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Dear Vanderbilt Student-Athletes,

At Vanderbilt, our student-athletes are privileged to enjoy athletics and academic excellence at the highest level. We are proud of the opportunity that you have to win in all areas. Our athletic programs are an important part of the campus community and foster traditions that we are committed to maintain. You must strive to do your best and we will always give you our best.

Your Vanderbilt family is committed to assisting you all of your endeavors. Your participation at the highest level of intercollegiate athletics will expose you to many of life's great lessons: hard work, discipline, teamwork, perseverance, competitiveness, and adversity. These lessons, along with the world-class education you will receive at Vanderbilt, will propel you into positions of leadership in many different areas. I encourage you take advantage of every opportunity, and use this handbook as a guide to help you during your Vanderbilt journey!

Go 'Dores!

David Williams, II
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Director of Athletics and Professor of Law

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Vanderbilt Athletics Mission Statement:

*We prepare student-athletes to become **leaders and champions** in life by placing the highest values on **integrity, character, sportsmanship and victory.***

Welcome Back Does!

I'm so excited to share another year with you all! As we begin our 2018-2019 journey, I want to acknowledge how hard we push ourselves to succeed on the field, court, pool, track, and course. On top of that we also balance tough academics, serving the community and enjoying our college experience. I know that it can be really difficult at times, but you are not alone! We are here for you. Your friends, teammates and family all support you. Our hard work and dedication will pay off. Especially when we get the opportunity to represent Vanderbilt with pride.

Each team has two formal SAAC (Student-Athlete Advisory Committee) representatives, however meetings will be open to anyone who wishes to participate and have their voice heard. Emails will be sent out with the exact dates and topics that will be discussed. Can't wait to see you there!

You can have a bigger impact than you think. We are a diverse group of students who are dedicated, smart, tough and we will do anything we can to help each other reach our goals. I challenge you to enjoy this wonderful experience. We are so blessed to be doing what we love every day and to have support around us.

Fight Does!

Fernanda Contreras

SAAC President. Women's Tennis

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STUDENT ATHLETE ADVISORY COMMITTEE

The Student Athlete Advisory Committee (SAAC) is a committee made of up student athletes assembled to provide insight into the student athlete experience and a voice for the student-athlete body. The SAAC offers input on the rules, regulations and policies that affect student athletes' lives in NCAA member institutions. The mission of the NCAA 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.

Vanderbilt's SAAC provides you and your teammates with a means to communicate with the University administration on issues affecting all student athletes. The group is also very active in the service component and sponsors a comprehensive outreach effort with the surrounding Nashville community. We hope that you will use SAAC members as a resource to present your concerns and offer suggestions to improve your experience as a Vanderbilt student athlete.

Follow VU Student-Athlete Development on Twitter for student-athlete updates:

@VU_SADev



STUDENT-ATHLETE DEVELOPMENT

The mission of the NCAA is to maintain intercollegiate athletics as an integral part of the campus educational program and the athlete as an integral part of the student body. Balancing academic success, athletic competition, and personal growth along with student life can be very challenging. The Student-Athlete Development program at Vanderbilt, helps facilitate our commitment to foster the total growth and development of our student athletes.

<https://www.vanderbilt.edu/studentathletedevelopment/>

Personal Development

A *Commitment to Personal Development* ensures that each student athlete will be provided with opportunities to focus on personal growth issues such as clarifying values, setting goals, and learning fiscal responsibility. Each component will be focused toward developing a healthy lifestyle.

Educational programs on topics such as Substance Use and Abuse, Time Management, Etiquette Training, Stress Management and Diversity will be provided. In addition, Student Athletics at Vanderbilt have a Health Enhancement Committee comprised of staff from the Training Room, Sport Psychologist, Student-Athlete Development,, Sports Dietician, Academic Support, a doctor from Vanderbilt Medical Center, and an Administrator who meet monthly to create and evaluate programs that foster student athlete wellness, education and help our student-athletes perform at their best!

Career Development

A *Commitment to Career Development* places a priority on preparing for life after intercollegiate sports. We collaborate with the Vanderbilt Career Center to help student-athletes develop a career path. This is accomplished by offering a variety of services and educational programs that help them assess career options, learn job skills, gain career-related experience, and connect with employers. This includes the Student-Athlete Summer Internship program, which pairs student-athletes with employers in their areas of interest. The program includes a variety of workshops and activities designed to enhance career and personal development.

The Vanderbilt Career Center is available to help students and graduates of Vanderbilt University develop and implement career plans. This is accomplished by offering a variety of services and educational programs that help them assess career options, learn job skills, gain career-related experience, and connect with employers. Some of the program topics include:

- Career Exploration
- Job/internship Search Skills
- Resume/Cover letter Development
- Interviewing
- Career Fairs

The Center has developed the VPath to help you develop a course of action to take throughout your undergraduate college career.

1. **Exploring Your Future** involves self-discovery, assessing your skills, abilities, interests and values.
 - Research options
 - Consider possibilities
 - Test options
 - Evaluate options against preferences
2. **Planning Your Future** requires decisions.
 - Choose a direction
 - Develop an action plan
 - Make contact
 - Network with people who can help
3. **Taking Action** will begin the process of gaining experience in your area of interest.
 - Build skills and knowledge
 - Pursue goals
 - Identify opportunities
 - Follow through

4. **Developing professionally** is a time of change and adjustment.

- Transition to professional life
- Develop skills
- Grow in your career
- Evaluate strengths and interests
- Make changes for growth and happiness

Community Service

A *Commitment to Community Service* is our challenge to our student athletes to give back to the community and to individuals who are in need through a clearly defined program of service. Our student athletes will be given opportunities to develop the foundation for a lifelong commitment to volunteerism.

Student Athletics' community outreach activities are far-reaching and encompass numerous areas within the Vanderbilt community and beyond, including the Office of Active Citizenship & Service (OACS), the Greek community and the Vanderbilt Children's Hospital.

Golden Dores Banquet

SAAC hosts an annual awards banquet in April for all of the teams. At this event, student athletes are recognized for their athletic, academic, and service contributions to the Student Athletics department, Dean of Students, Vanderbilt and the Nashville community. Annual awards include:

Dr. Jerry Reves Award (senior student athlete with the highest GPA)

Play of the Year (Male & Female)

Mr. Commodore & Miss Commodore

Comeback Player of the Year (Male & Female)

Newcomer of the Year (Male & Female)

Community Service Award

Jim Robins Award

Contact Alison Wenzel, Assistant Athletic Director for Student-Athlete Development, with any questions at:

alison.wenzel@vanderbilt.edu or 615-343-5463.

Note: Vanderbilt University Student Athletic Department policies are subject to change and/or are updated after the printing of this handbook. Vanderbilt student-athletes will be notified in a timely manner when policies are changed and/or updated.



Academic Support for Student-Athletes

Administration

Vice Chancellor for Athletics and University Affairs and Athletics Director

David Williams

Provost and Vice Chancellor for Academic Affairs, Faculty Athletic Representative

Susan Wentz

Vice Provost, Undergraduate Education

Cynthia Cyrus

Associate Vice Chancellor, Deputy Director of Athletics, SWA

Candice Lee

Assistant Director of Athletics, Director of Academic Support

Elizabeth Wright

Nate Bell, Associate Director of Academic Support, Senior Academic Counselor

Dawnyell Fletcher, Assistant Director of Academic Support, Learning Specialist, Director of Tutoring

Brittini Hamilton, Academic Counselor, Tutor Coordinator

Eugene Henderson III, Associate Director of Academic Support, Senior Academic Counselor

Candice Johnson, Academic Counselor

Max Martin, Assistant Director of Academic Support, Senior Academic Counselor

Morgan Roche, Senior Academic Counselor

Sara Sanders, Senior Academic Counselor

Stratton Foster Academic Center

Academic standards and requirements for student-athletes at Vanderbilt University are no less stringent than for non-student-athletes. Both Vanderbilt University and the Department of Student Athletics are aware that participation in varsity athletics makes exceptional demands upon a student-athlete's time and energy. Therefore, Vanderbilt University has assisted the Department of Student Athletics in developing the Stratton Foster Academic Center to help student-athletes achieve their full academic potential.

The Stratton Foster Academic Center was created in 1986 to serve as a focal point of student-athlete activity. The resource center bears its name from M. Stratton Foster. Foster graduated from Vanderbilt University in 1921 with a Bachelor of Arts degree. He earned his Bachelor of Engineering degree from the University a year later. He developed a strong belief in the importance of education and upon his death, the M. Stratton Foster Charitable Foundation was created in his name to promote many of his cherished ideals. The Stratton Foster Foundation has contributed over \$1 million since 1986 towards improvements and upkeep of the academic center. These contributions have given the student-athletes access to a comprehensive academic support program, allowing the Commodores to continually rank among the nation's elite scholar-athletes.

The Stratton Foster Academic Center is located within the McGugin Center and serves as a study and consultation area for the student-athletes. The center houses the offices of Academic Support and Student-Athlete Development. It serves as a resource for student-athletes to meet with a tutor or academic counselor, to use a computer, or to study and read. The bi-level facility was completely renovated in the summer of 2010. The center now has two computer labs and 12 private tutor rooms equipped with tables, chairs and dry erase boards. In addition, thirty study carrels are available, along with a large number of chairs, tables, including group study tables, and desks located throughout the center to provide a comfortable studying environment. The Stratton Foster Academic Center is open to every student-athlete and is monitored on Sundays from 12:00pm-10:00pm, Mondays-Thursdays from 8:00am-10:00pm, and on Fridays from 8:00am-5:00pm during the fall and spring semesters. The academic counselors, along with tutors and evening monitors, are available resources during study hall hours. Swipe card access is available 24/7.

Additional information regarding the Stratton Foster Academic Center can be found on the Academic Support for Student-Athletes website: www.vanderbilt.edu/studentathletes and on Twitter: @VandySAAS.

Academic Support Program

The Academic Support Program is designed to assist student-athletes in reaching their full potential both academically and personally, for their time at Vanderbilt and their lives beyond.

Summer Bridge Program

The Academic Support staff conducts a summer bridge program for all incoming freshmen to introduce campus resources that will enrich their lives as students at Vanderbilt. Incoming student-athletes who enroll in summer school are mandated to attend workshops scheduled by the Department of Student Athletics, which are designed to enlighten them on the resources that we have here to help them reach their academic goals. They attend informational sessions on the Writing Studio, Study Skills and Time Management, the Honor Code and plagiarism, the Career Center, and the University Libraries, among others. They are also evaluated by the University Counseling Center (UCC) – a service available to all students – regarding any potential underlying learning disabilities or psychological needs.

What is an Academic Counselor?

The Stratton Foster Academic Support Center staff is here to ensure our student-athletes fulfill their academic obligations with discipline, perseverance, and integrity. An Academic Counselor's responsibilities include, but are not limited to, meeting weekly or bi-weekly with all student-athletes from his/her assigned athletic teams, monitoring study hall, checking class attendance, informing faculty members of student-athlete absences due to team travel, illness, or other excused absences, and referring student-athletes to the appropriate campus-wide resources.

What is a Learning Specialist?

Learning Specialists help students to gain an understanding of how they learn best, identify academic strengths, and develop appropriate strategies to maximize academic success. Additionally, Learning Specialists coordinate academic success workshops on topics such as organization, communication, and reading and writing strategies. Any student-athlete may request an appointment with a Learning Specialist or sign up for a workshop through their Academic Counselor.

Weekly Meetings

The Academic Counselor meets at least weekly with every freshman, all student-athletes who are in danger of falling short of achieving good academic standing by Vanderbilt University standards and all student-athletes who wish to meet weekly or more often. In these meetings, the following items are discussed:

- Academic progress, including recent grades the student-athlete has received on exams, papers, quizzes, projects, and/or class assignments.
- Upcoming events and/or assignments due in the student-athlete's courses.
- Evaluation of the student-athlete's time management and study skills.
- Tutoring and/or review session options.
- Preparation for team travel, including when assignments will be completed if traveling, in coordination with the student-athlete's professors.

In addition to weekly meetings, each Academic Counselor communicates as needed with all other student-athletes on his/her respective athletic teams.

Study Hall

Every freshman and other selected student-athletes are required to accomplish 8 hours of study hall each week during their first year. This study hall requirement is designed to help the student-athletes with time management

skills and to help them adjust to the challenging academic expectations at Vanderbilt University. Student-athletes must assume ultimate responsibility for their academic endeavors while attending the University. Each year every student-athlete receives a copy of the Vanderbilt Student-Athlete Handbook, which includes detailed information on academic requirements, as well as Academic Support services that are available to all student-athletes.

Upperclassmen student-athlete who have not achieved at least a 3.0 cumulative grade point average are required to complete study hall hours weekly. Those hours, determined by the current grade point average of student-athletes, are outlined on the scale listed below:

1.8-2.299: 8 hours/week

2.3-2.499: 6 hours/week

2.5-2.699: 4 hours/week

2.7-2.799: 3 hours/week

2.8-2.899: 2 hours/week

2.9-2.999: 1 hour/week

Tutoring Program

Tutoring is a free service offered to student-athletes by the office of Academic Support. It is designed to act as a supplement to the class itself and as a support to student-athletes with the best possible academic assistance. It is not designed to take the place of learning in the classroom from the professor.

The Tutoring Program has tutors covering over 30 different academic areas, and working with over half of our student-athletes. If a tutor is needed in a subject not currently covered, the best effort will be made to hire an additional tutor to fit the student-athlete's need. Individual as well as small group tutoring is available to all student-athletes. All tutoring sessions are held throughout the Academic Support Center.

All tutor requests are made through the student-athlete's Academic Counselor then submitted to the Tutor Coordinator. Once the request has been submitted, the Tutor Coordinator will check the availability of tutors and set up a session. Once a session has been arranged, the Tutor Coordinator will send out an assignment email to the student, tutor and counselor confirming the day and time.

All tutors are graduate or upper level undergraduate (junior or senior) Vanderbilt students. A tutor must have at least a 3.0 cumulative GPA, have received a B+ or higher in the class (es) they intend to tutor, are recommended by at least one Vanderbilt faculty member, and are approved during the interview process. Tutors must attend a mandatory orientation prior to tutoring. Compliance information is provided in the Tutor Manual, and tutors receive initial training in compliance from the Tutor Coordinator and/or the Director of Compliance. In addition, Compliance staff members e-mail the tutoring staff monthly for continuing education. All tutors are required to read the Tutor Manual (and Writing Tutor Manual if tutoring in writing). Tutors must sign a Tutoring Agreement stating that they are responsible for the information within the manual, and will abide by all University, SEC, and NCAA rules. Tutors must also receive a 90% on the tutor quiz yearly.

After each tutoring appointment, the tutor submits a report of the session, updating the Counselor and the Tutor Coordinator/Assistant Tutor Coordinator on the academic progress of the student-athlete. The academic progress of student-athletes is closely monitored by the Director of Academic Support, Academic Counselors, and the Director of Tutoring/Tutor Coordinator.

To make student-athletes aware of tutoring services, the Academic Counselors present information on tutoring services at individual sports team meetings at the beginning of each academic year. The student-athlete must sign a Tutoring Agreement showing that they understand and will abide by the procedures of the Tutoring Program.

Class Checks/Class Attendance Policy

Class attendance is critical for all student-athletes due to the high academic expectations at Vanderbilt University. Because student-athletes do miss a limited number of classes for athletically related travel, it is imperative they attend all classes while on campus. Academic Counselors perform random class checks on all student-athletes throughout the course of the semester. Vanderbilt student-athletes are required to attend ALL class meetings unless they are excused for University representation or have another acceptable and verifiable reason to miss class such as illness, surgery, family emergency, or religious observation. An excused absence for University representation is determined as follows: "When a University-sponsored organization or office requires that a student represent the University in an official capacity, and that representation will lead to the necessary missing of a regularly scheduled class meeting, the student's absence from that class meeting may be considered a candidate for being considered authorized." (See class attendance policy below).

VANDERBILT UNIVERSITY CLASS ATTENDANCE POLICY FOR STUDENT-ATHLETES

Vanderbilt University's Department of Student Athletics believes that class attendance is imperative for student-athletes to be academically successful. The Athletics Department acknowledges that each professor reserves the right to establish his or her own class attendance expectations, yet the Department assumes a responsibility to help ensure that our student-athletes have every opportunity to achieve their academic potential. The class attendance policy is designed to be corrective in nature and support the university's overall academic mission.

Student-athletes are expected to attend all classes during the academic year as well as each summer session (for the duration of each class) unless they have an excused absence. Approved excused absences include representing the University for competition, illness, injury, or family emergency. For any excused absence, except competition, documentation must be provided to the academic counselor and professor in order for the absence to be considered excused. In case of illness, student-athletes must also notify their athletic trainer. In order for any other extenuating circumstances to be considered excused, student-athletes must present information to the Academic Counselor, Professor and Sport Administrator for approval, prior to or the day of the absence.

If a student-athlete is withdrawing from a class, he or she is expected to attend class until the course has officially been dropped (i.e. all signatures obtained and paperwork formally submitted). Classes missed prior to formal withdrawal from the course will not be considered excused.

The class attendance policy is applicable to all student-athletes, regardless of classification, academic performance and grant-in-aid.

Procedure and Sanctions

- After each unexcused absence the academic counselor for that sport sends a notification email, along with a copy of Vanderbilt University's Attendance Policy for Student-Athletes to the Head Coach, Director of Academic Support, Sport Administrator and the student-athlete.
- The student-athlete must submit evidence of class attendance or excusable absence to his or her academic counselor within 48 hours of the class miss incident in order to be considered for exemption.
- Violations of the policy will result in the appropriate sanctions. The sanctions mandated by the Attendance Accountability Committee (Sport Administrators and Director of Academic Support) include, but are not limited to, the following:
 - Increased Study Hall Hours
 - Practice Limitations
 - Loss of Complementary Admissions
 - Financial Penalty Assessed to Student Account
 - Loss of Summer School Privileges
 - Suspension from Foreign Tour/Team Activities
- Fall/Spring Semesters: If a student-athlete is found to have four unexcused absences in one class or eight unexcused absences in a semester – and/or if he or she receives an excessive absence midterm

deficiency – he or she will be withheld from a minimum of 1 competition. Sanctions will be applied immediately. Each additional absence after reaching the threshold will result in further sanctions.

