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Dear Hawkeye Student-Athlete,

You have been invited to participate in a wonderful lifetime opportunity. You have the chance to earn a degree from a major research university and to compete in the Big Ten and Division I Intercollegiate Athletics. To excel in both requires your commitment, self-discipline and hard work.

This handbook is your personal resource to keep and refer to as you progress through The University of Iowa. It outlines your responsibilities as a student-athlete. It clarifies the rules of the NCAA, Big Ten Conference, The University of Iowa, and The Department of Intercollegiate Athletics that affect you.

It also describes the many academic and educational support services offered by the University and the Intercollegiate Athletics Department. We invite you to take full advantage of this opportunity. The staff in Student-Athlete Academic Services is committed to assist you to become a responsible, productive, well-educated individual with our support and your determination and persistence, you will succeed.

Sincerely,

Gary Barta
MISSION STATEMENT
The mission of the Department of Athletics is to provide administrative and coaching support, facilities, resources and equipment necessary for student-athletes to graduate from The University of Iowa while participating in broad based championship caliber intercollegiate athletics. The overall wellbeing of students and the integrity of the program will be paramount in all that we do.

STUDENT-ATHLETE HANDBOOK PURPOSE
The Student-Athlete Handbook serves as a resource for student-athletes. All student-athletes are held responsible for the policies and guidelines outlined in the handbook and are expected to carefully review the information along with corresponding web links.

2014-2015 YEAR IN REVIEW
– One of only 15 schools in the country to have teams participate in a bowl game, and the women’s and men’s NCAA basketball tournaments.
– Learfield Cup (As of June, 2015), 44th place, the sixth 400-point year for UI in 14-year history of challenge.
– Federal graduation rate of 78 percent, 12 points better than national peers; highest of three Iowa Regent Institutions.
– Record NCAA Graduation Success Rate (GSR) of 89 percent, six points better than national peers; seven UI teams score perfect 100s and the GSR of 18 teams is better than their national peers.
– All 24 sports above NCAA APR threshold.

In 2014-15, Iowa athletes recorded more than 3,400 different student-athlete appearances and over 65 events resulted in the accumulation of more than 9,500 hours of community service and programming.

FACILITIES
• Ashton Cross Country Course
• Banks Field
• Beckwith Boathouse
• Carver Hawkeye Arena
• Cretzmeyer Track
• CRWC
• Field House
• Gerdin Learning Center
• Grant Field
• Finkbine Golf Course
• Kinnick Stadium
• Recreation Building
• Bob Pearl Softball Field
• Soccer Complex
• Tennis and Recreation Complex
DEPARTMENTS AND PEOPLE
QUICK REFERENCE

ACADEMIC SERVICES
Student-Athlete Academic Services offers academic and personal support services to student-athletes in order to assist them with making timely and satisfactory progress toward their degrees. The Associate Athletics Director for Academic Services facilitates the development and implementation of departmental systems and protocol compliant with University expectations, Big Ten and NCAA regulations. This unit assists with the recruitment of prospects and integration of students into University life while also meeting their athletic commitments. Staff members provide academic and personal counseling, a structured study environment, tutor and retention support, eligibility monitoring, life skills programming, and facilitate communicating excused absences to faculty.

Website: http://academics.hawkeyesports.com/
Location: Gerdin Athletic Learning Center
Phone Number: 319-335-9384
Building Hours of Operation: (Summer) Mon-Fri 8a-5p
(Spring/Fall) Sun 6p-10p; Mon-Thu 8a-10p, Fri 8a-5p
Handbook Sections:
Career Planning
Did you Know
Eligibility Rules
Plan of Study
Refueling Stations
Social Media Do’s and Don’ts
Just Google It
Structured Study Hours
Study Skills
Summer School and 5th Year/Medical Aid
Tutoring Requests

ADMINISTRATION
The Director of Athletics oversees the Department of Intercollegiate Athletics on behalf of the President of The University of Iowa. Senior Athletics Administrators oversee primary component areas of the program and are responsible for the development of policies and procedures by which the Department operates. Oversight by this team includes business operations, capital improvements, compliance, development and patron services, event management, external affairs, human resources, student services, and Iowa’s involvement in the Big Ten Conference and NCAA. Select administrators serve as a
sport administrator who is responsible for the supervision and management of sports teams. In their role as sport administrator, they work in conjunction with coaches to manage team concerns. This team also promotes the values and commitments of the Department, with special attention to issues of culture, diversity, equity, integrity, and student-athlete welfare.

**Website:** [http://www.hawkeyesports.com/administration/admin-team.html](http://www.hawkeyesports.com/administration/admin-team.html)

**Location:** Carver Hawkeye Arena (N411)

**Handbook Sections:**
- Code of Conduct
- Grievance Policy
- Hazing
- Parking Policy
- Student Rights and Responsibilities
- Substance Abuse Education and Testing

**ATHLETICS COMMUNICATION**

Staff of the Athletics Communications in the External Relations unit work with sports teams and student-athletes by overseeing communications with local, regional, and national media. It also produces sport-specific publications including media guides and souvenir programs. The communications staff also contribute to the UI Athletics Department presence in news and social media, e.g. the official Twitter and Facebook pages for the UI Athletics Department, hawkeyesports.com, Hawk Talk Monthly, and Hawk Talk Daily.

**Website:** [http://www.hawkeyesports.com/](http://www.hawkeyesports.com/)

**Location:** External Relations Suite, Carver Hawkeye Arena (S300)

**Handbook Sections:** Social Media Do’s and Don’ts

**ATHLETICS DEVELOPMENT**

The Athletics Development office is the fundraising arm for Hawkeye Athletics, and is housed within The University of Iowa Foundation. Hawkeye Athletics is 100% self-sustaining and receives no state funding, therefore, each year Athletics Development strives to not only help offset growing scholarship costs, but competitive on the field and in the classroom.

Athletics Development is comprised of three main fundraising arms:

- **The National I-Club** is the recognition club for annual contributors to the Hawkeye Fund (general athletic budget expenses) or the Iowa Scholarship Fund (exclusive support for tuition, room and board.)

- **Endowed Scholarship support through the Hawkeye Visions Scholarship program** allows UI Athletics to reimburse The University of Iowa for the cost of student-athlete scholarships, totaling in excess of $10 million annually, through generous and loyal supporters.

- **Capital projects** are designed to provide our Hawkeyes with the best facilities and equipment needed to train and compete with the best in the Big Ten Conference, and the nation. Funding comes from private philanthropic support from Hawkeye fans, friends of the University, and departmental revenues.

Contact Information: matt-henderson@uiowa.edu (Assistant Vice President Development, Intercollegiate Athletics)
Location: Levitt Center
Handbook Sections: Banquets, Named Scholarship Banquet

**COMPLIANCE**

The mission of the Compliance Office is to advance The University of Iowa’s commitment to the highest standards and principles of ethical behavior and strict adherence to the letter and spirit of the NCAA and Big Ten rules. Staff members are responsible for providing compliance education to all Hawkeye stakeholders including student-athletes, coaches, recruits, fans, and donors; monitoring sports programs to ensure an atmosphere of compliance; and investigating and reporting Big Ten violations. This unit interprets and enforces the rules of the Big Ten Conference and NCAA which include amateurism and promotional activities, recruiting, initial and continuing eligibility, financial aid including scholarships and employment, extra benefits, and playing and practice seasons.

