

ILLINOIS VALLEY COMMUNITY COLLEGE

STUDENT-ATHLETE CONTRACT

I, _____, do hereby agree to be bound to the provisions of this contract. By signing this document, I fully understand that I shall be bound by all of the contents of this contract, and may be subject to the penalties that could occur. I also understand that my coach may impose additional penalties, including the possible removal of my tuition waiver, if I violate this contract. The policies listed within this contract are considered to be in effect upon the student's signing of this contract and/or his/her acceptance of a position on a IVCC Athletic roster (ie.: Signing a National Letter of Intent). Further it is in effect during preseason periods, post-season periods, vacation breaks, and any other time during the student-athlete's enrollment in which the student-athlete is considered to be a member of a particular team

I understand that it is my responsibility to maintain insurance coverage satisfactory to IVCC. Such insurance shall be sufficient to cover any and all risk of injury sustained in connection with activities I engage in as a student-athlete. It is my responsibility to provide IVCC with all information regarding my coverage upon request, and to notify IVCC of any changes to my coverage, including but not limited to cancellations, updates, lapses, etc. If my insurance lapses or is cancelled I understand that I will be responsible for the entire cost of any such injury, and further waive any claim against and indemnify IVCC, the IVCC Board of Trustees, its officers and agents against any claims relating to any such costs. In addition, I understand that if my insurance lapses I will face additional disciplinary consequences including (at minimum) the inability to play or practice, and the possible forfeiture of the tuition waiver (if applicable). I understand that it is my responsibility to obtain a physical, and have an up to date concussion baseline test on record prior to any participation in practice or competition.

I authorize IVCC faculty to release grade reports throughout the semester for the current academic year to the athletic office and to my respective coach. I also authorize IVCC to submit academic information to the NJCAA as appropriate. I understand that by signing this authorization, I am waiving my rights of non-disclosure of these records under federal law only to the persons specifically listed.

Student/Athlete

Date

Coach

Date

Athletic Director

Date

Vice President for Student Services

Date

STUDENT-ATHLETE CODE OF CONDUCT

Student-athletes are expected to conduct themselves as responsible members of the College community. Disruption of the educational process and violation of the rights of others constitutes irresponsible behavior. Specific responsibilities of IVCC students include, but are not limited to:

- Attending class regularly as specified per the Student-Athlete Attendance Tracker.
- Sitting in the first two rows of all classes.
- Exercising care of College equipment and facilities.
- Actions characterized by honesty.
- Treating all college personnel and fellow students with respect.

Students are responsible for knowing and abiding by all College regulations along with federal, state, and local statutes. Students in doubt about any particular matter should consult the Athletic Director or the Vice-President for Student Services.

ACADEMIC DISHONESTY

Academic Dishonesty is a violation of the Code of Conduct. It also violates the academic integrity expected of all students. The faculty member has full authority to identify academic dishonesty in their classroom and to impose sanctions such as:

- Failure of any assignment, quiz, test, examination, paper, project, or oral presentation.
- Lower grade.
- Involuntary withdrawal from the course.
- Failure of the course.
- Other sanctions as determined by the faculty member.

From an Athletic standpoint, Academic Dishonesty is defined as but is not limited to:

Forgery-Signing, copying, or attempting to sign or copy a signature without a person's knowledge or consent.

Penalty: The student-athlete will forfeit his/her waiver (if applicable) and be removed from the team. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

Cheating-Using or attempting to use unauthorized materials, study aids, or information in any academic exercise, including copying from another person's work or preparing work for another person that is to be presented as the other person's own work.

Penalty: The student-athlete will forfeit his/her waiver (if applicable) and be removed from the team. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

Facilitating academic dishonesty- Helping or attempting to help another violate any provisions of this code.

Penalty: The student-athlete will forfeit his/her waiver (if applicable) and be removed from the team. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

Fabrication- Furnishing false information to a College official relative to academic matters, including but not limited to, misrepresentation of written information provided in admission documents.

Penalty- The student-athlete will forfeit his/her waiver (if applicable) and be removed from the team. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

Plagiarism- Using words or ideas of another as one's own either on purpose or unintentionally. This includes, but is not limited to, copying whole, portions or the paraphrasing (rewording) of passages or information from any source in any academic exercise (written or oral) without giving credit to the author or source using an appropriate citation style. Students must be able to prove that their work is their own.