- Vanderbilt Visions Classes: If a student-athlete is found to have one unexcused absence in a Vanderbilt Visions class, he or she will be required to meet with the Sport Administrator. A second unexcused miss will result in the student-athlete meeting with the Vice Chancellor/Director of Athletics. A third unexcused miss will result in the student-athlete missing the subsequent competition.
- Summer School: If a student-athlete is found to have 2 or more unexcused absences in any summer school session, he or she will be withheld from a minimum of 1 competition. Sanctions will be applied to first competition opportunity. Each additional absence after reaching the threshold will result in further sanctions.
- If a student-athlete receives an excessive absence deficiency (see Appeals section), he or she may be withheld from a minimum of 1 competition, depending on the circumstances.
- Any unexcused absence during summer school sessions may result in a financial penalty, and may result in loss of further summer school privileges.
- Student-athletes should note that coaches may also issue additional sanctions at their discretion.
- If the problems persist beyond this time period into subsequent semesters, these chronic issues could result in dismissal from the team and/or the recommendation for the non-renewal of athletic aid.

Appeals

- Upon notification and/or receipt of midterm deficiencies, the student-athlete will be given one calendar week to dispute any excessive absence deficiency. The Attendance Accountability Committee may opt to exempt the student-athlete from penalty if the professor withdraws the deficiency.
- Appeals will not be considered for unexcused absences prior to officially withdrawing from a class.
- Other appeal opportunities may be granted by the Vice Chancellor/Director of Athletics due to extenuating circumstances or at the discretion of the Committee.

Monitoring

Class attendance will be monitored in three ways:

- By communication from the professor during the course of the semester.
- By midterm reports sent out by professors denoting “excessive absences.” (Professors have the discretion to determine the number of absences which they feel are “excessive.”)
- Class checks by the Athletic Department staff (student-athlete considered absent if not present at the time when staff member checks class). Tardiness/early departure may be considered as an absence.

Reporting

At the end of each semester, the Attendance Accountability Committee will submit a report detailing excessive absences and sanctions to the Vice Chancellor/Director of Athletics and Faculty Athletic Representative.

Travel Reminders

Due to their requirement to represent the university through their involvement with athletics, our student athletes are often called upon to travel with their respective teams. Our office notifies all faculty members at the beginning of each semester of the students who will be traveling and the dates and times of each event. In the event that a student athlete may have an exam conflict based on travel, our office is prepared to proctor exams while students are traveling with their teams if necessary (See section on Proctoring Tests on the Road).

Taking Exams during Team Travel/Proctoring Exams on the Road

Prior to the start of each season, the Academic Counselors will obtain a team travel schedule from the coach or Sport Administrator for their sport(s) which includes the days the team will miss class. The student-athletes are also provided a copy of their anticipated absences due to team travel in ample time to communicate these dates to their professors. Counselors will also e-mail all of the professors, introducing themselves and providing the professors with the travel dates for the student-athletes in their classes through the semester. This will be done in conjunction with the initial introductory email sent to professors at the beginning of the semester.

Student-athletes are expected to develop good lines of communication with their professors regarding any course work that may need to be completed prior to a class absence for competition, and to remind professors of absences in a timely manner. Academic Counselors will follow up with an email in advance to serve as a reminder to the professors that the student-athlete will not be in class due to University-sanctioned team travel.

If team travel necessitates missing a test date or assignment-due date, the student-athlete works directly with the professor to make arrangements for completing the work that will be missed. It is strongly encouraged that the student-athletes take the test or turn in the assignment before or after the travel (preferably before). On the rare occasion when it is mandated by the professor that a student-athlete take a test during travel, the Division of Academic Support will arrange for an Academic Counselor or the Sport Administrator accompanying the team to proctor the test; if that is not possible, the Division will arrange for the test to be proctored by a member of the Academic Support staff of the host school our team is visiting. Coaches and any personnel other than the Academic Counselor, Sport Administrator, or Academic Staff member from the host institution may not proctor exams.

Referrals to Campus Resources

Because the Academic Counselor interacts with the student-athletes on a regular basis and develops close relationships with them, he/she may discover information that prompts referral of a student-athlete to the various campus resources at Vanderbilt. These campus resources may include:

- Career Center
- Dean's Offices
- Faculty Advisor
- Equal Opportunity, Affirmative Action, and Disability Services Department
- University Counseling Center
- Campus Tutoring Centers
- Writing Studio
- University Libraries

The Honor System

The Honor System is a time-honored tradition at Vanderbilt, having been established in 1875, only two years after the founding of the University itself. Since the original founding, the Honor Code has been modified and expanded upon in order to meet the developing needs of a modern university. The Honor System is only one of the elements provided to Vanderbilt students to aid in the development of creative thinking, intellectual maturity, personal accountability, and respect for honesty, integrity, and truth. The goal of the Honor System is to have all students leave Vanderbilt not only as graduates, but also as citizens of integrity. The Honor Council has a three-fold purpose: to secure justice for any student under suspicion of dishonesty, to vindicate their name if innocent, and, if guilty, to protect the honor and standing of the remaining students by their punishment as set forth in the bylaws.

Cheating, plagiarizing, or otherwise falsifying results of study is prohibited. The System applies not only to examinations, but also to all work handed in (including drafts), such as papers, reports, solutions to problems, tapes, films, and computer programs, unless excepted by the instructor. The System also applies to any act that is fraudulent or intended to mislead the instructor, including falsifying records of attendance for class, for events for which attendance is required or for which class credit is given, or for internships or other work service. Work in all courses—including those that involve, in whole or in part, online learning—is subject to the provisions of the System. All student-athletes must attend orientation events on Vanderbilt's Honor System. Ignorance of the Honor Code and all it stands for is no excuse for violating it..

Statement of the Honor Code

Vanderbilt University students pursue all academic endeavors with integrity. They conduct themselves honorably, professionally, and respectfully in all realms of their studies in order to promote and secure an atmosphere of dignity and trust. The keystone of the honor system is self-regulation, which requires cooperation and support from each member of the University community.

Undergraduate Honor Code Pledge

Vanderbilt University
*I pledge to pursue all academic endeavors with honor and integrity.
I understand the principles of the Honor System, and
I promise to uphold these standards by adhering to the
Honor Code in order to preserve the integrity of
Vanderbilt University and its individual members.*

Grading System

Students are graded on a four-point grading system. All work is graded by letters, interpreted as follows:

- A excellent
- B good
- C satisfactory
- D minimum pass work
- F failure

Under certain conditions, the following grades may be awarded:

- W withdrawal
- P pass (see P/F course provision)
- M missed final examination (prior approval needed)

MI missed final examination with additional incomplete requirements

I incomplete in some requirements other than the final examination

E temporary grade representing borderline D- or F work, and re-examination may be required

Plus and minus modifiers may be associated with letter grades A through D as shown in the table below. Grade point averages are calculated using indicated grade-point values.

Defined grades with corresponding grade point per credit hour:

A	=	4.0	B	=	3.0	C	=	2.0	D	=	1.0
A-	=	3.7	B-	=	2.7	C-	=	1.7	D-	=	0.7
B+	=	3.3	C+	=	2.3	D+	=	1.3	F	=	0.0

Pass/Fail

The student-athlete may take some hours that count toward the degree on a Pass/Fail basis. Rules vary by college/school and you **MUST** consult the current *Undergraduate Catalog* and your Faculty Advisor to verify specific rules. Grades of Pass are not counted in the calculation of the GPA or in the determination of honors. All students must be enrolled in at least 12 graded credits each semester, **unless the student-athlete is in his/her final semester before graduating and needs less than 12 hours to graduate.**

Computation of the GPA

To determine the GPA, multiply the grade point by the number of quality hours for each course, then divide the total number of quality points earned by the total quality hours earned. Do not include any courses taken for no credit, courses from which the student-athlete has been withdrawn, or courses in which a grade of a Pass has been received. For example:

Course	Grade	Quality Hours	Grade Point X Quality Hours = Quality Points				
ENGL 1230W	A	3	4	X	3	=	12.0
MATH 1100	C-	4	1.7	X	4	=	6.8
SOC 1010	A-	3	3.7	X	3	=	11.1
SPAN 1101	B+	5	3.3	X	5	=	16.5
					15		46.4
Quality Points	/	Quality Hours	=	GPA			
46.4	/	15	=	3.093			

Faculty Advisors

The Faculty Advisor will assist the student-athletes with the many academic requirements they must complete at Vanderbilt University. The Faculty Advisor will be the individual to whom the student-athlete will ask academic questions, discuss the semester class schedule, discuss choice of major, and identify career goals. If an academic problem arises, the Faculty Advisor is the most effective advocate for the student-athlete. The relationship between the student-athlete and his/her Academic Counselor is not intended to supersede, in any way, the Faculty Advisor and student-athlete relationship.

Changes in the Schedule/Course Loads

Per NCAA rules, at no time in the fall or spring semester may a student-athlete drop below 12 hours (Bylaws, Article 14.1.8.2) unless he or she is enrolled full-time in graduate school, or is in his or her final semester in school and enrolled in all classes necessary to graduate. Courses that are added or dropped should be reported to the Faculty Advisor and Athletic Academic Counselor before making any scheduling changes other than a section

change in courses. Changing classes may affect the student-athlete's progress toward graduation, which could affect eligibility.

Declaring Your Major or Transferring Colleges

All students in Arts and Science and Peabody must declare a major or track during the second semester of their sophomore year. Engineering and Blair students declare their major upon entering Vanderbilt University. If a student-athlete wishes to transfer across schools (e.g., from Peabody to Arts and Science), he/she must apply for an Intra-University Transfer (IUT). This is done in the Office of the University Registrar or online at <http://www.registrar.vanderbilt.edu/iut/iut.html>. Deadlines are also posted on the website. Students may not transfer until the end of their freshman year, at which time the student will need at least 24 transferable hours and a minimum GPA of 1.8. After three semesters, the student will need 39 hours and a 1.85 GPA; after four semesters the student will need 54 hours and a 1.9 GPA; after five semesters the student will need 69 hours and a 1.95 GPA. For more information about transferring within Vanderbilt, please refer to the *Undergraduate Catalog*.

Continuation Requirements: Avoiding Academic Probation and Dismissal

All students should consult the *Undergraduate Catalog* and their faculty advisors for the specific requirements of majors and core distribution programs in his/her respective college or school. However, general requirements for maintaining academic progress and thus avoiding academic probation or dismissal in the four undergraduate schools are as follows:

I. CONTINUATION TO SOPHOMORE STATUS

- a. In Peabody, the College of Arts and Science and Blair, a freshman must earn 24 hours and at least a 1.8 GPA to achieve sophomore standing. In the School of Engineering, freshmen must earn 24 hours and at least a 1.8 GPA to achieve sophomore standing.

II. CONTINUATION TO JUNIOR STATUS

- a. To achieve junior standing (after four semesters), all schools require a minimum of 54 earned hours. Additionally, Peabody, Arts and Science and Blair require a 1.9 cumulative GPA, while Engineering requires a 1.8 cumulative GPA.
- b. All students in the College of Arts and Science, Engineering and Blair must declare a major while those in Peabody must declare a major and track before the beginning of their junior year.

III. CONTINUATION TO SENIOR STATUS

- a. For senior standing, 84 cumulative hours are required in Arts and Science and Peabody, while Engineering and Blair require 86 cumulative hours. In addition, Engineering allows a 1.9 GPA and the other schools specify a 2.0 GPA. The minimum number of hours needed to graduate from Vanderbilt varies from 120-128 depending on the college and major. A minimum cumulative GPA of 2.0 is a consistent requirement throughout Vanderbilt to attain an undergraduate degree.

GPA AND HOUR REQUIREMENTS FOR ACADEMIC PROGRESS IN THE UNDERGRADUATE SCHOOLS @ VANDERBILT UNIVERSITY					
		SO	JR	SR	Graduation
A&S	GPA	1.8	1.9	2.0	2.0
	HRS	24	54	84	120
BLAIR	GPA	1.8	1.9	2.0	2.0
	HRS	24	54	86	126
ENGINEERING	GPA	1.8	1.9	2.0	2.0
	HRS	24	54	86	120-128*
PEABODY	GPA	1.8	1.9	2.0	2.0
	HRS	24	54	84	120

* The specific course requirements and total hours required for the bachelor's degree in Engineering vary with the student's major program. Detailed requirements for each program are shown in the specific curricula in the Courses of Study section for Engineering in the *Undergraduate Catalog*.

After two upper-class semesters of academic probation (excluding freshman year), a student is subject to dismissal from the University.

NCAA Academic Eligibility Requirements

As a general rule of thumb, if a student-athlete is in good academic standing by Vanderbilt University's standards, he/she is in good academic standing by NCAA standards. The NCAA academic eligibility requirements are as follows on the next page:

SUMMARY OF THE NCAA DIVISION I ACADEMIC ELIGIBILITY REQUIREMENTS			
Entering 2nd Year of Collegiate Enrollment	Entering 3rd Year of Collegiate Enrollment	Entering 4th Year of Collegiate Enrollment	Entering 5th Year of Collegiate Enrollment
<ul style="list-style-type: none"> • 24 semester credits • 18 credits earned during academic year** • 90% of GPA for graduation • Six credits/term* 	<ul style="list-style-type: none"> • 40% of degree requirements • 18 credits earned during academic year** • 95% of GPA for graduation • Six credits/term* • Declaration of degree program 	<ul style="list-style-type: none"> • 60% of degree requirements • 18 credits earned during academic year** • 100% of GPA for graduation • Six credits/term* 	<ul style="list-style-type: none"> • 80% of degree requirements • 18 credits earned during academic year** • 100% of GPA for graduation • Six credits/term*
<p>* All student-athletes must complete at least six semester hours in the previous regular academic term of full-time enrollment to be eligible to participate in the next regular academic term.</p> <p>** The academic year includes fall and spring semesters only. The student-athlete can receive 6 or more credits during the summer.</p> <p>Please note that for student-athletes participating in football, they must pass a minimum of 9 hours in the fall in order to participate in the first four games of the following fall – a one-time exception to play the first four games is allowed if that student passes 27 hours between the fall, spring, and summer.</p>			

Summer School

It is sometimes necessary for students to attend summer school to satisfy their continuation requirements. If considering summer school for any reason, the scholarship student-athlete needs to submit a Summer School Request Form to his/her Athletic Academic Counselor by the deadline stated on the current form. Students must indicate on the application what class they intend to take, what session they plan to attend and if they will be living on- or off- campus. Student-athletes are responsible for updating the application should any changes occur. Summer school attendance is viewed as a privilege, not a right. In general, a scholarship student-athlete may only receive summer school aid up to the percentage of the scholarship given the previous academic year.

Transferring Summer School Coursework

Any student who is interested in completing coursework during the summer at another institution must obtain prior approval from the Dean's Office **before** the end of the spring semester. The necessary form will be available in the Dean's Office in the student's undergraduate college/school.

The form needs to be completed and signed by both the student and the student's Faculty Advisor.

The student is responsible for having an official transcript sent upon completion of coursework to the Dean's Office to complete the transfer credit process. The student must receive a C or higher for the grade to be transferred into Vanderbilt University. Summer courses taken at another approved college or university do not affect the student-athlete's GPA. Only the hours will transfer.

Study Abroad

Student-athletes wishing to study abroad in the summer must submit to the Department of Student Athletics a Request Form to Study Abroad by mid-January. They also need to submit an application to the Global Education Office in late January, as well as a request for funding from the Global Education Office. The Department of Student Athletics welcomes the opportunity to send student-athletes abroad, an experience that helps to round out their Vanderbilt education.

Postgraduate Awards Program

The Office of Academic Support is responsible for the nomination of qualified student-athletes for postgraduate scholarships, academic honors, and other opportunities. The postgraduate academic scholarship award process is coordinated by the one of the Academic Counselors in the Office of Academic Support in association with the Sport Administrators, the Director of Academic Support, the Department of Athletics Award Committee, and the Faculty Athletic Representative.

The Academic Support Office receives award information from the NCAA, our affiliated conferences, coaching associations, media outlets, and other sport governing bodies. The Academic Support staff work closely with the student-athletes, the athletic department, and university personnel to provide the most accurate and comprehensive information for the nominees. The staff also assists in the completion of award applications and/or materials.

The majority of scholarships are limited by academic year (seniors), graduate programs of study, and exhaustion of athletic eligibility. GPA requirements or other stipulations may regulate the type and number of nominees for particular awards.

Student-athletes are made aware of award opportunities through electronic message board posts and individual student-athlete meetings. In addition, communication is spread through the Student-Athlete Advisory Committee as well as the student-athlete email list serv. Student-athletes are also notified by Academic Counselors, Sport Administrators, and the Departmental Awards Committee of scholarship opportunities. Once the student-athletes are nominated by Academic Support and approved by voting of the Athletics Management team, the Academic Counselor then contacts each finalist to inform him or her of the nomination and provides instructions on completion of the awards. Non athletic-related scholarship opportunities are shared with all university students by the Office of Honors Scholarships.

Academic Support Integrity Reinforcement Plan

The Academic Support Reinforcement Plan is implemented following an honor code violation or breach of academic integrity. Failure to complete all aspects of the plan within the established deadlines may result in athletic participation penalties for the student-athlete. The plan is intended to be educational and rehabilitative, and discourage similar behaviors from recurring.

I. Goal:

Complete the assigned sanction as required by the Undergraduate Honor Council. Instructions will be provided in the outcome letter sent by the Honor Council.

Task:

Follow the instructions set forth by the Honor Council to complete the assigned sanction.

Timeline:

Complete the assigned sanction by the Honor Council's deadline given in the outcome letter.

II.

Goal:

Further educate the student on the importance of integrity and ethics, as well as the consequences of breaches of integrity.

Task:

Review Case Studies of Honor Council and/or NCAA Violations, and report findings of those studies to the Academic Counselor. (The case studies will be provided to the student.)

Timeline:

Within four weeks of final hearing date

III.

Goal:

Self-Reflection and Sharing of Experience, to Deter Academically Unethical Behavior in Violator/Others

Task (Choose One of the Following Options):

1. Write approximately 500 words on the Honor Council Violation/breach of ethical conduct and its consequences, alternatives that existed, and plans on how to react should the situation(s) recur that led to the first violation. This will include reflection on the specific circumstances surrounding the violation/breach and reasons for its occurrence; what alternative behaviors existed; academic integrity; discipline and preparation; leadership; and it will include a written acknowledgment that a second Honor Council violation will result in suspension – and possibly expulsion – from the University.
2. Participate in a forum where student shares his or her experience with his/her athletic team. Topics are to include all the information listed in Option #1, above. This forum will be attended and documented by a member of the Academic Support staff.