Website: [http://compliance.hawkeyesports.com/](http://compliance.hawkeyesports.com/)
Location: Carver Hawkeye Arena (S240)
Phone Number: 319-335-9598
Handbook Sections:
- Agents and Boosters
- Book Loan Program
- Cost of Attendance
- Eligibility Rules
- Extra Benefits
- Outside Competition
- Sports Wagering
- Student-Athlete Assistance Fund
- Student-Athlete Employment

**COUNSELING AND PERFORMANCE PSYCHOLOGY**

Counseling and Sport Psychology Services (CSP) is a part of the Student-Athlete Academic Services unit. It offers confidential counseling and performance psychology services to currently enrolled Iowa student-athletes that foster mental health, well-being, and promote success in educational and athletic goals. CSP staff members include a full-time licensed counseling and sport psychologist and an advanced doctoral trainee from the Counseling Psychology program. They are available to meet individually with student-athletes for a wide range of issues, including: performance-related concerns, adjustment to college, relationship or family concerns, depression, stress and anxiety, substance abuse, disordered eating behaviors and body image concerns, cultural concerns, and injury-related issues. The first session typically lasts an hour. Sessions focus on discussing goals, strategies, and skill development to address concerns. **All services are private and confidential.** Appointments can be made by calling CSP staff directly at 319.335.9681 or by email: Dr. Kelli Moran-Miller ([Kelli-Moran-Miller@uiowa.edu](mailto:Kelli-Moran-Miller@uiowa.edu)) or Danny Elchert ([Daniel-Elchert@uiowa.edu](mailto:Daniel-Elchert@uiowa.edu)).

Website: [http://www.hawkeyesports.com/ot/sportpsychology.html](http://www.hawkeyesports.com/ot/sportpsychology.html)
Location: Gerdin Athletic Learning Center
Phone Number: 319-335-9681
**Equipment Room**

This unit is responsible for storage, maintenance, security, and inventory of all uniforms and apparel utilized by teams. Personnel work closely with compliance staff, sport administrators, and coaches to manage seasonal issue and retrieval of apparel; as well as manage proper disposal of equipment and apparel.

**Location:** 12 Recreation Building/ Carver Hawkeye Arena (S123)/ Hansen Football Complex

**Handbook Sections:** Uniforms and Apparel

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**External Affairs**

This unit is responsible for promoting the Department of Athletics and building greater awareness about the activities within the Department. External Affairs consists of sports marketing, athletics communication, new/social media, graphic arts, photography, and video productions. It is responsible for the production of the Department’s official newsletter, Hawk Talk, and the Department’s official website, www.hawkeyesports.com.

**Website:** [http://www.hawkeyesports.com](http://www.hawkeyesports.com)

**Location:** Carver Hawkeye Arena (S300)

**Handbook Sections:** Sports Marketing and Promotion, Athletics Communication

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**Faculty Athletics Representatives**

There are two Faculty Athletic Representatives who are appointed by the President to serve in an advisory role for both the Athletics Department and the University President’s Office. They represent The University of Iowa at NCAA and Big Ten Conference meetings. They are responsible for monitoring the academic preparation and performance of each student-athlete by working in collaboration with the Presidential Committee on Athletics, Student-Athlete Academic Services Office, The Office of the Registrar, and Athletics Compliance Office.

**Names:** Ellie Herman and David Drake

**Contact Information:** ellen-herman@uiowa.edu; david-drake@uiowa.edu

**Handbook Sections:**

- Academic Achievement Subcommittee Meetings
- Eight Missed Class Day Policy
- Grievance Policy
- Enrollment Requirements
- Social Media Policy
- Pregnancy Policy

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**ISAAC**

The Iowa Student-Athlete Advisory Committee (ISAAC) is a student-athlete leadership group comprised of two members from each team. The purpose of ISAAC is to communicate the diverse interests of student-athletes to the Iowa Athletics Administration; to promote community among all UI student-athletes; to foster a commitment to service; and to represent the athletics program at UI, Big Ten and
national levels. Members of ISAAC develop their leadership and citizenship skills by actively participating in departmental educational programs and special events. Students are nominated to serve on ISAAC at the recommendation of their Head Coach.

**Website:** [http://academics.hawkeyesports.com/saaslifeskills.html](http://academics.hawkeyesports.com/saaslifeskills.html)

**Contact Information:** kara-park@uiowa.edu; andrew-winkelmann@uiowa.edu

**Handbook Sections:** Programming Calendar

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**PRESIDENTIAL COMMITTEE ON ATHLETICS**

The Presidential Committee on Athletics (PCA) is the advisory committee for the University President and the Director of Athletics. They ensure that policies governing the Department of Intercollegiate Athletics are consistent with the rules of the Big Ten Conference, NCAA, the Board of Regents, and the State of Iowa. Committee composition includes University administrators, faculty, staff, students (including a student-athlete from the Iowa Student-Athlete Advisory Committee), and alumnae. Three of the subcommittees are specifically charged to monitor, evaluate, and address issues of student-athlete welfare: The Student-Athlete Wellbeing Subcommittee, the Academic Achievement Subcommittee, and the Equity Subcommittee.

**Website:** [http://president.uiowa.edu/charter-committee/presidential-committee-athletics-non-charter-0](http://president.uiowa.edu/charter-committee/presidential-committee-athletics-non-charter-0)

**Contact Information:** jeff-cox@uiowa.edu (Chair, PCA)

**Handbook Sections:**

- Academic Achievement Subcommittee
- Banquets
- Grievance Policy
- Eight Missed Class Day Policy
- Enrollment Requirements
- Pregnancy Policy
- Social Media Policy

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**SPORTS MEDICINE-ATHLETIC TRAINING**

The Director of Athletic Training Services, in collaboration with the Director of Athletics and The University of Iowa Director of Sports Medicine, ensures that the Department has and follows standard medical and departmental compliance policies and procedures. Athletic Trainers work directly with student-athletes on injury prevention; oversee medical evaluations; and provide immediate care, referral, treatment, and reconditioning. This office works in collaboration with a team of surgeons and physicians associated with The University of Iowa Sports Medicine Center and Student Health Services.


**Location:** Carver Hawkeye Arena/ Hansen Football Complex/ Recreation Building/ The Field House/ Jacobson Center/ Beckwith Boathouse/ Hawkeye Tennis and Recreation Center/ Campus Recreation and Wellness Center

**Handbook Sections:** Class Attendance, Pregnancy Policy, Substance Abuse Education and Testing
STRENGTH AND CONDITIONING
Strength and conditioning staff are responsible for constructing and implementing in-and out-of-season training programs for individual sports. Team training programs are developed in collaboration with coaching and sports medicine staffs. This unit is responsible for supervising and maintaining all weight training rooms.

