# Buena Vista University

## Student Athlete Handbook

### Table of Contents

1. Department of Athletics
   - A. Mission Statement
   - B. Goals of the Athletic Program
2. Faculty Athletics Representative (FAR)
   - A. Role of FAR
   - B. BVU FAR Representatives
3. BVU Student Athlete Advisory Committee (SAAC)
   - A. Mission Statement
   - B. Goals
4. Required Forms for Athletics Participation
5. Financial Coverage of Injuries
6. Buena Vista University Academic Eligibility
   - A. Academic Standards
     1. Satisfactory Academic Progress Standards
     2. Satisfactory Progress towards Degree Completion
     3. Process for determining Student Academic Progress
   - B. Student-Athlete Academic Eligibility
   - C. Transfer Eligibility
   - D. Missed Class Recommendations
7. NCAA Academic Rules & Regulations
   - A. Enrollment Information
     1. Full-time Enrollment Requirements
     2. Dropping/Adding Courses
     3. Final Semester
     4. Graduate Program
   - B. Seasons of Participation
   - C. Criteria for Determining Seasons of Eligibility
   - D. Medical Hardship Waiver
   - E. Transfer Regulations
     1. Written Permission to Contact
     2. Self Release for Division III
     3. Student-Athlete Withdrawn from Four Year College
     4. Transferring Within the IIAC
8. Non-Traditional Sports Seasons
   - A. General Information
   - B. Baseball & Softball
   - C. Football, Soccer & Volleyball
   - D. Tennis & Golf
9. General Information for Student-Athletes
   - A. Alcohol & Drug Policy
     1. Alcohol Policy
     2. Drug Policy
B. Athletic Letter Winner Standards
C. Athletic Training
D. Hosting Prospective Recruits Overnight
E. Complimentary Tickets
F. Hazing Policy
   1. Definition
   2. Determining Whether the Act is Hazing
G. Sexual Misconduct Policy & Harassment Policy
H. Sportsmanship & Ethical Conduct
I. Team Travel
J. Student-Athlete/Coach Relationships
K. Sports Wagering/Gambling
X. NCAA Ineligibility for Use of Banned Drugs & Tobacco
   A. General Information
   B. Banned Drugs
   C. Use of Tobacco Products
   D. Resources
XI. Nutritional and Dietary Supplements
    A. General Information
    B. Resources
    C. Counseling Services
    D. Use of Tobacco Products
    E. Resources
XII. Counseling Services
XIII. NCAA Scholarships
    A. Jim McKay Scholarship
    B. The Freedom Forum NCAA Sports Journalism Scholarship
    C. Walter Byers Scholarship
    D. Ethnic Minority & Women’s Enhancement
    E. Post Graduate Scholarships
    F. Internship Opportunities
XIV. IIAC Awards & Honors
    A. Player of the Week
    B. All Conference
    C. All Academic Team
    D. Scholar Athlete of the Year
Department of Athletics Mission Statement
The Buena Vista University Athletics Department enhances the academic and intellectual growth of BVU students by encouraging them to test their personal limits, gain from the demands of athletic competition, and benefit from the success and adversity they face.

Goals of the Athletic Department
Buena Vista University is a NCAA Division III institution and a member of the Iowa Intercollegiate Athletic Conference. Intercollegiate athletics is integral to the institution and enhances the overall quality of the educational experience. In concert with the university’s mission, the NCAA’s Division III and the IIAC’s philosophy, BVU athletics strives to:

1. Foster an environment which provides student-athletes with opportunities to enrich their collegiate experience via athletic teams that are competitive at the conference level and who aspire to national recognition.
2. Recruit student-athletes who are capable, prepared and motivated to succeed academically.
3. Provide intentional student development which assists student-athletes in enhancing their intellectual, physical, social, moral, and cultural development.
4. Conduct all activities with honesty and integrity in concert with principles of good sportsmanship, ethical conduct, responsible behavior, and respect for gender and cultural diversity.
5. Participate in a wide variety of athletic opportunities, with the best facilities, coaching personnel, and competitive opportunities possible while maintaining fiscally responsible programs.
6. Provide equitable opportunities for all students and athletic staff to learn and develop.
7. Foster a sense of community and wellness among students, alumni, staff, faculty and the larger community.

Faculty Athletics Representative
Role of the FAR
The role of the FAR is to ensure that the academic institution establishes and maintains a healthy and productive relationship between academics and intercollegiate athletics. See the athletics web site for more information www.bvu.edu/athletics

BVU FAR Representatives:
Dr. Annamaria Elsden – Associate Professor of English
Dr. Brad Best – Associate Professor of Political Science

Student-Athlete Advisory Committee
Mission Statement: To enhance the total student-athlete experience by promoting opportunity, diversity and fostering a positive student-athlete image in the department, on campus and in the community.