Timeline:

Within four weeks of final hearing date

IV.

Goal:

Further Self-Reflection and Deterrence

Task:

Student will meet with Vice Chancellor and Athletic Director David Williams and/or Associate Vice Chancellor/Deputy Athletic Director Candice Lee

Timeline:

Following completion of first three tasks

Textbooks

If your athletic scholarship includes books, NCAA rules (Bylaw 15.2.3) require that student-athletes only purchase those books and supplies that are required or recommended for the courses they are enrolled in. Student-athletes may also be provided with suggested books per NCAA rules (Bylaw 16.3.1.1).

HOW TO GET YOUR BOOKS:

If books are covered under your scholarship, your name should be on record with the Bookstore. Simply take your student ID card with you to the bookstore, identify yourself as a student athlete, and charge your books to the athletic account. Keep your receipts! You will need these in the event that you have to return a book. If your name is not on record with the Bookstore, and you believe it should be, contact the Business Office. If a book is currently out of stock, talk to the Textbook Manager at the Bookstore to arrange book purchase.

BE AWARE OF THE FOLLOWING:

General school supplies such as planners, notebooks, pens or paper CANNOT be paid for with your athletic scholarship. The purchase of course/school supplies is an NCAA violation and may affect your eligibility. Please note that all receipts are reviewed, and you will be required to repay the money for any impermissible purchases. Until your repayment is confirmed, regardless of the amount, you will be declared ineligible for competition. Additionally, depending on the amount of money spent, you may be withheld from competition following repayment, per NCAA rules.

Please note that you may only purchase one of each required or recommended item. Anything that is lost or stolen must be replaced at the student-athlete's expense. Please see your Academic Counselor or the Compliance Office if you need assistance or have extenuating circumstances.

IF YOU DROP A CLASS (DURING THE DROP/ADD PERIOD):

Return your books immediately. The Bookstore has strict deadlines for the return of books for a full refund to Athletics. Keep these deadlines in mind, and return your unnecessary books in a timely manner. Remember to take your receipts with you to ensure Athletics receives a full refund. The purchase and retained custody of books/supplies that are not needed for your classes is an NCAA violation.

At the time of return, you will receive a receipt that proves that you returned the books. Please take this to your Academic Counselor so they can ensure that Athletics has been credited for your return.

IF YOU WITHDRAW FROM A CLASS (AFTER THE DROP/ADD PERIOD):

Return your books to your Academic Counselor. DO NOT sell your books back to the Bookstore.

FOR STUDENTS TAKING CLASSES IN SEQUENTIAL MANNER (I.E. MATH 1200/MATH 1201):

You must retain your book(s) for the second course. You may buy only one set of books for the two courses.

AT THE CONCLUSION OF THE SEMESTER:

Student-athletes on book scholarship are required to return all books and supplies (i.e. calculators, clickers) to their Academic Counselor. If you wish to retain any books or supplies, you must complete the “Request to Retain Books” form from your Academic Counselor. **AT NO TIME SHOULD YOU SELL YOUR BOOKS OR SUPPLIES.** Anyone who sells these books or supplies is in violation of department policy, and will be sanctioned accordingly.

Contact your Academic Counselor or the Compliance Office if you have any questions about purchasing or returning books and supplies.

Equipment Check-Out

Student-athletes may check out equipment and supplies from the Stratton Foster Academic Center for use throughout the semester. Items available for check-out include flash drives, calculators, and test prep materials (GRE, MCAT, LSAT study books, etc.), among other items. If necessary, student-athletes may also check out laptops for academic use during the semester.

1. EQUIPMENT CHECK-OUT

Let your Academic Counselor know if you need to check out an item from the Academic Center. If the needed item is available for check-out, the Counselor will verify that a signed equipment policy form is on file for you. If no form is on file, you will need to sign the equipment policy form. The Counselor will add your name and item to the electronic checkout sheet.

2. EQUIPMENT RETURN

As soon as you are finished using any item(s) that you have checked out, you must return the item(s) to your Counselor immediately. All equipment and/or supplies must be returned no later than the conclusion of the course for which they are required. The Counselor will check your name off the electronic checkout sheet and verify that no equipment was damaged.

3. EQUIPMENT POLICIES

All Equipment

Equipment and supplies must be returned in the same condition in which they were checked out. If damaged, your student account will be charged. Test prep/study books may not be written in or marked in any way – if books are returned with writing and/or markings in them, your student account will be charged. In addition, if you lose an item or fail to return an item for any reason, your student account will be charged.

Laptops

Only one laptop is to be checked out at a time per student. You are responsible for the laptop you have checked out at all times. Laptops will be inspected after each use – if the laptop you have checked out is damaged or lost, your student account will be charged to cover the costs. When traveling, you are expected to use reasonable measures to safeguard the laptop you have checked out. Laptops cannot connect to the Stratton Foster Academic Center computer lab printers – all printing in the Academic Center must be done from the desktop computers in the labs. Laptops are to be used appropriately and within the guidelines, restrictions, and boundaries of the Vanderbilt University Honor Code at all times.

Academic Success Strategies

- ☐ General Success Strategies
 - o Attend class every day

- Read all assigned readings prior to class
- Take good notes and pay attention in class
- Complete all assigned homework
- Prepare for class according to your style of learning
- Sit near the front of the classroom
- Complete assignments early when possible—do not procrastinate
- Communication with Professors
 - Address professor by title
 - Communicate scheduling conflicts ahead of time (i.e., traveling for University-sanctioned event)
 - Use office hours to discuss questions and concerns
 - Be prepared for meetings (bring notes, questions, etc.)
 - Be clear and concise
- Note-taking Strategies
 - Date top page for each class session
 - Keep notes brief
 - Use the minimum words possible to get a point across
 - Develop a system of abbreviations that works for you
 - Indent or leave space to separate main ideas, important sub-ideas, examples or details
 - Ask questions in class to clarify any misunderstandings
 - Make an outline, using roman numerals, letters, numbers
 - Leave room in the margins to add info you missed or comments in own words that may help you recall later
- Time Management
 - Review all responsibilities and activities each week
 - Determine the blocks of time that are available for study and make a schedule
 - Set time and place to study - avoid distractions
 - Record all assignments from syllabi in student planner or semester calendar and other athletic/academic commitments
 - Make daily and weekly to-do lists
 - Prioritize tasks and set deadlines
 - Develop a study plan at the beginning of the week
 - Review general study plan to determine if it is working
- Reading Strategies
 - Set a purpose for your reading (i.e., to answer specific questions, to relate to class content, to identify themes)

- Preview the text, looking over title, section headings, bold/italicized words
- Outline chapters to use as a study guide
- Refer to class notes while reading chapters; re-read/emphasize key topics
- Summarize in your own words after every 2-3 paragraphs
- Use a system to highlight key information (i.e., blue=definitions, green=dates, yellow=names)
- Quiz yourself after reading each section of a chapter
- Review end of chapter—questions, problems, summary, key words
- Study Strategies
 - Determine format of test
 - Review sample tests *if provided by professor*
 - When studying/reading before test, think of possible essay topics
 - Use mnemonic devices to remember information (i.e., acronyms like NCAA – National Collegiate Athletic Association)
 - Study a little bit each day
 - Study in 20 – 30 minute increments then take a 5 – 10 minute break
- Test Taking Strategies
 - Immediately write on the test information that you might forget
 - Read the directions carefully
 - Assess test questions by point value
 - Budget your time wisely, giving most time to higher weighted questions
 - Complete questions you feel most confident in answering—then complete the rest
 - Use information from other questions—clues may be in another question
 - If question/directions are unclear, ask professor
 - *Go with your gut*—first instinct is usually right—do not second guess yourself
 - Answer ALL of the parts in a question—read carefully
 - **True/False Questions**
 - The entire statement must be true for the answer to be True
 - If any part of the statement is false, the answer is False
 - Questions with an absolute are often false (all, every, none, never)
 - When a statement contains two negative words and/or prefixes, cross both out
 - Read question carefully, paying attention to negatives (not, least, unimportant)
 - **Multiple Choice Questions**
 - Read question and try to answer it first without looking at the options
 - Read all your possible answers closely
 - Eliminate answers you know are wrong or unlikely

- Read questions carefully with absolutes and negatives
- Look for the answer in other test questions
- None of the above, make sure to eliminate each answer

○ **Essay Questions**

- Underline key words in the question and any specific writing instructions
- Make an outline
- Use the question to formulate your response
- Include as many details and facts as possible
- Avoid long introductions and conclusions
- Break down complex questions into smaller parts, numbering each to make sure all parts are answered
- Support general statements with specific detail information
- If poor penmanship, write on every other line, or try to print

○ **Math/Problem-Solving Questions**

- Write down all the key formulas as soon as you receive the exam
- Read the directions carefully and answer all parts of the question
- Make a list of all the numbers and variables given in the problem
- Estimate the answer before you solve
- Show all your work (you may get partial credit)
- Look for careless mistakes – be sure to check your work

□ **Test Anxiety**

- Signs: procrastination, block or freeze when studying, overly *nervous* during test, going blank during exams, worrying about exams days in advance, exhibiting physical signs of anxiety in testing situations, difficulty maintaining *concentration*, *focus* and *organizing* thoughts during testing, worrying how others are doing, future negative consequences, worrying how much time is left, panic when looking at test as whole, feeling unprepared
- Remedies: get good night sleep before test, study well ahead of time (do not cram), review material over and over, give yourself positive reinforcement before and during the exam (e.g., “I can do this, I will succeed”), practice relaxation exercises, sit away from window to avoid distraction, wear comfortable clothing

Vanderbilt University Athletics Department and Vanderbilt Sports Medicine

Medical Care Policy and Procedures

Vanderbilt Athletics - in conjunction with the Vanderbilt University Medical Center, Vanderbilt Team Physicians and Athletic Trainers - is committed to providing the best possible medical care available to its student-athletes. The following pages outline the policies and procedures in place to ensure that each student-athlete has available the necessary resources needed to serve his/her needs as well as the rules and regulations that must be followed. Additionally, the appendices attached outline specific institutional Athletics Department and/or Sports Medicine policies for specific issues regarding the health and welfare of our student-athletes.

Physical Examinations

Every freshman and transfer student-athlete is required to have an incoming physical examination conducted by a Vanderbilt Sports Medicine physician prior to participation. The initial exam includes a resting EKG and Sickle Cell Trait (SCT) screening. If a student athlete already has results of a SCT test, they may present them at the time of the physical. Each subsequent year, student-athletes will complete a health questionnaire that will update their health file. In addition, all student-athletes will receive a follow-up physical exam every other year throughout their career. An exit physical may be performed when student-athletes have completed their eligibility.

Medical/Athletic Training Room Policies

I. MEDICAL INSURANCE

A. Since not all illnesses and injuries are financially covered by Vanderbilt University, ALL STUDENT-ATHLETES must be covered under a private health insurance policy or purchase student health insurance through Vanderbilt University per University policy. Proof of coverage from a private insurance policy must be submitted prior to a student-athlete participating in Intercollegiate Athletics program-sanctioned activities. For the purpose of this policy, "Intercollegiate Athletics program sanctioned activities" include all practices on University facilities of which the coaching staff knows or should have known and any events to which the athlete travels with University support or financial assistance. This includes conditioning, practice, competition, or sanctioned team travel in the student-athlete's designated sport.

B. According to institutional policies and procedures, Vanderbilt University will aid in the payment of only those medical expenses which are the direct result of participation in Intercollegiate Athletics program-sanctioned activities. If a student-athlete becomes injured or ill under these circumstances, a claim will be filed with the student-athlete's personal insurance policy. Deductible costs or rejected claims for sport-related injuries or illnesses may be covered by the University during the period that the student is enrolled.

C. Any injury or illness that is NOT a direct result of participation in the team's University-sanctioned activities, will be the financial responsibility of the student-athlete and his/her family.

II. MEDICAL CONSULTATIONS

- A. All medical consultations must be arranged by a Vanderbilt team physician or by a member of the Vanderbilt University athletic training staff.
- B. Routine health care expenses such as; dental, gynecology, and optical services are the **student-athlete's** responsibility.

III. ATHLETIC TRAINING ROOM RULES

- A. The athletic training room prohibits spit cups and the use of smokeless tobacco.
- B. Food and drinks are not allowed in the athletic training room.
- C. Please ask a staff Athletic Trainer before taking anything from the athletic training room.
- D. The athletic training room is a co-ed facility. Please dress and act appropriately. Student-athletes who are unable to act appropriately will be asked to leave.
- E. No steel or molded cleats are to be worn in the athletic training room.
- F. All student-athletes must wear a T-shirt and shorts when receiving treatment. The wearing of sports bras or workout tights while receiving treatment is discouraged.
- G. Please shower before receiving treatment.
- H. The athletic training room offices and phones are off limits to athletes unless accompanied by a staff Athletic Trainer.

IV. INJURIES AND ILLNESSES

- A. All injuries and illnesses are to be reported to a staff athletic trainer as soon as they occur. The athletic training staff will refer you to the team physician or the Student Health Center as necessary.
- B. Injuries and illnesses can appear during the night. If this happens, you should contact your staff athletic trainer who will make arrangements for you to be seen. If an emergency occurs, call 911 or campus security. Once help arrives, then contact your staff athletic trainer and let them know what has happened and what has been done.
- C. If you are injured and unable to practice, you are required to report to the athletic training room immediately after practice and then as directed by the staff athletic trainers.

V. MEDICATIONS

- A. Never take a prescription medication that was prescribed for a teammate, another student-athlete, or any other individual.

B. If you feel you have a need for a supplement or medication, whether over-the-counter or prescription, contact a member of the athletic training staff. Only the team physicians can decide when prescription medications are necessary and will administer medications when appropriate.

C. Notify the athletic training staff of ALL medications that you are currently taking, who prescribed it, and for what condition.

VI. ATHLETIC TRAINING ROOM INFORMATION

Athletic Trainer Phone Numbers

Staff/Title	Sport	Phone
Tom Bossung-Head Athletic Trainer	Football	615-218-1914
Tracy Campbell- Athletic Trainer	Baseball	615-400-3327
Brandon Wells	M Basketball	435-227-6081
Kim Ferrill-Mosely – Athletic Trainer	W Basketball	615-479-0895
Adam Clemens – Athletic Trainer	Football	812-219-4658
Miya Sullivan – Athletic Trainer	Swimming/Football	314-363-6402
Alda Burston - Athletic Trainer	W Lacrosse/W Bowling	850-766-7287
Mollie Malone-Assistant Manager	M/W Golf	615-828-9051
Sara Melby- Clinical Coordinator	W Soccer	615-828-6287
Justin Wenzel-Clinical Coordinator	Football	615-828-9873
Kerry Wilbar-Athletic Trainer	W. Tennis/Football	615-498-5668
Megan Camery – Athletic Trainer	Cross Country/W Tennis	615.343.7762
Jordan Pierce- Athletic Trainer	Football/Men's Tennis	615.343.7698
Chris Matarazzo- Athletic Trainer	Cross Country/Track	615.343.7233

McGugin Athletic Training Room Fax 615-343-2592

VII. POLICY ON UNIVERSITY RESPONSIBILITY TO INJURED ATHLETES

Students who participate in intercollegiate athletics assume certain inherent risks of injury arising out of their participation. In the event of the occurrence of such injuries, the University will endeavor to provide the appropriate medical diagnosis, treatment, and care for its student-athletes. However, the providing of such

medical services by the University is not without limitations, nor does the University wish to either expressly state or imply that it has responsibility to provide continuing medical services indefinitely.

University Obligations

When a student-athlete is injured during Intercollegiate Athletics program-sanctioned activities, the University will provide the following assistance to the injured student-athlete. For the purpose of this policy, "Intercollegiate Athletics program sanctioned activities" include all practices on University facilities of which the coaching staff knows or should have known and any events to which the athlete travels with University support or financial assistance. This includes conditioning, practice, competition, or sanctioned team travel in the student-athlete's designated sport.

A. Student athletic financial assistance in an amount of no less than that which the athlete was receiving at the time of the injury will be continued until the student reaches his or her baccalaureate degree or through the fifth year of enrollment, whichever comes first.

B. Approved medical costs associated with the injury will be submitted to the student-athlete's personal insurance policy. Deductible costs or rejected claims will be covered by the University during the period the student is enrolled, as well as summers and breaks between semesters. The University reserves the right to determine the necessity and reasonableness of any particular treatment of an injury.

C. In the event a student suffers a disabling injury that prevents the student-athlete from continuing his/her academic pursuits, the University will provide disability payments for a time and amount specified in the current contract of insurance provided for this purpose by the University. The term "disabling injury" shall include coma, spinal injury resulting in paralysis, total or partial loss of use of an extremity, and brain injury or that definition for such injury as may be set forth in the contract of insurance provided for these purposes.

Limitations

The University's obligations to the student-athlete are subject to the following limitations.

These limitations shall be used to determine the amount of entitlement benefits available to student-athletes injured as a result of their participation in the University's Intercollegiate Athletics Program. Continuation of medical care and disability payment will be subject to the terms and conditions of the policy or policies of play/practice insurance existing at the time of the student's injury. Any medical or disability benefits beyond those provisions contained in the play/practice insurance policy are solely at the discretion of the University without any obligation to provide those benefits. Subject to the provisions of the prevailing play/practice insurance policy, an injured athlete who withdraws or graduates from the University may not be eligible for continued medical care or any incurred expenses for such care. The University medical staff reserves the right to determine the necessity and reasonableness of any particular treatment of an injury.

A. Student-athletes who sustain an injury or have a diagnosed illness prior to enrollment at the University must so notify their University coaching staff and athletic trainer. Without such notification, subsequent re-injury or exacerbation of the illness will not entitle the student-athlete to the benefits described in Part I of the Medical/Athletic Training Room Policies.

B. Any medical expenses incurred from any injury or illness that has occurred in events or competition not conducted or sanctioned by the Intercollegiate Athletics programs, will be solely the responsible of the student-athlete.

C. All treatment of injuries must be authorized or administered by the University medical staff. Any outside treatment obtained by an injured athlete without University authorization will not create entitlement to reimbursement from the University.

D. A student-athletes who has completed their eligibility will be given an opportunity to complete an Exit Physical by the University medical staff. Arrangements for continuing care of an injured athlete are to be made during that Exit Physical. If arrangements for short or long term care are not made, the University is released from all responsibility.