Website: http://strength.sports.uiowa.edu/
Location: Carver Hawkeye Arena/ Hansen Football Complex
Handbook Sections: Refueling Stations

VARSITY CLUB
The National Iowa Varsity Club recognizes and serves student-athletes who competed and earned a varsity award at The University of Iowa. It oversees alumni programming and events recognizing players, coaches, and administrators for their exceptional contributions through their participation in sport. The objectives of the Varsity Club include promoting and preserving the accomplishments and memory of varsity student-athletes, assisting in the growth and betterment of The University of Iowa athletics program, and administration of the Athletics Hall of Fame and I-Ring program. All varsity student-athletes obtain automatic membership into the Varsity Club upon graduation.

Website: http://www.iowavarsityclub.com/
Location: Carver Hawkeye Arena

POLICIES AND GUIDELINES
QUICK REFERENCE
Refer to the following websites for a list of all university and athletic department policies:
http://opsmanual.uiowa.edu
http://hawkeyesports.com
http://academics.hawkeyesports.com
http://president.uiowa.edu/charter-committee/presidential-committee-athletics-non-charter-0

ATHLETIC DEPARTMENT
CODE OF CONDUCT
The Student-Athlete Code of Conduct is designed to alert you, the student-athlete, to the behavior expected of you and to the potential consequences that your behavior may have on your status as a student-athlete. All student-athletes are members of The University of Iowa’s student body. You are a student first, and your participation in intercollegiate athletics derives from your status as a student. Accordingly, all University policies governing student conduct apply to you.
In addition, your participation in the University’s intercollegiate athletics program is governed by the policies of the NCAA, the Big Ten Conference, the Board of Regents, State of Iowa, and The University of
Iowa’s Department of Athletics’ rules and procedures as set forth in this Student-Athlete Handbook.

The Department of Athletics may take action under The University of Iowa Student-Athlete Code of Conduct regarding your participation in your sport and also regarding the awarding, renewal, and modification of a scholarship that you may have. The Student-Athlete Code of Conduct is intended to complement, not replace, conduct rules that your sport team has adopted, including consequences for violating those sport team rules.

All student-athletes receive in writing the complete Student-Athlete Code of Conduct along with a full explanation during certification meetings at the beginning of each academic year.

For more information on the Athletic Department Code of Conduct:  
http://www.hawkeyesports.com/ot/code-of-conduct.html

For information on the University of Iowa Code of Conduct:  
http://dos.uiowa.edu/policies/code-of-student-life-14-15

HAZING

The Iowa Athletics Department, in accordance with the UI Code of Student Life and the State of Iowa statutes, will not tolerate any actions that might be considered hazing. Hazing is defined as any intentional or unintentional, reckless action or situation on or off campus (with or without consent) by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in or maintaining membership in any organization or team whose members are or include students at an educational institution. Such an organization or group includes any athletic team.

**Hazing includes, but is not limited to:**

- Any type of physical brutality such as beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
- Any type of physical activity such as sleep deprivation, exposure to the elements, forced confinement, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- Any activity involving compulsory consumption of a food, liquid, alcoholic beverage, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, psychological cruelty, or humiliation, or that adversely affects the mental health or dignity of the student, or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection.
Student-athletes found guilty of hazing violations will be subject to sanctions, which may include, but are not limited to, suspension from practice and/or competition, removal from the team, cancellation of athletics financial aid, and University penalties.

PARKING POLICY
Vehicle must be registered with UI Parking and Compliance Motor Vehicle Information sheet must be complete

Student-Athletes living on-campus are NOT ELIGIBLE

3 Parking Options:
1. For Practice and Lifting
   a. Student-athlete may purchase AM/PM or Full Day parking pass (AM pass - covers 7:30 a.m. to 1:00 p.m.; PM pass – covers 11:00 a.m. to 4:30 p.m.; Full Day covers 7:30 a.m.-4:30 p.m.)
   b. Permits can be purchased for the following lots:
      i. Carver Hawkeye Arena (CHA) meters AM/PM and Full Day Permits
      ii. Hawkeye Tennis and Recreation Center-free lot east of turf building
      iii. Field House Ramp (FH) and Campus Recreation and Wellness Center (Lot 11) AM/PM Permits
      iv. Recreation Building Meters – AM/PM Permits
      v. Lot 75 Arena Full Day Permits
   c. Student-athlete pays a portion of the cost and the Athletic Department pays the remaining.
   d. Different rates are assigned to the various lots:
      i. Full Day
         1. Lot 75-$25.00 per month
         2. Carver Hawkeye Arena meters-$30.00
      ii. AM or PM
         1. $20.00 per month
   e. Passes are issued for 9 months
   f. How to apply
      i. Once vehicles are registered with UI Parking and the Compliance Motor Vehicle Information sheet is complete, contact coach or make a request directly to Paula Jantz.
      ii. Paula Jantz will forward a list to UI parking once registrations are complete
      iii. Parking pass will not be processed until both registrations are complete and verified.
      iv. Student-athlete purchases parking pass at IMU Ramp Parking Office or the West Campus Transportation Center.

2. Home Athletics Contest
3. Team Travel Parking
   a. Compliance Motor Vehicle Information sheet must be complete
   b. Make a request to your coach; coach submits a list to Paula Jantz for parking at the
      Hawkeye Storage Lot on the far west side of campus

NOTE: Men’s and women’s cross country, field hockey, football, soccer and volleyball must have their
registration of vehicle with UI Parking and compliance COMPLETED by August 15 in order to take
advantage of the parking available. All other sports must have their registration completed by the end
of the first full week of classes during the first semester (the second Monday of the semester).
Rev 7.13.15

STUDENT RIGHTS AND RESPONSIBILITIES

Athletic participation in intercollegiate sports is a longstanding and valued component of the student
experience at The University of Iowa. Participation in such programs by student-athletes is governed by many
policies, rules, and procedures, such as those from the NCAA, the Big Ten Conference, and the Iowa Athletics
Department. Beyond conforming to those policies, rules, and procedures, however, the University expects
student-athletes personally to demonstrate the core values that underlie them in their day-to-day lives. The
statement of Rights and Responsibilities assures student-athletes that the University recognizes that their
primary objective is to undertake and complete a first-rate college education. It also reminds athletic
participants of the University’s expectations for excellence in the classroom, ethical sporting conduct on the
playing field, and exemplary personal behavior. The statement supplements but does not replace team rules,
and it does not alter the consequences for violating those team rules. The statement also supplements the
Athletic Department policies, rules and procedures set forth in the Student-Athlete Handbook.

SUBSTANCE ABUSE EDUCATION AND TESTING

It is the goal of The University of Iowa and the Department of Intercollegiate Athletics to maintain a drug-free
environment in which competitive intercollegiate athletics programs are conducted. All student-athletes are
subject to periodic unannounced drug screening during their participation in intercollegiate athletics. Each
student-athlete is tested at least once every calendar year. This is done to promote good health and
excellent academic and athletic performance of the student-athlete.

The substances for which student-athletes are tested include but are not limited to alcohol and beta blockers,
anabolic agents, stimulants, diuretics and other masking agents, street drugs, peptide hormones and
analogues, anti-estrogens, beta-2 agonists and any substance that is chemically related to the class of banned
drugs. This list is subject to amendment from time to time, and selective tests for specific substances may be
performed (i.e., steroids only).

Substance abuse violations are considered acts of misconduct under Category II of the Student-Athlete Code
of Conduct.