Goals
1. To provide leadership opportunities.
2. To offer a voice in addressing student-athlete welfare concerns.
3. To discuss rules and policies impacting the student-athlete.
4. To serve as a conduit of communication among student-athletes, coaches and athletic administrators.
See athletics website for more information www.bvu.edu/athletics
Required Forms for Athletics Participation

1. Athletic Physical
2. Parent/Guardian Student Information Form
3. NCAA Student-Athlete Eligibility
4. Copy of student-athlete’s current health insurance card (front and back)

*To download forms - access www.bvu.edu/athletics - click link to Physical Forms or NCAA Compliance

The forms listed below will be completed during orientation meetings with the student-athlete.

1. NCAA Student Athlete Statement
2. Drug Testing Consent Form
3. HIPPA – medical information release form
4. Injury and Illness Reporting Acknowledgement Form
5. Concussion Baseline Assessment

Financial Coverage of Injuries

- All accidents or injuries occurring to the student-athlete while under the jurisdiction of the BVU athletics department shall be covered secondarily by the insurance policy held by Buena Vista University. This is a secondary accident policy and will only cover procedures and expenses that the student-athlete’s primary coverage approves but does not pay (i.e. deductible, 80-20). This policy does not cover medications.
- To qualify it is required that the student-athlete deliver a completed SIS Claim Form (Parts 2 & 3), SIS Other Insurance Information Form, SIS Authorization for Disclosure of Protected Health Information Form, the itemized bill and the explanation of benefits from the primary insurance carrier to the head athletic trainer for processing. All forms are available on the athletics website or by contacting James Day at 712-749-2257 or dayj@bvu.edu.

Buena Vista University Academic Eligibility

Academic Standards

- Satisfactory Academic Progress Standards
  Cumulative Grade Point Average – relates to total number of credits earned.
  Cumulative Credits Earned……………………Probationary Status
  Less than 24, 24 – 55.99, 56 + ... Less than 1.75 CGPA
  Less than 1.9 CGPA
  Less than 2.0 CGPA

- Satisfactory Progress toward Degree Completion: Students must complete 67 percent of the credit hours attempted to be eligible for financial aid and not subject to probation (divide credit hours earned by total credit hours attempted).

- Process for Determining Student’s Satisfactory Academic Progress: Student records are evaluated twice a year, in January and June for semester programs. Any student not achieving either of the above standards may be placed on academic probation, may be suspended from the University (which requires students sit out at least a semester or term) or may be dismissed from the university (which results in the student losing his/her ability to return to BVU).
- Students placed on probation, suspended or dismissed receive a letter from the Vice President for Academic Affairs/Dean of Faculty explaining their circumstance.
- Additional academic policies can be found in the BVU Academic Catalog at the following website: http://www.bvu.edu/academics/catalog/catalog1213.pdf
**Student-Athlete Academic Eligibility**

- A student-athlete who is placed on academic probation may continue to practice and compete so long as they are enrolled in a full time course of study leading to a baccalaureate degree.

**Transfer Eligibility**

- To be immediately eligible to participate or compete the student-athlete must have been athletically and academically eligible had he or she remained at the previous four-year institution or two-year institution. There are a number of exceptions to the transfer eligibility rules. Contact the compliance director for further information.

**Missed Class Recommendations**

- The student-athlete should meet with his/her professors at the beginning of the semester to discuss his/her policy for missing class due to athletic participation, and provide each with a copy of his/her schedule with departure times.
- The student-athlete is expected to make-up work missed because of athletic competition. It is helpful to remind the professor the week or two prior to the competition that you will be absent.
- No class time shall be missed for practice activities except when a team is traveling to an away-from-home contest and the practice is in conjunction with the contest.
- The faculty should view, via the athletics website, important information pertaining to when the student-athlete must miss class because of athletic competition. This information includes each sport’s contest date, game time, date and time of departure, and class dismissal time. Changes may occur due to weather or scheduling conflicts. Inform the professor ASAP when this occurs.

**NCAA Academic Rules & Regulations**

Buena Vista University student-athletes must adhere to the academic regulations as set forth by the NCAA. The following summarizes the key points:

**Enrollment Information**

- **Full-time Enrollment:** To be eligible to practice and compete a student-athlete shall be enrolled in a minimum full-time program (12 credit hours) of studies leading to a baccalaureate or equivalent degree as defined by the institution.
- **Drop/Add Course:** Please be cautious during the add/drop period as the student-athlete must be enrolled in 12 credit hours at all times during the semester to be able to practice or compete. The student-athlete should note University deadlines regarding dropping/adding courses to protect the student’s eligibility.
- **Final Semester:** A student-athlete may practice and compete while enrolled in less than a minimum full-time program of studies, providing the student is enrolled in the final semester of the baccalaureate program and the institution certifies that the student is carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution.
- **Graduate Program:** A student may compete while enrolled in a full-time graduate program as defined by the institution for all graduate students, except as permitted in Bylaw 14.1.8.2.1.3.