E. A student-athlete who has been receiving medical care for a sports-related injury and voluntarily chooses not to participate in athletics must notify the University medical staff. If the University medical staff certifies that the injured athlete is not ready to return to their activities of daily living, the medical staff will recommend that the athlete seek appropriate continual medical care.

F. A student-athlete who is dismissed from a team or the University, due to disciplinary action, is not eligible for continued medical care or any incurred expenses for such care.

Concussion Management Plan

Vanderbilt University Sports Medicine and Vanderbilt University Athletics, in accordance with current NCAA recommendations, have developed a comprehensive plan for concussion management. This plan is derived from a continual review of evidence-based research and will utilize the following recommended best practices as set forth by the current *Consensus Statement on Concussion in Sport* held quadrennially at the *International Conference on Concussion in Sport* in Zurich, Switzerland. Detailed information regarding return-to-learn and return-to-play guidelines can be found in the Vanderbilt Sports Medicine Concussion Management Guidelines.

Vanderbilt University...

1. Shall have on file and annually update an emergency action plan for each athletic venue to respond to student-athlete catastrophic injuries and illnesses, including but not limited to head injury, concussion, spinal injury, cardiac arrest, respiratory distress (e.g. asthma), heat illness, and sickle cell trait collapses. All athletics healthcare providers and coaches should review and practice the plan at least annually.
2. Athletics healthcare providers will be empowered to have the unchallengeable authority to determine management and return-to-play of any ill or injured student-athlete, as he or she deems medically appropriate. The athletic department will maintain an administrative structure for the delivery of integrated sports medicine and athletic training services to minimize the potential for any conflicts of interest that could adversely affect the health and well-being of student-athletes. This structure will stipulate that athletic healthcare providers will not be athletic department employees.
3. Shall emphasize student-athlete wellbeing by utilizing the following measures:
 - a. Student-athletes, coaches, and athletics healthcare providers will be educated annually regarding concussion safety and the current concussion management plan and will be required to sign a statement in which they accept the responsibility for reporting injuries or suspected injuries to an athletics healthcare provider, including signs and symptoms of concussions.
 - b. Athletics staff, student-athletes and officials will continue to emphasize that purposeful or flagrant head or neck contact in any sport should not be permitted and current rules of play should be strictly enforced. Practice and competition routines, regimens, and schedules will be continuously reviewed to assess contact exposure and proper sport technique

4. Shall have on file written, Team Physician–directed Concussion Management Guidelines that specifically outline the roles of athletics healthcare providers (e.g., Team Physician, Certified Athletic Trainer, Neurologist) and includes the following components:

- a. Student-athletes, coaches, and athletics healthcare providers will be educated annually regarding concussion safety and the current concussion management plan and will be required to sign a statement in which they accept the responsibility for reporting injuries or suspected injuries to an athletics healthcare provider, including signs and symptoms of concussions.
- b. Athletics healthcare providers will practice within the standards established for their profession (e.g., Physician, Certified Athletic Trainer, Neurosurgeon).
- c. A baseline assessment for each student-athlete will be completed prior to the start of participation in their respective sport. The baseline assessment will consist of the following areas: medical history, a symptom checklist, a balance assessment (Modified Balance Error Scoring System), and neuropsychological testing (ImPACT). A post-injury assessment will be used after the diagnosis of concussion at appropriate time intervals for follow-up. Post injury neuropsychological test data will be interpreted by a Team Physician.
- d. When a student-athlete shows any signs, symptoms, or behaviors consistent with a concussion, they will be removed from all athletic activities (e.g., competition, practice, conditioning sessions) and evaluated by an athletics healthcare provider (Team Physician, Certified Athletic Trainer) with experience in the evaluation and management of concussion.
- e. A student-athlete diagnosed with a concussion will be withheld from athletic and academic activity and be withheld for the remainder of that day.
- f. Information regarding the injury including incident, evaluation, continued management, and clearance of the student-athlete with a concussion will be documented.
- g. The student-athlete will be continuously monitored and will be provided with verbal instructions for follow up upon discharge with someone who will remain with them post injury - preferably a roommate or guardian who can ensure that these instructions are followed.

5. The student-athlete will follow a supervised return-to-learn process to allow proper cognitive recovery and integration back into their full academic work load. This process will include a team-based approach involving the Team Physician, Athletic Trainer, and the Vanderbilt Academic Support Center staff and may include adjustments, accommodations, or modifications as needed. Additional campus resources are available through the Vanderbilt Equal Opportunity, Affirmative Action, and Disability Services Department for those student-athletes who experience continued symptoms and or prolonged academic difficulties. The Team Physician will provide documentation based on Vanderbilt University Mobility and/or Other Chronic Health Documentation Guidelines.

- a. Once the student-athlete has successfully returned to their full academic work load and is asymptomatic, return-to-play will follow a medically supervised stepwise process.
- b. Final authority for return-to-play will reside with the Team Physician. Upon receiving final clearance for full athletic participation, the student-athlete will be monitored to ensure that they remain asymptomatic without difficulty or distress.

If you would like access to the Vanderbilt Athletic Training Room Concussion Plan and Guidelines in it's entirety, please contact your athletic trainer.

CONCUSSION

A FACT SHEET FOR STUDENT-ATHLETES

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a blow to the head or body.
 - From contact with another player, hitting a hard surface such as the ground, ice or floor, or being hit by a piece of equipment such as a bat, lacrosse stick or field hockey ball.
- Can change the way your brain normally works.
- Can range from mild to severe.
- Presents itself differently for each athlete.
- Can occur during practice or competition in ANY sport.
- **Can happen even if you do not lose consciousness.**

HOW CAN I PREVENT A CONCUSSION?

Basic steps you can take to protect yourself from concussion:

- Do not initiate contact with your head or helmet. You can still get a concussion if you are wearing a helmet.
- Avoid striking an opponent in the head. Undercutting, flying elbows, stepping on a head, checking an unprotected opponent, and sticks to the head all cause concussions.
- Follow your athletics department's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Practice and perfect the skills of the sport.

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

You can't see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms include:

- Amnesia.
- Confusion.
- Headache.
- Loss of consciousness.
- Balance problems or dizziness.
- Double or fuzzy vision.
- Sensitivity to light or noise.
- Nausea (feeling that you might vomit).
- Feeling sluggish, foggy or groggy.
- Feeling unusually irritable.
- Concentration or memory problems (forgetting game plays, facts, meeting times).
- Slowed reaction time.

Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse.

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

Don't hide it. Tell your athletic trainer and coach. Never ignore a blow to the head. Also, tell your athletic trainer and coach if one of your teammates might have a concussion. Sports have injury timeouts and player substitutions so that you can get checked out.

Report it. Do not return to participation in a game, practice or other activity with symptoms. The sooner you get checked out, the sooner you may be able to return to play.

Get checked out. Your team physician, athletic trainer, or health care professional can tell you if you have had a concussion and when you are cleared to return to play. A concussion can affect your ability to perform everyday activities, your reaction time, balance, sleep and classroom performance.

Take time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a repeat concussion. In rare cases, repeat concussions can cause permanent brain damage, and even death. Severe brain injury can change your whole life.



**IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.
WHEN IN DOUBT, GET CHECKED OUT.**

For more information and resources, visit www.NCAA.org/health-safety and www.CDC.gov/Concussion.



Reference to any commercial entity or product or service on this page should not be construed as an endorsement by the Government of the company or its products or services.

Policy Statement Regarding Performance Supplements

Only those nutritional performance supplements that are reviewed, evaluated, and approved by the Vanderbilt Sports Medicine staff will be considered for monitored distribution to selected student athletes. Furthermore, student athletes identified as recipients of a specific nutritional performance supplement must attend an educational seminar prior to receiving that supplement. Specific educational seminars will be arranged by the Vanderbilt Sports Medicine staff and the Vanderbilt Strength and Conditioning staff.

Student athletes are discouraged from purchasing, accepting, or obtaining for self-use any nutritional performance supplement that has not been reviewed, evaluated, and approved by the Vanderbilt Sports Medicine staff. Student athletes are also discouraged from self-administering quantities of nutritional performance supplements that are in excess of the quantity distributed by the Strength and Conditioning staff.

Since many types of supplementation are readily available (e.g., exercise, fitness, and body building magazines), student athletes are encouraged to present all questions and concerns to one of the Athletic Trainers or Strength and Conditioning Coaches for review.

Policy Regarding Student Athletes with Eating Disorders

An eating disorder can jeopardize the physical and psychological well-being of a student athlete, as well as affect his/her athletic performance. Therefore, it is important that athletes, coaches, athletic trainers, and team physicians be knowledgeable about disordered eating and the resources available at Vanderbilt University to evaluate and treat them. Coaches, athletic trainers, and team physicians, as well as athletes themselves, have an important role in the identification and management of disordered eating.

An eating disorder is treated like any other injury that may jeopardize the individual student athlete's, along with their teammates, health and safety. As is the case with any medical condition that restricts sports activity, approval for training and competition is determined by the Team Physician (Coordinator) and/or the Head Physician.

I. Purpose of Policy

- A. To provide medical assistance to those student athletes who are acknowledged as engaged in eating behaviors and training patterns, which are not conducive to competing safely as well as creating long-term mental and physical health problems.
- B. Members of the Eating Disorder Treatment Team (EDTT):

Members of the Eating Disorder Treatment Team are responsible for treating the student athlete through a comprehensive medical approach that includes the following members:

- Coordinator (Designated Team Physician)
- Treating Physician (eating disorder specialist)
- Registered Dietitian
- Counselor
- Liaison Athletic Trainer
- Athletic Trainer of the Student Athlete

II. Identification of Student Athletes with Clinical Disordered Eating

A. Parties Involved with Referral Process

1. Role of the staff, such as athletic trainers, coaches, strength and conditioning coaches, director of sports operation, and so on: the staff members are not responsible for diagnosing student athletes with clinical eating disorders, nor are they expected to differentiate an eating disorder from the clinical entities of anorexia or bulimia. However, the staff members have an important role in the identification and management of student athletes with eating disorders, and should be familiar with the procedures outlined in this policy and with the resources available through Vanderbilt University.
2. 3rd Party Observations: When a student athlete is suspected of having eating disorder habits, the individual observing the behavior, such as a teammate, friend, or family member, should consult with the respective team athletic trainer or team physician to discuss what he/she has learned or observed about a student athlete's eating patterns or behaviors. It is noted that the EDTT understands that making contact with the respective athletic trainer or team physician or a close friend or a teammate can be an emotional and difficult experience. Therefore, persons making the consult will remain

anonymous to preserve confidentiality.

3. Self: If a student athlete acknowledges he/she has an eating disorder and wants to seek medical attention, the student athlete should contact his/her athletic trainer or team physician.

III. Referral

- A. Purpose: The purpose of this referral is to protect the student athlete's health and safety, and to make sure that the student athlete is safe to train and compete. The referral enables the "at risk" student athlete to receive specific medical care for a potentially life threatening situation.

IV. Initial Consultation and Medical Referral

A. Consultation

1. Purpose: When a student athlete is referred to the EDTT, the initial consultation will be with the Coordinator of EDTT. The purpose of the consultation is to inform the student athlete why he/she was referred, the team's objectives, and the process of medical referral.

B. Medical Referral

Based on the initial consultation, the following options exist for testing and evaluation purposes and will be based on the treating physician's (eating disorder specialist) assessment of the student athlete: a complete blood work-up, body composition testing, dietary composition and analysis, psychological evaluation, and any other necessary medical tests.

V. Intervention and Treatment Protocol

- A. Confirmation of Disordered Eating: Once the initial testing has been completed, the EDTT will review the information in determining what amount of training or competition the student athlete is safe to continue participating in, as well as any further consultation with medical specialists or testing which may be required. Upon confirmation of the student athlete's eating disorder, a "Better Health Agreement" contract will be made with the student athlete dealing with issues of medical, nutritional, and psychological health as well as athletic participation.

B. Better Health Agreement

1. Purpose: The individualized Better Health Agreement will detail the minimum acceptable medical criteria for the student athlete to resume limited or full participation in intercollegiate athletics.
2. Content: The Better Health Agreement will cover areas such as appointment scheduling, training habits, weight control, eating disorder behaviors, etc. The agreement will contain a statement detailing the expectations (short-term and long-term) of the student athlete and the EDTT. The student athlete, team physician, counselor, and team athletic trainer must sign the Better Health Agreement. Failure to comply with the signed contract will result in dismissal from the team conditioning and/or competition for a specified period of time to be determined by the Coordinator of EDTT.

VI. Continued Treatment and Re-evaluation

- A. Further Treatment: As specified in the student athlete's Better Health Agreement, treatment and re-evaluation will continue until the contract requirements have been met.

1. Progress: Once a student athlete returns to training or competition, his/her progress will be periodically revisited by the EDTT. The student athlete will continue to meet on a periodic basis with the Coordinator of EDTT and whichever other members of the EDTT are deemed appropriate. There should be regular communication between the EDTT and the student athlete's coach and team athletic trainer in order to help the athlete to establish and maintain reasonable goals for training and performance.
2. Referral to Other Clinicians:

If the Coordinator of the EDTT concludes that the student athlete is not progressing in his/her treatment, the Coordinator may refer him/her to other clinicians for continuing treatment.

3. Summer Leave Treatment (parental involvement, etc.):

Before a student athlete leaves for the summer, the EDTT will meet and discuss the appropriate treatment plan. This treatment plan will create guidelines for the student athlete's return in the fall. Guidelines for treatment may include the following: contacting specialist in hometown, notifying family physician and the inclusion of parental involvement as indicated. A new Better Health

Agreement will be drawn up and agreed upon before the student athlete leaves for the summer.

A completed outline of the policy and the contract will be available when necessary. The athletic training staff has access to this policy and contract when a case occurs. At that time it is mandatory that the student-athlete and all involved will read through this policy and sign the contract agreement.

Pregnancy Policy Guidelines

The following information is being provided to you for your protection if you become pregnant during your time as a student-athlete at Vanderbilt University. We, the Vanderbilt University Athletic Department cannot require you to inform us if you become pregnant. However, we trust you will do what is in your own best interest during your pregnancy. We encourage you to inform your athletic trainer because they will be able to assist in the policies and procedures of what steps are necessary while continuing your sport at VU.

NCAA rules permit a one-year extension of the five-year period of eligibility for female student-athlete for reasons of pregnancy (see the Compliance Office or your Sport Administrator if additional information is needed). A pregnancy is considered a temporary disability which will fall under the same guidelines and restrictions as any other condition termed temporary disability (NCAA Sports Medicine Handbook 2007-08). Yet all medical expenses that are a result of pregnancy are the responsibility of the student-athlete. The Vanderbilt Student Health services can provide you with immediate testing and referral for medical and obstetrical care. They can be reached at 615-322-2427. Another resource is the West End Women's Health Center on campus which can provide necessary counseling. Their phone number is 615-936-5858.

As soon as you learn that you are pregnant, you should inform your coach and athletic trainer, as well as, your personal physician/OBGYN, family or others who are important to you. The obligation for a female athlete to inform her coach should be no different than the obligations of the athletes to inform their coach of other medical conditions. The athletic trainer and the rest of the sports medicine staff will be able to access the resources available. They should also respect the request for confidentiality until there is medical reason to withhold the student-athlete from competition.

The American College of Obstetrics and Gynecology (ACOG) has recommended that following a thorough clinical evaluation, healthy pregnant women should be encouraged to engage in regular, moderate intensity, physical activity. The safety to participate in each sport must be dictated by the movements and physical demands required to compete in that sport. Sports with increased incidences of bodily contact (basketball, ice hockey, field hockey, lacrosse, soccer, rugby) or falling (gymnastics, equestrian, downhill skiing) are generally considered higher risk after the first trimester because of the potential risk of abdominal trauma. The American college of Sports Medicine discourages heavy weight lifting or similar activities that require heavy straining. High intensity exercise required for competitions in nearly all sports has not been well studied and may increase fetal risk. Theoretical risks to the fetus associated with increased core body temperatures may occur with exercise, especially in the heat. Many medical experts recommend that women avoid participating in competitive sports after the 14th week of pregnancy. (NCAA Sports Medicine Handbook 2007-08)

If you choose to continue to compete while pregnant you should know your potential risks of the particular sport and exercise. Discontinue exercise when feeling over-exerted or when any warning signs of the following are present: vaginal bleeding, shortness of breath before exercise, dizziness, headache, chest pain, calf pain or swelling, pre-term labor, decreased fetal movement, amniotic fluid leakage, muscle weakness. (NCAA Sports Medicine Handbook 2007-08) Follow the recommendations of your obstetrical provider in coordination with the team physician and any other indications they may have. Take care to remain well-hydrated and avoid over-heating.

Considerations upon returning to your training/sport after your pregnancy will be the responsibility of your OBGYN and the Vanderbilt University team physician. Your OBGYN will follow necessary guidelines and the Sports Medicine team will follow those restrictions. You will have to continue routine follow-ups with your OBGYN and provide paperwork to your athletic trainer and team physician. The athletic trainer will work with the strength coach and under the guidelines of the OBGYN for the necessary steps to get back into physical condition. The care will be taken to individualized return to practice and competition due to the different demands of each sport. To return to full competition, the ultimate decision will be determined by the team physician due to the responsibility of Vanderbilt University.

It is recognized that a student-athlete has additional expectations and responsibilities that a traditional student does not. It is therefore recommended and strongly advised that the medical support group of the Athletic Trainer, Team Physician, Coach, and Mental Health Counselor if applicable are made aware of any Psychiatric Emergency suffered by a student-athlete.

Student-Athlete in Crisis Guidelines

It is recognized that a student-athlete has additional expectations and responsibilities that a traditional student does not. It is therefore recommended and strongly advised that the medical support group of the Sport Psychologist, Athletic Trainer, and Team Physician are made aware of any Psychiatric Emergency suffered by a student-athlete. They will in turn notify appropriate parties.

A Psychiatric Emergency is treated like any other injury or illness that may jeopardize the individual student-athletes' safety or their teammates' safety. As is the case with a medical condition that restricts sports activity, approval for training and competition is determined by the Team Physician. If given permission from the student-athlete, contact the Athletic Trainer responsible for that student-athlete, who will in turn inform the Team Physician. Upon release of the student-athlete from medical care, the medical support group will determine when the athlete is healthy enough to return to their sport and what additional health care follow up is required throughout their recovery and eligible years.

