPARTMENT OF ATHLETICS STAFF

ADMINISTRATION:
- Chris Gage, Director of Athletics; 972-883-2055
- Bill Petitt, Assoc. Athletic Director for External Affairs; 972-883-6166
- Misty Bass, Administrative Services Officer; 972-883-4490
- Kelli Davis, Assistant Office Manager; 972-883-4497
- Dr. Kurt Beron, Faculty Athletics Representative; 972-883-2929
- John Jackson, Certification Officer; 972-883-6805

SPORTS INFORMATION:
- Bruce Unrue, Assoc. AD for Media Rel./Sports Info. Director; 972-883-6308
- Dave Wester, Asst. AD for Media Rel./Asst. SID; 972-883-4499

ATHLETIC TRAINING:
- Tom Monagan, Assoc. AD for Student Services/Head Ath. Trainer; 972-883-4066
- Kurt Kammerer, Assistant Athletic Trainer; 972-883-4066
- Yukari Miyagi, Assistant Athletic Trainer; 972-883-4066

BASEBALL
- Shane Shewmake, Head Baseball Coach; 972-883-2392
- Kyle Starnes, Asst. Baseball Coach; 972-883-4495

BASKETBALL-WOMEN
- Polly Thomason, Head Women’s Basketball Coach; 972-883-4077
- Mallory McAdams, Asst. Women’s Basketball Coach / Asst. Golf; 972-883-4126

BASKETBALL-MEN
- Terry Butterfield, Head Men’s Basketball Coach / SAA; 972-883-4063
- Travis Carruthers, Asst. Men’s Basketball Coach / Asst. Golf; 972-883-4491

CROSS COUNTRY
- Jenna DeLong, Head Women’s Cross Country Coach; 972-883-4125
- Kyle Starnes, Head Men’s Cross Country Coach; 972-883-4495

GOLF
- Eddie Bull, Head Men’s & Women’s Golf Coach; 972-883-4494

SOCCER – WOMEN
- John Antonisse, Head Women’s Soccer Coach; 972-883-4061
- Katie Challenger, Asst. Women’s Soccer Coach / Asst. Tennis; 972-883-4493

SOCCER-MEN
- Jack Peel, Head Men’s Soccer Coach; 972-883-4062
- Jason Hirsch, Asst. Men’s Soccer Coach / Asst. Tennis; 972-883-4068

SOFTBALL
- Brad Posner, Head Softball Coach; 972-883-2394
- Jenna DeLong, Asst. Softball Coach; 972-883-4125

TENNIS
- Bryan Whitt, Head Men’s & Women’s Tennis Coach; 972-883-6060

VOLLEYBALL
- Marci Sanders, Head Volleyball Coach / SWA; 972-883-2012
- Zach Villarreal, Asst. Volleyball Coach; 972-883-4492
Philosophy and Purpose Statement
Intercollegiate Athletics

As an integral part of the total educational program within the University, the athletics program is held to the same high standards, policies, and objectives as other departments and programs on campus. The purpose of athletics at The University of Texas at Dallas is to provide competitive opportunities to students, which foster physical, social and emotional benefits along with a sense of sportsmanship. In pursuit of this, the athletic department emphasizes the development of the student-athlete’s mind, body, and spirit in a manner complementary to the academic program and places special importance on the collegiate experience of the student-athlete. Looking to the future, the University has developed an expanding athletic program that competes in the NCAA Division III. Division III emphasizes amateur athletics and fair play with the total well being of the student-athletes in mind. The University of Texas at Dallas is a member of the American Southwest Conference. The ASC currently hosts 14 institutions: 11 private and 3 public, offering championships and philosophical direction for the 14 athletic non-scholarship member institutions. Choosing to offer athletics under those circumstances fulfills the need of those students who desire to participate in sports while pursuing a baccalaureate degree. Student-Athletes are reminded that, above all, the main purpose of attending the university is to obtain an education.

With these purposes in mind the Intercollegiate Athletic Department at The University of Texas at Dallas currently pursues the following goals for students and the institution:

The student-athlete, as a central focus of intercollegiate athletics, shall:

- Accept the responsibility of becoming an effective, contributing member of society.
- Perform as a positive role model on campus and in the community.
- Fulfill academic responsibilities while progressing steadily toward meeting the requirements for a degree.

The University of Texas at Dallas shall:

- Ensure that intercollegiate athletics is an integral part of the total educational experience.
- Ensure that Student-Athletes receive the same treatment as other students with no special privileges in admissions, academic advising, course selection, grading, living accommodations or financial assistance.
- Similarly, ensure that student-athletes will not be denied rights or opportunities that would be available to them as non-athletes.
- Encourage participation by maximizing the number and variety of athletic opportunities in varsity sports.
- Control, finance and staff the athletics program through the same general procedures as other departments of the university.
- Provide equitable athletic opportunities for males and females and foster an environment of gender equity and Title IX compliance.
In conjunction with the expectations of the Student-Athlete and the objectives of the university, there are specified team and department rules that will be closely adhered to:

- **The intercollegiate athletics department will abide by the institutional guidelines regarding the use of alcohol and drugs.** All cases will be referred to the Dean of Students for adjudication in addition to the athletic department policy of probation until the judicial process has been completed. Make note that additional disciplinary action can and will be applicable in accordance to the athletic department regulations.