**Seasons of Participation - 10 Semester rule**

- A student-athlete shall not engage in more than four seasons of intercollegiate participation in any one sport.
- A student-athlete shall complete his or her seasons of participation during the first 10 semesters in which the student is enrolled in a collegiate institution in at least a minimum full-time program of studies.
A student is considered to have used a semester or quarter when the student attends any class while officially registered in a collegiate institution in a regular term of an academic year for a minimum full-time program of studies, as determined by the institution, even if the student-athlete drops to part-time status at any time during the term, including his or her first day of attendance.

Pregnancy Exception – a member institution may approve a two semester period of eligibility for a female student-athlete for reasons of pregnancy.

Criteria for Determining Seasons of Eligibility

- Minimum Amount of Participation – a season of participation shall be counted when a student-athlete participates (practices or competes) during or after the first contest in the traditional segment.
- Exception – A season shall not be counted during the traditional segment when a student-athlete participates in a pre-season scrimmage or pre-season exhibition conducted prior to the first contest following the student-athlete’s initial participation of that academic year at that institution.
- Non-traditional segment – a student-athlete may participate in the non-traditional segment and not trigger a season of eligibility if he/she decides not to participate in the traditional segment of that sport. The IIAC prohibits competition in the non-traditional segment except for tennis and golf.

Medical Hardship Waiver

A student-athlete may be granted an additional year of participation by the conference or the Committee on Student-Athlete Reinstatement for reasons of “hardship.” Hardship is defined as an incapacity resulting from a season-ending injury or illness that has occurred under all of the conditions stated in NCAA Bylaw 14.2.5. The FAR must initiate a hardship application to the IIAC Commissioner who will then make a determination whether the waiver merits the provisions of NCAA Bylaw 14.2.5.

Transfer Regulations

For a complete description of the transfer regulations, see Bylaw 14.5 in the NCAA Division III Manual. The following information offers some of the more common rules dealing with transfers.

- **Written Permission to Contact**
  - If a student-athlete wishes to transfer to another NCAA or NAIA four year institution, he/she should contact the compliance officer requesting a written permission to contact form. No contact with a student-athlete may occur until this form has been received by the institutions involved.
  - Transfer requests to a NCAA Division I, II, or NAIA institution must obtain a release.

- **Self-Release – Division III Institutions Only**
  - Only pertains to Division III Student-Athletes
  - Designed to permit the student-athlete to contact a coach at another institution without informing his/her current institution for a period of thirty days.
  - Self-release form is available on the NCAA web site or from the compliance officer.
  - The student-athlete shall forward this form to the director of athletics at the institution of interest.
  - An additional self release form must be issued for contact to occur or continue beyond the initial 30-day period. The current institution must be made aware of this intent.

- **Student-Athlete Withdrawn from Four-Year College**
  - A member institution may contact a student-athlete who has withdrawn officially from a four-year collegiate institution without obtaining permission from the first institution.
Transferring within the IIAC
- When an academically eligible student-athlete transfers from one Iowa Conference institution to another member institution, the student is immediately eligible, but can’t compete in the same sport in the same season for two institutions within the Conference.

Non-traditional Sport Seasons
General Information
The NCAA designates segments of the playing season as either the “traditional segment,” or the “non-traditional segment.” Certain restrictions may apply to sports engaged in “non-traditional” practice. These restrictions are regulated both by the NCAA and the IIAC. The IIAC may be more restrictive than the NCAA but not less restrictive. The following restrictions apply:

- The following team sports may conduct practice during the “non-traditional” season: baseball, football, soccer, softball, and volleyball.
- The IIAC does not allow competition against other institutions in any team sport during the “non-traditional” season.
- The sports of baseball and softball are allowed 10 practices to be conducted in the fall semester starting on September 7 or the institution’s first day of classes for the fall term, whichever is earlier. Practices must be completed by Oct. 15.
- The sports of soccer, football, and volleyball are allowed 8 practices to be conducted in the spring semester, beginning no earlier than March 15.

Baseball - Softball
- Allows each student-athlete a maximum of 10 dates of athletically related activities within the 16 permissible institutional dates allowed.
- Student-athlete cannot be involved in more than 4 hours of athletically related activities on any one date.
- The 16 dates must fall within a consecutive 5 week period between the first day of classes and October 15.
- Activities may be conducted on no more than 4 days in any given week and no competition with any outside team is permitted. Competition versus any outside team is prohibited during the non-traditional segment.