STUDENT-ATHLETE IN NEED OF URGENT CARE & SUPERVISION

- If you are on campus and concerned for a student-athlete's immediate safety, **remain with that individual**, and call from your cell phone **VPD at 421-1911** or campus phone at **911**. If you are off campus or on the road call 911.
- If a student-athlete is suicidal and is unable or unwilling to guarantee his/her safety if left alone but is willing to seek an inpatient hospital stay, ensure that **someone remains with the student** and either transports to the Emergency Department or calls 911. If the crisis occurs on the road, call 911 for assistance
- Once the student-athlete has been referred, the medical care support group member will begin calls to the following personnel responsible for the outcomes of the student-athlete: Sport Psychologist, Athletic Trainer, Head Coach, Associate Director of Student Athletics, Academic Advisor, and Vice Chancellor.

STUDENT-ATHLETE IN NEED OF GUIDANCE & DIRECTION

- If a student-athlete is in crisis but does not appear to be in immediate danger contact the Sport Psychologist and/or their Athletic Trainer. At that time it will be determined whether to refer the student-athlete to University Counseling Center (UCC) for counseling or for a psychiatric consultation. If either is not available pursue the following options and contact the Athletic Trainer at a later time.

Business hours of the UCC: (615) 322-2571

9AM to 5PM Monday – Thursday

After Hours: 24 Hour Consultations

UCC: (615) 322-2571 (leave a message, they will return the call)

Nashville area crises: (615) 244-7444

National Hotline for Suicide Prevention: 1-800-273-TALK

In the event you are communicating with a student-athlete who expresses concerns related to his or her mental health but does not appear to be in crisis, you may refer to the Sport Psychologist and/or encourage the student-athlete to contact their Athletic Trainer. Also, feel free to call the PCC for situational advice and feedback.

Sports Psychologist: Vickie Woosley, Psy.D., HSP
Cell: 615-886-8147

ATHLETIC FACILITIES

McGugin Center

The headquarters for Vanderbilt University Athletics is McGugin Center, located on Jess Neely Drive across from Vanderbilt Stadium and Hawkins Baseball Field. The 110,000+-square-foot complex includes state-of-the-art training facilities, the Stratton Foster Academic Center, two strength and conditioning weight rooms, locker rooms, the Hendrix Dining Room, and various meeting rooms in addition to most coaching and athletic administrative offices. During the past few years, the football coach's offices, football weight room, Academic Support and training room areas were renovated. The football, soccer, lacrosse and track practice fields are located behind McGugin Center

Vanderbilt Stadium/Dudley Field

The 41,000-seat Vanderbilt Stadium is built on the site where Vanderbilt has played football for over ninety years. The artificial turf playing surface was placed on Dudley Field prior to the 2012 season. The stadium has also been updated with new lights, video board, and the addition of the North End Zone berm seating.

Memorial Gymnasium

Memorial Gymnasium is the home of all men's and women's basketball games. Dedicated in 1952 as a "memorial" to all Vanderbilt men and women who served in World War II, this unique structure with an elevated court holds 14,168 spectators. In the last 15 years Memorial Gym has undergone an extensive \$24.1 million renovation, which included additional practice facilities. Other renovations included new locker rooms for both the men and women, new training and media rooms. The most recent improvement was a multi-million dollar TV/video production room for ESPN/SEC Network expanded coverage. The building also contains an auxiliary gym, dance studio, team locker rooms and coaches' offices.

Hawkins Baseball Field

Located at the corner of Jess Neely Drive and 25th Avenue South, Hawkins Field seats 3,630 spectators after the 2008 additions of 1400 bleacher seats in the outfield and over 200 chair backs down the right field line. The ballpark is sandwiched between Vanderbilt Stadium and Memorial Gymnasium. In the spring of 2006, the baseball facility opened its doors to a brand new field house, which house a team locker room, classroom and coaches' offices. The area was remodeled in 2017. A new artificial turf was placed on Hawkins field in 2012. The new baseball area beyond the left field wall was completed in the summer of 2017. The area included coaches' offices, weight room, batting cages, and meeting space among other things.

Vanderbilt Soccer/Lacrosse Stadium

The soccer/lacrosse stadium, completed in 2002, seats 2,400 fans. The facility is home to the Women's Soccer and Women's Lacrosse teams. The facility has also housed numerous campus events. A new video board was installed in 2013.

Brownlee O. Currey Tennis Center

In fall of 2004, the previous outside varsity tennis courts were expanded from nine oddly laid-out courts to a total of 10 courts, much more conducive to collegiate play, as well as hosting outside events and tennis center members. The indoor center holds five courts, all utilized by student athletes and members. In spring of 2004, Vanderbilt played host to Men's SEC tennis championship, and has hosted NCAA 1st and 2nd round matches for Men's and Women's Tennis on several occasions. A new scoreboard was added in 2007.

Track Facilities

Vanderbilt offers a wealth of training facilities for its track and cross-country teams. The newly installed (2010) Mondo surface covering the 400-meter, eight-lane outdoor track allows for fast times in training and competition.

For the first time in over 60 years, the Vanderbilt track hosted the SEC Track and Field Championship in spring of 2005. The outdoor track recently had new fencing and branded mesh installed.

Percy Warner Park, on the outskirts of Nashville, serves as the regular training ground for Vanderbilt's cross-country teams. Percy Warner Park and the adjacent Edwin Warner Park offer eleven miles of trails, with easy access for runners wanting to train off road. Vanderbilt annually hosts a Cross-Country Invitational on the Vaughn's Creek course, which offers an 8km race for men and a 5km race for women. Vanderbilt will also hosted the 2012 SEC Cross Country Championships at Percy Warner Park.

Golf Courses

The Vanderbilt Legends Golf Course, which hosted the 2006 SEC Women's Golf Championship and the 2012 NCAA Women's Golf Championship, is owned by Vanderbilt University and is the primary home of the Commodore men's and women's golf teams. The Legends Club of Tennessee comprises two 18-hole courses. The Ironhorse Course plays at par 72 and is 7,190 yards in length; the Ropers Knob Course is a par 71 and is 7,100 yards in length. In 2013, a new golf house facility was built with locker rooms for the teams.

Multipurpose Facility in the Vanderbilt Recreation and Wellness Center

The indoor practice field is available for varsity teams, including football, soccer and lacrosse, as well as intramural and club sports teams. The indoor track is also open for use by the university's athletic teams and students, faculty and staff. The Vanderbilt Recreation and Wellness Center also houses a four-lane bowling alley that will both support the university's varsity bowling team and provide a new recreational activity for students, faculty and staff.

Operations and Facilities

The office of Operations and Facilities oversees the game management and facility upkeep of every varsity sport. Countless hours and efforts are poured into Vanderbilt Student Athletic events to ensure our student athletes are able to compete at the highest level, while encouraging good sportsmanship and an enjoyable atmosphere. The staff of operations and facilities consists of: Brock Williams- Assistant Vice Chancellor, Ed Higgins – Director, Eric Chaffin - Associate Director, Trae Holthouse - Assistant Director, Renee Mackin - Assistant Director, Philip Walker – Assistant Director, Madison Pinnell – Assistant Director.

Former Student-Athlete Access to Campus Athletics Facilities

Vanderbilt Athletics remains committed to supporting its student-athletes after their college careers have concluded. Departmental staff and resources continue to be available including, but not limited to, reasonable access to the Training Room, Academic Support, Life Skills and facilities operated by Athletics. In particular, former student-athletes who are either preparing for or currently participating in professional sports may wish to use athletics facilities. These venues remain accessible to former student-athletes as outlined below.

General Athletics Facility Access

Any former student-athlete in good standing with the University wishing to use an athletics facility is required to complete and submit a release of liability form prior to initial use (form may be found in the Policy and Procedures Manual). Once this form is submitted, the individual is permitted access to athletics facilities during operating hours (any alternate arrangements must be confirmed with the appropriate Sport Administrator). All access is based on availability (varsity teams/current student-athletes have priority use of athletics facilities).

List of Athletics Facilities

McGugin Athletic Center
Vanderbilt Stadium
Memorial Gymnasium
Hawkins Field
Legends Golf Course and practice facilities
Football grass and turf practice fields
Soccer and Lacrosse Stadium
Currey Tennis Center
Vanderbilt Recreation and Wellness Center (VRWC)**
Indoor Practice Facility (IPF)**

** The Vanderbilt Recreation and Wellness Center (VRWC) is a shared venue with the University and community, and therefore requires a membership for full access and use. The Indoor Practice Facility (IPF) is located inside the VRWC. The IPF may be accessed without use of other VRWC services, as outlined below.

Former student-athletes have the following options if specific use of the VRWC and/or IPF is desired:

1. May specifically access the IPF if accompanied by a Vanderbilt coach. This access is provided at no charge to the former student-athlete and is subject to availability. Additionally, it is the Vanderbilt coach's responsibility to ensure that the release of liability form has been signed prior to initial use.
2. May purchase a daily, monthly or annual membership to the VRWC at the former student-athlete's expense (refer to VRWC staff or <http://www.vanderbilt.edu/studentrec/> for current rates). A membership gives the individual full access to the range of services and benefits provided by the VRWC, including the IPF when available.
3. The Athletics Department purchases a limited number of VRWC memberships for former student-athlete use. To gain access under this option, the former student-athlete must contact the respective Sport Administrator to request an Athletics Membership Card. A card may be checked out as needed per day (signature required each time). Upon entering the VRWC, the card must be presented to the front desk employee. The employee will retain the card and the former student-athlete will be granted access. Under this option, the card is returned directly to the Athletics Department on a daily basis by the VRWC staff. Former student-athletes may not keep the card for extended periods of time due to the limited number available at any one time. Pursuant to this policy, former student-athletes must complete the release of liability form before being given an Athletics Membership Card. Additionally, availability of cards is not guaranteed. Failure to follow the outlined procedures, as well as poor behavior or conduct, may result in future loss of privileges.

If a former student-athlete is accompanied by another individual deemed necessary for participation (e.g. a non-Vanderbilt individual to assist with drills), that individual must also sign a release of liability. If the non-Vanderbilt individual is accompanying the former student-athlete into the VRWC and/or IPF, he/she must gain access using 1 of the 3 options provided in this document.

Athletics facilities may only be used by former student-athletes in good standing with the Athletics Department and University. Any individuals who have been dismissed from the Athletics program or expelled from the University may not use any of the facilities. Any individual who has been suspended from the University for a specific period of time may not use any of the facilities during such suspension. The privilege of access and participation extends to all events allowed and/or operated by the Athletics Department including, but not limited to, alumni games, pro day activities, or other equivalent events.

The Athletics Department reserves the right to deny access to its facilities at any time.

Parking of Bikes and Scooters

Parking for bikes and scooters is on the pad behind the tennis courts. Please do not chain bikes to the railing in front of McGuin, or take up a parking space with your scooter. This included ride share bikes as well.

Vehicle Parking

Athlete vehicle parking is prohibited at all times in the following parking lots, McGugin Center, Tennis Center, and Football Stadium Tunnel. Vehicles parked in these locations will be ticketed and towed.

DIVERSITY

Department of Student Athletics Diversity Statement

The Department of Student Athletics promotes, embraces and values multiculturalism and diversity amongst its staff, student-athletes community. We strive to provide a comfortable environment for the understanding of, respect for, and sensitivity to multiculturalism and diversity.

Vanderbilt University is committed to principles of equal opportunity and affirmative action.

For further information on Vanderbilt University diversity policy and procedure, please visit:

<http://www.vanderbilt.edu/ead/>

<http://hr.vanderbilt.edu/hrdepts/>

<https://www.vanderbilt.edu/equity-diversity-inclusion/>

COMPLIANCE

Mission

Vanderbilt University's Athletics Compliance Office promotes an environment of integrity, including adherence to NCAA, Conference and University rules and regulations governing intercollegiate athletics. Using a shared responsibility approach, we assist staff, student-athletes, fans and friends by providing education and enforcement efforts to maintain high standards of compliance.

Objectives

- Uphold the strong culture of institutional integrity and institutional control
- Abide by departmental, university, Conference and NCAA regulations & maintain policies and procedures supporting this commitment
- Investigate and report violations in a timely manner
- Be accessible and responsive to stakeholders
- Maintain accurate and updated documentation
- Remain current on local and national compliance trends & legislation

Primary Areas of Emphasis

- Personnel
- Amateurism
- Recruiting
- Eligibility
- Financial Aid
- Awards & Benefits
- Playing & Practice Seasons

Vanderbilt Compliance Staff

Erin Adkins

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Assistant Director

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NOTE: Athletics Department policies, Conference and NCAA regulations are subject to change after the printing of this handbook. Student-athletes are responsible for being in compliance with all rules and regulations and will be informed as such changes occur. Updates will also be made electronically to the Student-Athlete Handbook as necessary and made available.

Amateurism

Only amateur student-athletes are permitted to engage in intercollegiate athletics. Therefore, it is essential that you retain your amateur status and not jeopardize your athletic eligibility.

Student-athletes must not do the following (NOTE THIS IS NOT AN EXHAUSTIVE LIST):

- permit the use of their name or picture to advertise, recommend, or promote (directly or indirectly) the sale or use of a commercial product or service of any kind;
- accept benefits such as gifts, meals, loans of cars or money, discounts on airplane tickets, clothing, dry cleaning, credit cards, use of a phone, movies, theatre, or tickets to professional sporting events from impermissible individuals or groups (i.e. Alumni, Boosters, Agents, Advisors, Athletics Department Staff);
- be represented by an agent or organization for the purpose of marketing their athletic ability or reputation in the sport;
- receive any benefit that is not available to other students, their relatives, or friends (prohibition also applies to student-athlete's family and friends);
- participate in a non-NCAA-sanctioned summer sports league or outside competition without clearance from Head Coach and Compliance Office;
- accept any type of payment or promise of payment (i.e. in cash prizes, gifts, or travel) for intercollegiate athletics participation unless permitted by NCAA legislation;
- request to be placed on the draft list of a professional league or try out with a professional team or permit the professional team to conduct medical exams during any part of the academic year (including vacation) unless eligibility has been exhausted; or
- play on any professional athletics team; or

In general, do not use your athletic reputation, ability or affiliation to gain an impermissible benefit. Your name and your eligibility are yours to protect!!!!

Student-athletes should refer all questions to their Head Coach, Sport Administrator, and/or the Compliance Office.

Financial Aid

Student-athletes receiving athletic aid may receive a full or partial athletic scholarship, and this aid is generally provided for one academic year (Fall and Spring semesters). Summer school is not included in the scholarship and must be applied for and awarded per the Athletics Department's established process. By July 1 before each academic year, all Vanderbilt student-athletes with remaining eligibility who received an athletic scholarship during the previous academic year will receive a letter from the Office of Student Financial Aid informing them whether their aid will be renewed, reduced, or eliminated for the upcoming academic year (this letter is sent to the home address on file). If athletic aid is reduced or not renewed, the student-athlete may request a hearing through the Office of Student Financial Aid (instructions are included in the letter and are also available in the Compliance Office). In such a case, the final decision to renew, reduce, or cancel a scholarship will be made during the hearing process.

If you are on an athletic scholarship, it is important to check with your Head Coach or the Compliance Office before accepting additional aid. Each year, all student-athletes are required to report all forms of financial aid and outside scholarships received. In general, you will likely not be able to retain aid since your scholarship is based on cost of attendance, per NCAA rules (see below). Please consult with the Office of Student Financial Aid before accepting any outside aid. If additional funds are needed due to your financial need, please see the Office of Student Financial Aid for possible options. You may qualify as a recipient of both an athletic scholarship and federal funds in the form of a Pell Grant.

Since scholarships are based on cost of attendance, the following elements comprise a full athletic scholarship: Books, Meals, Room, Tuition, Fees, Travel, Personal Expenses

Student-athletes should also be aware that the Student Athlete Opportunity Fund may be available to assist student-athletes under certain circumstances. Please see your Sport Administrator, Head Coach and/or Compliance Office to learn more about this fund.

Equipment/Laundry

Per NCAA rules, student-athletes are permitted to retain their athletics apparel and equipment for use during their athletic participation. Further, it is permissible for student-athletes to retain and use equipment (per normal equipment policies for each team) during a summer vacation period.

Student-athletes are not to accept athletics equipment, supplies, or clothing from a manufacturer or commercial enterprise. Such items may be provided to Vanderbilt, to be utilized by a team in accordance with normal equipment policies for each team.

Please note that athletic laundry facilities and services are to be used for practice/competition laundry only (not for personal laundry needs).

Complimentary Admissions to Vanderbilt Sporting Events

Complimentary admissions are distributed to student-athletes in accordance with NCAA and SEC rules and regulations. Under NCAA guidelines, student-athletes are not permitted to receive hard tickets. However, student-athletes may receive up to four complimentary admissions for each game in their respective sport. All requests will be made through the JumpForward compliance system. All admissions will be issued via a pass list, and all guests will be required to show identification to be admitted to the athletic competition.

Please note that sports agents and advisors may not receive complimentary admissions at any time nor should they be added to a player pass list (if applicable).

All student-athletes that wish to attend football and men's and women's basketball games receive their tickets the same way the general student population acquires their game tickets. The student ticket policy is distributed to the general student population prior to the start of the football and basketball seasons.

Non-Scholarship Student-Athletes

The University extends to all non-scholarship student-athletes (recruited or non-recruited) the same basic benefits and privileges as those for scholarship student-athletes (excluding grant-in-aid awards). Once certified as eligible to participate, a student-athlete may receive the following benefits:

- Academic counseling and support
- Access to Sports Medicine resources and athletic trainers
- Use of strength and conditioning facilities
- Access to Life Skills resources
- Team travel and equipment use
- Practice and competition apparel
- Letterwinner Awards (if criteria are met)

Recruiting Policy: Student Hosts

The role of a student host is very important in the recruiting process for the Vanderbilt Department of Student Athletics. Each coaching staff will carefully select a student-athlete host who will conduct themselves in a manner that will reflect positively upon Vanderbilt University. Current student-athletes who have violated any law or University policy may not be eligible to entertain a prospective student-athlete for at least one calendar year from the time of the violation. Student hosts may be chosen to entertain prospects on official or unofficial visits. Hosts also should have completed “Protection of Minors” training, as required by all Vanderbilt students, before hosting minor recruits. Student-athletes may not serve as hosts on their designated off-day(s) of that week.

A member of the coaching staff will discuss his/her expectations of the student host prior to each official visit and require the student host to review and sign the “Pre-Visit Host Form.” Upon signing this form, the student host may be issued the permissible entertainment allowance of a maximum of \$75.00 per day (no more than \$150.00 for the entire visit). This money may not be used for behaviors or activities deemed objectionable or impermissible by the NCAA or Vanderbilt University.