The Department of Athletics applies a maximum 3-offense protocol to violations. With each offense committed, the penalties are more severe, ranging from community service on the first offense to dismissal from the team on the third offense. Sanctions are placed on students according to the procedures outlined in the code. The full policy is explained in the booklet entitled *Substance Abuse Education and Testing Program from Student-Athletes* distributed annually to all student-athletes during their certification meetings.

**Key Points:**
- You are asked to sign a consent form at the beginning of each academic year. Failure to sign this form will result in your ineligibility.
- All student-athletes are subject to unannounced testing administered in ways that minimize the chances of inaccuracy, particularly false-positive results. These tests are administered on campus under the direction of the drug-testing supervisor and consist of a chemical analysis of urine specimens.
- There is an effective treatment program for any student-athletes who test positive. The Athletics Department employs a staff sports psychologist and certified alcohol and drug counselor whose services are made available to student-athletes. If inpatient or other treatment is required, such treatment is provided or arranged by referral and expenses incurred, subject to approval are covered by the Athletics Department.

*All counseling associated with substance abuse is strictly confidential*

**STUDENT-ATHLETE ACADEMIC SERVICES**

**PLAN OF STUDY**
All student-athletes are expected to meet with their college / major advisor once per term. The university advisor outlines the student’s academic progress toward a degree. Student-athletes along with their university advisor determine appropriate coursework for registration. Plans of study are updated on a semester basis and should reflect the suggestions made by the university advisor. All plans of study should be signed by the college and major advisor and a copy should be provided to Student-Athlete Academic Services.

**TUTORING REQUESTS**

**Missed Tutoring/Learning Assistant Appointment:**
A 24-hour notice is required of any student wishing to cancel tutoring or Learning Assistant appointments. Students must cancel their appointments with the Tutor and Retention Coordinator (jessica-buser@uiowa.edu or 319-335-9605) 24 hours in advance. Any cancellations that need to be made less than 24-hours in advance must be approved by the Director for Student-Athlete Retention (john-brunoiii@uiowa.edu or 319-335-6924). Cancelling an appointment through your Academic Coordinator is not an acceptable method of cancelling your appointments and you will be counted as absent from that tutoring session.
A missed Tutoring and/or Learning Assistant appointment is defined as:

- Being more than 15 minutes late to a tutoring/Learning Assistant appointment
- Not showing up at all for your scheduled appointment
- If you attend the session unprepared:
  o have not read materials prior to session
  o did not bring books, notes or writing utensils
  o have nothing to work on

Consequences of a Missed Tutoring/Learning Assistant Appointment:
Missed appointments are recorded as cumulative. For example, if a student has missed one English tutoring appointment and one History appointment then they have missed a total of two tutoring sessions for the semester.

Students who have a history of non-compliance with the Tutoring Appointment Policy may also lose their tutoring/Learning Assistant privileges.

1) 1st missed session – An e-mail “Warning” will be sent to the student-athlete from the Tutor Coordinator. The Academic Coordinator and Head Coach will also be notified. Tutoring will be put on hold until the student-athlete contacts the Tutor Coordinator or Director for Student-Athlete Retention to discuss the reason for missing the appointment.
2) 2nd missed session - Student-athlete charged $10 for reimbursement of missed session. The Academic Coordinator and Head Coach will be notified and a mandatory meeting will be scheduled with the Director for Student-Athlete Retention.
3) 3rd missed session - Student-athlete charged $10 for reimbursement of missed session. The Academic Coordinator and Head Coach will be notified. The student-athlete will be required to meet with the Director for Student-Athlete Academic Services.
4) 4th missed session – Student-athlete charged $10 for reimbursement of missed session. Tutorial services will be revoked for the remainder of the semester. A letter will be sent from the Director for Student-Athlete Academic Services to the student-athlete, Academic Coordinator, Head Coach, and Sport Administrator.

- Financial reimbursements will be tallied and billed to the student-athlete’s U-bill account each month.
- Scholarship money will not cover the cost of missed tutoring appointments.
- A monthly statement will be sent out each month to students who have missed appointments. Coaches will be copied on the statement as well.

Appeal Process:

Student-athletes who have had tutorial services revoked from them due to repeated absences may, within seventy-two (72) hours or three business days following receipt of notice of their revocation of tutorial services, contest the decision. The student-athlete must present his or her own case, in writing, to an Appeals Committee (Director for Student-Athlete Academic Services, Director for Student-Athlete Retention and an Academic Coordinator) no more than seventy-two (72) hours, or three business days, after the written request is received. These proceedings will give the student-athlete an opportunity to present the evidence against him or her. The proceedings shall be confidential. The decision by the Appeals Committee regarding the sanction to be imposed shall be final. The student-athlete will receive a written notification regarding the decision made by the Appeals Committee. The Head Coach will also receive a written copy of the decision.

**STRUCTURED STUDY HOURS**

For all new and a select group of returning student-athletes, Athletic Student Services operates a Structured Study Program in the Learning Center. Structured Study is a prescribed and monitored academic support framework for student-athletes to develop or improve their study habits. That framework includes required weekly hours of quiet study time, individual or group tutoring, and small study groups. All new student-athletes (freshmen and transfers) are required to participate in the Structured Study Program during their first year at UI.

Continuing student-athletes with a cumulative grade point average below a 2.40 are also required to participate in Structured Study.

The Athletic Department mandates a minimum of four hours per week of Structured Study, though most coaches require more than the minimum. Student-Athletes record their weekly Structured Study requirements via Grades First.

**SUMMER SCHOOL AND 5th YEAR AID**

For students on tender during the year who are ineligible after spring semester, the athletics department may issue you a tender for summer school to regain your eligibility. In return for the aid, you are expected to use all available academic support services (e.g., use retention services, attend structured study, and use tutors).

- Students who receive a full summer school tender are expected to satisfactorily complete a minimum of 6 semester hours.
- Students on tender, who wish to drop summer school courses, must consult with Student-Athlete Academic Services.
- You must sign your summer school tender before summer classes begin, or it is void, meaning you do not receive your tender.
- Multiple summer school requests may not be approved.
- Students on tender who drop or fail a summer school course may be billed the cost of tuition for that course.

**Criteria For Awarding Aid:**
Summer school athletics aid is awarded to a student who:
1. was on tender during the immediate previous year;
2. is taking classes at UI;
3. needs credit hours to be eligible; or
4. needs required courses that cannot be taken during the year; or
5. needs course work to graduate in 4 years;
6. has not previously requested summer school aid.

**Eligibility Remaining:** If you will be a fifth-year student with eligibility remaining, your tender will be renewed with your coach’s recommendation. This holds true even if you have completed your degree and are continuing on in a graduate program or beginning a second bachelor’s degree program.