Football - Soccer - Volleyball
- Allows teams the opportunity to engage in athletically related activities on 8 permissible institutional dates. (not per student-athlete)
- Activities may be conducted for no more than 2 hours on any date classes are in session and for no more than 4 hours on any non-class day.
- The 8 dates must fall within the course of a continuous three week period, beginning no earlier than March 15. (A one week period accommodating an institution’s academic calendar (i.e. Spring break), may be excluded from the three consecutive weeks, provided no other athletically related activities occur during that time period, and it falls prior to the conclusion of the regular spring term.
- Activities may be conducted on a maximum of three dates during each respective week. Competition versus any outside team is prohibited during the non-traditional segment.
EXECPTIONS:

Tennis - Golf

- Tennis and golf are limited to a maximum of 19 weeks.
- Competition and practice may occur both in the fall and the spring but are regulated by rules set forth in the NCAA Manual in Bylaw 17.10 for golf and 17.22 for tennis.
- The women’s golf and tennis teams traditionally conduct the majority of their season during the fall. They may also practice and compete during the spring season.
- The men’s golf and tennis teams traditionally conduct the majority of their season during the spring season. They may also practice and compete during the fall season.
- The IIAC women’s golf championships are conducted in the fall while women’s tennis championships are conducted in the spring. NCAA championships are conducted in the spring.
- The IIAC and NCAA men’s golf and tennis championships are conducted in the spring.

General Information for Student-Athletes

Alcohol & Drug Policy

- The student-athlete is expected to uphold the BVU Alcohol and Drug Policy as stated in the BVU Student Handbook and is subject to disciplinary action when violations occur. The student-athlete may receive disciplinary action from the Judicial Board, the team of which he/she is a member, or the Department of Athletics. For the complete policies, consult the BVU Student Handbook. [ BVU Student Handbook](http://www.bvu.edu/students/handbook/)
- Teams set their own standards for alcohol use as long as it is not less restrictive than university policy allows.
- Team standards should be explained and understood by all team members at the beginning of the season.
- All Student-Athletes will be asked to sign a pledge regarding the Buena Vista University Drug & Alcohol Policies.
- For more information regarding student code of conduct, consult the BVU Student Code of Conduct following the link below: [ BVU Student Code of Conduct](http://www.bvu.edu/students/handbook/res-life-policies.dot#conduct)

Buena Vista University Alcohol Policy

Buena Vista University supports the laws of the State of Iowa and of all states in which it operates and the expressed intent of any policy pertaining to the use of alcohol at the BVU Storm Lake campus and BVU Graduate and Professional Studies locations is to be consistent with all relevant local, state and federal laws and regulations. Employees, students and visitors to Buena Vista University will be required to obey the laws and regulations of the University, understanding that these laws and regulations are made with respect for the common good.

This policy applies to the Buena Vista University Storm Lake campus, BVU Graduate and Professional Studies, and events and activities sponsored or sanctioned by Buena Vista University. Any and all questions of definition and/or classification regarding adherence to the Drug and Alcohol Policy will be determined by the Office for Student Affairs.

All alcohol consumed outside a student room must be served by the University food service under their license. Such authorization shall result from negotiations between the food service vendor and the president of the University, or his/her designee. Open containers of alcohol provided by the University food service must be kept in the space in which the alcohol is served. Alcoholic beverages may not be served or consumed in any public space on BVU property, unless authorized by the president of the University, or his/her designee.
Students of legal drinking age, who choose to consume alcohol, are expected to behave in a mature and responsible manner. Any student whose inappropriate behavior (as defined by the Code of Conduct) on the Buena Vista University Storm Lake campus, or on property used by the University, is perceived to be directly related to alcohol consumption may be disciplined for said behavior and, in addition, may be subject to the sanctions for violations of this Alcohol Policy as well.

Measures or activities designed to circumvent the intent of this policy or the laws and regulations of the State of Iowa, or, for University-sanctioned activities outside of the State of Iowa, the relevant state or local laws and regulations, will not be tolerated. This policy is not intended to be, and is not, a comprehensive statement of applicable laws. This rule prohibits, but is not limited to, the following:

a. Possession of alcoholic beverage containers by anyone under the age of 21.

b. Misrepresentation of age or identity for the purpose of obtaining alcohol or consuming alcohol.

c. Possessing or consuming alcoholic beverages while under the age of twenty-one (21).

d. Providing alcoholic beverages to persons under the age of twenty-one (21).

e. Possessing and/or consuming from a common source of alcohol (kegs, punch bowls).

f. Intoxication: defined as behaviors which exhibit impairment due to consumption of alcohol or other drugs

g. Participating in or being in the presence of activities (e.g. drinking games including but not limited to beer pong, water pong, flip cup, kings cup, spades, quarters) that promote and encourage the consumption of alcohol regardless of the age of the participants.

h. Possession of open containers of alcohol anywhere on campus with the exception of within a legal-aged student’s private on-campus residence or at a specific University – sponsored event. An open container is defined as any can or bottle where the seal has been broken or any secondary container that contains alcohol (whether covered or not).

