

Table of Contents

Black and Gold Club	2
Compliance	2
National Commodore Club	9
Medical Care	10
<i>-Concussion info</i>	15
<i>-Student-Athlete in Crisis Guidelines</i>	19
<i>-How to make an appointment at the UCC</i>	20
Student-Athlete Development	21
Student-Athlete Food Service	22
Strength and Conditioning	22
Student Services	23
University Information	33
Project Safe and Title IX Coordinator	38



BLACK AND GOLD CLUB

The Black and Gold Club honors all former Vanderbilt student-athletes, spirit, student-managers and student-training staff. We provide unique and exclusive ways to build social and professional connections among current and former student-athletes, the Vanderbilt Athletics Department, faculty and the broader Vanderbilt community.

For the latest news and updates, follow us on social media @Vandybgclub (Facebook, Instagram, Twitter and LinkedIn)

If you are not receiving Black and Gold Club email and mail communications, or have additional questions, contact Director of the Black and Gold Club, Chris Griffin, BA'10, at chris.griffin@vanderbilt.edu or 615.322.9689.

COMPLIANCE

Student-athletes at Vanderbilt University are obligated to follow NCAA, Southeastern Conference, and Vanderbilt University rules and policies. The Athletics Compliance staff is here to assist you in fulfilling these obligations. Most importantly, student-athletes should contact compliance staff prior to taking any action that could potentially jeopardize their eligibility. The staff conducts at least two rules education sessions annually with each team and provides periodic updates as needed during the academic year. Student-athletes are encouraged to ask questions and use the resources available through the Athletics Compliance staff.

Academic Eligibility

Academic Requirements

Student-athletes must be enrolled full time (12 hours) at Vanderbilt University in order to practice, compete, and receive athletically related financial aid. All student-athletes must notify their academic advisor prior to dropping or changing courses. Student-athletes must also notify their academic advisors if they intend to change majors, drop a major, or declare an additional major.

For more detailed information on academic requirements and eligibility, refer to the Academic Support portion of this manual. All student-athletes are expected to be familiar with these requirements.

Transfer Process

Transferring is a serious decision that may impact your eligibility, financial aid, and receipt of benefits from Vanderbilt Athletics and Vanderbilt University. Student-athletes must adhere to the following requirements during the decision-making process.

Notification of Intent to Transfer

Student-athletes wishing to pursue a transfer should inform their coach of their interest in pursuing a transfer and discuss the decision. Before you discuss a potential transfer with any other school, the NCAA requires you to notify Vanderbilt of your intent to transfer. In order for your notification to be valid, you must submit your intent to transfer in writing. A valid written notification must be in the form of a notification of intent to transfer form provided to the Athletics Compliance staff, or the Vice Chancellor and Athletics Director. A text message or other form of electronic correspondence does not qualify as written notification.

After you notify the appropriate parties in writing, Vanderbilt has two (2) business days to enter your name into the NCAA online transfer portal. Once your name is entered in the transfer portal, other schools may contact you regarding a potential transfer.

Eligibility after Transfer

If you decide to attend another institution, you must complete a year of residency at your new institution unless you meet an exception to the NCAA transfer requirements. The most common transfer exception is the one-time transfer exception, which is available under current legislation to all sports. The one-time transfer exception also requires Vanderbilt to certify in writing that it does not object to the NCAA granting an exception to the one-year residency requirement. Once you (or the school you transfer to) requests the ability to use the one-time transfer exception, Vanderbilt has seven (7) business days to grant or deny the one time transfer exception. If Vanderbilt denies the use of the one-time transfer exception, you are still permitted to transfer to the new school and may appeal the decision to deny the use of the transfer exception.

Student-athletes who wish to appeal transfer decisions should indicate this in writing to compliance staff. 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. 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 Athletics Committee has 15 days to conduct the hearing and provide you with written results or the appeal is granted by default.

Receipt of Benefits after Providing Notification of Intent to Transfer

Under NCAA rules, Vanderbilt is permitted to cancel, reduce, or nonrenew any athletically related aid at the end of the academic term in which the student-athlete provides notification of intent to transfer. Your Head Coach also has the ability to remove you from your team's active roster if you provide written notification of intent to transfer. If you remain on your sport's active roster, you will continue to receive the same benefits related to athletics participation (e.g. medical expenses, Hendrix room meals, equipment) as other student-athletes on your team. If you are removed from the active roster, you are only eligible for specific benefits as outlined below:

- **Medical Care/Expenses:** Student-athlete may continue to receive treatment for existing injuries or conditions for up to two years after removal from the active roster.
- **Academic Support Services:** Determined on a case-by-case basis by sport administrator and academic support staff.
- **Meals incidental to participation and nutritional supplements:** No longer eligible for benefit.
- **Complimentary admissions (in own sport and in home events in other sports):** No longer eligible for benefit.
- **Facility Use (e.g. team facility, weight room, other athletics facilities):** No longer eligible for benefit.
- **Student-Athlete Assistance Fund:** No longer eligible for benefit.
- **Team Activities (e.g. occasional meals, entertainment, practice involvement, voluntary activities, team travel):** No longer eligible for benefit.
- **Athletics Aid:** May be reduced, cancelled, or nonrenewed after conclusion of regular academic term.
- **Apparel/Equipment:** No longer eligible for benefit; must return all equipment issued by sports program. Apparel may be retained by student-athlete.
- **Vanderbilt Athletics Events/Functions** (e.g. awards ceremonies, banquets): Determined on a case-by-case basis by sport administrator.

Departure from Sports Programs

Participation in intercollegiate athletics at Vanderbilt University is a privilege. A student-athlete may be suspended or removed from a team's active roster for violations of the Vanderbilt Student-Athlete Conduct policy, the Vanderbilt Student Accountability Policy, the Vanderbilt Honor Code, or any applicable team rules. A student-athlete may also be removed from the active roster at the discretion of the head coach. Suspension or removal from the team is separate from a student-athlete's continued receipt of financial aid. Any decision to reduce or cancel a student-athlete's athletics aid is subject to the parameters contained in the applicable financial aid agreement and must include an opportunity for the student-athlete to appeal the decision. Student-athletes removed from an active roster, regardless of their continued receipt of athletics aid, are not eligible to receive meals incidental to participation, complimentary admissions, facility use, or apparel/equipment and are not permitted to participate in team activities.

Ethical Conduct

Student-athletes are expected to act in an ethical and sportsmanlike manner at all times. All student-athletes must abide by all NCAA, Southeastern Conference, and Vanderbilt regulations. NCAA Bylaw 10.1 states that unethical conduct includes, but is not limited to, the following:

- Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual's institution;
- Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
- Knowingly furnishing or knowingly influencing others to furnish the NCAA or the individual's institution false or misleading information concerning an individual's involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;
- Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative of an agent or advisor (e.g., "runner");
- Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per Bylaw 31.2.3.2; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and

state or federal law;

- Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or
- Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution's athletics department regarding an individual's amateur status.
- Sports Wagering Activities (see below).