The coaching staff must review the curfew requirements with the host. The host must bring the prospect into the establishment in which the prospect will spend the night and check-in with a member of the coaching staff. This will give the coaching staff an opportunity to see each prospective student-athlete and host at the end of the evening and insure both parties are safe and healthy. The curfew will be extended if the prospect is attending any event given prior approval by the Head Coach, such as a University sponsored activity. In this case, the coaching staff should establish a reasonable curfew time to accommodate the activity. The curfew is applicable to official visits and to unofficial visits that involve an overnight stay on-campus.

At the conclusion of each visit, each host will be required to have a post-visit meeting with the coaching staff to discuss the visit. The host must also review and sign a “Post-Visit Host Form” form.

Listed below are specific guidelines for hosting a prospective student-athlete at Vanderbilt University. You are required to read and review these guidelines with a member of the coaching staff before the visit and receiving your host money (official visit only).

OFFICIAL VISIT HOSTS:

- A maximum of \$75 for each day of the visit may be provided to cover all actual costs of entertaining the host, the prospect (and the prospect's parents, legal guardians or spouse), excluding the cost of meals and admission to campus events. These funds may not be used for the purchase of souvenirs such as t-shirts or other institutional mementos. It is permissible to provide a student-host with an additional \$40 per day for each additional prospect the host is responsible for.
- A host may not use vehicles provided or arranged for by any coach, institutional staff member or booster of the University. A host is permitted to use his/her own vehicle to transport the recruit and the prospect's parents/legal guardian. A prospect is NEVER allowed to use a host's car.
- A host may not transport the prospect or anyone accompanying the prospect more than 30 miles from campus.
- A host may not allow recruiting conversations to occur on or off campus between the prospect and a booster of the athletic program. If an unplanned meeting occurs, only an exchange of greetings is permissible.
- A visiting prospect may engage in recreational or workout activities provided such activities are not organized or observed by members of the coaching staff and are not designed to test the athletic abilities of the prospect. Use of the institution's facilities for such activities is permitted, provided Athletics staff members or boosters are not involved in the conduct, promotion or administration of the activity (other than incidental to supervise the use of the facilities).
- A host may receive a complimentary admission (no hard tickets) when accompanying a prospect to a campus athletic event.

UNOFFICIAL VISIT HOSTS:

- During an unofficial visit, the institution may not pay any expenses or provide any entertainment, except a maximum of three complimentary admissions to a home athletics event at any facility within a 30-mile radius of Vanderbilt University's main campus in which the program's team practices or competes (Up to 2 additional complimentary admissions may be submitted in the case of a nontraditional family).
- A prospect may stay in an enrolled student-athlete's dormitory room, if the prospect pays the regular rate for such lodging. Per institutional policy, all guests of Vanderbilt students may stay in the student's room free of charge.
- A host may not use vehicles provided or arranged for by any coach, institutional staff member or booster of the University. A host is permitted to use his/her own vehicle to transport the recruit and the recruit's parents/legal guardian. A prospect is NEVER allowed to use a host's car.
- A host may only provide transportation to view practice and competition sites, and institutional facilities within a 30 mile radius of campus. An institutional staff member must also be in attendance for such a trip.
- During unofficial visits, student-athletes may interact with the prospect off-campus as long as it is not at the direction of Vanderbilt staff, unless the interaction is within a one-mile boundary of the institution's campus. The coaching staff will have a list of appropriate venues within the boundary.
- A host may not allow recruiting conversations to occur between the recruit and a booster of the athletic program. If an unplanned meeting occurs, only an exchange of greetings is permissible.
- A visiting prospect may engage in recreational or workout activities, provided such activities are not organized or observed by members of the Athletics Department coaching staff and are not designed to test the athletic abilities of the prospect. Use of the institution's facilities for such activities is permitted, provided Athletics staff members or representatives of its athletics interests (boosters) are not involved in the conduct, promotion or administration of the activity (other than incidental to supervise the use of the facilities).

ALL VISITS:

In addition, a host must also understand that the following behaviors and activities are strictly prohibited:

- **Any criminal activity;**
- **Attendance at any adult entertainment establishment;**
- **Use of escort or similar services;**
- **Gaming/gambling activities;**
- **Use of illegal substances or underage consumption, purchase, or possession of alcoholic beverages;**
- **Participation in any activities violating NCAA, SEC, Vanderbilt University, and/or Athletics Department rules and regulations.**
- **Violation of curfew standard (12:00 am for football; no later than 1:00 am for all sports)**

Student hosts are encouraged to use campus venues/activities for entertainment as much as possible. Permissible off-campus options (within 30 miles) include movie theatres, shopping malls, and other venues deemed appropriate by the coaching staff.

It is imperative that a host also understands that he/she must adhere to all rules set forth by Vanderbilt University in the student handbook at http://www.vanderbilt.edu/student_handbook/ as well as the Vanderbilt Student-Athlete Conduct Policy.

Any violations of these rules will result in the appropriate sanctions.

Sport Wagering

The University and the Department of Student Athletics are opposed to all forms of gambling and bribery. Student-athletes must understand that it is against NCAA rules to place a wager or bet on a collegiate or professional sporting event. Regardless of the type of bet, it is impermissible to engage in this kind of activity. You should keep in mind that your participation in gambling interests, even in the most minor fashion, may jeopardize your collegiate career.

Be aware that the gambling industry is constantly seeking sources of information. You may be approached and questioned about the condition and attitude of other team players. You could also be asked to alter a game and be offered favors or gifts for doing so. If anything of this nature occurs, you **MUST** immediately report the incident to your Head Coach and/or the Compliance Office. Gambling is a major source of revenue for organized crime. Operators need inside information to set the betting line or odds. An attempt to procure this information through bribery of a sports participant is a felony.

Because of the extreme importance of this problem, you are asked to observe these guidelines:

- Report to your coach any attempt to secure information concerning situations that might alter the normal performance of any University team.
- Do not accept any “gifts,” such as meals, presents, etc. You are required by both the Department of Student Athletics and the NCAA to report an individual who offers gifts, money, or favors in exchange for supplying information or attempting to alter the outcome of any contest.

- Be aware of the legalities of gambling at an institutional and state level. Understand that the consequences at the University level may be expulsion and that the University will also comply with federal, state, and local anti-bribery laws.
- Do not accept any money from a “fan” for a game “well played.”
- Do not attempt to sell your complimentary tickets to anyone.
- Do not discuss the condition or attitude of your team with outsiders.

Additionally, student-athletes must adhere to the following regulations:

- Cannot place a bet on any college or professional sports that the NCAA conducts a championship (cannot bet on Vanderbilt or any other institution)
- Cannot give information about your team to someone who places bets on college or professional sports
- Cannot place a bet or wager for any item (money, clothing, meals, etc.)
- Cannot enter into sports pools of any kind
- Cannot participate in internet gambling on sports events
- Cannot participate in fantasy leagues that award a prize and require a fee to participate
- Cannot engage in sports wagering using 800 or 900 numbers

Student-athletes are encouraged to communicate with the Compliance Office for more information about sports wagering or related topics.

NOTE: Athletics Department policies, Conference and NCAA regulations are subject to change after the printing of this handbook. Student-athletes are responsible for being in compliance with all rules and regulations and will be informed as such changes occur. Updates will also be made electronically to the Student-Athlete Handbook as necessary and made available.

Use of Social Networking Websites

In light of the proliferation of personal internet websites, such as Facebook, Instagram and Twitter, student-athletes must understand that they are responsible for the personal content that may be included on such sites. University, Department, and Team rules and regulations extend to the internet, and student-athletes will be held accountable for any questionable behavior that is displayed. Student-athletes should note that all public personal internet sites are subject to monitoring by the Department of Student Athletics.

Violation of University, Department, and/or Team rules will result in the appropriate sanctions and could possibly jeopardize an individual’s status as a student-athlete on his or her respective team. Additionally, student-athletes should be mindful that the information contained on these websites may be viewed by the general public and could have multiple implications, such as safety concerns. Additionally, employers even report that such sites are considered when considering a student-athlete as a potential employee.

Drug Testing Policy and Procedures

Vanderbilt University’s Athletics Department is committed to encouraging student-athletes to avoid the misuse or abuse of banned substances and alcohol, including prescription drugs, controlled substances and performance-enhancing drugs. Such activities threaten the integrity of intercollegiate athletics, and represent a danger to the health and welfare of student-athletes. The Athletics Department, in conjunction with the Vanderbilt University Medical Center, has developed a substance and alcohol abuse, prevention, and screening

policy, to allow Vanderbilt student-athletes to progress toward their athletic and academic goals in a drug-free environment.

The NCAA expressly prohibits the illegal use of banned substances. While this document specifically pertains to Vanderbilt's drug testing procedures, the NCAA may also test participants for banned substances utilizing a year-round testing program and at NCAA Championships. If a student-athlete tests positive in an NCAA-administered test, he/she will be held accountable per NCAA regulations. In such cases, the student-athlete may also be sanctioned by the Athletics Department (Student-Athlete Conduct Policy) and the University (Office of Student Conduct and Academic Integrity).

Vanderbilt student-athletes are subject to all University, local, state, and federal regulations concerning drug trafficking and/or "dealing." If a student-athlete is charged with drug trafficking or a similar charge, appropriate disciplinary action shall be taken by the University and/or Athletics Department Administration.

OBJECTIVES

This policy is designed to be preventative and rehabilitative, and aims to do the following:

- Educate Vanderbilt student-athletes on the physical, psychological and social effects of banned substance and alcohol abuse
- Identify through periodic testing those athletes who may be involved in banned substance or alcohol abuse
- Provide assistance, including a mechanism of counseling and rehabilitation, for athletes in need

EDUCATION

The objective of the education component of the policy is to make student-athletes aware of the harmful effects of banned substances, including impact on academic and athletic performance, as well as health implications and other consequences.

All student-athletes are provided general information upon arrival to campus each year, including a discussion of the testing programs and consequences of positive testing. Each student-athlete is provided a list of banned substances as well as a copy of this policy. Subsequent programming and information may also be provided throughout the year.

TESTING PROCEDURES

All student-athletes are eligible to be tested on a random, mandatory basis. Testing may also be performed “for cause” at the request of Vanderbilt Sports Medicine with referrals from the Sport Administrator and/or Compliance Office.

Each year, student-athletes are required to sign the *Consent to Perform Urinalysis for Drug Testing* form to confirm their understanding that urine testing for the presence of drugs may occur at any time. The athletic trainer will notify any student-athletes that have been chosen for testing and will ensure that they arrive at the testing site as soon as possible. Student-athletes are required to provide a urine sample under the strict supervision of the designated outside drug testing lab personnel. The athlete may have a witness accompany him/her to the testing to certify identification and to monitor the proceedings. The athlete is assigned a personal code number from a list provided which is recorded on the student-athlete’s signature form and on the test bottle.

The sample is analyzed for the presence of substances banned by the NCAA, including:

- Stimulants;
- Anabolic Agents;
- Alcohol and Beta Blockers;
- Diuretics and Other Masking Agents;
- Street Drugs;
- Peptide Hormones and Analogues;
- Anti-estrogens;
- Beta-2 Agonists; and
- Others, at the discretion of the Vanderbilt Sports Medicine Physician.

The student-athlete shall be accountable for all drugs within the banned drug class.

Per NCAA policy, any substance chemically related to the classes above is also banned.

Detection of prescription medications that have been taken without the Vanderbilt Sports Medicine Physician’s written consent/permission may be treated as a positive drug test.

A student-athlete failing to report for drug testing after notification, failing to follow testing protocol or attempting to alter the integrity or validity of a sample shall be charged with a positive drug test. The student-athlete shall then be considered in violation of this policy and subject to the appropriate sanctions (see Student-Athlete Conduct Policy).

COMMUNICATION OF POSITIVE TEST RESULT

Positive drug test results are considered private information that is protected by law. Such information shall only be shared on a need-to-know basis. In keeping with the department's commitment to student athlete welfare, the following individuals play a critical role in effectively implementing the drug testing protocol and are thus notified of any positive results:

- Athletics Director (responsible for all student-athletes)
 - Applicable Team Physician (oversees department medical care and education)
 - Director of Compliance (responsible for eligibility certification and serves as liaison to Student Conduct)
 - Office of Student Accountability, Community Standards, and Academic Integrity (conducts follow-up and sanctions according to the University's Alcohol and Controlled Substances policy)
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 - Head Coach (responsible for sport program and participating student-athletes),
 - Athletic Trainer (coordinates follow-up testing and medical care for student-athletes on assigned team)
 - Sport Administrator (ensures that sanctions are completed prior to return to practice and/or competition). Department sanctions are typically determined by the Athletics Director, the Director of Compliance and the Sport Administrator
 - Substance Abuse Counselor (provides required follow-up counseling/assessment)
1. All positive tests are reported to the Head Athletic Trainer, who informs the student-athlete, the Athletics Director, the Head Coach and the Athletic Trainer assigned to the student-athlete's sport within 48 hours of notification. The applicable Team Physician is also an educational resource and is available to provide information to the student-athlete.
 2. The Athletics Director notifies the Director of Compliance.
 3. The Director of Compliance notifies the Office of Student Accountability, the Sport Administrator, the Substance Abuse Counselor, and the Student Athlete's parent(s) or guardian(s).

REQUEST FOR ADDITIONAL DRUG SCREEN

If a student-athlete tests positive for a banned substance and he/she believes the results are inaccurate, the athlete has the right to request an additional screening. To initiate this process, the student-athlete must provide written request to the Athletics Director within 48 hours of the athlete's notification of the positive test.

Upon the Athletics Director's approval of the student-athlete's request for an additional screening, the Head Athletic Trainer will contact the drug testing laboratory. A second drug screen can be performed at a SAMHSA certified lab using the original sample at the student-athlete's expense. Testimony regarding the chain of custody and procedures at the laboratory can be provided for the student-athlete by the laboratory, also at the student-athlete's expense.

CONSEQUENCES OF POSITIVE TESTING

Following any positive drug test, a student-athlete will also be required to complete the following:

1. Attend mandatory evaluation and counseling sessions (initial consultation is with the Substance Abuse Counselor who will then determine what follow-up care is needed). The Substance Abuse Counselor will confirm attendance to the Sport Administrator. Failure to report for scheduled counseling may result in further sanctions.
2. Participate in regular drug testing for 12 months from the date of notification of the positive drug test.
 - Each subsequent test must show proportionate decrease in drug(s) metabolite consistent with period of time passed from previous test or it will be considered an additional positive drug test.
 - Any increase in drug(s) metabolite from the most recent test indicates usage and therefore will be considered an additional positive drug test.
 - Once a test indicates no drugs detected, any subsequent test showing drug(s) metabolite present it will be considered an additional positive drug test.
3. Abide by all components of the “Better Health Agreement” established between the student-athlete and the Head Athletic Trainer. Failure to comply or lack of sufficient progress toward completion of the goals articulated in this agreement may lead to suspension from athletic participation.
4. The student-athlete will be subject to sanctions per the Athletics Department Conduct Policy.

SELF-DISCLOSURE

Student-athletes are encouraged to seek assistance to stop the use/abuse of banned substances. If, prior to being selected for drug testing, a student-athlete self-discloses such use to a Vanderbilt staff member, the following will occur:

1. If a student-athlete self-discloses the use of a banned substance to an Athletics Department staff member, that staff member should immediately notify the Sport Administrator. The Sport Administrator will notify the Athletics Director, the Head Athletic Trainer, the Director of Compliance, the Head Coach and the Athletic Trainer assigned to the student-athlete's sport. The Director of Compliance notifies the Substance Abuse Counselor.
2. The student-athlete must attend mandatory evaluation and counseling sessions (initial consultation is with the Substance Abuse Counselor who will then determine what follow-up care is needed). The Substance Abuse Counselor will confirm attendance to the Sport Administrator. Failure to report for scheduled counseling may result in further sanctions.

3. The student-athlete will be initially tested and subject to regular drug testing thereafter. Note that an increase in drug(s) metabolite from the most recent test indicates usage and therefore will be considered a positive drug test. If the student athlete tests positive after disclosure or during random testing, positive drug testing sanctions will be imposed.
4. The student-athlete must abide by all components of the “Better Health” agreement established between the student-athlete and the Head Athletic Trainer. Failure to comply or lack of sufficient progress toward completion of the goals articulated in the agreement may lead to suspension of athletic participation.

Student-athletes should note that the self-disclosure opportunity prior to being selected for drug-testing may only be utilized once without penalties.

If self-disclosure occurs after a student-athlete is selected for drug testing, the consequences for a positive drug test result will be applied (even if drug test result is ultimately negative).

STUDENT-ATHLETE CONDUCT POLICY

It is a privilege to represent Vanderbilt University and student-athletes should conduct themselves accordingly at all times. The University maintains a general conduct policy that applies to all students, including student-athletes. The Athletics Department also expects student-athletes to abide by the following:

- University policies for all students
- Federal, state, and local laws
- Athletics Department rules, regulations and policies
- Team rules
- NCAA and conference regulations

Inappropriate conduct includes, but is not limited to, the following:

- Threats or acts of violence/physical abuse
- Unlawful/impermissible possession, use or distribution of drugs, other banned substances or alcohol (including intoxication)
- Underage consumption of alcohol
- Positive drug test result
- Honor Code violations
- Sexual misconduct and/or sexual abuse
- Destruction of property
- Illegal possession and/or use of weapons

- Hazing
- Theft
- Providing dishonest information to a university official
- Inappropriate social networking

Important Note: Student-Athletes are required to report to the Head Coach and Athletic Administration immediately if ever arrested, questioned by law enforcement and/or charged with criminal activity.

SANCTIONS

This conduct policy is in effect for Vanderbilt student-athletes at all times, regardless of when and where an incident occurs. In addition to Athletics Department sanctions, student-athletes who violate the conduct policy may be subject to sanctions imposed by the Office of Student Accountability and their Head Coach.

Penalties imposed by the Athletics Department Administration will depend on the nature of the violation and the student-athlete's conduct history.

Student-athletes will have an opportunity to provide any supporting information during the fact-finding process prior to sanctioning. All decisions regarding Athletics Department sanctions are final.