i. Possession of open containers of alcohol in the residence hall hallways, lounges, study rooms or other common areas (laundry room, bicycle storage area, etc.).

j. Possession of any alcohol available in a can (e.g. beer) in its bottled form, unless served by the University food service vendor.

k. Possession of alcohol in excess of one 30 pack of beer (or an equivalent amount of liquor) per legal aged student is prohibited and will be confiscated.

l. Possession of liquor in excess of 100 proof or possession of beer/malt beverages in excess of 9% alcohol by volume on campus or in any University owned or operated facility or property.

m. Possessing or consuming, regardless of a person’s age, caffeinated alcoholic drinks (including but not limited to Four Loko, Sparks, Joose, Spykes, 27/7, 3Sum, Tilt, and Torque)

n. Punch party: defined as any activity that includes the possession, distribution or consumption of uncontrolled mixtures of alcoholic beverages.
o. Possession, consumption, and/or distribution of alcoholic beverages during ACES performances or lectures.

p. Solicitation (for example, advertising) of alcoholic beverages or their consumption, including any items placed in campus mail, campus email, mailboxes, or sidewalk chalk. Note: Advertisements on any official campus radio station (e.g., KBVU), on any official campus television station (e.g., University Cable Network), or in any official campus newspaper (e.g., The Tack) are not covered by this provision. Any solicitations or other materials received via U.S. Mail from outside vendors are not covered by this provision.

**Athletic Letter Winner Standards**

A BVU letter is a prestigious award that may be earned by the student-athlete participating in intercollegiate athletics. Each team determines the qualifications necessary to earn the BVU letter.

**Athletic Training Information** - [http://www.bvu.edu/athletictraining/](http://www.bvu.edu/athletictraining/)

Operating Facility Hours

1. The athletic training room is open by appointment in the mornings and 1:30-6:00 Monday-Friday.
2. If an athletic training class is using the athletic training facility in the morning, there may be a delay with appointments.
3. There will be no regularly scheduled athletic training room hours on Saturday and Sunday.

It may be necessary for the athletic training facility to be open after scheduled times. The facility will remain open during all scheduled practices and events. This facility is under the direct supervision of the Head Athletic Trainer and Certified Faculty/Staff. Under no circumstances are athletes to be in the facility without supervision.

**Policies for Athletes**

The athletic training facility is a medical facility and needs to be treated as such. It is the goal of the athletic training department to provide the highest quality service to the athletes and in order to do so need cooperation. The following is a list of policies for the use of the athletic training facility.


   In order to facilitate treatment, we ask that all athletes stop at the check in desk when entering the athletic training facility. From there, a member of the athletic training department will be able to better direct the athlete through the process of treatment. This is also beneficial for helping in the maintenance of required documentation.

2. Avoid the use of electronic devices in the athletic training facility.

   The athlete’s condition and treatment are the highest priority for the athletic training department and as such it is important to be able to communicate with the athletes. In order to do so we ask that electronic devices be used sparingly in the athletic training room to allow for better communication between the athlete and the athletic training staff.
3. Show respect for everyone in the athletic training room.

The athletic training facility strives to provide an environment that is welcoming to all. In order to accomplish this, we ask the following:

- Avoid the use of profanity.
- Dress appropriately for treatment. (Shirts must be worn)
- Avoid horseplay.

4. Help maintain a clean athletic training facility

The athletic training facility needs to remain clean in order to help prevent the spread of disease. In order to accomplish this, we ask the following:

- Avoid tobacco products in the athletic training room.
- Shower before treatment, especially when using the whirlpool.
- Avoid food or drinks in the athletic training facility.
- Clean up after yourself.

5. Report all injuries as soon as they occur.

In order to help the athlete with a condition, the athletic training staff needs to be informed of the condition as soon as possible. Athletic training personnel will be present at a large percentage of athletic events, however we ask for help in identifying conditions that require care.

6. Allow us to do our jobs.

We take what we do very seriously and want to provide the best possible care to the athlete. In order to provide a safe and consistent treatment environment we ask that athletes avoid the following:

- Doing self-treatments.
- Sleeping during treatment.
- Accessing the athletic training kit.

Athletes in violation of the rules will be asked to comply. Repetitive violations may warrant further action including immediate removal and suspension of the athlete’s privileges in the facility.