Sports Wagering

NCAA rules prohibit student-athletes from engaging in sports wagering activities. This prohibition applies to any competition in a sport for which the NCAA sponsors a championship, as well as emerging sports for women. Sports wagering activities include: placing an item of value at risk to potentially gain an item of value (e.g. bracket pool or fantasy football league requiring a \$5 entrance fee and pool going to the winner), disclosing information to individuals involved in or associated with sports gambling, or taking actions to influence the outcome of a competition for gambling purposes. Penalties for sports wagering may include, but are not limited to, suspension, permanent loss of eligibility, and potential civil or criminal liability.

Additionally, the increased popularity of sports wagering poses significant issues for student-athletes. Never provide information relating to any Vanderbilt team or student-athlete to entities outside of Vanderbilt Athletics unless you are authorized to do so by your Head Coach or Sport Administrator. Be wary of outsiders seeking information about the injury status of yourself or other student-athletes, as they may use this information to influence sports wagering markets. Disclosing confidential information could place Vanderbilt at a competitive disadvantage, and, more importantly, jeopardize your eligibility.

Amateurism

All student-athletes must maintain amateur status in order to be eligible for competition. The areas in this section address issues that could potentially impact your amateur status.

Amateurism Quick Reference Guide	
<i><u>Within your sport, you cannot ...</u></i>	<i><u>In any sport, you cannot ...</u></i>
<ul style="list-style-type: none">• Accept payment or promise of payment for participating in your sport.• Use your athletics skill for payment.• Enter into any agreement to compete in professional athletics.• Play on any professional athletics team• Request that your name be placed on a draft list for professional sports or tryout with a professional sports organization.• Have sources provide athletically related financial aid or benefits other than Vanderbilt University.• Participate on teams other than those fielded by Vanderbilt University during the academic year. This includes tryouts, exhibitions, church leagues, or tournament games.	<ul style="list-style-type: none">• Agree to have your picture, name, or reputation used to promote a commercial product.• Accept gifts, meals, loans of vehicles or money from boosters or people associated with athletics interest groups.• Be represented by an agent or organization for the purposes of marketing your athletics skill or reputation.• Receive any benefit that is not available to other students at Vanderbilt University.• Participate in a summer basketball league not approved by the NCAA. You must have written permission from compliance staff for summer league participation.• Play on a non-collegiate athletics team during the academic year without permission from your head coach and compliance staff.

Extra benefits

Accepting extra benefits, knowingly or not, is a serious violation of NCAA rules. If you accept extra benefits, you could lose your eligibility, your scholarship, and your spot on the team. If you or any of your family members accept an extra benefit, you will be ineligible from the time the benefit is received, even if it is later repaid. An extra benefit is any arrangement by a Vanderbilt Employee or representative of athletics interests (i.e. boosters) to provide a student-athlete or their family members or friends with a benefit not expressly authorized by NCAA rules.

Specific examples of impermissible benefits include but are not limited to:

- Transportation or use of a vehicle;
- Gifts or loans of clothing, audio or video equipment;
- Food and beverages;

- Interest-free or low interest loans;
- Cash or cash equivalent (e.g. credit cards, telephone cards, charge accounts, etc...);
- Exceeding the allotted number of complimentary admissions;
- Cash, free or reduced-cost services;
- Special payment arrangements for goods or services;
- Material benefits that are not available to the general student body.

Student-athletes may only accept benefits that are available to the general public or general student body. However, even a small extra benefit may jeopardize your eligibility. If someone other than a family member offers these items or services to you, notify your coach or the compliance staff immediately.

Agents

Use of Agents

NCAA rules do not permit an individual to participate in an intercollegiate sport if he or she has ever:

1. Agreed, either orally or in writing, to be represented by an agent (as defined below) for the purpose of marketing his or her athletics ability or reputation in that sport; or
2. Accepts benefits or transportation from any agent (as defined below) or from any person seeking to represent an individual in the marketing of their athletics ability.

Who is An Agent?

The NCAA defines an agent as anyone who directly or indirectly:

1. Represents, or attempts to represent, an individual for the purpose of marketing his or her athletics ability or reputation for financial gain; or
2. Seeks to obtain any type of financial gain or benefit from securing a prospective student-athlete's enrollment at an educational institution or from a student-athletes potential earnings as a professional athlete.

This definition of agent includes, but is not limited to:

- Certified contract advisors;
- Financial advisors;
- Marketing representatives;
- Brand managers; and
- Anyone who is employed by or associated with anyone otherwise defined as an agent (e.g. "runners").

Vanderbilt's Agent Policy

Vanderbilt Athletics policy mandates that all agents who attempt to contact student-athletes must be appropriately registered with and certified by the State of Tennessee through the Secretary of State's office. Vanderbilt Athletics provides structured opportunities for student-athletes to interact with agents through interview days. Student-athletes should contact the compliance staff if they receive inquiries from agents in order to determine the appropriate response.

Student-Athlete Employment

Your employment, paid or unpaid, can have a significant impact on your eligibility. All student-athletes are required to complete an employment form ***prior*** to beginning any employment. As part of this process, you and your employer will sign a written statement verifying:

- You obtained the employment through normal hiring procedures available to other applicants;
- You are not receiving payment based on any publicity, reputation, fame, or personal following you have gained from your athletics ability;
- You are compensated only for work you have actually performed;
- Your rate of pay is the normal rate of pay for the duties performed and job qualifications;
- You are only paid for hours actually worked;
- Any benefits provided to you (e.g. transportation, meals, merchandise discounts) are available to all employees;
- Your name, image, or athletics reputation are not used in any way in association with the business.
- Your employment otherwise complies with Vanderbilt, Southeastern Conference, and NCAA regulations.

Private Lessons

You may receive compensation for teaching or coaching sports skills on a fee-for-lesson basis if you meet the following conditions:

- You submit a form to compliance staff detailing the (1) dates of the lessons, (2) the recipient of the lessons and (3) compensation received for each lesson;
- You may not use institutional facilities, including facilities operated outside of Athletics (e.g. David Williams II

Recreation and Wellness Center, basketball court in dormitory courtyard) to conduct private lessons;

- Compensation is paid by the lesson recipient or the recipient's family members;
- Your name and image are not used to promote or advertise the fee-for-lesson instruction (including posts from social media accounts bearing your name); and
- You do not conduct "playing lessons" (i.e., you can't get paid to only play someone and not teach them).

Student-athletes should also be mindful of any sport-specific amateurism regulations (i.e. USGA amateurism requirements) that would prohibit them from providing private lessons for compensation.

Student-Athlete Appearances

Always contact the compliance staff ***before*** you make an appearance at a public or promotional event, regardless of the event organizer or beneficiary (e.g. charity, nonprofit, business, school, sports organization). The compliance staff will review the request and inform you of any applicable rules relating to the appearance.

Outside Competition

Student-athletes must receive pre-approval from the Athletics Compliance staff prior to participating in any outside competition. If you anticipate in participating in any organized outside competition, you must complete the outside competition form and submit it to the compliance staff prior to participating in the competition.