This process is the same as regular scholarship renewals. *Fifth-year athletics aid is awarded one semester at a time.*

**Exhausted Eligibility:** If you will be a fifth-year student who has exhausted your eligibility but have not yet earned your degree, you must submit a written request to Student-Athlete Academic Services. *Fifth-year aid is awarded one semester at a time and must be reapplied for at the end of the first semester.*

**Volunteer Work Experience:**
Students are assigned to a volunteer work experience to earn their athletic tender. Approved work experiences include the following:
- Teaching Practicum
- Internship Experience (degree requirement or practical work experience)
- Work with a designated sports team
- Student-Athlete Academic Services
  - Senior Series
    - Plan senior focus group calendar in consultation with Student-Athlete Academic Services staff
    - Outline senior focus group goals
    - Meet weekly with Student-Athlete Academic Services staff to discuss goal progress
    - Actively recruit student-athletes to participate in senior focus groups
    - Attend Senior Night event in September
    - Attend Graduate and Professional School Fair event
    - Assist with the collection of resumes for Polk County I-Club Banquet
    - Assist with resume prep nights
    - Assist with Polk County Banquet prep night
  - Front desk duties as assigned
  - Special projects as assigned

**Recommended Hour Requirements:**
• Teaching Practicum – 40 hours per week
• Internship Experience—20-40 hours per week
• Work with sports team – 15-40 hours per week
• Student-Athlete Academic Services – 10-20 hours per week

Monitoring Hours:
Time sheets will be distributed to students at the beginning of the semester. Students are expected to submit their timesheets on a monthly basis, no later than the last working day of the month to Student-Athlete Academic Services. Supervisor signature is required.

COMPLIANCE OFFICE

AMATEURISM
All student-athletes must retain their amateur status in order to participate in intercollegiate athletics. Activities that jeopardize amateur status include, but are not limited to:

• Using athletic skill (directly or indirectly) for pay in any form;
• Accepting a promise of pay even if pay is not received until following completion of intercollegiate participation;
• Signing a contract or commitment of any kind to play professional athletics;
• Receiving, directly or indirectly, a salary, reimbursement of expenses, or any other form of financial assistance from a professional sports organization based on athletics skill or participation, except as permitted by NCAA regulations;
• Competing on any professional athletics team, even if no pay or expenses are provided;
• Entering into a professional draft after initial full-time collegiate enrollment; or
• Entering into an agreement with an agent

BOOK LOAN PROGRAM
The Athletics Department Book Loan is available to student-athletes whose scholarships include books. Required textbooks will be purchased for you at the Iowa Hawk Shop or Iowa Book and Supply.

All books must be returned at the end of the semester to Gerdin Athletic Learning Center.

You will be billed for any books not returned by the last day of finals

COUNTABLE ATHLETICALLY RELATED ACTIVITIES (CARA)
The following are considered CARA and must be counted against the daily and weekly time limitations specified under NCAA Bylaw 17.02.1.1:

• Practice-Any meeting, activity or instruction involving sports-related information and having an athletics purpose, held for one or more student-athletes at the direction of, or supervised by, any member or members of an institution’s coaching staff;
• Competition-counts as 3 hours regardless or actual travel or event time;
• Required weight training and conditioning activities held at the direction of, or supervised by an institutional staff member;
• Participation in a physical fitness class conducted by a member of the athletics staff unless it is open to all students;
• In sports other than football, participation outside the playing season in individual skill-related instructional activities with a member of coaching staff at the request of the student-athlete;
• Film or videotape reviews of athletics practices or contests required, supervised, or monitored by institutional staff members;
• Required participation in camps, clinics, or workshops;
• Meetings initiated by coaches or other institutional staff members on athletically related matters;
• Individual workouts required or supervised by a member of the coaching staff (Safety Exceptions excluded);
• On-court or on-field activities called by any member or members of a team, with information about participation reported back to the coaching staff, confined primarily to members of that team that are considered as requisite for participation in that sport (e.g., captain’s practices);
• Visiting the competition site in the sports of cross country and golf;

The NCAA limits a student’s participation during the academic year in countable athletically related activities to:

**In Season:**
• Maximum of 4 hours per day.
• Maximum of 20 hours per week, with each date of competition counting as 3 hours.
• Must be given at least one day off per week (no required activities).

**Out of Season:**
• Maximum of 8 hours per week, of which not more than two hours per week may be spent on individual skill instruction.
• In the sport of football, all 8 hours must be weight training and/or conditioning. Individual skill instruction is not permitted, however 2 hours of film review is allowed.

**Safety Exceptions:**
A coach may be present during voluntary individual workouts in the institution’s regular practice facility (without workouts being considered as countable athletically related activities) in the following situations:
• GYMNASTICS-When the student uses gymnastics equipment;
• ROWING-When the student is on the water (rowing machine is not included in the safety exception);
• SWIMMING and DIVING-When the student is swimming or diving;
• TRACK and FIELD-When the student is engaged in field events;
• WRESTLING-When the student is engaged in wrestling. A coach may spot or provide safety or skill instruction, but cannot conduct the individual’s workout.
EXTRA BENEFITS

Following are some of what are considered “extra benefits” by the NCAA:

- Special discounts, payment arrangements or credit on purchases (e.g., airline ticket, clothing) or services (e.g., dry cleaning, laundry);
- A professional service without charge or at a reduced cost (e.g., typing of papers);
- The use of a telephone, cell phone, or credit card for personal reasons without charge or at a reduced rate;
- Loan of money in any amount;
- The use of automobiles;
- Services (e.g., movie tickets, dinners, use of car) from commercial establishments or agencies (e.g., theaters, restaurants, car dealers) without charge or at reduced rates;
- Preferential treatment, benefits, or services (e.g., loans on a deferred pay-back basis) for your athletic reputation or skill, or pay-back potential as a future professional athlete;
- Rent-free or reduced rate housing during the academic year or during the summer;
- Transportation to and from a summer job;
- Signing or co-signing a note with an outside agency to arrange a loan;
- The use of personal properties (e.g., boats, summer homes, stereos);
- Holiday or birthday gifts.

FINANCIAL AID

Athletics Related Financial Aid:

A student-athlete, in order to be eligible to participate in intercollegiate athletics, is limited to receiving financial aid up to The University’s cost of attendance maximum. The cost of attendance is The University’s calculation, using federal regulations, that includes the total cost of tuition and fees, room and board, books, supplies, transportation, and other expenses related to attending the University.

A student-athlete may receive institutional financial aid based on athletics ability and any other financial aid up to the value of their cost of attendance.

Reduction or Cancellation of Aid:

Once a scholarship has been offered, a coach cannot reduce or cancel the amount of aid for poor athletics performance or because of an injury that prevents a student from participating in the sport.

However, aid can be cancelled or reduced if the student:

1. Renders themselves ineligible for competition;
2. Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement;
3. Engages in serious misconduct warranting substantial disciplinary penalty; or
4. Voluntarily withdraws from the team for personal reason.

A tender can also be canceled or reduced during the period of award for any of the following reasons:

1. Has received other types of countable financial aid;
2. Failing to maintain NCAA academic progress toward a degree;
3. Violation of the Student-Athlete Code of Conduct;
4. Receiving payments from or through an agent in the marketing of the students’ athletics ability;

5. Using athletics skill in a particular sport for financial gain;
6. Gambling or betting on athletics contests;
7. Receiving a bonus or salary from a professional sports organization;
8. Any violation of the Athletics Department’s Substance Abuse Program.

If you are removed from your team for a violation of institutional, departmental, and/or team policy, you may be required to relinquish your scholarship immediately.

**Medical Non Counter Aid:**

If you receive a career-ending injury or have a medical problem that no longer allows you to compete at any collegiate level, the UI may file a Big Ten Medical Petition to grant you non-competing, non-counter status.