Conduct violations may result in one or more of the following penalties, as determined by the Athletics Department Administration:

- Suspension from team
- Suspension from competition
- Dismissal from team
- Reduction or cancellation of athletic aid
- Mandatory service to department
- Loss of complimentary admissions
- Study Abroad/Foreign Tour restrictions
- Summer school restrictions
- Financial penalty assessed to student account
- Ineligibility for nominations, awards, department privileges and/or participation in extra-curricular department activities (i.e. SAAC)
- Restricted use of NCAA Assistance Fund
- Letter of reprimand in student-athlete file
- Other sanctions as determined by the Athletics Department Administration

A student-athlete's parent(s)/legal guardian(s) may be notified by the Athletics Department of any conduct violations involving banned substances, alcohol and/or illegal activities. Note that parents/guardians will be informed of conduct violations involving underage alcohol use.

Underage Alcohol Use

The following minimum action will be taken when an underage student-athlete is found to have engaged in alcohol use:

1st offense:

Student-athlete will be referred for an educational assessment/follow-up and receive a letter of reprimand .

Subsequent offense:

Appropriate action will be taken per the Student Conduct policy (See range of sanctions above).

Banned Substances

Following any positive drug test, a student-athlete will also be required to complete the following (all imposed sanctions must be completed within the designated time prescribed or further sanctions may be applied):

5. Attend mandatory evaluation and counseling sessions (initial consultation is with the Substance Abuse Counselor who will then determine what follow-up care is needed). The Substance Abuse Counselor will confirm attendance to the Sport Administrator. Failure to report for scheduled counseling may result in further sanctions.

6. Participate in regular drug testing for 12 months from the date of notification of the positive drug test. Note that an increase in drug(s) metabolite from the most recent test indicates usage and therefore will be considered a positive drug test.
7. Abide by all components of the “Better Health Agreement” established between the student-athlete and the Head Athletic Trainer. Failure to comply or lack of sufficient progress toward completion of the goals articulated in this agreement may lead to suspension from athletic participation.
8. Possible suspension from competition:

First Offense:

Possible, but not automatic, suspension.

Second Offense:

Automatic suspension from the number contests equal to 30% of regular season.

Third Offense:

Dismissed from team for one calendar year and loss of athletic aid. At the end of the year dismissed from the team, the student-athlete may be permitted to apply for reinstatement, at the discretion of the Athletics Department Administration and in consultation with the Head Coach. If the student has successfully completed specified rehabilitation during his/her suspension, he/she may apply for reinstatement after 6 months (also at the discretion of the Athletics Department Administration and in consultation with the Head Coach).

All game suspensions will begin with the first opportunity of a regular or post-season competition. This does not include exhibition or non-traditional segment contests. Student-athlete may not dress for any competition during period of suspension.

The minimum suspension % is based on the number of regular season (championship segment) contests scheduled and can carry over to the following year, if necessary, to satisfy the sanction.

Example:

- Student-athlete (SA) in sport with 30 regular season contests has a second offense with only 3 games left in the regular season. The team qualifies for postseason and participates in 2 additional contests.
 - 30% of 30 games = 9 game suspension. (Conventional rounding will be applied i.e. $3.4 = 3$ game suspension or $3.6 = 4$ game suspension.)
 - SA will miss, at minimum, the final 3 regular season games, the 2 postseason games and the first 4 regular season games of the following season.
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Felony Charges or Possession of Illegal Firearms

Any student-athlete charged with a felony and/or in possession of illegal firearms or similar weapons will be suspended indefinitely from the team, pending further review.

Academic Violations

Student-athletes who violate the Class Attendance Policy, Academic Support Center policies and/or the Honor Code are also subject to additional penalties.

Equal Opportunity Notice

In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, Vanderbilt University does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its administration of educational policies, programs, or activities; scholarship and loan programs; athletic or other University-administered programs; or employment. Inquiries or complaints should be directed to the Opportunity Development Center (ODC).

Transfer and Financial Aid Appeals

The University Athletics Committee, which is a body external to the Athletics Department and is comprised of several faculty members including the Faculty Athletics Representative, is responsible for enacting the transfer appeal procedures. Student-athletes who wish to appeal transfer decisions indicate this in writing to the Director of Compliance. Appeal hearings are conducted under the sole direction of the Chair of the University Athletics Committee and the committee members chosen at his/her discretion.

The Director of Compliance will immediately notify the Chair of the University Athletics Committee of any transfer appeal request. The Chair shall convene at least 2 other committee members to participate in the hearing. The Committee ensures that the student-athlete is provided the opportunity to actively participate (e.g. in person, via telephone) in the hearing. At the Chair's discretion, the Head Coach and/or other parties deemed relevant may be contacted to provide supporting documentation.

All hearings are completed and the written results (email correspondence is acceptable) provided to the student-athlete within 15 business days of the student-athlete's request for appeal. The Chair also notifies the Director of Compliance of the final decision, who shall ensure that the appropriate individuals within the Athletics Department are notified. Once the Committee has deliberated and provided the written results, the decision is final.

For transfer appeals, if permission to contact is granted as a result of the appeal decision, the Director of Compliance or designee will formally issue the permission to contact by the next business day. If the appeal hearing is not conducted and/or the written results are not provided to the student-athlete within 15 business days, permission to contact the student-athlete shall be granted by default, and the written permission will be provided to the student-athlete by the next business day (per NCAA regulations).

The Executive Director of Student Financial Aid and Undergraduate Scholarships is responsible for enacting the financial aid appeal procedures. A student-athlete who wishes to appeal, in accordance with NCAA Bylaws, a decision related to his or her Athletic Grant-In-Aid (AGIA) that has been awarded on the basis of athletic ability shall submit a written request for such a hearing to the Executive Director of Student Financial Aid and Undergraduate Scholarships. That request shall be submitted within the stipulated number of days (usually 14) from the date that is referenced on the athlete's written notification of the reduction, cancellation or non-renewal of his or her AGIA.

A Student Financial Aid Hearing/Appeals Committee will then be selected/appointed by the Executive Director of Student Financial Aid and Undergraduate Scholarships and shall take the requested hearing. The Executive Director shall conduct the hearing but not serve as a voting member of the Committee. In addition, he/she shall serve as a resource for the student, for the Committee members and for the Athletics Department with regard to the hearing. The Committee shall consist of three voting members, typically two faculty members and/or administrators, and one non-faculty staff member. Committee members may not be members of the Athletics Department staff nor have University roles closely aligned with the Athletics Department's direct interests or responsibilities. If appropriate and requested by either party to the hearing process, a representative from University offices, such as the Office of Student Financial Aid and Undergraduate Scholarships and/or the University Registrar's Office may also be asked to serve as a resource person during the hearing process. Such individuals must be approved by the Committee to serve in that capacity. Each Committee member serves for the duration of the appeal.

This is an internal procedure conducted within the University community and neither party is allowed to have lawyers, agents, advocates or other such designated individuals represent them or act on their behalf at the hearing.

The hearing/appeal shall be conducted according to the following guidelines:

- A time will be set for a hearing as soon as possible after the request for the hearing is received and when all parties can be reasonably accommodated.
- The hearing shall be conducted in private. Admission of any person to the hearing shall be at the discretion of the Committee.
- Each party in the hearing process (the student and Athletics Department) shall have the opportunity to address the Committee without the other party being present. This can be done in person and/or in writing. Each party will be subject to possible questioning by the Committee.
- The student and Athletics Department have the right to ask witnesses to present statements or provide information specifically and only relevant to the issue being addressed in the hearing/appeal. It is each party's responsibility to assure that their respective witnesses are present at the hearing when it is time for their statements/testimony, if such statements/testimony is/are to be given in person. All witnesses will be subject to possible questioning by the Committee.
- Either party may present pertinent records, exhibits and written statements. Such items will be accepted for consideration and evaluation at the discretion of the Committee.
- All procedural questions are subject to the final decision of the person designated to conduct the hearing (usually the Executive Director of the Office of Student Financial Aid and Undergraduate Scholarships) with input, if so requested, from the Committee or any other individuals who might have been requested to serve as a resource at the hearing.
- After the hearing, the Committee shall, by a majority vote, make a decision/finding either in favor of the student-athlete or the Athletics Department. The Committee's decision shall be announced to both parties as quickly as possible, but no later than 10 days after the date of the Committee's decision having been reached. A member of the Committee who wishes to write a dissenting opinion may do so, and it shall accompany the Committee's announced decision if the dissenting committee member so requests.
- If so desired, a record of the hearing can be recorded on equipment supplied by the University. The record shall then become property of the University.
- The Committee's decision will be final – there is no appeal beyond the Committee's decision.

If the AGIA is renewed as a result of the appeal decision, a revised grant-in-aid letter will be created by the Director of Compliance and forwarded to the Executive Director of Financial Aid and Undergraduate Admissions by the next business day.

The financial aid and transfer appeal procedures are directly communicated to athletics staff members and coaches via email from the Compliance Office staff members and also provided and reviewed in detail by the Director of Compliance during specified monthly coaches meetings. These procedures are also included in the Athletics Department's Policy and Procedures Manual (always available in electronic format in a shared drive accessible to department staff members and also hard copy in the Office of Athletics Administration).

The appeal procedures are directly communicated to the student-athletes by the Compliance Office staff members via email. The standard AGIA letter, provided to all scholarship student-athletes by the Director of Student Financial Aid, also explains the financial aid appeal process. Any AGIA letter that includes a reduction or cancellation also includes the "VU Student Financial Aid Guidelines Appeals/Hearing Process for Student Athletes" document. The Compliance Office staff also provides written copies of the procedures to student-athletes upon request and is available to discuss and review said procedures at any time. Additionally, these procedures are also reviewed in the team orientation meetings held each semester by the Compliance Staff.

Student-Athlete Grievance Procedure

Situations may arise in which a student-athlete believes that a member of the Department of Student Athletics, including the coaching staff, has treated him or her unfairly or that a policy or procedure has been administered in a detrimental manner to the student. Student-athletes are encouraged to bring complaints about such actions (including concerns about student-athlete welfare issues or athletically related activities) to the attention of the Athletics Administration using the process described below. Note that student-athletes may initially choose to address the issue directly with the person who they believed treated him or her unfairly. This may be done at the student-athlete's discretion, and is not required prior to notifying the Administration or executing this process.

- The student-athlete should direct his or her complaint to an Associate Director of Athletics. The Associate Director will gather all appropriate information and conduct a thorough investigation of the matter (written report of the grievance is required). To protect the integrity of the process, other members of the Administration will be involved as appropriate to ensure a non-biased approach. The investigation should be complete within 2 weeks of notification. The Associate Director will notify the involved parties of the findings, and forward a final report to the Vice Chancellor/Director of Athletics.
- If the student-athlete believes that his/her concerns were not adequately addressed during the process, the student should direct the matter to the Vice Chancellor/Director of Athletics for his review. Upon conducting an independent review, the Vice Chancellor/Director of Athletics will issue his own findings to the involved parties.

If the complaint alleges unlawful discrimination (based on race, color, religion, sex or national origin), the Equal Opportunity, Affirmative Action and Disability Services Department (EAD) should be contacted by the Associate Director and/or the student-athlete. The EAD will proceed in accordance with their department's policies and procedures.

“Extra” Benefits and Boosters

The NCAA defines an extra benefit as “any special arrangement by an institutional employee or booster to provide the student-athlete or his or her relatives or friends with a benefit not expressly authorized by NCAA legislation.”

Student-athletes should consult the Compliance Office to clarify which benefits would be considered permissible.

The NCAA clearly states that the following is not permissible from Vanderbilt staff members or boosters:

- loan of money;
- guarantee of bond;
- a car or use of a car;
- transportation (except under certain occasional circumstances by an institutional staff member);
- signing or cosigning a note with an outside agency to arrange a loan;
- special discount, payment arrangement or credit on a purchase or a service;

- use of a telephone or credit card for personal use without charge;
- services from commercial agencies for free or at a reduced rate, or receipt of any material benefit not made available to the entire student body);
- receive more than the allotted number of complimentary admissions to an athletics contest in which you participate; or
- sell complimentary admissions at any price.

This means that you should not accept special discounts or services, or even special payment arrangements on any purchases. Be wary of “free” or “special” benefits that someone wishes to give you.

Please be mindful that this is *not* an exhaustive list. If you are in doubt about such benefits, check with your Head Coach or the Compliance Office. **ALSO, PLEASE UNDERSTAND THAT THE RECEIPT OF EXTRA BENEFITS BY YOUR FAMILY AND FRIENDS CAN ALSO IMPACT YOUR ELIGIBILITY!!!! Spread the word!!!!**

A booster (also known as a “Representative of Athletics Interests”) is defined as an individual or organization that has done any of the following:

- participated in any type of promotion of the athletics program;
- made a financial contribution to the athletics department or a Vanderbilt booster organization;
- assisted or be asked to assist in the recruitment of prospects.

Once an individual or organization is labeled as a booster, that identity is retained forever (for NCAA and University purposes).

Agents/Advisors

To compete as a student-athlete, it is essential that you know the NCAA rules related to professional sports and agents and/or advisors. As an amateur collegiate athlete, you may not be represented by an agent or advisor. Should you wish to pursue such representation, the Compliance Office will assist you to ensure it is done at the appropriate time. **ALL AGENTS AND ADVISORS ARE REQUIRED TO REGISTER WITH THE VANDERBILT COMPLIANCE OFFICE BEFORE SENDING YOU AND YOUR FAMILY ANY INFORMATION. YOU AND YOUR FAMILY ALSO CANNOT RECEIVE ANY EXPENSES FROM AGENTS OR ADVISORS WHILE YOU HAVE REMAINING ELIGIBILITY.** Any violation of these rules could have severe consequences for you and the University. NCAA rules concerning agents and professional sports are explained during the Compliance Orientation meeting at the beginning of each sport’s season and additional information is provided throughout the year.

Student-Athlete Employment

All employment must be approved by the Compliance Office. Failure to do so could negatively impact your eligibility. Student-athletes are eligible to work on or off-campus.

Rules of Employment:

- The work performed must be useful.

- The rate of pay is to be the normal rate of pay for the duties performed.
- The hours paid must equal the hours worked.
- Payment in advance of hours worked is not permitted.
- Transportation to work may be provided only if transportation is available to all employees.

Please notify Life Skills and the Compliance Office if you are employed. You are required to complete paperwork so that your employment can be monitored appropriately.

Housing

Most student-athletes will reside on campus in Vanderbilt residence halls. In limited instances, student-athletes may be approved by the Office of Residential Life to live off-campus. Scholarship student-athletes who live off-campus (and whose scholarships include room and/or board) will receive a monthly stipend for these expenses. Each semester (and each applicable summer session), student-athletes are required to complete the "Student-Athlete GIA Request Form" in order to receive the stipend check.

For the Fall semester, stipend checks will be provided for the months of September – December. For the Spring semester, stipend checks will be provided January – April. Checks are pro-rated for months that school is in session for only part of the month. Student-athletes required to remain on campus for graduation and/or postseason competition extending beyond the Spring semester will be provided an additional stipend.

All University, Conference and NCAA rules and regulations apply.

Rules Education

Each student-athlete will attend a comprehensive Compliance Orientation at the beginning of the year. Various regulations and expectations are reviewed, including the following topics:

- awards and benefits
- countable athletically related activities (i.e. 20 hours per week)
- book policy
- employment
- promotional activities
- student hosting during official/unofficial visits
- sports wagering
- agents and amateurism
- financial aid
- voluntary withdrawal from team

-academic and athletic eligibility

-obligation to report violations

Student-athletes will also receive routine education about compliance topics via email updates, documents, team presentations, social media, meetings and individual consultation.

PROTECT YOURSELF, YOUR TEAM AND THE UNIVERSITY.....ASK BEFORE YOU ACT!

Please feel free to contact the Compliance Office with **any** questions or concerns. You should also follow the Compliance Office on Twitter: @VandyCompliance

STRENGTH AND CONDITIONING

To become a successful student athlete, you must reach and maintain your optimal physical condition, which will help prevent injuries, increase athletic potential, and build confidence and discipline. The Department of Student Athletics has provided you with two fully staffed weight rooms to help you achieve the best physical condition. Additionally, the baseball team has its own weightroom located above the batting cages. Facilities for all other athletes are located in the McGugin Center and offer individualized, computerized workouts.

Although equal in quality, the weight rooms are different in their rules, equipment, and hours of operation. Individual and team workouts are to be made by appointment. Once a workout is scheduled, it becomes mandatory to attend. Rules and consequences for tardiness and absences will be administered on a team-by-team basis.

Commodore Weight Room Rules and Regulations

Use of the Strength and Conditioning facilities is a privilege, not a right. Failure to comply with any of the following rules may result in the loss of weight room privileges.

Use of the Vanderbilt athletic weight rooms is restricted to the following — No Exceptions:

- current varsity intercollegiate athletes — peak hours are limited to current varsity athlete use only
- ex-varsity intercollegiate athletes currently enrolled in school or who have signed an insurance waiver.
- Student Athletics Department coaches and support staff during non-peak hours

Any others must be pre-arranged and approved by the Strength and Conditioning staff.

Guidelines for use of weight room:

- Attire — Proper weight-lifting attire is required at all times (tennis shoes, shorts, shirts, tights, or sweats). No street clothes, jeans, jean or dress shorts, sandals, thongs, or attire with team logos other than Vanderbilt's.
- Replace all weights when finished with each exercise.
- No food or drink is allowed, except water bottles. No tobacco of any kind is allowed.
- Always use spotters when lifting.
- No horseplay in weight room for any reason (includes running, wrestling, throwing or bouncing balls).
- Report any injuries, no matter how seemingly insignificant, to the Strength staff.
- Respect other athletes. Do not monopolize equipment—share. Do not swear or argue.
- Do not change stereo station or volume without prior permission of Strength staff.
- Report all damaged or broken equipment immediately.
- Weight room offices and phones are off limits to athletes, unless accompanied by Weight Room staff.

Strength and Conditioning Staff

Fahd Jindani, Emil Iankov, Daren Edgington, James Dobson, Matt Manninger, Tyler Clarke, Chris Ham, Josh Jones, Jeremy Anderson, Josh Willhite, and Aaron Hill.

STUDENT-ATHLETE FOOD SERVICE

The Department of Student Athletics adheres to all University, Southeastern Conference and NCAA rules and regulations related to providing food service to student-athletes. Each Head Coach determines which student-athletes are to receive "board" as part of their athletic scholarship.

The types of "board" plans that are available to scholarship student-athletes are as follows:

Student Athlete Meal Plans

The current scholarship athletic meal plan includes the following:

- Six dinners in the Hendrix Room (Sunday thru Friday).
- Fifteen additional meals per week
- \$70.00 per week on the card. This meal money may be used to purchase food at any on-campus restaurants and Markets, as well as at participating off-campus Taste of Nashville venues. For a complete listing of on and off campus venues, please visit <http://www.vanderbilt.edu/dining/>.