**PROCEDURES FOR CARE OF ATHLETIC INJURIES**

**Prevention of Athletic Injuries**

**Pre-participation Physicals**

1. Prior to participating in intercollegiate athletics at Buena Vista University, all student-athletes must have an athletic training physical form on file in the athletic training room.
   - Every athlete must have a new physical each year that they participate in intercollegiate athletics and within six months of the beginning of athletic participation.
   - The appropriate physical form is available on the BVU athletic department web site or from the athletic training department.
**Insurance Forms**
The following forms in relation to the athlete’s insurance must be completed and on hand prior to participation:

1. Parent information form
2. First Agency Insurance Waiver form
3. Copy of each athlete’s insurance card

**Other Pre-participation Requirements**

1. HIPPA – medical information release form
2. Injury and Illness Reporting Acknowledgement Form
3. Concussion Baseline Assessment

**Medical Disqualification**
The medical staff at BVU, acting in the best interest of the student-athlete, reserves the right to limit or disqualify an athlete according to his/her medical condition.

**Evaluation Of Athletic Injuries**

It is the athlete’s responsibility to follow recommended Athletic Training Department procedures for the care and management of athletic injuries. Failure to do so may result in unnecessary lengthy rehabilitation and prolonged absence from participation. Please see Appendix A for the BVU Student-Athlete Pregnancy Policy.

**Reporting of Injuries:**

1. Athletes should report all injuries in a timely manner to their respective certified athletic trainer.
2. The sooner the injury is reported, the quicker the appropriate treatment plan may be put into place.

**Physician Referral:**

1. All non-emergency athletic injuries should first be evaluated and managed by a member of the BVU athletic training staff.
2. Medical referrals are the responsibility of the certified athletic trainers.
3. Athletes who want to see a physician must make the appointment through the athletic training department. This is the case regardless of the physician selected.
4. The certified athletic training faculty/staff will authorize all referrals for outside medical care. It must be understood that the secondary insurance policy held by Buena Vista University will not cover any unauthorized expenses.
5. All athletes are essentially responsible for providing their own transportation to and from all off-campus medical providers. The athletic training department may provide transportation when available.
6. It is inappropriate and against the athletic training policy for members of the coaching staff to make medical referrals.
7. Coaches do not maintain the authority to refer athletes to care in non-emergency situations.
Hosting Prospective Recruits
Overnight guests must be registered with the residence hall staff, and must have the roommate’s approval. Guests must adhere to the same regulations as resident students. In addition, hosts of guests will be held responsible for the behavior of their guests within the context of the BVU judicial system. Guests must be respectful of the residents of the hall. After regularly established quiet hours members of the opposite gender must be escorted by their hosts while in any public areas of single gender residence areas. Student-athletes who serve as a host for prospective recruits are expected to conduct themselves in a professional manner. Recruits should not be taken to the “local night spots” while on a campus visit. It is the student-athlete’s responsibility to insure adherence by the recruit to the BVU campus alcohol and drug policies. The host should accompany the recruit for meals, entertainment, etc. that might be included during the visit. Do not hesitate to contact your coach, the Director of Athletics or a member of Student Affairs should a problem or emergency situation arise.
The host individual and the recruit should provide the coach with cell numbers and emergency contact information prior to spending the night.

Complimentary Tickets
The athletics department may provide four complimentary admission tickets to the home contest in which the individual participates. The student-athlete is required to provide names of those designated to receive complimentary tickets to his/her coach. These names will appear on a “Pass List” to be designated for each athletic contest. For more information see NCAA Bylaw 16.2.

Hazing
Hazing is against Iowa State Law and is not permitted at Buena Vista University and is subject to disciplinary action. Hazing activities or suspicion of such activities should be reported to the Director of Athletics, the student-athlete’s coach or Student Service’s personnel.

- Definition of Hazing
  In the Alfred/NCAA survey of college athletes, hazing was defined as: "any activity expected of someone joining a group that humiliates, degrades, abuses or endangers, regardless of the person's willingness to participate. This does not include activities such as rookies carrying the balls, team parties with community games, or going out with your teammates, unless an atmosphere of humiliation, degradation, abuse or danger arises."

Determining Whether the Activity is Hazing
Use common sense and ask yourself the following questions:
1. Is alcohol involved?
2. Will active/current members of the group refuse to participate with the new members and do exactly what they’re being asked to do?
3. Does the activity risk emotional or physical abuse?
4. Is there risk of injury or a question of safety?
5. Do you have any reservation describing the activity to your parents, to a professor, to a coach, or University official?
6. Would you object to the activity being photographed for the school newspaper or filmed by the local TV news crew?
If the answer to any of these questions is “yes,” the activity is probably hazing.
Buena Vista University
Anti-Hazing Policy

This policy is in accordance with Iowa State Code, 708.1 Hazing Law.

No student shall individually, or by joining with one or more persons, engage in any act of hazing involving another member of the Buena Vista University (BVU) community.

Hazing is defined as any action or situation, on or off campus, which recklessly or intentionally endangers the mental or physical health or safety of another person or persons for the purpose of initiation or admission into or affiliation with or as a condition for continued membership in any organization operating under the sanction of or recognized as an organization of Buena Vista University.