- **It is a privilege to participate in intercollegiate athletics, thus, Student-Athletes are required to respect their teammates, spectators, all athletic staff, and university personnel.** A lack of respect could reduce or terminate one’s affiliation with the intercollegiate athletics program.

- **Each Student-Athlete is required by NCAA legislation to be enrolled in a minimum of 12 hours each semester;** further, the successful completion of a minimum of 12 hours with a minimum 2.0 grade point average is required for athletic participation.

- **The use of all tobacco products is strictly forbidden** and will result in probation and/or suspension from athletic participation and competition. This is an NCAA regulation and will be closely scrutinized and adhered to at all times.

- **Personal health and hygiene are expected at all times.** Whether you are attending class, traveling with a team or any other activity or function, it is expected that personal health and hygiene will be attended to.

- **You are strongly encouraged to report any and all situations** of harassment, abuse, alcohol and/or drug abuse, or other situations to your coach and/or director of athletics. Participation in such activities could adversely affect your athletic participation and academic success.
Student-athletes and student participants shall, at all times, conduct themselves with honesty and sportsmanship and represent the honor and dignity of fair play that characterizes competitive sports. Student-athletes, coaches, and all others associated with the athletic program will adhere to such fundamental values as respect, fairness, civility, integrity, and responsibility.

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

a. Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual’s institution;

b. Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

c. Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid (Revised: 1/9/96);

d. Knowingly furnishing the NCAA or the individual’s institution false or misleading information concerning the individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;

e. Receipt of benefits by an institutional staff member for facilitation or arranging a meeting between a student-athlete and an agent, financial adviser or a representative of an agent or adviser (e.g., “runner”) (Adopted: 1/9/96);

f. Fraudulence in connection with entrance or placement exams;

g. Engaging in any athletic competition under an assumed name or with intent otherwise to deceive;

h. Providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;

i. Soliciting a bet on any intercollegiate team;

j. Accepting a bet on any team representing the institution;

k. Soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value; or (Adopted: 4/15/98);

l. Participating in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling (Revised: 1/9/96, 1/14/97 effective 8/1/97);

m. Engaging in behavior that is discourteous or uncooperative with fans, officials, media, or opposing team members or participants.

Any student-athlete or student participant found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition, subject to appeal to the NCAA Eligibility Subcommittee, for restoration of eligibility. Other acts of unsportsmanlike conduct by student-athletes, institutional staff members and personnel, event management personnel, or spectators shall be subject to the definitions and policies in the American Southwest Conference Handbook Article V, Bylaws 5.3 through 5.9 as follows:
Unsportsmanlike Conduct:

Student Athlete: Any student-athlete from an ASC member institution who is ejected from a contest will be automatically suspended from participating in the next scheduled contest of their team. Additional ejections within the sport season will result in the student-athlete’s automatic suspension from the number of next scheduled contests equal to the number of season rejections (i.e., 2 ejections = 2 suspensions; 3 ejections = 3 suspensions, etc.). Suspension would carry over to the postseason. (i.e., conference and national championships).

Coaching or Support Staff: Any coach or team support staff member ejected from a contest for the first time in a season will receive a warning. An ejection for a second time during the same season will result in an automatic suspension from the next two contests of his/her team. Suspensions will carry over to the postseason and the next season.

Sportsmanlike Conduct Policy: It shall be the responsibility of each member institution to ensure that all individuals employed by or directly associated with the athletic program of that institution, including its student-athletes, comport themselves in a sportsmanlike manner when representing their university, especially at intercollegiate athletic contests. Unsportsmanlike conduct shall subject the individual to disciplinary action. Game officials should notify the Supervisor of Officials who will notify the Director of Athletics of the affected institution. It will be the responsibility of the Director of Athletics to enforce the rule at their institution. The member institution with which the individual is associated may also be subject to disciplinary action if it is found that the institution’s policies, actions, or failure to act substantially contributed to the individual’s misconduct.

Unsportsmanlike Conduct Defined: Acts of unsportsmanlike conduct shall include, but are not limited to, the following and shall be subject to private or public reprimand or suspension from a contest(s) as the Commissioner deems appropriate in the event of a flagrant violation or additional offense:

a. Any person (athletic department staff or student-athlete) who strikes or physically abuses an official, opposing coach, player or spectator.

b. Any person who intentionally incites participants or spectators to violent or abusive action.

c. Any person who uses obscene gestures or profane or unduly provocative language or action towards officials, opponents or spectators.

d. Any person who engages in negative recruiting, by making statements to a prospective student-athlete, parents, high school coach or other person interested in the prospective student-athlete which are not of a positive nature about another
academic institution or its personnel, shall be subject to a public reprimand for the first offense and to a suspension of the privilege of recruiting for one season for an additional offense.

e. Acts of unsportsmanlike conduct not specifically prescribed. Any person who publicly is unduly critical of any game official, Conference personnel, another member institution or its personnel, shall receive a suspension for a third violation. (These sanctions shall not be probated.)