Some outside competitions offer prize money based on performance. Student-athletes should consult compliance staff prior to participating in these competitions to determine whether this prize money may be accepted and what kinds of documentation are needed to accept the prize money (i.e. hotel bills, food receipts, and other documentation of necessary expenses). Failure to consult compliance staff prior to accepting prize money or participation in outside competition could result in ineligibility, forfeiture of prize money, and other consequences.

Financial Aid

Athletics Scholarships – What's covered?

An athletics scholarship may cover up to the cost of tuition, required fees, room, board, books, and miscellaneous expenses related to attendance as determined by Vanderbilt University's Office of Financial Aid. The amounts specified in a student-athlete's athletics financial aid agreement are guaranteed for duration of the agreement. Athletics scholarships may not be reduced, cancelled, or non-renewed for athletics reasons, but action may be taken if a student-athlete is ineligible, voluntarily withdraws from the team, violates the Vanderbilt Student-Athlete Conduct policy, the Vanderbilt Student Accountability Policy, or the Vanderbilt Honor Code. A student-athlete must be notified in writing of any reduction or cancellation of a financial aid agreement during the period of eligibility. The student-athlete is entitled to appeal this decision through the University Athletics Committee, and the appropriate appeal procedure will be included in the letter notifying the student-athlete of the reduction or cancellation.

Summer school is not included in the scholarship and must be applied for and awarded per the Athletics Department's established process. Please see the Academic Support section for details regarding summer financial aid.

Expenses *Not* Covered by Athletics Scholarships

NCAA rules and Vanderbilt policy restrict the fees and expenses that may be paid by Vanderbilt University. Charges that may not be paid by your athletics scholarships include:

- Parking tickets, parking passes, traffic fines;
- Fines/invoices for damage to University property, including your dorm room;
- Library fines;
- Fees associated with Panhellenic life;
- Replacement of your student ID card;
- Replacement fees for lost residence hall keys;
- Replacement fees for loss of issued athletics equipment;
- Telephone bills;
- Non-required field trips for class, etc....

Outside Aid

All student-athletes should consult with the compliance staff before accepting aid provided by sources outside of Vanderbilt University. All student-athletes are required to report all forms of financial aid and outside scholarships received. 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.

Additional Financial Assistance

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, or any compliance staff member to learn more about this fund.

Miscellaneous Benefits

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 and their guests 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.

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
- Meals incidental to participation in athletics
- Access to Sports Medicine resources and athletic trainers
- Use of strength and conditioning facilities
- Access to Life Skills resources
- Team travel and equipment use
- Letterwinner Awards (if eligible)

Time Management and Countable Activity

Time Management Plan

The student-athlete Time Management Plan ("TMP") is intended to provide advance notice of athletically-related activities help student-athletes effectively manage their schedules and plan academic and non-athletically related activities. A TMP will be available through Teamworks at the beginning of the year, and outlines the general structure of your practice schedule as well as any required days off. Participation in any required or countable athletically related activities is prohibited during these required days off. Medical, academic, and voluntary activities (initiated by student-athlete) are exempted and may occur on a day off.

Student-athletes are encouraged to review their TMP in advance of the start of the academic year and ask questions or provide comments.

Countable Athletically-Related Activities

NCAA rules limit how many hours student-athletes can spend participating in "Countable Athletically Related Activities," also known as "CARA." For an activity to be countable, it must be a required activity with an athletics purpose. For example, a required team meeting to discuss a community service opportunity would not be countable because there is not an athletics purpose to that activity. The CARA hour limits differ depending on whether your sport is in its declared playing season.

During the declared playing season, CARA is limited to 20 hours per week and 4 hours per day. Coaches are also required to provide student-athletes with one day off per week during the declared playing season.

Outside of the declared playing season, CARA is limited to 8 hours per week, which may only consist of skill instruction and strength and conditioning. Coaches are also required to provide student-athletes with two days off per week outside of the declared playing season.

Who Can Coach You in Practice?

NCAA rules limit the number of individuals who may participate in coaching-related activities in any sport. Generally, only full time coaches, graduate assistants (football only), volunteer coaches (sports other than football and basketball

only), and volunteer coaches may provide coaching or tactical instruction to student-athletes. Strength and conditioning coaches are limited to conducting flexibility, warm-up, and physical conditioning activities and are not permitted to engage in skill-related instruction involving any sport-specific equipment. Other staff members (e.g. director of operations, special assistants) may not be involved in any coaching-related activities with you or observe any voluntary practice activities when coaches are not otherwise allowed to be present (e.g. pick-up game outside of the season. These rules are often complex, so please contact the compliance staff with any questions or concerns.

Recruiting

Student Host Responsibilities and Expectations

The student host's role in the recruiting process is essential for Vanderbilt Athletics. Coaches and staff shall carefully select student hosts committed to conducting themselves in a manner that reflects positively on the University. Current student-athletes violating any laws or University policies, in addition to other discipline/sanctions, may not be eligible to entertain a prospective student-athlete for at least one calendar year from the time of the violation.

Coaching staffs shall discuss expectations with the student host prior to each campus visit and require the student host to review and sign the Pre-Visit Host Form. Student hosts may receive funds in accordance with NCAA rules to cover the actual entertainment costs of the student host, prospective student-athlete, and up to four family members accompanying the prospective student-athlete. Host funds may not be used for behaviors or activities deemed inappropriate or impermissible pursuant to NCAA rules.

Each sport program and head coach shall establish reasonable curfews as deemed appropriate for the visit. Coaches and staff shall maintain regular communication with the PSA and/or student host when not under direct supervision to ensure activities are appropriate, safe, and healthy. Coaches, staff, student hosts, and PSAs should note that Nashville Metro police have instituted curfew for individuals under the age of 18 that may also be enforced (applicable to off-campus activity).

At the conclusion of each visit, the student host will be review the visit with the coaching staff and sign the Post-Visit Host Form.

The following policies and NCAA rules apply to student hosts during campus visits:

OFFICIAL VISITS

- Only one student-athlete may receive a meal if restaurant facilities are used.
- A maximum of \$75 per 24-hour period may be provided to cover all actual costs of entertaining the host, the PSA, and up to four family members accompanying the PSA. These funds may not be used for the purchase of souvenirs, such as t-shirts or other institutional mementos. The student host may receive an additional \$40 per day for each additional prospect the host entertains.
- Student hosts may not use vehicles provided or arranged for by any coach, institutional staff member or representative of athletics interests.
- Student hosts must conduct all activities associated with the official visit within a 30-mile radius of campus.
- Student hosts shall not permit recruiting conversations between PSAs, their family members, and impermissible individuals (i.e., boosters).
- Visiting PSAs 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.
- Student hosts may receive complimentary admission when accompanying PSAs to campus athletic events.
- Student hosts shall not allow a prospect to be subjected to any hazing/initiation activities.