The term includes, but is not limited to, any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor, drug, or other substance or any other forced physical activity which could adversely affect the health and safety of the individual or individuals to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual or individuals, or any willful destruction or removal of public or private property. “Forced activity” means any activity which is a condition of initiation or admission into, or affiliation with an organization, regardless of a student’s willingness to participate in the activity. Implied or expressed consent or willingness of a person or persons to hazing shall not be a defense.

Students found to be involved in any hazing action or activities shall be subject to institutional disciplinary actions as prescribed the BVU Code of Conduct and Judicial Process. Sanctions for students found guilty of violating the University’s Anti-Hazing policy may include:

1. Disciplinary Warning. Disciplinary Warning involves written notice to the student indicating that specific behavior or activity was in violation of the BVU Code of Conduct and that repetition of similar or other unsatisfactory behavior would likely result in more serious judicial actions, including expulsion. A copy of the Disciplinary Warning will be placed in the student’s record.

2. Disciplinary Probation. A period of review and observation during which a student has been officially notified that his/her conduct, although not serious enough to warrant dismissal, was very inappropriate. Subsequent violations of University rules, regulations or policies (even after a particular probationary period expires) could result in a more severe sanction, including expulsion. A student placed on disciplinary probation for violation of the Anti-Hazing policy may be denied participation in University events for set period of time of not less than 3 months and not more than 6 months. Failure to comply with or fulfill the conditions of probation may result in suspension or expulsion which will be determined by the Vice President for Student Affairs/Dean of Students. Conditions of probation may include but not be limited to:
   a. denial of participation in intercollegiate athletics;
   b. denial of participation in intramural sports;
   c. denial of participation including but not limited to, co-curricular involvement; public performances, publications events or activities sponsored by student campus organizations;
   d. denial of attending or sponsoring university social functions;
   e. Incidents involving damage to public or private property may also require financial restitution to the owner(s) of said property;
3. **Suspension.** Suspension is a period of time, not less than 6 months or more than 12 months during which the privilege of attending classes and/or being on campus is withdrawn. The student may be returned to good standing at the completion of the period and specified conditions are met. When disciplinary actions (i.e. suspension or expulsion) results in the loss of any university or university contracted service for the student, there will be no refund, except pro-rated board, unless required by federal, state or other regulations. When a student is suspended a notation will be made on the student’s academic record (transcript) as follows: “SUSPENDED (date) FOR CONDUCT.” During a subsequent semester, a student who desires to be reinstated must notify the Vice President for Student Affairs/Dean of Students and present evidence that the conditions for reinstatement have been satisfied.

4. **Expulsion.** Expulsion is permanent separation from the University involving denial of all student privileges. Expulsion shall be effective on the date of notice of the expulsion, or later if so stated in the notice; and will be entered into the student’s transcript. Students separated from the University by expulsion may not enter the University premises or University – related premises without securing approval from the Vice President for Student Affairs/Dean of Students.

In the State of Iowa, a person who commits an act of hazing is guilty of a simple misdemeanor. A person who commits an act of hazing which causes serious bodily injury to another is guilty of a serious misdemeanor and will be referred to civil authorities. Buena Vista University will report violations of the Iowa Hazing Law as required.

Approved 3/19/2012

**Sexual Misconduct & Harassment Policy**

- It is a violation of university policy for any university employee or student to subject any person to harassment nor will the university tolerate sexual aggression in any form.
- The student-athlete, who suspects he/she may be a victim of sexual misconduct or harassment, should report such activity to his/her coach, the Director of Athletics, or the Office of Student Affairs.
- Consult the BVU Student Handbook for the complete policies.

**Sportsmanship & Ethical Conduct**

BVU supports the sportsmanship and ethical conduct principles of the NCAA by adhering to and fostering the following concepts:

- Intercollegiate athletics at BVU seeks to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with the athletic department. All involved should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics department.
- Participation in BVU athletics places a tremendous responsibility upon the student athlete to uphold these concepts. As a student-athlete you become a very visible ambassador for the university and as such you are expected to uphold high standards of integrity and behavior that will reflect well upon yourself, your family, coaches, teammates, the Athletics Department, and Buena Vista University.
- The head coach of each team is responsible for developing and enforcing his/her own set of team rules and/or a Code of Conduct. The BVU Athletics Department Administration will fully support appropriate disciplinary action taken by a coach in concurrence with the Athletics Director.
Team Travel
- Student-athletes travel by charter bus, university vans or cars for all athletics events. Special trips may allow for airline travel. The student-athlete is expected to travel with the team to and from the event. No alcohol may be purchased or consumed while traveling on any university sponsored trip. Violation of this rule may result in disciplinary measures.