**Duties of the Commissioner:** Whenever the Commissioner concludes, after a reasonable investigation, that there has been a violation of the regulation of unsportsmanlike conduct, he/she shall impose such penalty as he/she deems appropriate by first giving notice to the individual or institution. The Commissioner will provide the institution the amount of time he/she considers to be reasonable given the circumstances involved to take action of its own, and may adopt that action as Conference action if he deems it appropriate. In the event the individual or institution feels that the penalty is inappropriate, either because the violation did not occur or because the penalty is excessive, there shall be the right to appeal to the Compliance Committee. Notice of the desire to appeal must be given to the Commissioner within 48 hours of receipt of notification of the penalty imposed by the Commissioner. The Compliance Committee shall conduct a prompt hearing, affording the individual or institution the opportunity to be heard. The Compliance Committee may reaffirm, set aside, reduce or increase the penalty, as it deems appropriate, giving the individual or institution written notice of its decision and its reasons. The decision of the Compliance Committee shall be final and not subject to further appeal. Should the athletic department staff member(s) or student-athlete(s) involved be affiliated with one of the institutions represented on the Compliance Committee, or should a member of the Compliance Committee be unavailable, a designated alternate shall be appointed by the President of the Conference. If the institution of the President is involved, the past President shall appoint the alternate. The penalty imposed by the Commissioner shall be stayed pending the decision of the Compliance Committee.

**Definition of Terms:** As used in this regulation, “suspension” in the case of a player means that the player cannot participate in the designated number of contests but may practice. In the case of a coach, it means that the coach cannot be present in the playing arena for the designated number of contests but may conduct practice sessions. When a violation results in a coach being suspended from a contest, the coach shall be restricted from the building where the game is to be played for a period of one hour before the game, through the conclusion of the contest.
Participation of students in hazing activities is prohibited. “Hazing” means any intentional or reckless act, on or off university property, by one student acting alone or with others, which is directed against any other student that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or physical health or safety, and includes treatment of a violent, abusive, shameful, insulting, or humiliating nature. Such action is prohibited when connected with initiation into or affiliation with an organization and does not include participation in customary athletic events or similar competition. A student committing an act of “hazing” is subject to disciplinary action in accordance with the Dean of Students, Code of Student Conduct and is also punishable by Texas state law.

The University of Texas at Dallas is committed to the principle that the University's working and learning environment will be free from inappropriate conduct of a sexual nature. Sexual misconduct and sexual harassment in any form will not be tolerated and individuals who engage in such conduct will be subject to disciplinary action.

This policy applies to all University administrators, faculty, staff, students, visitors and applicants for employment or admission. It applies not only to unwelcome conduct that violates state and federal laws concerning sexual harassment but also to inappropriate conduct of a sexual nature. It is also applicable regardless of the gender of the complainant or the alleged harasser.

Sexual harassment is a form of sex discrimination under Title VII of the Civil Rights Act of 1964, Title IX of the Civil Rights Act of 1972, and the Texas Commission on Human Rights Act, Article 5221k, Vernon's Texas Civil Statutes, and it is illegal, and actionable under civil law.

The law requires that universities maintain programs, policies and procedures that do not discriminate against anyone on the basis of gender. Both men and women must receive fair and equal treatment in all areas of operations within universities. This would include areas such as recruitment and admission, all educational programs, counseling, financial aid, employment/placement assistance, housing, benefits, athletics and sexual harassment.
Eligibility

To represent U.T. Dallas in intercollegiate athletics, student-athletes must meet the following requirements:

1. **Be enrolled as a full-time student** (minimum of 12 hours - all at UTD).

2. **Be in good academic standing, i.e. not on academic probation.** If a Student-Athlete is placed on academic probation then the following semester the student may still practice with the team in their respective sport but may not play in any game or contest; if the student remains on academic probation after that, the student-athlete forfeits eligibility for practice and games/contests until probation is removed.

3. **Maintain satisfactory progress toward a degree** that is determined by:
   - a. Obtaining at least 24 credit hours in an academic year (including summer) OR,
   - b. Averaging 12 hours per term throughout entire collegiate career. This is calculated by adding the total number of collegiate hours taken, regardless of location or time (including summers and non-full time semesters), divided by the total number of NCAA eligible semesters (semesters in which student is enrolled in 12 or more hours, excluding summers, and attended at least one class during the semester).

   **An exception to this rule is given for an approved missed term.** A student may in the course of their studies at UTD take one fall or spring semester off and not register for any courses. This request must be presented to the University’s Compliance Officer prior to the beginning of the semester in question. No credit hours may be earned at UTD during this semester or transferred in from elsewhere. The academic year that this semester falls in will not count in the determination of the 24-hour rule required for satisfactory progress.

   **There will be a one time, one season probationary period** for student-athletes who fail to meet the satisfactory progress requirements outlined above. If the requirements are not met before the next playing season, it shall be forfeited.

4. **Be in compliance** with all applicable provisions of the constitution and by-laws of the NCAA and all rules and regulations of The University of Texas at Dallas and of the American Southwest Conference.

Dropping Courses

**BEFORE dropping any course a student-athlete MUST see the head coach and the Eligibility Certification Officer.** A student-athlete MUST be enrolled in at least 12 hours to participate (practice and/or compete). Under no circumstances should a student-athlete ever drop below 12 hours without notifying the aforementioned people.
Team Travel & Class Attendance

Absence Due to Athletics Notification Policy

All student-athletes are expected to attend class at all times. Practice and game times are scheduled so as not to interfere with the athletes’ classes. There may be times, however, when a game may interfere with an athlete’s class schedule. It is the Student-Athlete’s responsibility to notify their instructors in advance and to request information on assignments that may be missed due to games or travel. Coaches are not permitted to excuse any Student-Athlete from missing classes. No games will be scheduled during final exam week. A letter from the compliance certification officer must be presented to each instructor by the Student-Athlete prior to travel authorizing missed classes.