UNOFFICIAL VISITS

- The institution may not pay any expenses or provide entertainment, except a maximum of three complimentary admissions (five for nontraditional families) via a pass list to home athletics events at any facility within a 30-mile radius of Vanderbilt University's main campus in which the program's team practices or competes.
- PSAs may stay in an enrolled student-athlete's dormitory room. Per institutional policy, all guests of Vanderbilt students may stay in the student's room at no cost.
- Student hosts may only provide transportation to view practice/competition sites and institutional facilities within a 30 mile radius of campus.
- All contact with PSAs and individuals accompanying them must take place within a one-mile radius of campus. Contact between current student-athletes and PSAs (and those accompanying PSAs) is

permissible, provided it is not at the direction of athletics staff.

- Student hosts shall not permit recruiting conversations between PSAs, their family members, and impermissible individuals (i.e., boosters).
- Visiting PSAs 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.
- Student hosts shall not allow a prospect to be subjected to any hazing/initiation activities.

ALL CAMPUS VISITS

Student hosts are strictly prohibited from engaging in the following specific behaviors and activities:

- Use of illegal drugs;
- Illegal consumption, purchase, or possession of alcoholic beverages;
- Use of escorts or exotic dancers;
- Visitation to any adult entertainment facilities;
- Gambling/gaming activities; and
- Violation of city, state, and federal law.

Student hosts must also adhere to all rules set forth by Vanderbilt University in the student handbook -

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

Reporting Violations and Grievances

Student-athletes are encouraged to report violations of any of the policies mentioned above or other misconduct (i.e. sexual misconduct, illegal activities, etc...) through channels outlined in the “Reporting Violations and Grievances” chart provided annually to student-athletes. The chart may also be found online at <https://vucommodores.com/compliance/>.

Questions?

Contact Compliance Staff

Compliance staff offices are located on the second floor of the McGugin Complex near the Athletics Director Suite. Additionally, contact information for the compliance staff may be found under the “Compliance” section of the staff directory available online at: <https://vucommodores.com/staff-directory/>.

NATIONAL COMMODORE CLUB



The National Commodore Club (NCC) brings together Vanderbilt Athletics supporters dedicated to providing resources and opportunities for our student-athletes to achieve as leaders in the classroom, in their sport and in the community. Gifts of all sizes, to any area of Vanderbilt Athletics, qualify for National Commodore Club membership and allow supporters to make a meaningful difference in the lives of our more than 350 student-athletes. The generosity and passion for Vanderbilt Athletics by NCC members is crucial to our continued success.

*Ways to support **Vanderbilt Athletics** today and tomorrow*

Athletics General Fund (NCC)

The unrestricted, general fund for Vanderbilt Athletics, which supports Athletics administration, staff, coaches, and student-athletes to achieve excellence.

Sport-Specific Excellence Funds

Each varsity sport has its own annual (“excellence”) fund, which the teams use for investments outside of their operating budget.

Vandy United Fund

The largest undertaking of its kind in school history, the Vandy United Fund represents a bold step for Vanderbilt Athletics. A \$300 million investment in student-athletes and athletics programs, the Vandy United Fund supports major facilities and operational enhancements. Gifts help support the football operations center, basketball operations center for men’s and women’s programs, McGugin Center expansion and Sports Performance Center, indoor football practice facility, and upgraded football stadium fan experience.

Athletic Scholarship Endowments

Named scholarships are endowed by some of our loyal and generous supporters. The names of our endowed scholarships and their student-athlete recipients are managed by the NCC.

2022 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, and as a student-athlete, we hope you will consider making a gift to Athletics to show your appreciation as a Commodore student-athlete.

MEDICAL CARE

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-Director of Athletic Training Services		615-218-1914
Chris Matarazzo- Athletic Trainer	Baseball	201-575-1579
Brandon Wells – Athletic Trainer	M Basketball	435-227-6081
Kim Ferrill-Moseley – Athletic Trainer	XC/Track/Bowling	615-479-0895
Adam Clemens – Athletic Trainer	Football	812-219-4658
Cheresse Kincaid – Athletic Trainer	Swimming	916-300-2460
Miya Sullivan – Athletic Trainer	Football	314-363-6402

Alda Burston - Athletic Trainer	Lacrosse	850-766-7287
Mollie Malone-Assistant Manager	M/W Golf	615-828-9051
Sara Melby- Assist Director Athletic Training Services	Soccer	615-828-6287
Justin Wenzel-Assist Director Athletic Training Services	Rehab Coordinator	615-828-9873
Kerry Wilbar-Athletic Trainer	W Tennis	615-498-5668
Ray Lysinger– Assist Director Athletic Training Services	Head Football	217-549-1918
Jordan Pierce- Athletic Trainer	Football	615.343.7698
Daniel Cadavid	M Tennis	404-729-3614
Allison Shepherd- Athletic Trainer	W Basketball	802-310-2907

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 Athletics in collaboration with sports medicine have developed a comprehensive plan for concussion management, in accordance with current NCAA recommendations. 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 *Concussion in Sport Group (CISG)* consensus statement.

*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. Is committed to protecting the health of and providing a safe environment for each of its participating NCAA student-athletes. To this end and in accordance with NCAA association-wide policy, Vanderbilt University will limit student-athlete head trauma exposure in a manner consistent with *Interassociation Recommendations: Preventing Catastrophic Injury and Death in Collegiate Athletes*.

- a. Student-athletes, athletics healthcare providers, and athletics support staff including coaches, academic services, and administrators - including the Director of Athletics - will be educated annually regarding concussion safety and the current concussion management plan, allowed an opportunity for discussion 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 a written, Team Physician–directed Concussion Management Guideline that specifically outlines the roles of athletics healthcare providers (e.g., Team Physician, Certified Athletic Trainer, Neurologist) and includes the following components:

- a. Student-athletes, athletics healthcare providers, and athletics support staff including coaches, academic services, and administrators - including the Director of Athletics - will be educated annually regarding concussion safety and the current concussion management plan, allowed an opportunity for discussion 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. An initial concussion 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 including concussion/head injury, neurologic disorder and mental health symptoms/disorders; a SCAT5 assessment which contains symptom evaluation, cognitive assessment and balance evaluation; Near Point Convergence (NPC) for vestibular/ocular assessment; and ImPACT for neurocognitive testing. An interval concussion baseline assessment will be completed annually with ImPACT testing performed at third and fifth years of participation. All participation clearance will reside with the Team Physician. 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. Athletics healthcare providers, with specific training in the diagnosis, treatment and initial management of acute concussion will be PRESENT (on site at facility, arena or venue of competition) at all NCAA varsity COMPETITIONS in the following contact/collision sports: basketball, football, lacrosse, pole vault, and soccer. Additionally, athletics healthcare providers will be AVAILABLE (reachable by phone, messaging, email, beeper, radio or other immediate communication means) – at a minimum – at all varsity PRACTICES of the previously listed contact/collision sports. At all competitions and practices, immediate arrangements can be made for further evaluation of the student-athlete.
 - e. When a student-athlete shows any signs, symptoms, or behaviors consistent with a concussion, confirmed or suspected, 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. This evaluation will consist of the following: clinical assessment for cervical spine, skull fracture, intracranial bleed or other catastrophic injury; symptom assessment; physical and neurological exam; cognitive assessment and balance exam.
 - f. If a student-athlete diagnosed with concussion exhibits any of the following signs or symptoms: Glasgow Coma Scale <13 on initial assessment or GCS <15 at two hours or more after initial assessment, prolonged loss of consciousness, focal neurological deficit, repetitive emesis, diminished or worsening mental status, other neurological signs/symptoms, or spine injury; the venue Emergency Action Plan, which includes transportation for further medical care, will be activated.
 - g. A student-athlete diagnosed with, or suspected to have, a concussion will be withheld from athletic and academic activity for the remainder of that day.
 - h. Information regarding the injury including incident, evaluation, continued management, and clearance of the student-athlete with a concussion will be documented.
 - i. 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 an individualized and supervised return-to-learn process to allow proper cognitive recovery and integration back into their full academic work load as tolerated . This process will include a team-based approach involving the Team Physician, Athletic Trainer, and the Assistant Director for Student Academic Services and may include adjustments, accommodations, or modifications as needed. Student-athletes who experience atypical presentation, protracted symptomology, and or prolonged academic difficulties greater than two weeks will be re-evaluated by the Team Physician and may be referred for further assessment. Additional campus resources, compliant with ADAAA, are available through the [Vanderbilt Equal Opportunity, Affirmative Action, and Disability Services Department](#). 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 as defined in the ****Vanderbilt Sports Medicine Concussion Management Guidelines***.