**Renewals:**

Head coaches determine those students to be renewed for the upcoming year and their tender amounts. Therefore, you are expected to confer with your coach during the spring semester about your tender for the next academic year.

In order for a tender to be renewed for the upcoming academic year, you must:

1. Be making academic progress toward a degree according to NCAA, Big Ten and UI rules;
2. Have participated in the sport;
3. Have the recommendation of your head coach;
4. Have athletics eligibility remaining.

In accordance with NCAA rules, you will be notified on or before July 1st by the Office of Student Financial Aid if you will be receiving a tender for the upcoming school year.

If your tender is reduced or not renewed and you believe you have been unfairly treated, you may appeal the decision about your tender. Refer to the Student-Athlete Grievance Procedures section of this handbook or consult with the Associate Athletics Director for Compliance if you have further questions.

**Room and Board Scholarships:**

Room and board athletic scholarship checks are dispersed only to students who live off campus. Checks are issued at the first of the month in accordance with the term(s) for which students have signed their tenders. Checks are mailed to the current mailing address listed with the UI or sent direct deposit to the appropriate financial institution as requested by the student.

You are encouraged to have scholarship checks sent by direct deposit as a safety precaution. You may sign up for direct deposit through your ISIS account. You will need your account and routing numbers, which you can obtain from your bank.

Scholarship amounts are based on the Regents approved costs for room and board for on-campus University housing less the pro-rated amount allocated at the beginning of fall term divided equally by month (9 months for academic year, 4 months for either fall or spring only awards). The monthly checks for academic year and
fall term only awards are dispersed beginning September 1st. Monthly checks for spring term awards are dispersed beginning February 1st.

The amount of your scholarship check depends on your tender: room and board, room only, board only and/or cash award amount (if tuition has already been covered through another scholarship awarding basis). Training table meals are deducted from scholarship checks. Athletic scholarship checks will not be issued if a HOLD is placed on a student’s account. This may occur for a variety of reasons (e.g., not meeting NCAA/Big Ten guidelines to receive athletic scholarship, below required hours, etc.).

*If you have questions concerning your scholarship checks, contact the Compliance Office or University Cashier (Scholarship Office).*

**Scholarships and Tenders:**

- **Robert F. Ray Scholarship**: given each year by The University of Iowa Presidential Committee on Athletics in honor of former UI Faculty Athletics Representative to two student-athletes, one male and one female, a one-time grant of $1,000 to be used for graduate study at The University of Iowa.
- **Big Ten Conference Postgraduate Scholarship**: one male and one female student-athlete from each of the Big Ten institutions who plan to continue their education at a graduate degree program are awarded a $7,500 scholarship, based on academic achievements.
- **Wayne Duke Postgraduate Scholarship**: awarded annually to one male and one female Big Ten senior for achievements in academics, athletics, extracurricular activities and leadership. Awarded one-time only and valued at $5,000.
- **NCAA Postgraduate Scholarship**: the NCAA awards approximately 175 scholarships to graduating seniors who have excelled academically and athletically and who plan to attend graduate school. The award is a non-renewable grant of $7,500 to be used for graduate study.
- **Walter Byers Scholarship**: awarded annually in honor of the former Executive Director of the NCAA. Two student-athletes, one male and one female, each receive $21,500 for one academic year. The amount can be renewed for a second year.
- **NCAA Women’s & Ethnic Minority Enhancement Programs Postgraduate Scholarships**: The NCAA awards one-time grants of $6,000 each year to sixteen women and sixteen ethnic minorities enrolled in graduate programs in sports administration or a related field.
- **College Sports Information Directors of America (COSIDA) Academic All-America**: awarded to student-athletes in their second year and beyond who have participated in %50 of the sport’s contests and have a minimum cumulative GPA of 3.20.

**Scholarship Checks:**

Scholarship checks are dispersed only to students who receive an athletic scholarship in excess of tuition and fees. This includes room and board, transportation, supplies, and personal expenses. Checks are mailed to the current mailing address listed with the UI or sent to direct deposit into the appropriate financial institution as requested by the student. Student-athletes are encouraged to have scholarship checks sent by direct deposit as a safety precaution. Direct deposit may be established through
your ISIS account. You will need your account number and routing number, which can be obtained from your bank.

Scholarship checks are divided equally by month (9 months for the academic year and 4 months for either fall or spring awards). The monthly checks for academic year and fall term only awards are dispersed beginning September 1st. Monthly checks for spring term awards are dispersed beginning February 1st. Athletics scholarship checks will not be issued if a HOLD is placed on a student’s account.

This may occur for a variety of reasons (e.g., not meeting the NCAA/Big Ten guidelines to receive athletic scholarship, below hours, etc.)

**Student Assistance Fund:**
The NCAA Student Assistance Funds are available, but not guaranteed to the following students:
- Pell-eligible students;
- Students receiving athletic scholarships who have unmet financial needs;
- International student-athletes who have unmet financial needs.

Permissible uses of the fund are:
- Medical and dental costs not covered by another insurance program (e.g., hearing aids, contact lenses, glasses, off-campus psychological counseling);
- Costs associated with student-athlete or family emergencies;
- Costs of expendable academic course supplies (e.g., notebook, pens) and rental of nonexpendable supplies (e.g., computer equipment and cameras) that are required for all students enrolled in a course;
- Cost of clothing and other essential expenses.
  
  To determine eligibility, see your academic coordinator in Student-Athlete Academic Services.

**Student-Athlete Employment:**
NCAA rules permit student-athletes in all sports to work on and off campus during the academic year and vacation periods. If you wish to seek employment you must submit a General Student-Athlete Employment form to the Compliance Office. The form requires you and your employer to review and confirm understanding of the rules surrounding student-athlete employment.

These rules include:
- Compensation can only be for the work actually performed.
- You are to be compensated at a rate commensurate with the going rate in the locality for similar services.
- You may not accept any benefits or privileges that are not available to other employees performing similar work, including transportation provided or arranged by an employer to or from the place of employment.
Fee-For-Lessons:
NCAA rules and regulations permit student-athletes to engage in fee-for-lessons arrangements. The following restrictions apply:

- You may not use your name, photo, or an appearance to promote or advertise the availability of fee-for-lessons sessions.
- You may not conduct your own camp. If lessons are provided to more than one individual at a time, instructions to each must be comparable to a private lesson.
- You may be paid for instructional lessons, but not for “playing” the game with the lesson recipient.
- You may not use UI facilities.
- You must charge no more than the going rate.
- You may only receive payment from the lesson recipient or the recipient’s family.
- You must report lesson earnings (recipient and fee charged) to the athletics department for lessons provided any time during the year.

Before engaging in fee-for-lessons, you are required to complete a compliance statement. Visit the Athletics Compliance Office to complete this process.

OUTSIDE COMPETITION

Team Competition-Student-athletes are not permitted to participate as a member of any outside team in any non-collegiate, amateur competition (e.g., tournament play, exhibition games, or any other activity) during the academic year.

Individual Competition-Student-athletes are permitted to compete as an individual (does not represent any club or team, pay all of own expenses; does not receive instruction from UI coach) at any time.