Team Travel Policy

All student-athletes are required to travel to and from games in University vehicles with school-approved drivers unless prior arrangements have been made with the coach and Director of Athletics. It is understood that if a player chooses to travel in a vehicle other than the University supplied, UT Dallas will not be held responsible. It is strongly recommended that teams travel together in University supplied vehicles if at all times.
Medical, Athletic Training

UTD Athletic Training

The UTD Training facility is located in the Activities Center on the first floor in the west end of the gym. This facility is designed to provide an area for first aid, physical therapy, injury rehabilitation, and athletic training administration for all student-athletes at UTD. The training room is a state of the art facility, equipped with the latest modalities necessary to return athletes to top physical performance.

The UTD training facility is staffed by highly-trained, Texas-licensed and nationally-certified Athletic Trainers. Athletic Trainer functions are injury prevention, recognition, evaluation and management. In addition, the athletic trainers will perform treatments, exercise rehabilitation, program evaluation, education and counseling. Training room hours are set depending on the sport season and needs. See the Associate Athletic Director for Student Services for special hours of treatment and other care.

Physical Examination and Medical History

Pre-Participation Physical Exam
(Please check the UTD Athletic website for all required paperwork that must be used)

- Prior to participation on any University of Texas at Dallas athletic team or athletic department sponsored group, the student-athlete must have been examined and approved for activity by a UTD certified athletic trainer and a physician.
- If a student-athlete is a minor, a parent or legal guardian must sign all required forms.
- A pre-participation physical exam is effective through the end of the academic school year.
- Student-athletes are allowed to obtain a physical from an outside physician. If he/she is unable to do so, a physical may be obtained on-campus at a designated time.
- An athlete may remain on the team roster without passing a pre-participation physical exam BUT s/he cannot participate in any team activities until the pre-participation physical exam is completed.
- Student-athletes will not be allowed to participate in any activities until all medical, insurance and required documentation is obtained.

Medical Disqualifications

Conditions that disqualify a student-athlete from participation in UTD athletics are at the discretion of the team physician, supervising physician, director of athletics, and the head athletic trainer. Potential disqualifications may include, but are not limited to, incomplete rehabilitation of a previous injury, gross joint instability, systemic illness, pregnancy, or loss of a paired organ. In the event an athlete wishes to participate on a UTD athletic team, and has any of the above-mentioned conditions, he or she must have written permission from the UTD Team Physician and/or his/her supervising physician, providing medical clearance for activity and indicating all stipulations of his/her participation.
Athlete Medical Readiness

Decisions regarding an athlete’s medical readiness for participation will be the responsibility of the UTD Team Physician and UTD certified athletic trainers. Consultation with a student-athlete’s supervising physician (if other than a UTD physician) will also be used. In the absence of the UTD Team Physician, this decision becomes the responsibility of the assigned certified athletic trainer who serves under the direction of the team physician. **A student-athlete’s private physician does not have jurisdiction regarding participation status of any UTD student-athlete.** Any student-athlete that is evaluated by a physician other than the UTD Team Physician must return to the athletic training room to acquire final clearance for participation in UTD Intercollegiate Athletics. If a student-athlete is under the care of a personal/family physician for an injury or illness and the physician’s treatment precludes or alters activity in intercollegiate athletics, the student-athlete must provide, in writing, a release to reinstate the student-athlete to full participation. No student-athlete will be allowed to return to participation until the appropriate certified athletic trainer has received a release from the student athlete’s personal physician. The UTD medical staff will make all final decisions regarding the treatment, rehabilitation and return to play of UTD student-athletes.

Medical Second Opinions

If student-athletes or their parents desire a second opinion regarding an injury/illness, the UTD athletic training faculty/staff can assist in making arrangements to see another physician. There is a vast network of health care professionals in the Dallas, Plano, and Fort Worth areas. All physician visits and subsequent testing are the financial responsibility of the student-athlete. Once again, the UTD team physician and/or certified athletic trainer will make the final decision regarding medical readiness for all UTD student-athletes.

Medical Referral Policy

Medical referral forms are documents the athletic training faculty/staff send with injured/ill student-athletes when they are referred to a health care provider. This document has important confidential information on it such as student-athlete’s social security number, date of birth, diagnosis, insurance information, doctor’s notes etc. The staff athletic trainer must initially fill out this document. The physician will then chart the diagnosis and any additional treatment or rehabilitation orders. The student-athlete is to bring this document back to the appropriate athletic training staff person. The certified athletic trainers will carry out the orders as directed by the Team Physician and place all documentation in the student-athlete’s medical file. Student-athletes will not be allowed to return to activity until they provide the appropriate certified athletic trainer with the completed medical referral form. The physician’s orders are vital information that the certified athletic trainers may use to decide on student-athlete readiness and return to play.

Please note the following when deciding on whether a student-athlete needs to see a physician for an injury/illness:

1. All physician referrals must be pre-approved by a certified athletic trainer. If a coach feels a student-athlete needs to see a doctor, this must be discussed with the certified athletic trainer with that sport. In the event a team does not have a certified athletic trainer working directly with them, this referral can be
discussed with any staff athletic trainer. No coach is to refer a student-athlete to any healthcare provider without approval from a staff athletic trainer unless it is an emergency situation.

2. A medical referral form must accompany each student-athlete to any medical appointments.

3. All medical referral forms must include the athlete's primary insurance information.

   **NOTE:** Student-athletes with Health Maintenance Organization (HMO) or Preferred Provider Organization (PPO) insurance coverage must get pre-approval for services or procedures that will incur expenses (except for emergency treatment). The student-athlete’s parents should be notified if surgery or costly diagnostic procedures are necessary. It is the responsibility of the student-athlete to notify the athletic training staff of any change to their medical insurance status.

4. When the prescribed treatment is available in the athletic training room, the student-athlete should be treated under the supervision of the athletic training staff. Treatment at other medical facilities must have prior approval from a UTD certified athletic trainer.

5. Any miscellaneous medical expenses (i.e. braces, orthotics, medication, etc.) are the financial responsibility of the student-athlete.

**Medication Policy**

- Only non-prescription, over-the-counter (OTC) medicines are stored in the UTD Athletic Training Room (ATR), and will be given out by a member of the AT Staff.
- Certified athletic trainers must approve the use of all OTC medications given to student-athletes and coaches.
- Any medication given out must be recorded in the medication log, along with the student-athlete's/coach's name and signature, date, sport, the dosage given, and reason for the medication.
- Under NO circumstances are certified athletic trainers to dispense prescription medication(s). Only team physicians are qualified to prescribe and dispense prescription medications.
- Under NO circumstances is the prescription medication prescribed to a student-athlete to be used by or given to another student-athlete.
- Books on drugs and supplements are in the athletic training room if you would like to look up more information about any OTC or prescription drug.
- The use of dietary supplements is not condoned by the AT Staff because of the lack of regulation in the industry, and the possibility of them containing banned substances by the NCAA. If you have a question about a specific dietary supplement and what’s in it, please seek out a member of the AT staff, and he/she will help you with this.
Equipment Issue and Return

- Athletic training equipment such as neoprene sleeves, ankle braces, elastic wraps, etc. are given to those student-athletes/coaches with a medical need for the equipment.
- The release of equipment will be documents and signed by the student-athlete/coach in the equipment checkout log.
- Equipment should be returned when either it is no longer needed by the individual due to recovery, or at the end of the sport season (all equipment must be returned within 7 days of the sport season ending).
- The student-athlete may be subject to grades being flagged or fines if equipment is lost, or not turned in.

Outside Medical Care and Financial Liability

The University of Texas at Dallas provides the best possible medical coverage for all student-athletes.

In the event of an athletic injury:

1. The athlete must report to a certified athletic trainer within seven (7) days from the occurrence of an athletic injury. Athletic injuries may include, but are not limited to trauma to bone, joint, muscle, teeth etc.

2. All student-athletes are expected to report for daily treatment of injuries as directed by the certified athletic trainer. If requested, coaches can be provided an injury report identifying student-athletes that have received care and those student-athletes that have not reported for required treatment. Student-athletes who do not comply with the treatment plan prolong their condition and increase the likelihood of complications to their injury. It is not the responsibility of the certified athletic trainer to discipline a student-athlete for non-compliance with treatment or rehabilitation. However, the certified athletic trainer may choose to remove a student-athlete from participation if said participation could cause further harm.

3. If an injury is significant enough to require medical referral:
   a. Student-athletes will be required to get a signed medical referral form from the UTD certified athletic trainer. This form must be taken to the attending physician, completed and signed by the physician, and returned to the certified athletic trainer. In the case of an emergency the athletic trainer will handle the required initial documentation.
   b. UTD athletes requiring any special services including, but not limited to: medication, MRI, braces, outside treatment, second opinion, or surgery must return to the athletic training faculty/staff to get a signed form for each special need. Coaches and student-athletes are not to make this decision. A UTD athletic trainer or physician must first approve additional diagnostic tests, medication, etc.
   c. All student-athletes under the care of a physician for an injury are expected to attend treatments and rehabilitation as prescribed. Failure of a student-athlete to comply with treatment or rehabilitation plans will be reported to the coach.
   d. Student-athletes are not to seek medical care on their own without prior notification by a UTD certified athletic trainer. Student-athletes must provide a detailed written report if they are evaluated by a doctor other than
a designated UTD physician. The UTD team physician may also have to provide medical clearance before the student-athlete can return to sport activity. In the written report from a non-UTD physician, orders/directions regarding any follow-up care must be provided.

4. Non-athletic related injuries:
Student-athletes will be referred to a physician or the UTD student health service if an injury/illness is not athletic related. Students must take a UTD medical referral form with them and return a copy of the completed form to the appropriate certified athletic trainer. This will be required before a certified athletic trainer initiates any treatment or rehabilitation.

5. UTD graduates and former student-athletes:
Follow-up care of athletic injuries after an athlete graduates or discontinues participation must be approved and arranged by the Head Athletic Trainer.

III. UTD INTERCOLLEGIATE ATHLETICS MEDICAL INSURANCE POLICIES
A. Insurance and Athletic Injury Claims Process:
At The University of Texas at Dallas, the Student-Athlete provides his or her own insurance. The UTD Intercollegiate Athletic Department does not provide secondary insurance coverage to its student-athletes in the event of an athletically related injury. The financial responsibility for any athletically related injury or illness is to the student-athlete and his/her parents/guardians. In no way is UTD or the athletic department responsible for a student-athlete’s insurance coverage.