- b. Final authority for unrestricted 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.



What is a concussion?

A concussion is a type of traumatic brain injury. It follows a force to the head or body and leads to a change in brain function. It is not typically accompanied by loss of consciousness.

How can I keep myself safe?

1. Know the symptoms.

You may experience ...

- Headache or head pressure
- Nausea
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy or foggy
- Confusion, concentration or memory problems

2. Speak up.

- If you think you have a concussion, stop playing and talk to your coach, athletic trainer or team physician immediately.

3. Take time to recover.

- Follow your team physician and athletic trainer's directions during concussion recovery. If left unmanaged, there may be serious consequences.
- Once you've recovered from a concussion, talk with your physician about the risks and benefits of continuing to participate in your sport.

How can I be a good teammate?

1. Know the symptoms.

You may notice that a teammate ...

- Appears dazed or stunned
- Forgets an instruction
- Is confused about an assignment or position
- Is unsure of the game, score or opponent
- Appears less coordinated
- Answers questions slowly
- Loses consciousness

2. Encourage teammates to be safe.

- If you think one of your teammates has a concussion, tell your coach, athletic trainer or team physician immediately.
- Help create a culture of safety by encouraging your teammates to report any concussion symptoms.

3. Support your injured teammates.

- If one of your teammates has a concussion, let him or her know you and the team support playing it safe and following medical advice during recovery.
- Being unable to practice or join team activities can be isolating. Make sure your teammates know they're not alone.

No two concussions are the same. New symptoms can appear hours or days after the initial impact. If you are unsure if you have a concussion, talk to your athletic trainer or team physician immediately.

What happens if I get a concussion and keep practicing or competing?

- Due to brain vulnerability after a concussion, an athlete may be more likely to suffer another concussion while symptomatic from the first one.
- In rare cases, repeat head trauma can result in brain swelling, permanent brain damage or even death.
- Continuing to play after a concussion increases the chance of sustaining other injuries too, not just concussion.
- Athletes with concussion have reduced concentration and slowed reaction time. This means that you won't be performing at your best.
- Athletes who delay reporting concussion take longer to recover fully.

What are the long-term effects of a concussion?

- We don't fully understand the long-term effects of a concussion, but ongoing studies raise concerns.
- Athletes who have had multiple concussions may have an increased risk of degenerative brain disease and cognitive and emotional difficulties later in life.

What do I need to know about repetitive head impacts?

- Repetitive head impacts mean that an individual has been exposed to repeated impact forces to the head. These forces may or may not meet the threshold of a concussion.
- Research is ongoing but emerging data suggest that repetitive head impact also may be harmful and place a student-athlete at an increased risk of neurological complications later in life.

Did you know?

- NCAA rules require that team physicians and athletic trainers manage your concussion and injury recovery independent of coaching staff, or other non-medical influence.
- We're learning more about concussion every day. To find out more about the largest concussion study ever conducted, which is being led by the NCAA and U.S. Department of Defense, visit ncaa.org/concussion.

CONCUSSION TIMELINE



Baseline Testing

Balance, cognitive and neurological tests that help medical staff manage and diagnose a concussion.



Concussion

If you show signs of a concussion, NCAA rules require that you be removed from play and medically evaluated.



Recovery

Your school has a concussion management plan, and team physicians and athletic trainers are required to follow that plan during your recovery.



Return to Learn

Return to school should be done in a step-by-step progression in which adjustments are made as needed to manage your symptoms.



Return to Play

Return to play only happens after you have returned to your preconcussion baseline and you've gone through a step-by-step progression of increasing activity.

For more information, visit ncaa.org/concussion.

NCAA is a trademark of the National Collegiate Athletic Association.



SPORT SCIENCE
INSTITUTE

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. 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 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 **VUPD 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: UCC 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 UCC 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.

<p style="text-align: center;"><u>Academic year</u> Business hours of the UCC: (615) 322-2571 8am to 5pm Monday – Thursday 8am – 4:30pm Fridays <i>Urgent Care: 10am to 4pm</i></p> <p style="text-align: center;"><u>Summer Hours/Breaks: 615-322-2571</u> 8am to 4pm Monday through Friday <i>Urgent Care: 10am to 3pm</i></p>
--

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 UCC and/or encourage the student-athlete to contact their Athletic Trainer.

After Hours/Weekends/Academic Breaks:

Option 1 - 24 Hour Consultations (615) 322-2571

Option 2 - UCC: (615) 322-2571 (leave a message, they will return the call)

Option 3 - Nashville area crises: (615) 244-7444

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

Student Care Network and making an appointment at the UCC:

Student Care Network offers ideas, resources to support student mental and physical well-being

The **Student Care Network** recognizes that many students are experiencing stress and grief due to the ongoing global pandemic, racially-charged violence, and ongoing stress related to academic coursework. Given these myriad stressors, it is important to set aside time to support mental and physical well-being, which can include going for a walk, joining the Center for Student Wellbeing for their **Weekly Wellbeing Practices** or committing to get a free flu shot from the **Student Health Center**, or downloading Headspace to help reduce stress, improve focus, improve sleep, and engage in mindful movement exercises.

Below are a few ideas to support students' mental and physical well-being:

- Info on how student-athletes can schedule an appointment at the UCC:
 - Student-athletes should access the UCC **STUDENT PORTAL** and schedule a **ATH TH New Client Appointment**
 - Student-athletes should be aware that prior to their first appointment, they will have to complete a **ATH Health History Form**—this form is automatically populated to the student portal once a **new appt** is scheduled
 - If student-athletes are out of the state of TN, they should schedule a **ATH TH Consultation** (this type of appointment should be used when SA is out of state due to team travel or if they are at home)
- If a student would like to speak to someone about an immediate concern, the University Counseling Center offers **Urgent Care Counseling** Monday through Friday, 10 a.m. to 4 p.m. To speak with a counselor, students can contact the UCC by calling 615-322-2571 to be seen virtually with an on-call clinician.
- Students feeling anxiety should consider logging in to **their free Headspace account** for a moment of meditation.
- Join the Center for Student Wellbeing for their **Weekly Wellbeing Practices**, which offer virtual well-being support resources, including meditation, drop-in well-being coaching in partnership with the Black Cultural Center, drop-in academic coaching, Vanderbilt Recovery Support meetings and yoga.
- Prioritize physical well-being by scheduling a routine annual physical exam or STD testing. To make an appointment, call 615-322-2427 or visit the **Student Health Center website** to schedule a visit that best meets your needs.
- Before academic breaks, reach out to health care providers to assess the need for medication refills.
- Schedule an appointment with the **Office of Student Care Coordination care coordinator** to review all of the Student Care Network resources available to students on campus and remotely.

STUDENT-ATHLETE DEVELOPMENT

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

Balancing academic success, athletic competition, and personal growth along with student life can be very challenging for the student-athlete. The Student-Athlete Development Program represents the comprehensive commitment by the Vanderbilt Athletic Department to foster the total growth and development of our student-athletes.

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

Personal and Leadership Development

A *Commitment to Personal Development* ensures that each student athlete will be provided with opportunities to focus on personal growth issues such as identity exploration, goal setting, and financial literacy. Each component will be focused toward developing a healthy lifestyle. We aim to assist our student-athletes in all facets of their lives, and support affinity groups like the Black Student-Athlete Group, founded in 2020.

A *Commitment to Leadership Development* is evident in our partnership with Growing Leaders. We provide research-based and customizable sports leadership training which uses distinct images, conversations and experiences to teach timeless life and sports leadership skills in an engaging, memorable way for the student-athletes that participate in the Be an Anchor Leadership Program. The Growing Leaders curriculum introduces powerful leadership habits and principles rooted in real life. The unique and transformative encounters are a part of an ongoing process that builds leadership habits and attitudes. The Student-Athlete Advisory Committee (SAAC) is another leadership opportunity available to student-athletes.

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

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.

Vanderbilt 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. Our biggest initiative to date, 'Dancing Does, fundraises for Dance Marathon and provides opportunities for children that have been impacted by a serious health condition to interact with our student-athletes.

Golden Does 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 Vanderbilt and the Nashville community.

Contact Alison Wenzel, Associate Athletic Director for Student-Athlete Development, with any questions at:
alison.wenzel@vanderbilt.edu or 615-343-5463.

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

- Scholarship Athletes – Black and Gold 21
 - 15 floating meals, 6 dinner meals at Hendrix, no meal money
 - The 15 meals can be used anywhere on campus, including Hendrix
- Non-scholarship Athletes – Hendrix 6
 - Hendrix 6 is comprised of 6 dinner meals per week, may only be used in the Hendrix room

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. Student-athletes are required to complete the Student Athlete GIA Request Form for Off Campus Housing at the beginning of each semester. This form must be approved and signed by the Head Coach or Sport Administrator and turned in to the Compliance Office. An off-campus stipend will be processed upon receipt of the approved form.

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:

- Due to COVID-19 physical distancing guidelines, all meals are served to-go style.
- Everyone must wear a face covering properly, making sure both your mouth and nose are covered.
- Floor decals will instruct people where to stand while in queue.
- Book bags are not allowed in the Hendrix Room. All book bags must be left in the area outside the entrance.
- 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. Other options include the hand wave system or downloading the App on your phone.
- 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.

Hours of operation – During Academic Session

- Monday-Friday 7 am - close at 8 pm
- Saturday - Closed
- Sunday open at 5:30 pm – close at 8 pm
- Operation may close between meals to allow for proper cleaning and sanitization
- Hours are subject to change outside of the Academic session.

STRENGTH AND CONDITIONING

You have a 4–5-year window to reach your physical and mental potential as a student athlete at Vanderbilt. It is essential that you train your body and mind in a safe, individualized and science-based approach. Properly done, this training will increase your athletic performance and help decrease the risk of injury.

The Department of Student Athletics has provided student athletes with three fully staffed weight rooms to help you achieve your athletic goals. Each sport has a designated weight room where training will be implemented. All the weight rooms are equal in room quality, training equipment and available technology used for training. Each specific weight

room has its own set of rules. The strength and conditioning staff will review weight room rules and policies with you upon arrival. Use of the Strength and Conditioning facilities is a privilege, not a right. Failure to comply with any of weight room rules and policies may result in the loss of weight room privileges.

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

- Current Vanderbilt University varsity intercollegiate athletes

- Ex-Vanderbilt University varsity intercollegiate athletes currently enrolled in school or who are playing professionally in their respected sport. These individuals need approval from the strength and conditioning staff and must sign an insurance/liability 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.

STUDENT SERVICES

Administration

Vice Chancellor for Athletics and University Affairs; Athletic Director

Candice Lee

Chancellor

Daniel Diermeier

Faculty Athletics Representative

Ann Price

Provost and Vice Chancellor for Academic Affairs

Cybele Raver

Vice Provost for Academic Affairs and Dean of Residential Faculty

Vanessa Beasley

Deputy Athletic Director, SWA

Kristene Kelly

Deputy Athletic Director

Tommy McClelland

Senior Associate Athletics Director for Internal Affairs

Trace Wilgus

Assistant Athletics Director for Student Services

Eugene Henderson III

Nate Bell, Associate Director of Student Services

Dawnyell Fletcher, Associate Director of Student Services, Director of Tutoring

Sara Sanders, Associate Director of Student Services

Brittini LaGeorge, Assistant Director of Student Services

Max Martin, Assistant Director of Student Services, Tutor Coordinator

Sarah Gibbons, Student Services Coordinator

Matt Taiman, Student Services Coordinator

Stratton Foster Student Services 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 Student Services Center to help student-athletes achieve their full academic potential.

The Stratton Foster Student Services 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 student services center. These contributions have given the student-

athletes access to a comprehensive Student Services programs, allowing the Commodores to continually rank among the nation's elite scholar-athletes.

The Stratton Foster Student Services Center is located within the McGugin Center and offers a study and consultation area for the student-athletes. It serves as a resource for student-athletes to meet with a Student Services Coordinator or tutor, 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 13 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.

Additional information regarding the Stratton Foster Student Services Center can be found on the Student Services for Student-Athletes website: www.vanderbilt.edu/studentathletes/, on Twitter: @VandyStuServ and on Instagram: vandystuserv

Student Services Program

The Student Services 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 Student Services 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, Class Participation and Etiquette, 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 a Student Services Coordinator?

The Stratton Foster Student Services Center staff is here to ensure our student-athletes fulfill their academic obligations with discipline, perseverance, and integrity. A Student Services Coordinator'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 Student Services Coordinator.