Non-athletic scholarship athletes may elect to eat in the Hendrix Room by signing up for an optional athletic meal plan.

If a student-athlete who is a member of an intercollegiate athletic team and does not have a scholarship that includes meals elects to eat at the athletic Training Table, he/she may purchase a special athletic dining plan from the University Card Office after completing the required Athletic Meal Plan Request Form. This form can be found in the Business Office. Athletic meal plan option minimums are based on year in school and are listed on the Athletic Meal Plan Request Form.

Cash-in-Lieu of Board

In compliance with NCAA regulations, student-athletes who live off campus and receive "board" as part of an athletic scholarship may be given a stipend in-lieu-of the cost of a University meal plan. A scholarship student-athlete, with the approval of his/her Head Coach, may elect one of two off campus "room and board" options: housing and all meals, housing and meals including dinner at the Training Table. The amount of the stipend is calculated based on the amount of the individual's scholarship and the meal option selected.

Student-athletes eligible for a cash-in-lieu stipend are responsible for filling out a Student Athlete GIA Request Form for Off Campus Housing/Meals at the beginning of each semester. This form must be approved and signed by the Head Coach or Associate Director of the Sport and Compliance Office. The student-athlete is responsible for submitting the completed form to the Athletic Business Office. Once the approved form is on file with the Athletics Business Office, a cash-in-lieu stipend will be processed per the University payment policy.

Hendrix Room Policies

The Department of Student Athletics and Vanderbilt Dining Services are extremely proud to provide a high quality training table to our student-athletes. To help maintain the excellent service and delicious menus, we ask that all students, staff, and coaches comply with the following policies for the Hendrix Room:

- Unless otherwise specified, the Hendrix Room is only open for dinner on Sundays through Thursdays from 5:30 p.m. to 8:30 p.m. and Fridays from 5:30 p.m. to 7:30 p.m.
 - The Hendrix Room provides all you care to eat dinner meal. However, no food or drinks should be taken from the Hendrix Room.
 - All book bags must be left in the area outside the entrance. This area is monitored by Hendrix Room Staff.
- All student athletes, coaches and staff must present a valid Vanderbilt ID Card with Hendrix Room approved access before entering the Hendrix Room. There will be no access without a valid ID Card.
- Recruits and/or guests must be approved in advance and be accompanied by an Athletics Department staff member and a signed Hendrix Room Guest Approval Form at the time of entry. No recruit or guest will be granted access without a completed Guest Approval Form.
- Utensils and other items cannot be taken from the Hendrix Room.
- Trays are to be returned to the dish room window when you are finished with your meal.
- If you have ice bags or other items to treat injuries, take them with you when you leave.
- Access to the Hendrix Room is not permitted during non-dinner hours.

Any student-athlete who is a member of an intercollegiate athletic team, with meals included in their scholarship, may eat at the athletic Training Table. If a non-scholarship student-athlete elects to eat at the athletic Training Table, he/she may purchase this dining plan from the University Card Office after completing the required Athletic Meal Plan Request Form. This form can be found in the Business Office.

Student-Athlete Refueling Station

The Athletics Department also provides a student-athlete nutritional fueling station for all varsity student-athletes (regardless of type of meal plan or scholarship). This room will provide all varsity student-athletes with the opportunity to supplement their regular meal plan with the ability to grab healthy pre-workout energy or post workout recovery food options such as fruit, nuts, sandwiches, yogurt, juice, milk, etc. at no additional cost during specified hours each day.

Location: McGugin Room 105. (When entering the McGugin main lobby by the ticket office, turn left down the hallway leading to the center of the building, room 105 will be on your left.)

Hours of Operation: Hours for each semester will be posted on the door of the Refueling Station

Card Access: Student-athletes will gain access to the room by waving a valid Vanderbilt Student ID in front of the card reader outside of the door during the times listed.

Additional Reminders:

- The intent of the Refueling Station for varsity student-athletes to have access to snacks needed to refuel for that day.

- The room is for the exclusive use of student-athletes and access is a privilege.
- Access and usage will be monitored.
- The Refueling Station will be closed during holiday breaks.

Taste of Nashville

Student athletes may use their \$70 weekly meal money at any participating off-campus Taste of Nashville venue.

Student athletes should note that scholarship monies may not be used to purchase alcohol on or off-campus, regardless of age. Failure to comply will result in loss of privileges. Additional sanctions may include a range of disciplinary actions, including loss of scholarship.

Preseason and Vacation Break Meals

The Associate Director of Student Athletics reviews arrangements for preseason and vacation break food service for student-athletes who are required to be on campus prior to the official beginning of the semester or during vacation breaks for official team practice or competition. The related cost of such meals is included in the budget for the designated sport. The head coach will determine if a meal or per diem will be provided for each meal during these periods.

Go 'Dores ★ Go 'Dores ★ Go 'Dores ★ Go 'Dores ★ Go 'Dores ★



Go 'Dores ★ Go 'Dores ★ Go 'Dores ★ Go 'Dores ★ Go 'Dores ★

The **National Commodore Club** gives all Vanderbilt fans — students, parents, friends, alumni and former student-athletes — the opportunity to directly impact Vanderbilt athletics. Through contributions to the NCC, our members help provide scholarship funds for our student-athletes. The support of NCC members helps Vanderbilt recruit the top student-athletes to compete academically and athletically. **Go 'Dores!**

★ Go 'Dores

★ Go 'Dores

Ways to support Vanderbilt athletics today and tomorrow

Senior Class Fund

Graduating seniors are asked to leave their mark on Vanderbilt University each year by making a gift to the Senior Class Fund. These gifts can be attributed to any area of campus. As a student-athlete, consider making a gift to the NCC and show your appreciation for your experience as a Commodore.

NCC Unrestricted Gift

Upon graduation, student-athletes will receive a complimentary one-year NCC membership at the Chief (\$100) level and the corresponding benefits. We hope this gift will inspire you to continue giving every year.

Sport-Specific Restricted Gift

You can help the student-athletes who follow in your footsteps by making a gift to your sport. This gift will go to that sport's "excellence" fund for projects outside its operating budget.

Young Alumni

Within five years after you earn a degree from any of Vanderbilt's undergraduate schools, you may purchase two football season tickets and two basketball season tickets at a discounted rate when you join the NCC. You must give a minimum \$100 gift to the NCC.

Additional Support

Private support is needed to build, renovate and enhance our athletic facilities. Generous contributions from NCC members help fund these capital projects. Some of our loyal and generous supporters have endowed athletic scholarships. The names of our endowed scholarships and their student-athlete recipients can be seen on the wall in the McGugin Center lobby.

To learn more about the NCC or to become a member, **see** us in the McGugin Center, **call** us at (615) 322-4114 or **visit** us at NationalCommodoreClub.com.

VANDERBILT UNIVERSITY INFORMATION

Office of the Dean of Students

310 Sarratt Student Center

(615) 322-6400

For general questions about student life: <http://www.vanderbilt.edu/deanofstudents/>

Mission Statement:

The Office of the Dean of Students serves a central role in student learning and development at Vanderbilt, advancing the University's mission of teaching, research, and service by fostering academic and social networks through which students develop as intentional learners and global citizens. The Office of the Dean of Students creates opportunities to involve students, faculty and staff in diverse learning communities and provides a critical support structure for enriching the overall student experience. We achieve these ends through strategic alignment, both internally and in concert with other university departments.

Automobile Registration and Parking

Office of Traffic and Parking

Wesley Place Garage, 2043 Scarritt Place (615) 322-2554

All motor vehicles operated by Vanderbilt student athletes must be registered annually with the Office of Traffic and Parking and the Department of Student Athletics. To register a vehicle on campus, students must present a current Vanderbilt student ID card and a copy of the state vehicle registration certificate. If residing off campus, the student must provide verification of address (e.g., copy of lease, piece of mail). Registered vehicles are issued a numbered parking decal bearing markings that correspond to parking areas shown on the campus parking map. A vehicle registration fee is charged. This fee is the responsibility of the student athlete. To register your vehicle with the Department of Student Athletics, please contact the Compliance Office. Note that bicycles must be registered with the Vanderbilt Police Department.

Parking Fines

Fines assessed against a student are charged to his/her Student Account. Students will not be allowed to register for the following term if fines have not been paid.

The Ben Schulman Center for Jewish Life

2421 Vanderbilt Place

(615) 343-1953

The Schulman Center provides a number of facilities and services for Vanderbilt students. The ground floor houses Grins, a kosher vegetarian café and a large social space in the front of the building that is used for social gatherings, Hillel dinners and informal discussions. The second floor houses a classroom, offices and a library.

Bishop Joseph Johnson Black Cultural Center

(615) 322-2524; fax (615) 343-4215

Hours: 8:30 a.m. to midnight,

Monday through Friday and weekends as needed

The Bishop Joseph Johnson Black Cultural Center provides educational and cultural programming on the African world experience for the University. The center represents the University's efforts in promoting diversity and fostering understanding and appreciation of the values and cultural heritages of people of African origin worldwide. In this respect, the center also serves as a clearinghouse for information relative to African and African-descended life and culture. The center is a system of support to African-descended students but is open to all students for small meetings and gatherings throughout the year.

Office of Housing and Residential Education

(615) 322-2591

www.vanderbilt.edu/ResEd

Housing Assignment Process

To give special attention to the needs of incoming freshmen, first-year students are housed separately from upperclassmen. Incoming freshmen may indicate their preference for assignment to either a double room or a single room. Incoming freshmen apply for housing online through a Web-based application. Instructions for accessing and completing the freshman housing application are provided to students in a letter included in each student's admissions packet distributed by the Office of Undergraduate Admissions. It is important for students to read carefully the

instructions for completing the application and to complete the form with thoroughness and accuracy.

Vanderbilt University offers a wide variety of housing options for upperclass students. As a result, the upperclass assignment process is a complex one. It is important to understand the rules and procedures governing this process in order to make intelligent and well-informed choices. The upperclass assignment process is a system based upon personal choice. Generally, upperclass undergraduate students select the rooms in which they will live. The University designates buildings, floors, suites, apartments, and lodges by gender so that men and women will have a roughly proportionate opportunity to be assigned to the various types of accommodations available on campus. All returning, single, undergraduate students currently enrolled at Vanderbilt are eligible to participate in the housing application and assignment process.

Laundry and Linen Facilities

Coin-operated washers and dryers are provided for campus residents in Branscomb Quadrangle, Vanderbilt/Barnard, Lewis and Morgan Houses, Gillette Hall, West Hall, and Carmichael Towers East and West.

Key Replacement

If a key is lost or not replaced when a room is vacated, then the lock may be changed and the resident charged for the replacement.

Learning Resource Center

221 Garland Hall
(615) 322-4855

Hours: 8:00 a.m. to 4:30 p.m., Monday through Thursday
8:00 a.m. to 4:00 p.m. Friday

The purpose of the Learning Resource Center is to improve and enhance learning through the use of instructional media for groups and individuals. Audio/visual equipment and services are available for checkout for Arts and Science courses and related activities.

Libraries

The Jean and Alexander Heard Library System consists of nine divisional libraries. The General Library Building houses the Central Library, Divinity Library, and Special Collections. Other campus libraries are the Sarah Shannon Stevenson Science and Engineering Library (in Stevenson Center), the Education Library (on the Peabody campus), the Alyne Queener Massey Law Library (204 Law School), the Walker Management Library (148 Management Hall), the Annette and Irwin Eskin Biomedical Library, and the Anne Potter Wilson Music Library (200 Blair School), as well as the Television News Archive (Baker Building).

General Library Phone: (615) 322-7120

Mail Service

Rand Hall
(615) 322-2934

The mail service is located on the lower level of Rand and is available from 10:00 a.m. to 4:00 p.m., Monday through Friday. Parcel pickup is available on Saturdays from 10:00 a.m. to noon during the fall and spring semesters; all windows are closed on Saturday during the summer.

Mail and/or packages should be addressed in the following manner:

I. M. Sender
555 Their Street
Returnville, TN 37200

John Q. Athlete
VU Sta. B # 350000*
2301 Vanderbilt Place
Nashville, TN 37230000*

*Put student's box number in place of the zeros.

The Margaret Cuninggim Women's Center

West Side Row (615) 322-4843

The Margaret Cuninggim Women's Center advances equity at Vanderbilt, and in the larger community, through advocacy, education and empowerment. The programs and services are open to students, faculty and staff, as well as interested members of the local community. Because gender matters, we invite you to get informed, get connected, get active and celebrate women!

Project Safe Center

304 West Side Row (615) 875-0660 or 24 hour hotline **615-322-SAFE (7233)**

Project Safe is committed to preventing all types of power-based personal violence (sexual violence, intimate partner violence, stalking, and identity-based targeting), helping those affected by power-based personal violence, answering questions, connecting members of the Vanderbilt community with on and off-campus resources, and more. Call the Project Safe Hotline, which is available 24 hours a day, 7 days a week, to speak with a Victim Resource Specialist now.

The Office of Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Life

K.C. Potter Center

Euclid, 312 West Side Row (615) 322-3330

The Office of Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Life at Vanderbilt University is a cultural center and a place of affirmation for individuals of all identities, and a resource for information and support about gender and sexuality.

The Office of LGBTQI Life serves all members of the Vanderbilt community — students, faculty, staff, and alumni — by creating educational, cultural, and social opportunities. The office also supports and advises LGBTQI-related campus groups and activities, a list of which can be found under our Campus Resources link.

The Office of LGBTQI Life expands the role of its predecessor, the GLBT Resource Office, and is staffed by three full-time professionals, one graduate assistant, and a team of student receptionists.

In all cases the office provides confidentiality for visitors and inquiries.

University Counseling Center

2015 Terrace Place

(615) 322-2571

Hours: 9:00 a.m. to 6:00 p.m. Monday through Thursday,

9:00 a.m. to 4:00 p.m. Friday

The Psychological and Counseling Center provides individual counseling for personal, social, academic, and emotional issues; marital counseling and career assessment and counseling. Group programs for personal growth, self-improvement, awareness, and support are also available. Counseling services are confidential to the extent permitted by law.

Equity, Diversity and Inclusion Office

The Office of Equity, Diversity and Inclusion is responsible for advocating for institutional change, working with university stakeholders to set goals and institutionalize accountability, and ensuring that equity, diversity and inclusion efforts are coordinated throughout the university.

401 Kirkland Hall; 615-343-2644

Student Health Center

Zerfoss Building, Medical Center North

Appointment Line: (615) 322-2427

Hours: 8:00 a.m. to 4:30 p.m., Monday through Friday

8:30 a.m. to noon, Saturday

The Student Health Service is designed to meet the routine primary health care needs of all registered students. Except in emergencies, students should call for appointments to minimize waiting times and avoid missing classes.

University Chaplain and Affiliated Ministries

2417 West End Avenue

(615) 322-2457

Hours: 8:30 a.m. to 5:00 p.m.

The University Chaplain and other ministers and professional staff affiliated with the University provide worship, counseling, study, social action, and fellowship for student constituencies. They also join in cooperative programs that minister to the University.

Student groups affiliated with the University Chaplain's office:

Baptist Collegiate Ministry

Campus Crusade for Christ

Fellowship of Christian Athletes

Inter-Varsity Christian Fellowship

Presbyterian Student Fellowship

Reformed University Fellowship

Vanderbilt Catholic Community

Wesley Fellowship

Related Websites

Vanderbilt Student Handbook

http://www.vanderbilt.edu/student_handbook/

Student Health

Zerfoss Building, MCN

http://www.vanderbilt.edu/student_health/

Alcohol, Tobacco, & Other Drug Prevention

<http://www.vanderbilt.edu/alcohol/>

Center for Student Wellbeing

www.vanderbilt.edu/healthydores/

<http://www.vanderbilt.edu/wellnesscenter/>

National Eating Disorders Association

www.nationaleatingdisorders.org/

NCAA

www.ncaa.org

SEC

www.secsports.com

Offices on Campus

Card Office

184 Sarratt Student Center | 322.2273

Career Center

Student Life Center, Suite 220 | 322.2750

Chancellor's Office

211 Kirkland Hall | 322.1813

Dean's Office

College of Arts and Science	322.2851	301 Kirkland Hall
Blair School of Music	322.7660	2400 Blakemore Avenue
Divinity School	343.3960	110 Divinity School
School of Engineering	322.0720	5332 Stevenson Center
Graduate School	343.2727	411 Kirkland Hall
Law School	322.2617	239 Law Building
School of Medicine	322.5191	D-3300 MCN 2104
School of Nursing	343.8876	111 Godchaux Hall
Owen Graduate School of Management	343.7802	313 Management Hall
Peabody College	322.8407	329 Peabody Administration Building

Dean of Students

310 Sarratt Student Center | 322.6400

Dining Services

5102 Branscomb Quadrangle | 322.2999

Financial Aid

2309 West End Avenue | 322.3591

Health Center for Students

Zerfoss Building, MCN | 322.2427

Honor Council

365 Sarratt Student Center | 322.3056

Housing and Residential Education

4113 Branscomb Quadrangle | 322.2591

Information Technology Services (ITS)

Hill Center Addition | 343.2100 | Help Desk: 343.1631

International Student and Scholar Services

Student Life Center, Suite 103 | 322.2753

Opportunity Development Center

Baker Building, Suite 108 | 322.4705

Police and Security

2800 Vanderbilt Place | 322.2745

University Registrar

Home Economics Building | 322.7701

Student Accounts

Baker Building, Suite 100 | 322.6693

Student Loans

Baker Building, Suite 106 | 343.7011

Study Abroad

Student Life Center, Suite 115 | 343.3139

Traffic and Parking

Wesley Place Garage, 2043 Scarritt Place | 322.2554

Volunteer Activities

Community Partnership House | 343.7878

Writing Studio

117 Alumni Hall | 343.2225

217 Commons Center

Office of Student Accountability, Community Standards, and Academic Integrity

Rand Hall Suite 301 322.7868

If you have any questions about
Vanderbilt policies, procedures, or
support resources related to dating
violence, domestic violence, sexual
assault, and stalking or need to
report an incident, please contact:

Molly Zlock

Title IX Coordinator

(615) 322-4705

molly.s.zlock@vanderbilt.edu



Project Safe 24/7 Hotline

615-322-SAFE

615-322-7233

Support & resource referral for sexual assault,
intimate partner violence and stalking.

vanderbilt.edu/projectsafe