Therefore, the following guidelines will be kept to with regards to student-athlete participation and the referral of athletically related injuries to a physician:
1. All student-athletes are required to show proof of family or personal health insurance on or before the administration of physical examinations each year to the head athletic trainer. This is an NCAA Division III requirement that each student-athlete is covered in some way with medical insurance.
   a. Failure to do so will result in the student-athlete not being allowed to participate in intercollegiate athletics (either practice, competition, or any team related activity) at UTD.
2. This health insurance should cover athletically related injuries. It is the responsibility of the student-athlete and/or parents/guardians to check into this. UTD will not be financially responsible for a lack of insurance coverage for athletically related injuries on the part of a student-athlete.
   a. PLEASE NOTE: The insurance coverage this is purchased through the institutional insurance program DOES NOT include injuries/illness as a result of athletic participation, and thus, will not be accepted.
3. Referrals:
   a. The UTD Athletic Training Department has access to a wide network of physicians and specialists in the Dallas-Fort Worth Metroplex. If a student-athlete would like to see a physician other than a UTD team physician this is allowable. However, in either instance it is the responsibility of the student-athlete and/or parents/guardians to ensure that the physician is in-network for their insurance (if required).
b. Student-athletes are responsible for any co-pays required by their insurance plan at the time of service provided by a physician.

4. Student-athletes and their parents/guardians are responsible for the filing and payment of all insurance claims related to any athletic injury or illness suffered while playing intercollegiate athletics at UTD.

5. Student-athletes and their parents/guardians are responsible for making the athletic training program aware of any changes in their insurance coverage, and must provide a front & back copy of the new insurance card immediately. Failure to do so, will result in the student-athlete not being allowed to participate in any intercollegiate activity (practice, competition, or team event), and may render them athletically ineligible.

Further Policies regarding the areas listed below can be found on the athletic department website at cometsports.utdallas.edu
Simply click on the athletic training tab.

1. Athletic Training Room Rules and Regulations
2. Medical Coverage Policies
3. Concussion Policy
4. Pregnant Student-Athlete Policy
5. Hydration Policy
6. Sickle Cell Information for Athletes
7. Supplements Use Policy
8. Hypertrophic Cardiomyopathy Information for Athletes
9. Severe Weather Policies
10. Emergency Action Plans for Athletics
The University of Texas at Dallas
Drug Education and Testing Program

Institutional, American Southwest Conference and NCAA Drug Testing Policies

The University of Texas at Dallas is a member of the NCAA Division III American Southwest Conference. The NCAA administers drug testing at selected NCAA certified championship events.

All Student-Athletes will be notified of the procedures and protocol for the NCAA and institutional drug testing at the beginning of each academic year.

**Philosophy:** UT Dallas Athletics is committed to developing and maintaining a drug and alcohol free environment including but not limited to alcohol, street drugs, performance enhancing drugs and all tobacco use. While the primary purpose of this program is education, the serious nature of substance abuse requires development of sanctions as a deterrent to such use. Student-Athletes are assured that the program is designed to insure their continued mental and physical well being.

**Objectives:**
- To maintain the integrity of the intercollegiate athletics program by emphasizing abstinence from the use of unauthorized drugs, tobacco and alcohol
- To educate Student-Athletes as to the physical, psychological, social and legal ramifications of illegal use of drugs, alcohol, tobacco and/or performance enhancement chemicals
- To provide an early detection protocol for potential drug and/or alcohol use, as well as recreational and addictive drugs and/or alcohol use
- To recommend rehabilitation and counseling services for any Student-Athlete who may have a drug or alcohol problem; and
- To abide by all University conference and NCAA policies and procedures.

**Staff Responsibility:** All athletics staff members must be aware of and committed to the athletic department’s drug education and pilot testing program. In that regard, no athletics staff member will encourage, condone or advise any Student-Athlete in the use of performance enhancing, non-therapeutic drugs, alcohol, tobacco or recreational drugs. Further, they will not issue or assist the Student-Athlete in obtaining any performance enhancing/non-therapeutic drugs. Additionally, staff members must actively educate Student-Athletes against these types of substances and report the use, suspected use or concern to the director of athletics who in turn reports cases to the Dean of Students. All staff members will direct any Student-Athlete who desires to use supplements to the Head Athletics trainer for clearance. Any staff member found to be in violation of this policy is subject to discipline and/or dismissal.
IMPORTANT NOTE: ALL NUTRITIONAL/DIETARY SUPPLEMENTS CARRY SOME RISK OF CONTAINING AN NCAA BANNED SUBSTANCE BECAUSE THEY ARE NOT WELL REGULATED AND MAY BE CONTAMINATED. FAILURE TO CHECK OUT ANY SUPPLEMENT WITH YOUR SPORTS MEDICINE STAFF PRIOR TO USE MAY RESULT IN A FAILED APPEAL FOR A POSITIVE DRUG TEST. STUDENT-ATHLETES ARE RESPONSIBLE FOR ANYTHING THEY INGEST

Drug Education

The UT Dallas Department of Intercollegiate Athletics is responsible for educating Student-Athletes with regard to the hazards of non-prescription drugs and alcohol. If a Student-Athlete’s drug or alcohol abuse is evident, he/she is required to complete a drug/alcohol education course and/or enter a rehabilitation program. Before the start of the playing season, each Student-Athlete receives a list of banned drugs along with a copy of The University of Texas at Dallas athletics’ drug education and pilot testing program description. Additionally, a complete description of the UT Dallas Athletics’ rules and regulations regarding substance abuse and a pilot testing program will be explained at the Student-Athlete Orientation sessions in August. Student-Athletes are instructed to avoid use of any over-the-counter drugs and supplements without first consulting the head athletic trainer. Over-the-counter and prescription drugs can result in a “false” positive drug test and may also have a detrimental effect on the Student-Athlete’s performance. Student-Athletes are instructed to report the use of prescription drugs to the head athletic trainer.

Institutional Drug Testing Notification

Each Student-Athlete receives a written copy of the university’s drug education and pilot testing program description. Also included is a consent form which the Student-Athlete by their signature acknowledges receipt and indicates understanding of the program and provides voluntary consent to the urinalysis. The consent form also provides release of the testing results to a limited and pre-defined number of individuals. Signing the consent form is a pre-condition for participation in UT Dallas Athletics.

Method of Institutional Testing

All Student-Athletes are subject to drug screening urinalysis for any or all of the substances that appear on the NCAA list of banned substances (see NCAA Drug Testing Regulations List). Additionally, all Student-Athletes are subject to testing for “cause” at any time.

The collection of urine samples from the athlete will be made under the supervision of a drug collection team. This team follows the guidelines listed in the NCAA and National Institute of Drug Abuse regulations for the preparation of the collection site and the actual collection of urine specimen.

Every step is taken to insure the integrity of testing procedures and maintenance of the accuracy and confidentiality of the test results. Upon collection of a urine sample by the collection team, the specimen is individually numbered. By signing a master list of numbered names, the Student-Athlete certifies that his/her numerical designation corresponds to that on the specimen bottle he/she submitted. The numbered samples
(no names on the sample) are immediately sent to an independent laboratory commissioned to perform the tests. The results will be returned to the designated program coordinator as the only person capable of matching the test results with the master list of names, reviews the results to determine which, if any, are possible (i.e. result indicating the presence in the urine of one or more banned substances).

The drug collection team adheres to a series of custody procedures to account for the integrity of each urine specimen by tracking the handling and storage from the point of collection to final disposition. Such procedures are designed to disclose evidence of specimen tampering. The drug collection team has the authority to recollect any sample submitted by the Student-Athlete that is considered altered (e.g., via dilution) or appears to be improperly collected by the Student-Athlete. If the collection team leader determines that the initial urine sample submitted is not adequate for testing, he/she may request that the Student-Athlete remain in the testing area until a second sample is collected. Both samples are sealed and submitted for laboratory analysis in separate containers and with separate ID numbers. Therefore, the Student-Athlete has his/her name and two ID numbers on a master list that is submitted to the designated UT Dallas athletics team coordinator.

Reaction to Positive Tests

**FIRST POSITIVE TEST:** During the Student-Athlete’s enrollment at UT Dallas will be reported to the Assistant Vice President for Student Affairs/Dean of Students as per institutional guidelines. The Student-Athlete is then advised to receive counseling as per athletic department guidelines; re-testing can be administered at any time. The Student-Athlete must complete a drug/alcohol education program;

**SECOND POSITIVE TEST:** Again, UT Dallas institutional policies and procedures will be administered through the Dean’s office. The Student-Athlete is immediately suspended from all participation in intercollegiate athletics for an indefinite period of time as determined by the director of athletics. A required rehabilitation program must be completed at the expense of the Student-Athlete for consideration of future participation. Subsequent drug tests are performed as per the program coordinator with the confirmation of the director of athletics and Dean of Students;

**THIRD POSITIVE TEST:** The Student-Athlete is permanently dismissed from the intercollegiate athletics program. The institutional policies are also placed into affect via the Dean’s office.

Response for Unexcused Absence

In the event that a Student-Athlete is unable to attend a drug test, the individual will contact the program coordinator who determines if the absence is excusable. There will be only one acceptable unexcused absence.

- **For the excused absence,** a subsequent testing date will be assigned by the program coordinator.
- **For the unexcused absence,** the Student-Athlete will be suspended from all athletic activity until a drug test is performed with a negative response.
- **Any and all appeals** can be directed through the institutional review board.
Each year, a seminar will be conducted addressing any and/or all drug, alcohol, performance enhancement, supplements or nutritional issues requiring mandatory attendance by all Student-Athletes and athletic staff members.
At the University of Texas at Dallas it is the athletic mission to provide opportunities for the student-athlete to be successful on and off the playing field and courts. Therefore, the Student-Athlete Affairs Program (previously named CHAMPS/Life Skills) is one very important and beneficial extracurricular avenue for the enhancement of student success. The “SAA” Program is an NCAA sponsored organization that universities choose to participate in to enhance the overall college experience of the student-athlete.

The NCAA Student-Athlete Affairs unit provides life skills support in the areas of academics, athletics, personal development, career development and service through the distribution of accessible resources, strategic partnerships and customized programming. Student-Athlete Affairs programs, resources and events are designed to promote the well-being and development of student-athletes and to provide on-going education and training.

As a UTD student-athlete, there are requirements you must complete during the 2012-2013 academic year. One such requirement is the attendance of departmental seminars. If you cannot attend one of these seminars due to class or team travel, you may supplement workshops hosted by other campus organizations. These workshops must be pre-approved by your coach. Each month student-athletes are provided with a calendar of events that include workshops on interviewing skills, internship opportunities, time & stress management, job searching, job expos on campus, professionalism, identifying a career and its direction, networking skills, effective methods of communication, financial advice, and other areas of concern.

“The mission of the National Collegiate Athletic Association Student-Athlete Advisory Committee is to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare, and fostering a positive student-athlete image.”

A student-athlete advisory committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. The SAAC also offers input on the rules, regulations and policies that affect student-athletes' lives on NCAA member institution campuses. Membership is open to all student-athletes.
Public Media and Social Network Policy for Student-Athletes

**Public Media:** Public media refers to technologies used to communicate messages and whose mission is to serve or engage a public. Public media domains include print outlets, traditional broadcasts and digital. When utilizing any public media outlets, student-athletes are expected to conduct themselves responsibly as members of their respective team, the Athletics Department, the University and the community.

**Social Networks:** Social networking sites such as Facebook, MySpace, Twitter and other new digital platforms and distribution mechanisms facilitate students communicating with other students. Participation in such networks has both positive appeal and potentially negative consequences. *It is important that UT Dallas student-athletes be aware of these consequences and exercise appropriate caution if they choose to participate.*

Student-athletes are not restricted from using any on-line social network sites and digital platforms. However, users must understand that any content they make public via on-line social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with federal government, State of Texas, The University of Texas at Dallas, American Southwest Conference and National Collegiate Athletic Association (NCAA) rules and regulations.

Facebook and similar directories are hosted outside the server. Violations of university policy (e.g., harassing language, university alcohol or drug policy violations, etc.) or evidence of such violations in the content of on-line social networks or digital platforms are subject to investigation and sanction under the Student Code of Conduct, Student-Athlete Code of Conduct, and other policies. They are also subject to the authority of law enforcement agencies.

It is incumbent upon student-athletes to be aware of university regulations. Ignorance of these regulations does not excuse student-athletes from adhering to them.

**Guidelines for Student-Athletes**

The following guidelines are intended to provide the framework for student-athletes to conduct themselves safely and responsibly in an on-line environment. *As a student-athlete at UT Dallas, you should:*

1. **Be careful with how much and what kind of identifying information you post** on on-line social network sites. Virtually anyone with an edu e-mail address can access your page. It is unwise to make available information such as full date of birth, social security number, address, residence hall room number, phone number, cell phone numbers, class schedules, bank account information, or details about your daily routine. All can facilitate identity theft or stalking. Facebook and other sites provide numerous privacy settings for information contained in its
pages; use these settings to protect private information. However, once posted, the information becomes the property of the web site.

2. Be aware that potential current and future employers often access information you place on on-line social network sites. You should think about any information you post on Facebook or similar directories potentially providing an image of you to a prospective employer. The information posted is considered public information. Protect yourself by maintaining a self-image that you can be proud of years from now.

3. Be careful in responding to unsolicited e-mails asking for passwords or PIN numbers. Reputable businesses do not ask for this information in e-mails.

4. Do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. The on-line social network sites are NOT a place where you can say and do whatever you want without repercussions.

Prohibited Conduct

Student-athletes are highly visible representatives of the university and are expected to uphold the values and responsibilities of the University while meeting all requirements set forth by the ASC, the NCAA, UT Dallas, and the UT Dallas intercollegiate athletics program. The UT Dallas Department of Athletics prohibits malicious and reckless behavior when utilizing public media outlets. It is important that student-athletes recognize the power of public media domains and the potentially negative image that they can portray about student-athletes, coaches, the athletics program, and the university.

Sanctions

Any inappropriate activity or language in violation of the above prohibitions, including first time offenses, is subject to investigation and possible sanction by UT Dallas and/or the Athletics Department, as well as 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 or assignee to the student-athlete outlining the policy and requiring that the unacceptable content be removed or the social network account be deactivated.
- Temporary suspension from the team until prescribed conditions are met.
- Suspension from the team for a prescribed period.
- Indefinite suspension from the team.
- Dismissal from the team.

Appeals

1. A student-athlete may appeal suspension/dismissal from the team. For these sanctions, the Director of Athletics will give notice in writing of the sanction, of the student-athlete right to appeal, and of the prescribed appeal process.
2. The appeal process for suspension or dismissal from a team will be handled by the Faculty Athletic Representative who will appoint a committee of no less than three members who will hear the case.
I understand and agree that I am required to know, understand and follow the standards contained in The University of Texas at Dallas Department of Athletics Public Media and Social Network Policy for Student-Athletes. In addition, I understand and agree that I am responsible for knowing, understanding, and following the rules, policies, and procedures contained in the complete University of Texas at Dallas Student-Athlete Handbook.

Signature of Student-Athlete

Printed Name

Sport(s)          Date
AGREEMENT:

I have read and reviewed the information contained in *The University of Texas at Dallas Student-Athlete Handbook*, and agree to participate in intercollegiate athletics at UTD in compliance with the rules and regulations of The University of Texas at Dallas, the American Southwest Conference (ASC) and the National Collegiate Athletic Association (NCAA) contained therein. I will be held accountable for rules and regulations of The University of Texas at Dallas as well as the rules of the Athletic Department, ASC and NCAA.

________________________________________
Student-Athlete Signature

________________________________________
Student-Athlete Name (printed)

________________________________________
Date of Signature