Weekly Meetings

The Student Services Coordinator meets at least weekly with every first-year student, 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 Student Services Coordinator communicates as needed with all other student-athletes on his/her respective athletic teams.

Study Hall

The study hall program is designed to help student-athletes with time management skills and to assist them in adjusting 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 Student Services supports that are available to all student-athletes.

Tutoring Program

Tutoring is a free service offered to student-athletes by the office of Student Services. 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 Student Services Center.

All tutor requests are made through the student-athlete's Student Services Coordinator then submitted to the tutoring staff. Once the request has been submitted, the tutoring staff will check the availability of tutors and set up a session. Once a session has been arranged, the tutoring staff will send out an assignment email to the student, tutor, and coordinator 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 3.2 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 tutoring staff and/or the Director of Compliance. In addition, Compliance staff members email 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 Student Services Coordinator and the tutoring staff on the academic progress of the student-athlete. The academic progress of student-athletes is closely monitored by the Assistant Athletics Director for Student Services, Student Services Coordinators, and the tutoring staff.

To make student-athletes aware of tutoring services, the Student Services Coordinators 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. Student Services Coordinators 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.

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 Student Services Coordinator 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 Student Services Coordinator, 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 Student Services Coordinator for that sport sends a notification email, along with a copy of Vanderbilt University's Attendance Policy for Student-Athletes to the Head Coach, Assistant Athletics Director for Student Services, Sport Administrator, and the student-athlete.
- The student-athlete must submit evidence of class attendance or excusable absence to his or her Student Services Coordinator 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 Assistant Athletics Director for Student Services) include, but are not limited to, the following:
 - Increased Study Hall Hours
 - Practice Limitations
 - Loss of Complimentary 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 Athletics 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 Exams on the Road).

Taking Exams during Team Travel/Proctoring Exams on the Road

Prior to the start of each season, the Student Services Coordinators 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. Student Services Coordinators will also email all of the professors, introducing themselves and providing the professors with the travel dates for the student-athletes in their classes. 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. Student Services Coordinators 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 Office of Student Services will arrange for a Student Services Coordinator or the Sport Administrator accompanying the team to proctor the test; if that is not possible, a Student Services Coordinator will arrange for the test to be proctored by a member of the Student Services staff of the host school our team is visiting. Coaches and any personnel other than the Student Services Coordinator, Sport Administrator, or Academic Staff member from the host institution may not proctor exams.

Referrals to Campus Resources

Because the Student Services Coordinator 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:

- **Campus Tutoring Centers**
- **Career Center**
- **Dean's Offices**
- **Faculty Advisor**
- **Immersion Vanderbilt**
- **Title IX and Student Discrimination, Student Access Services, and Equal Opportunity Offices**
- **University Counseling Center**
- **University Libraries**
- **Writing Studio**

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 accepted 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 Student Services Coordinator 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 Student Services Coordinator 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/intra-university-transfers>. 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, Blair, and the School of Engineering a freshman 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, Blair, and Engineering require a 1.9 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, all 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 <i>Undergraduate Catalog</i> .					

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 Student Services Coordinator 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-athletes 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 Student Services 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 Student Services Coordinators in the Office of Student Services in association with the Sport Administrators, the Assistant Athletics Director for Student Services, the Athletics Awards Committee, and the Faculty Athletics Representative.

The Student Services Office receives award information from the NCAA, our affiliated conferences, coaching associations, media outlets, and other sport governing bodies. The Student Services 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 various outlets. Communication is spread through the Student-Athlete Advisory Committee as well as the student-athlete email list serv. Student-athletes are also notified of scholarship opportunities by Student Services Coordinators, Sport Administrators, and the Athletics Awards Committee. Once the student-athletes are nominated by Student Services and approved by voting of the Athletics Management team, the Student Services Coordinator then contacts each finalist to inform him or her of the nomination and provides instructions on completion of the application. Non-athletic-related scholarship opportunities are shared with all university students by the Career Center.

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 athletic scholarship, they will be provided through the Bookstore. Connect with your Student Services Coordinator to discuss the process for obtaining your books.

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 Student Services Coordinator 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 Student Services Coordinator 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 Student Services Coordinator. 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 Student Services Coordinator. If you wish to retain any books or supplies, you must complete the "Request to Retain Books" form from your Student Services Coordinator. 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 Student Services Coordinator 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 Student Services 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 Student Services Coordinator know if you need to check out an item from the Student Services Center. If the needed item is available for check-out, the Student Services Coordinator 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 Student Services Coordinator 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 Student Services Coordinator immediately. All equipment and/or supplies must be returned no later than the conclusion of the course for which they are required. The Student Services Coordinator 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 are to be used appropriately and within the guidelines, restrictions, and boundaries of the Vanderbilt University Honor Code at all times.

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 Parking Services

111 28th Ave S; (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) 322-8376

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/ohare/

Libraries

General Library Phone: (615) 322-2800

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 Peabody 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 Eskind Biomedical Library, and the Anne Potter Wilson Music Library (200 Blair School), as well as the Fine Arts Gallery (Cohen Memorial Hall) and Television News Archive (Baker Building).

Mail Service

The mail service is located on the lower level of Rand and is available from 8:00 a.m. to 4:00 p.m., Monday through Friday. Parcel pickup is available on Saturdays from 8:00 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:

John Q. Athlete

PMB 35XXXX (xxxx is the student's assigned 4-digit box number)

2301 Vanderbilt Place

Nashville TN 37235 – xxxx (xxxx is the student's assigned 4-digit box number)

- Always include a return address on all of your mail.
- Do not ship or mail to a student's residence hall.
- Please use the registered name of the student on all mail pieces.
- Use pre-printed address labels and return labels on all mail, or please write legibly.
- NEVER SEND CASH IN THE USPS OR CAMPUS MAIL!!! If you choose to send cash it will be at your own risk! VU Mail Services will not be responsible for cash sent through USPS or campus mail. Cash should always be delivered in person.
- Insure important items for the value of the contents. They will not pay for more than the item / items are worth.
- Please use some type of tracking media (Signature Confirmation, Certified or Registered) if you are sending anything of critical importance, such as passports, credit cards, medicine, glasses, checkbook, etc

The Margaret Cuninggim Women's Center

2304D Vanderbilt Place, Franklin House

(615) 322-4843

The Margaret Cuninggim Women's Center is an affirming space for women and for all members of the Vanderbilt community that actively resists sexism and all forms of oppression by providing resources and educational programming. We believe that progress toward gender equity calls all of us to be champions for change. We work to build community in diversity by creating spaces for open dialogue. We strive to foster a community of belonging on Vanderbilt's campus and to empower all people to have a voice. The programs and services are open to students, faculty and staff, as well as interested members of the local community.

Project Safe Center

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

The mission of the Project Safe Center is to provide information, support, referrals, and education about sexual and intimate partner violence (including sexual harassment, sexual assault, dating violence, domestic violence, and stalking), as well as consent, healthy relationships, and healthy sexuality to the Vanderbilt University community. Project Safe serves as a central resource for those impacted by sexual and intimate partner violence and can assist with navigating the University's resource and support network (including the University Counseling Center, Student Health, the Title IX and Student Discrimination Office, Equal Employment Opportunity, the Employee Assistance Program, and the Vanderbilt University Police Department), as well as external support and law enforcement resources. Call the Project Safe Hotline, which is available 24 hours a day, 7 days a week, to speak with a Victim Resource Specialist now.

Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Life

K.C. Potter Center
Euclid, 312 West Side Row
(615) 322-3330

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. LGBTQI Life serves all members of the Vanderbilt community, including students, faculty, staff, and alumni, by creating educational, cultural, and social opportunities. The office also supports and advises LGBTQ2S+-related campus groups and activities.

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

University Counseling Center

2015 Terrace Place
(615) 322-2571
Hours: 8:00 a.m. to 5:00 p.m. Monday through Thursday, 8:00 a.m. to 4:30 p.m. Friday

The University Counseling Center supports the mental health needs of Vanderbilt students, encouraging their work toward their academic and personal goals. Our highly skilled and multidisciplinary staff develop evidence-based treatment plans tailored to each individual's unique background and needs by working together with students, campus partners, and community providers. The UCC also emphasizes prevention and education through collaboration and consultation focused on the development of the skills and self-awareness needed to excel in a challenging educational environment.

We offer culturally responsive services in a safe and affirming space, and are committed to engaging in an ongoing dialogue that provides our team with opportunities to grow in the context of their own cultural identity development. The UCC is committed to understanding the role of diverse experiences and backgrounds in order to best promote mental health and wellbeing in the lives of individuals and in our community.

Office for Equity, Diversity and Inclusion

401 Kirkland Hall; 615-343-2644

The Office for Equity, Diversity and Inclusion endeavors to help make Vanderbilt University a leading learning institution where achieving equity, diversity, and inclusion are its highest priorities as it trains global citizens who will contribute to the development of a better nation and world.

Student Health Center

Zerfoss Building; Appointment Line: (615) 322-2427
Hours: 8:00 a.m. to 4:30 p.m., Monday through Friday

The Zerfoss Student Health Center is here to serve the primary care needs of the Vanderbilt student community. There are no office co-pays for routine visits, and all registered students are eligible for care, regardless of insurance coverage.

The Office of the University Chaplain and Religious Life

401 24th Ave S; (615) 322-2457
Hours: 8:30 a.m. to 5:00 p.m.

The Office of the University Chaplain and Religious Life nurtures an inclusive community of communities consisting of diverse religious, spiritual, and secular perspectives, wisdom traditions, and worldviews where all students, faculty, postdoctoral scholars, and staff are invited to experience hospitality, to engage in discovery, and to practice generosity. We build a community of diverse religious and spiritual perspectives, wisdom traditions, and worldviews where students, faculty, and staff may experience belonging, support, care, and reflective engagement as they take part in: vibrant campus communities that encompass, cultivate, and teach about diverse religious, spiritual, and secular perspectives, wisdom traditions, and worldviews; authentic interfaith engagement and non-sectarian reflection; careful discernment and

compassionate, ethical action in the world as individuals and as a community; emotional and spiritual support offered through pastoral care and community gathering.

Student groups affiliated with the University Chaplain's office:

- Chabad Jewish Student Organization
- Every Nation Campus
- Hillel
- Jewish Law Student Association
- Methodist Divinity Student Association
- Muslim Student Association
- Narrative 4 Vanderbilt
- Orthodox Christian Fellowship
- Owen Christian Business Association
- Peabody Jewish Association
- Reformed University Fellowship
- Secular Student Alliance
- Society of St. Cornelius
- Society of Sts. Cosmas and Damien
- Synesis: A Journal of Christian Thought and Expression
- UKirk Nashville
- Vanderbilt Black Seminarians
- Vanderbilt Interfaith Council
- Vandy Karma
- Voices of Praise
- Wesley Fellowship

Offices on Campus

Card Services

184 Sarratt Student Center | 322.2273

Career Center

Student Life Center, Suite 220 | 322.2750

Center for Student Wellbeing

1211 Stevenson Center Lane | 322.0480

Chancellor's Office

211 Kirkland Hall | 322.1813

Dean of Students

310 Sarratt Student Center | 322.6400

Campus Dining

5102 Branscomb Quadrangle | 322.2999

Financial Aid

2309 West End Avenue | 322.3591

Student Health Center

Zerfoss Building, MCN | 322.2427

Honor Council

365 Sarratt Student Center | 322.3056

Housing and Residential Experience

4100 Branscomb Quadrangle | 322.2591

Information Technology Services (ITS)

Hill Center Addition | 343.2100 | Help Desk: 343.9999

International Student and Scholar Services

Student Life Center, Suite 103 | 322.2753

Equal Opportunity and Access

Lowe's Vanderbilt Building Suite 780 | 343.4709

Police and Security

2800 Vanderbilt Place | 322.2745

University Registrar

Baker Building, Suite 110 | 322.7701

Student Accounts

Baker Building, 3rd Floor | 322.6693

Student Loans

Baker Building, 3rd Floor | 322.6693

Global Education Office

Student Life Center, Suite 115 | 343.3139

Traffic and Parking

111 28th Ave S. | 322.2554

Office of Active Citizenship and Service

Student Life Center, Suite 109 | 322.1348

Writing Studio

Curb Center, Suite 112 | 343.2225

217 Commons Center | 343.7722

Dean's Offices

College of Arts and Science	322.2851	404 Buttrick Hall
Blair School of Music	322.7660	1113 Blair
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	936.3030	D-3300 MCN 2104
School of Nursing	343.8876	111 Godchaux Hall
Owen Graduate School of Management	322.2223	313 Management Hall
Peabody College	322.8407	329 Peabody Administration Building

PROJECT SAFE AND TITLE IX COORDINATOR



Title IX info:

Vanderbilt University is committed to equal opportunity and to maintaining a safe and healthy environment for all members of the University community (including students, faculty, staff, postdocs, and trainees), guests, and visitors. The University's policies, programs, and activities are designed to foster courtesy and respect. The University prohibits and seeks to eliminate all forms of sexual misconduct, including sexual harassment and sexual assault. Under federal law, Vanderbilt has a duty to take steps to prevent and redress sexual misconduct. Such conduct is contrary to Vanderbilt's values and is not tolerated.

The Sexual Misconduct Policy and Formal Grievance Protocol outlines the procedures that apply to allegations of sexual misconduct, including sexual harassment and sexual assault, involving members of the Vanderbilt community. It is applicable to all members of the Vanderbilt community, with respect to conduct that occurs on campus and conduct that occurs off-campus that has an on-campus effect, including conduct in connection with University programs or activities or that otherwise interferes with or limits the ability of a member of the community to participate in or to receive benefits, services, or opportunities from the University's programs or activities.

Questions about these policies and their applicability to any alleged conduct may be directed to Vanderbilt's Title IX Coordinator, who oversees compliance with applicable non-discrimination policies, including this policy:

Mary Roy, Director

Title IX Coordinator

615-343-9004

titleix@vanderbilt.edu