Student-Athlete/Coach Relationships
- BVU places the utmost importance upon establishing and maintaining a positive relationship between the student-athlete and coach. This relationship should exhibit fairness, openness and honesty. In the event that a student-athlete encounters a conflict or concern with his/her coach that cannot be resolved, he/she should schedule a meeting to discuss this with the Director of Athletics. Information will remain confidential with the goal to seek a resolution that is fair and equitable.

Sports Wagering/Gambling
- It is not permissible for athletics staff members or student-athletes to participate in sports wagering that involves a sport with an NCAA championship, on the collegiate or professional level. If a student-athlete does participate in sports wagering, it results in a minimum loss of one year’s eligibility and possibly the entire collegiate career.
- Examples of sports wagering include the use of a bookmaker or parlay card; internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

NCAA Ineligibility for Use of Banned Drugs & Tobacco

General Information
The NCAA bans drugs that are taken in an effort to enhance athletic performance and those drugs that are used recreationally by student-athletes. Examples include alcohol, amphetamines, ephedrine, (ma Huang), anabolic-androgenic steroids, barbiturates, caffeine, cocaine, heroin, LSD, PCP, marijuana and all forms of tobacco. The use of drugs is contrary to the rules and ethical principles of competition.

A student-athlete who is found to have used a substance on the list of banned drug classes, as set forth in Bylaws 31.2.3.4 and 14.1.1.1, shall be declared ineligible for further participation in postseason and regular-season competition in accordance with the eligibility provisions in Bylaw 18.4.1.5.1. The certifying institution may appeal to the Committee on Student-Athlete Reinstatement for restoration of the student-athlete’s eligibility if the institution concludes that circumstances warrant restoration.

Banned Drugs
- Stimulants
- Anabolic agents
- Substances banned for specific sports
- Diuretics and other masking agents
- Street drugs
- Peptide hormones and analogues
- Anti-estrogens

*For a complete list of banned drug classes and other important information contact the following web site resources:
- www.bvu/athletics/banned drug list
- www.ncaa.org/health-safety
- www.drugfreesport.com
Use of Tobacco Products
The NCAA bans the use of tobacco products by a student-athlete during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

Resources:
http://www.cancer.gov/cancertopics/smokeless-tobacco
http://www.nstep.org/
http://www.mayoclinic.com/health/chewing-tobacco/CA00019
http://info.mylastdip.com/

Nutritional and Dietary Supplements
General Information
The following information is provided by the NCAA Sports Medicine Handbook. Buena Vista University supports the information provided and seeks to educate all student-athletes about nutritional and dietary supplements.

- Nutritional and dietary supplements are marketed to student-athletes to improve performance, recovery time and muscle-building capability.
- Many student-athletes use nutritional supplements despite the lack of proof of effectiveness. In addition, such substances are expensive and may potentially be harmful to health or performance.
- Of greater concern is the lack of regulation and safety in the manufacture of dietary supplements. Many compounds obtained from specialty “nutrition” stores and mail-order businesses may not be subject to the strict regulations set by the US Food and Drug Administration.
- Therefore, the contents of many of these compounds are not represented accurately on the list of ingredients and may contain impurities or banned substances, which may cause a student-athlete to test positive.
- Positive drug-test appeals based on the claim that the student-athletes did not know the substances they were taking contained banned drugs have not been successful.
- Therefore, student-athletes should be instructed to consult with the university’s sports medicine staff before taking ANY nutritional supplement.”

Resources
- www.drugfreesport.com
- www1.nccaa.org/membership/ed_outreach/nutrition-performance/indes.html
- The Hazelden Foundation: www.hazelden.org
  o Substance Abuse Hotline 1-866-819-1927 (free-confidential 24 hour service.
- Center for Substance Abuse Treatment: 1-800-662-4357
  o For a referral to a treatment center or support group in our area, go to: http://samhsa findtreatment.gov
  - Alcohol Screening: http://www.alcoholscreening.org
Counseling Services
Contact the counselor in the Office of Student Affairs, Health Services & Wellness or a member of the athletic training staff. Services are available at no cost to the student-athlete.

NCAA Scholarships
There are a number of NCAA scholarships available to the student-athlete. The following scholarships might be of interest to the student-athlete and may be accessed on the Scholarships and Internships Page (ncaa.org/forms)

- Jim McKay Scholarship Program
- The Freedom Forum-NCAA Sports-Journalism Scholarship Program
- Walter Byers Postgraduate Scholarship Program
- Ethnic Minority and Women's Enhancement Postgraduate Scholarship for Careers in Athletics
- NCAA Postgraduate Scholarship Program
- NCAA Internship Opportunities

IIAC Student-Athlete Awards & Honors
The IIAC honors selected student-athletes with the following awards and honors. To view the requirements for these awards go to the web site for the Iowa Conference www.iowaconference.com

- Player of the Week
- All Conference
- All-Academic Team
- Scholar-Athlete of the Year: