

NCAA Compliance

A Guidebook to NCAA Regulations for Representatives of Athletics Interest

A guide to assist alumni, friends and boosters of St. Andrews Presbyterian College Athletics in helping maintain strict adherence to NCAA rules and regulations.

Introduction

As supporters of St. Andrews Athletics, you are essential to the success of the department and your interest is very much needed and appreciated. We could not maintain and improve our intercollegiate athletics success without your support. We are certain that you want to help us maintain the high standards we have for the Knights Athletics Department as well as assure that we stay in compliance with NCAA regulations.

It is important that you, as representatives of Knights athletics interests, are aware of the rules and regulations regarding your involvement in the department. The NCAA considers St. Andrews Presbyterian College responsible for your acts when we have knowledge that you are promoting our intercollegiate Athletics Department.

Please read the following information carefully.

Overview

This is meant to be an overview of the rules and regulations regarding your involvement in St. Andrews Presbyterian College Athletics. Because of the complexity of the NCAA rules, this guide does not include all applicable situations and should not be relied upon exclusively. We need your help in complying with these rules. If you have any questions concerning prospective or enrolled student-athlete, please direct your inquiry to:

Associate Director of Athletics/NCAA Compliance Coordinator
St. Andrews Presbyterian College
1700 Dogwood Mile
Laurinburg, NC 28352
910-277-5271

Who is an Athletics Representative?

You are if you:

- Have participated in or are a member of an agency or organization (Knights Club, corporate entities such as apparel and equipment companies, corporate sponsors) promoting the St. Andrews Presbyterian College.
- Have made financial contributions to our Athletics Department or to the athletics booster organization of the Knights.
- Have assisted or have been requested (by the Athletics Department Staff) to assist in the recruitment of prospects (potential student-athletes).
- Are assisting or have assisted in providing benefits to enrolled student-athletes or their families (e.g. jobs, occasional meals).

- Have been involved otherwise promoting the St. Andrews Presbyterian College Athletics Department. Once you are identified as such a representative, you retain that identity indefinitely.

Glossary of Definitions

Prospective Student-Athlete:

The NCAA defines a prospective student-athlete as any student who has started classes for the ninth grade. In addition, as student who has not started the ninth grade becomes a prospect if the institution provides that student (or the student's relatives and friends) with any financial assistance or other benefit not provided to prospective students in general.

Student-Athlete:

A student-athlete is a student whose enrollment was solicited by a member of the athletics staff or other representative of athletics interests with a view towards the student's ultimate participation in the Intercollegiate Athletics Department. Any other student becomes a student-athlete only when the student reports for an intercollegiate squad that is under the jurisdiction of the Athletics Department. A student is not deemed a student-athlete solely on the basis of prior high school athletics participation.

Contact:

A contact is any face-to-face encounter between a prospect or the prospect's parent or legal guardian and an institutional staff member athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged or that takes place on the grounds of the prospect's educational institution or at the site of organized competition or practice involving the prospect's high school, two-year college, or all-star team shall be considered a contact, regardless of the conversation that occurs.

Evaluation:

An evaluation is any off-campus activity designed to assess the academic qualifications or athletics ability of a prospective student-athlete, including any visit to a prospective student-athlete's educational institution (during which no contact occurs) or the observation of any practice or competition at any site at which the prospective student-athlete participates.

Recruiting:

Recruiting is any solicitation of a prospect or the prospect's family by a university staff member or by a representative of the University's athletics interest (you) for the purpose of securing the prospect's enrollment at the University and/or participation in the Athletics Department.

Extra Benefit:

An extra benefit is any special arrangement by an institutional employee or a representative of the institution's athletics interests to provide a student-athlete or the student-athlete's relative or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by the student-athlete or his relatives or friends is not a violation of NCAA legislation, if it is demonstrated that the same benefit is generally available to the institution's student or their relatives, or friends or to a particular segment of the student body (e.g., foreign students, minority students) determined on a basis unrelated to athletics ability.

Quiet Period:

A quiet period is that period of time when it is permissible to make in-person recruiting contacts only on the member institution's campus. No-in-person, off-campus recruiting contacts or evaluations may be made during the quiet period.

Dead Period:

A dead period is that period of time when it is not permissible to make in-person recruiting contacts or evaluations on or off the member institution's campus or to permit official or unofficial visits by prospective student-athletes to the institution's campus. The provision of complimentary admission to a prospective student-athlete during a dead period is prohibited, except as provided in Bylaw 13.7.2.5 for a prospective student-athlete who visits an institution as part of a group. During such a dead period, a coaching staff member may not serve as a speaker at or attend a meeting or banquet at which prospective student-athletes are in attendance, except as provided in Bylaw 13.1.9, and may not visit the prospective student-athletes' educational institutions. It remains permissible, however, for an institutional staff member to write or telephone prospective student-athletes during such a dead period.

Recruiting Prospective Student-Athletes

What you may NOT do:

- Make in-person, off-campus contacts with prospects or their parents.
- Contact a prospect's coach, principal or counselor in an attempt to evaluate the prospect.
- Visit a prospect's school to pick up transcripts or films pertaining to evaluation of the prospect's academic or athletic ability.
- Receive payment from this institution for any costs of recruiting.
- Provide any financial aid or other benefits (such as clothing, special discounts, tickets to events, cosigning loans) to a prospect or their parents.
- Pay a prospect's expenses or provide free or reduced admission to attend a Knights Athletics sports camp or clinic or privately owned sports camp, clinic or coaching school.
- Provide the use of an automobile for a prospect on an official visit.

- Provide or arrange financial assistance, directly or indirectly, to pay (in whole or part) the costs of the prospect's educational or other expenses for any period before his enrollment or so the prospect can obtain a postgraduate education.

Rules Governing Currently Enrolled Student-Athletes

What you may NOT do:

- The student-athlete shall not receive any extra benefit. The term "extra benefit" refers to any special arrangement by an institutional employee or representative of the institution's athletics interests to provide the student-athlete his or her relatives or friends with a benefit not expressly authorized by NCAA legislation.

Examples of benefits or special arrangements include:

- A special discount, payment arrangement or credit on a purchase (e.g. airline ticket, clothing), a service (e.g. laundry, dry cleaning).
- Gifts such as clothing, movie tickets, and airline tickets.
- Gifts of food such as cookies given directly to student-athletes.
- Providing a service for free such as dry cleaning or typing.
- Providing services at reduced rates.
- Loaning money, guarantee bond, use of an automobile, cosigning a loan.

What you MAY do:

- Provide an occasional family home meal for a student-athlete or the entire team in a sport under the following conditions;
 - The meal must be provided in your home (as opposed to a restaurant) and may be catered.
 - Meals are restricted to infrequent and special occasions (such as Thanksgiving and Christmas).
- You may provide transportation to your home for a meal.
- You may NOT provide transportation for a meal function not at your home.
- If you wish to provide a treat such as cookies, fruit, etc, to a team, it must be donated to the Athletics Department and we will distribute it to the student-athlete at times when NCAA legislation allows us to provide a meal to student-athletes such as pre and post game meals and on road trips.
- Provide a student-athlete with a summer job under the following conditions:
 - The student-athlete is paid only for the work actually performed.
 - The student-athlete is paid the going rate for similar services in this locality.
 - You do not transport the student-athlete to and from work unless it is your policy to transport all employees to and from work.
- Providing employment to a student-athlete during the academic year may not be arranged without first receiving prior approval from the St. Andrews Athletics Department. This is to ensure that the employment does not cause the student-athlete to go over the limit for financial aid. Employment arranged by representatives of athletics interest counts as financial aid.

Exceptions

If you had an established relationship with the student-athlete before he or she was a prospect, there is an exception that allows the relationship to continue, including financial benefits, after the prospect becomes a student-athlete. Examples are family member and established family friends and neighbors.

Revocation or Withholding

Any benefit or privilege may be withheld if an Athletics Representative has engaged in conduct that is determined to be a violation of NCAA legislation.

Play it Safe, Check First

Compliance with NCAA Regulations is of the highest priority for our Athletics Department and Institution. We need your assistance in complying with NCAA Rules. Before you make contact with a student-athlete to arrange a home meal, employment, or promotional activity, or when you are faced with a situation and unsure as to how to respond, please call the St. Andrews Associate Athletic Director and NCAA Compliance Coordinator at (910) 277-5271 before acting!