Penalty- The student-athlete will be required to miss 20% of his/her regular season athletic schedule. If 20% does not remain, they will miss the rest of the remaining games. If the player is a freshman that will be returning, the additional games will be applied to the next year's schedule.

IF PLAGIARISM OCCURS A SECOND TIME, The student-athlete will forfeit his/her waiver (if applicable) and be removed from the team. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

ACADEMIC DISHONESTY APPEALS

For all instances involving academic dishonesty, the student athlete may follow the appeals process. If a student athlete properly follows the appeal process, he/she will remain eligible to participate in athletics until the decision of the Vice President for Academic Affairs is rendered.

SOCIAL NETWORKING

The student athlete is responsible for following all IVCC Athletic Guidelines and NJCAA rules when posting any content on personal web sites or any type of social media account. He/she should assume anything posted on a personal account could be read by staff, IVCC administration, opposing teams, recruits, alumni, future employees or coaches. Derogatory comments about the College, instructors, or coaching staff become public, and therefore, could result in disciplinary action.

INAPPROPRIATE BEHAVIOR

Discipline may be imposed whenever a student commits or attempts to commit any act of misconduct on or off the College campus. Prohibited conduct includes but is not limited to:

- Theft of property or services
- Assault and/or battery.
- Conduct which constitutes harassment, sexual or otherwise, or abuse that threatens the mental well-being, health or safety of any individual, to include peer harassment of fellow students.
- Illegal possession of a firearm or other weapon, dangerous chemical or explosive substance or device.
- Stalking of an individual.
- Gang recruitment and/or activity.

Penalty- The student-athlete will be removed from his/her team and forfeit their waiver (if applicable). Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

IVCC STUDENT-ATHLETE ALCOHOL POLICY

The following will apply to all IVCC student-athletes. This policy is considered to be in effect upon the student's signing of this contract. Further it is in effect during preseason periods, post-season periods, vacation breaks, and any other time during the student-athlete's enrollment in which the student-athlete is considered to be a member of a particular team. This policy is the minimum policy set forth by the IVCC Athletic Department. Each coach has the right to create and enforce other guidelines and penalties in addition to those of this policy with the approval of the Athletic Director.

On any offense, the student-athlete will have 24 hours to self-report their actions to either their coach or the Athletic Director. Failure to self-report will result in the next level offense.

POLICY:

FIRST LEVEL OFFENSES

If a student athlete is found to commit any of the following actions, they will be subject to the corresponding consequences.

Actions:

- Underage drinking
- Public Intoxication
- Any ticketed offense related to alcohol
- Zero Tolerance
- Underage purchasing and/or supplying of alcohol
- Falsifying an ID

Consequences:

- The student-athletes will be required to perform a minimum of 15 hours of community service. All community service must receive prior approval from both the Coach of the team and the Athletic Director. In addition, these services cannot be performed for a family member.
- The student-athlete will be required to miss a period of games /contests. Following is the required period to sit out as determined by the student athlete's sport.
 - Baseball – 7 games
 - Basketball – 6 games
 - Golf – 2 meets
 - Softball – 7 games
 - Tennis – 2 matches
 - Volleyball – 7 matches
 - Soccer – 3 games

All games/matches that a student-athlete is required to sit out must be consecutive and start from the day of notification to the coach. There is to be no staggering of games unless needed to field a team, and must be approved by the Athletic Director.

SECOND LEVEL OFFENSES

Actions:

- Committing any of the First Level Offenses a second time
- Seen drinking by an IVCC Coach or IVCC Personnel
- DUI
- Overage purchasing and/or supplying of alcohol for underage individuals

Consequences:

- The Student Athlete will be removed from the team and will forfeit his/her tuition waiver (if applicable).
- Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).

THIRD LEVEL OFFENSES

Actions:

- Drinking or possession of alcohol while attending or representing an IVCC event, or while traveling to or from an event, regardless of age.

Consequences:

- The Student Athlete will be removed from the team and will forfeit his/her tuition waiver (if applicable).
- Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed (if applicable).
- The Student Athlete will be referred to the Vice President for Student Services for consideration under the Student Code of Conduct for possible additional sanctions.

IVCC ATHLETICS DRUG TESTING POLICY

Substance use and abuse is one of the most important issues facing athletics and society today. The use of illegal drugs, misuse of legal drugs and over-the-counter dietary supplements, use of performance-enhancing substances, use of alcohol and inappropriate use of tobacco are completely inconsistent with the standards expected of student-athletes at IVCC. Substance use and abuse in sport can pose risks to the student-athlete's health

and negatively affect his or her academic and athletic performance. It can also compromise the integrity of athletic competition and the ideals of IVCC.

The Administration of IVCC, as well as its coaches and athletic department, strongly believe that the use and/or abuse of the drugs listed later in this policy (excluding those drugs prescribed by a physician to treat a specific medical condition) is deemed a violation of the student athlete's intercollegiate athletic team rules and shall subject the student athlete involved to the sanctions provided in this policy.

Athletes are free to refuse to consent to drug testing under this policy. However, athletes who decline participation in the program, which is designed to protect the health and reputation of the student athlete, will not be eligible for nor shall be permitted to receive any further tuition waiver or to participate in intercollegiate athletics.

An athlete who refuses to test for drugs as provided in this policy, after initially consenting to drug testing, shall be considered to have made a decision not to participate in the program and agree to immediately forfeit his/her waiver and be removed from the team immediately.

Reasonable Cause Drug Test

IVCC may drug test any athlete at any time with reasonable cause.

Reasonable cause is considered:

- *Previous Positive Test Result*
- *Reasonable Suspicion Screening*

A student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is individualized reasonable suspicion to believe the participant is using a banned substance. Such reasonable suspicion may be based on objective information as determined by the Director of Athletics or by an Vice-President for Student Services, Head Coach, Assistant Coach, or Athletic Trainer and deemed reliable by the Director of Athletics or his/her designee.

Reasonable suspicion includes, but is not limited to:

1. Observed possession or use of substances appearing to be prohibited drugs
2. Arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances.

If reasonable suspicion exists, the Director of Athletics or his/her designee will notify the student-athlete of the need to test, and the student-athlete must remain in the presence of a member of his/her coaching staff, the Director of Athletics, or the Vice President for Student Services until an adequate specimen is produced.

Additionally, a student-athlete who is suspected of manipulating his/her urine sample will be subject to follow-up testing.

Consequences

Any student-athlete who tests positive for a banned substance or who refuses to submit to a required drug test as described in this policy will be removed from the team, and be held liable to repay their waiver if applicable. Also, any student-athlete who tests positive for illegal substances may be subject to additional disciplinary measures as outlined in the IVCC Student Code of Conduct found in the College Catalog.

SOCIAL NETWORKING, INAPPROPRIATE BEHAVIOR, ALCOHOL POLICY, AND DRUG TESTING APPEALS

For all instances involving code of conduct issues, the student athlete may follow the appeals process. Due to the nature of these offenses, the student will be immediately suspended from all IVCC athletic related activities (practices, games, team meetings, etc.), and the respective consequences immediately enforced. If the student athlete's appeal is successful, the student athlete may be eligible to be reinstated to the respective team and receive associated privileges.

STUDENT-ATHLETE SUCCESS STRATEGIES

The Athletic Department utilizes two procedures to improve student-athlete performance and retention. The Student Athlete Attendance Tracker and the Student Athlete Progress Reports must be completed by all student-athletes. Both of the procedures must be completed for the entire year by every student athlete, regardless of dates of seasons or years of participation (Exception: If a sophomore student-athlete maintains a cumulative GPA of 3.0 or higher, the respective coach has the discretion to exempt that specific student-athlete from utilizing Progress Reports). If a student-athlete fails to complete the required documents, a violation will be documented on his/her Violation Tracker form, and the appropriate penalties will be enforced.

STUDENT-ATHLETE ATTENDANCE TRACKER POLICY (SAAT)

All student-athletes will be required to use the SAAT (Student-Athlete Attendance Tracker) during the fall & spring semesters. The student-athlete will write in his/her class schedule during the first week of the semester. Photocopies will be made for the remainder of the term. Completed forms are to be returned every Thursday to Sue Harding in G-211. When the student-athlete returns the completed form, he/she can take a new copy for the next week.

Each student-athlete will take the SAAT to each class, and the instructor will initial that the student-athlete was in attendance for that class before or after class based on the instructor's instructions. The SAAT's are to be signed on the day of class, not before that day's class period.

All student-athletes must notify his/her instructor and coach by e-mail for all excused absences. The student should attach a copy of the email sent to the instructor to the SAAT. If the email is not attached, the student athlete will receive a violation on his/her Violation Tracker form. If class was cancelled, student-athlete will write "cancelled" in that day's section and the Athletic Department will double check to make sure it was indeed cancelled.

Each form will be reviewed by the Athletic Department on a weekly basis.

If student-athlete loses their SAAT, they may have their instructor's sign a piece of paper stating they were in class.

STUDENT-ATHLETE PROGRESS REPORT PROCEDURES

The first progress report will go directly to the instructors from the Athletic Department. It will also be directly returned to the athletic department from the instructors. Be advised that if a student athlete receives a comment or concern, the coach will issue a verbal warning to the student athlete. The coach and the athletic academic coordinator will note this on this report. This warning is not counted towards an offense.

Following are the guidelines for this program:

- Each student must pick up their folder from the Athletic Administrative Assistant in G-211 on or before the Friday that the reports are to be completed (The folders will be ready to be picked up by 8am on the preceding Thursday). The scheduled dates will be posted outside of office G-211.
- Each student must obtain all of the information required for each course in order for the Progress Report to be considered complete.
- Each student must return his/her report G-211 by 4p.m. on or before the Thursday that the reports are to be completed.
- Students should go to each instructor's posted office hours in order to get the required information. A student should not ask their instructor for this information at an alternate time. If an alternate time is used, the instructor will explicitly explain when they would like to complete the form.
- If an instructor is not available at their posted office hours, the student should still attempt to obtain the information from the instructor.
- If an instructor cancels office hours and/or class, the student must email the instructor and "cc" their coach and athletic academic coordinator asking when they can meet to obtain the required information.
- For those taking on-line classes: If your instructor holds regular office hours at IVCC, you are required to meet with them during these posted times to obtain the required information. If your on-line instructor does not hold office hours then you may email them and "cc" your coach and athletic academic coordinator asking for the information.
- Please do not e-mail your instructor for your grade if it is not an on-line class.
- If a tutor is recommended, the student must go to see a tutor (the document requesting and verifying a tutoring visit will be given to the Student Athlete from the coach), or must cooperatively find an alternative action with his/her coach. This must be confirmed with the Athletic Academic Coordinator and documented on the student athlete's progress report
- A piece of advice - do not wait until Thursday to complete these forms.

All of us want you to be as successful as possible at IVCC. If you have any questions, please contact any of the following individuals for guidance.

Sue Harding	224-0472	G-211
Cory Tomasson	224-0471	G-210
Mark Grzybowski	224-0393	CTC-202B

VIOLATION TRACKER

Student-athletes are required to initial next to the offense they have committed along with the applicable IVCC personnel (Coach, Athletic Director, Vice President for Student Services)

Failure to turn in a completed progress report on-time or having an un-excused absence will result in the following penalties:

These offenses will accumulate over the entire academic school year and will not start over at beginning of the spring semester.

FIRST OFFENSE: Date _____ Coach _____ Player _____

- The Student-Athlete will not participate in the next scheduled practice.
- Additional consequences can be imposed at the coach's discretion.

Description of Offense: _____

SECOND OFFENSE: Date _____ Coach _____ Player _____

- The Student-Athlete will not participate in the next scheduled practice.
- Additional consequences can be imposed at the coach's discretion.

Description of Offense: _____

Dates of practice missed: _____

THIRD OFFENSE: Date _____ Coach _____ Player _____

- The Student-Athlete will not participate in the next two dates of competition AND will not be allowed to practice until those two dates of competition have passed.
- Additional consequences can be imposed at the coach's discretion.

Description of Offense: _____

Dates of contests missed: _____

FOURTH OFFENSE: Date _____ Coach _____ Player _____ AD _____ AVPSS _____

- The student-athlete will be dismissed from the team and will lose their tuition waiver if applicable. Students will be required to reimburse the college for the full amount of the waiver in the semester which they were dismissed.

Description of Offense: _____