SPORTS CAMPS AND CLINICS

You may be employed in a sports camp or clinic, but you must report your employment to the Director of Sports Camps and Clinics.

SPORTS WAGERING

The NCAA opposes all forms of legal and illegal sports wagering. According to the NCAA, student-athletes, athletics department staff, and coaches shall not knowingly:

- provide information to anyone involved in organized gambling activities concerning intercollegiate athletics competition;
- solicit a bet on any intercollegiate athletics team;
- accept a bet on any team representing the University, or
- participate in any gambling activity involving intercollegiate athletics or professional athletics through a book-maker, a parlay card, or any other method used by organized gambling. Participation in the activities listed above could cost your eligibility.
**TRANSFER POLICY**

When a student-athlete contemplates transferring, important restrictions and procedures come into play. The most important of these is NCAA bylaw 13.1.1.3, which prohibits a student-athlete already enrolled at an institution from making contact with a coach or other athletics official at another institution, unless written permission for such a contact has been granted by the student-athlete’s home institution. If a student-athlete’s request for permission to contact other institutions is granted, the Athletics Compliance Office will promptly prepare and mail official notification to the institutions the student-athlete wishes to contact.

Requests for permission to contact coaches at other institutions to explore the possibility of transfer must be made to the Athletics Department no later than April 1st of the current academic year. The Athletics Department must act on the request and inform the student-athlete of the decision within 7 business days. At the time of making the transfer request, the student-athlete must also submit a written statement acknowledging the understanding that she or he may have to relinquish the athletic scholarship back to the sport no later than May 1st. If the student-athlete granted permission to contact other coaches is in good standing with the Athletic Department, the scholarship will be retained by the student-athlete until he or she confirms to the Athletic Department a final decision about transferring, or until May 1st, whichever occurs first. If the student-athlete has made no transfer decision by May 1st, his or her athletic scholarship is automatically withdrawn.

If a request for permission to contact coaches at another institution is not acted upon by the Athletics Department within 7 business days of the student’s original request, the request will be deemed granted by default. This institutional permission also allows the student to receive athletics related aid and compete, according to NCAA legislation upon transfer. If the request is denied, the student presents a request in writing to either the Associate Athletics Director for Compliance or the sport administrator, who will attempt to resolve the situation through the Informal Process outlined in the Student-Athlete Grievance Process.

If the request is not resolved to the student’s satisfaction, the Athletics Department will promptly send the student-athlete a written notice informing him or her of the opportunity to have a hearing under the Student-Athlete Grievance Process outlined in the Student-Athlete Handbook to dispute the denial.

Transfer requests will be entertained on a case by case basis. All records of transfer request and subsequent actions on them will be maintained by the Director of Athletics.

For more information:  
UNIVERSITY OF IOWA RECRUITING GUIDELINES

The following guidelines ensure that the hosting of prospective student-athletes is conducted in a manner consistent with NCAA and UI regulations. It is important that every student-athlete who serves as a host understands that he or she is an official representative of the Department of Athletics and The University of Iowa. It is the responsibility of The University to ensure the safety and well-being of prospective student-athletes visiting our campus. At the same time, it is important that prospective student-athletes and their student hosts avoid any situations or activities that would jeopardize their safety or would be against NCAA, UI, or local laws, rules, or regulations. Prospective student-athletes will have a curfew of 1am unless they are participating in activities supervised or arranged by the UI coaching staff.

- All entertainment of prospective student-athletes should be confined to The University community. Student hosts are responsible for ensuring that prospects do not leave the Iowa City-Coralville area during their visits.
- The use of drugs, sex-related, or gambling activities as recruiting devices is prohibited.
- Underage drinking (under 21) is illegal in the state of Iowa. Prospective student-athletes are not allowed to indulge in this activity. It is the student host’s responsibility to discourage and report transgressions of this law.
- If a prospective student-athlete is of legal age (21) and may enter a local bar, it is the student host’s responsibility to ensure that the prospective student-athlete be aware that alcohol abuse will NOT be tolerated. Prospects who are not yet 21 are prohibited from being in a bar after 10pm.
- The University of Iowa will not tolerate sexual harassment by anyone associated with our athletic teams. Student hosts must be aware of the UI’s prohibition of this type of activity and work to ensure that prospects they are hosting conduct themselves appropriately.
- A student host may be provided up to $40 per day for entertainment expenses associated with hosting the prospective student-athlete during an official visit. It is the host’s responsibility to handle the monies involved. At no time may cash be given to the prospective student-athlete.
- A prospective student-athlete may not have contact with representatives of the UI’s athletic interests. It is the responsibility of the student host to ensure that such a contact does not take place when entertaining prospective student-athletes.
- Incidents contrary to these guidelines may result in a decision by The University to decline to admit or grant financial aid to a prospective student-athlete and also may result in penalties to student-athletes up to and including dismissal from the team.

EQUIPMENT ROOM

UNIFORMS AND APPAREL

Student-Athletes may check out equipment for use in their sport at the beginning of fall semester provided the following two items are completed and on file:

1) Evidence of a completed physical signed by the team physician;
2) Completion of all certification meetings, forms, and affidavits.
Any time student-athletes are issued equipment for practice or game purposes, a list of this equipment is filed. If any of this equipment is not returned within 30 days after completion of the season or practice, the student will be billed for it. Student-athletes are solely responsible for equipment issued. Each time you return your equipment, the head coach will be informed if any item is missing. During your playing season, competition equipment is to be returned no later than the day after the competition. If the equipment room is not open, special arrangements will be made with your coach.

If your competition spans the weekend, you are expected to return your gear on the following Monday. If you are missing items, it is your responsibility to return these missing items within 24 hours. If you fail to return these items, you will be billed. For safety reasons, you are required to inform the equipment room if there is blood or other stains on the equipment so it can be treated properly.

**PRESIDENTIAL COMMITTEE ON ATHLETICS**

**ACADEMIC ACHIEVEMENT SUBCOMMITTEE**

This subcommittee works closely with the Director and staff of Student-Athlete Academic Services to help you make the most of your educational opportunities. To accomplish this, the subcommittee regularly examines the academic counseling programs to ensure that they provide effective assistance to student-athletes in all areas of campus life. The subcommittee reviews such items as tutoring, academic advising, number of class days missed due to athletics competition, student-athletes’ academic difficulties, academic progress reports, and graduation rates. The members of the subcommittee serve as a link between the Athletics Department, student-athletes, and the faculty of the University.

**ENROLLMENT REQUIREMENTS**

**14 Hour Rule:**

Per PCA regulations student-athletes must enroll in a minimum of 14 semester hours each semester. Student-Athletes requesting to enroll in fewer than 14 semester hours must receive approval by the Student-Athlete Academic Services office at which time the request will be reviewed on a case by case basis by the Associate Director for Student-Athlete Academic Services. The following guidelines will serve as a basis for determining approval for student-athletes requesting to be enrolled in fewer than 14 semester hours during the semester. These guidelines were established to ensure full compliance with PCA rules and regulations.

**Guidelines for consideration of approval:**

- **Student-Athlete is in final semester and graduating during the designed term**
- **Limited course offerings within the student-athletes designated major**
- **Student-Athlete has completed all elective requirements**
- **Student-Athlete has completed 15 semester hours or is one semester ahead of minimum PCA hour requirements**
- **A student-athlete who is non-tendered presents a financial hardship**
- **Student-Athlete has fewer than 28 semester hours left to graduate**
- **A student-athlete has documented learning disability**
• Student-Athlete is advised by his/her college advisor to enroll in less than 14 semester hours pending the Student-athlete can provide a current Academic Advising Plan
• Student-Athlete must withdraw or drop a course due to GPA falling below minimum NCAA requirements for eligibility
• Student-Athlete can demonstrate a convincing plan to complete a total of 28 semester hours across the academic year including the summer session

GRIEVANCE POLICY

The grievance process is intended to comply fully with NCAA requirements, and to be available to all student-athletes. When a student-athlete grievance issue arises and is brought to the attention of any member of the Athletics Department administrative staff, regardless of the source of disclosure, efforts to resolve the issues should include the Head Coach, Sport Administrator and the Associate Athletics Director for Student-Athlete Affairs. Some discretionary decisions entrusted solely to a head coach, such as but not limited to, a student-athlete’s playing time, and selection for out of town team travel, are not reviewable under this grievance process, a panel comprised of the Chair of the PCA, the Chair of the PCA Subcommittee on Student-Athlete Welfare and the Faculty Athletic Representative(s) will resolve the question by majority vote. For more information go to the following website: http://president.uiowa.edu/files/president.uiowa.edu/files/PCA_Operations_Manual_1.pdf

Athletics Grievance Procedure

Informal Process:
1) During the initial stages of this process, the Associate Athletics Director for Student-Athlete Affairs will function in the role of advocate for the student-athlete to ensure that the student-athlete’s interests are paramount. This collaborative involvement will begin during the initial stages of discussion with the student-athlete and continue throughout the informal process. As necessary, and at the request of the student-athlete, these discussions may involve the student-athlete’s parents or guardian, with the objective of arriving at an informal resolution.

The Associate Athletics Director for Student-Athlete Affairs will also ensure that everyone involved understands the relevant rules and procedures of the Department of Athletics and the University, both informal and formal.

2) At all times during this informal process a student-athlete has the right to be assisted by legal counsel, at his or her own expense, or by another advisor of choice.

3) If a student-athlete protests a suspension or other disciplinary action imposed by a coach or other member of the Department of Athletics, or alleges a violation of his or her rights as set forth in the Statement of Student-Athlete Rights and Responsibilities, the student-athlete should request a meeting with his or her Head Coach to attempt to resolve the matter informally. Such a request for a meeting should be granted by the Head Coaches as soon as possible. The student-athlete should attempt to exhaust all options for resolution of the grievance with the Head Coach. If the student-athlete would prefer to have a third party present for meetings with the Head Coach, he or she may request assistance from several sources.

These include, but are not limited to, the Sports Administrator, the Associate Athletics Director for Student-Athlete Affairs, the Senior Women’s Administrator, or the University Ombudsperson.
4) If the student-athlete’s grievance is not resolved satisfactorily with the Head Coach in step (3), the student-athlete may then request a meeting with the Sports Administrator for the student-athlete’s team to make a further effort to resolve the grievance informally.

5) If the student-athlete’s grievance is satisfactorily resolved in step (3) or step (4) of the informal process, a written statement of the disputed issues, along with the settlement agreed upon, should be prepared jointly and signed by the student-athlete and the person from the Athletics Department with whom the settlement was reached.

This written statement should then be filed with the Athletics Director and retained.

If no satisfactory agreement is reached through the informal process, the student-athlete may request a formal appeal within the Athletics Department.


**EIGHT MISSED CLASS DAY POLICY**

The PCA seeks to minimize the disruption of student-athletes’ academic responsibilities caused by schedules of competition. Thus, the Academic Achievement Subcommittee’s recommendations regarding class attendance shall be guided by a policy, supported by the Athletics Department, which follows these principles:

During the regular season sports schedule, a student-athlete may miss no more than eight class days per semester due to the scheduling of athletic events. If travel commences prior to 12:00 noon, it constitutes 1 class day missed; if travel commences between noon and 3 pm, it constitutes ½ day missed; travel commencing after 3 pm does not count as missed class time. Teams who return on a class day between 8 am and noon will be assessed ½ day missed; teams who return on a class day after 12:00 noon will be assessed 1 day missed. Big Ten and NCAA championships and NCAA approved post-season events do not count in the regular season sports schedule.

Any competitions involving trips to foreign countries need to be reviewed by the Subcommittee. No competitions either on-campus or off-campus, other than those scheduled by the Big Ten Conference or the NCAA, may be scheduled during the weekend (Saturday/Sunday) prior to final examinations or the week of final examinations. Travel for competition the week prior to final examinations shall be kept to a minimum. Exceptions to these recommendations must be submitted to the Director of Athletics and to the PCA for approval before any agreements are signed.

**ONLINE COURSES**

It is the policy of the PCA that student-athletes may enroll in no more than one online course per semester. Any student-athlete who wishes to take an online course toward meeting requirements for athletic eligibility must submit a written appeal to the Director for Student-Athlete Academic Services prior to enrolling in an online course. Only online course(s) offered by the UI may be used by student-athletes toward meeting progress toward degree requirements for athletics eligibility. Exceptions to this policy must be approved by Student-Athlete Academic Services in consultation with the Faculty Athletic Representative and the Chair of the Academic Achievement Subcommittee of the PCA.
PREGNANCY POLICY

The objective of this policy is to create a positive atmosphere in which student-athletes feel secure and understand that they do not put themselves at risk of negative consequences by disclosing a pregnancy or related health condition. Instead, such disclosure minimizes health risks and insures uniform treatment of student-athletes. This policy shall be presented to student-athletes annually.

- Female student-athletes have the right to receive confidential support and guidance about their options as a pregnant student-athlete. Student-athletes who suspect they are pregnant or have a pregnancy-related condition are encouraged to meet confidentially with the Staff Psychologist, Team Physician, or Team Athletic Trainer. Sports medicine staff will respect the individual’s request to maintain confidentiality until such time as there is a medical reason to withhold the student-athlete from training or competition.

- Female student-athletes are encouraged to notify the sports medicine staff, coach, and team athletic trainer immediately upon suspicion that they are pregnant or have a pregnancy-related health condition so that the above mentioned staff can collectively work to protect the student-athletes’ and/or fetus’ health as well as the student-athlete’s position as a team member and/or her athletics scholarship.

- The student-athlete should understand that her position as a team member, and/or her athletics scholarship is not in jeopardy as long as she does not voluntarily withdraw from her sport and a management plan is in place.

- If the student-athlete elects to continue as a member of her team, a pregnancy support team consisting of the student-athlete, head coach, athletic trainer, team physician, obstetrician and/or personal physician, and Associate Athletics Director for Student-Athlete Academic Services will convene to formulate a management plan and to monitor the student-athlete’s health, academic progress, and return to competition.

- The pregnancy support team will determine how long the student-athlete may safely engage in strength & conditioning, practice, and competition events. The team also will inform the student-athlete of potential risks of her particular sport and exercise in general while pregnant, as well as specific warning signs of pregnancy-related over-exertion.

- Pregnant student-athletes are encouraged to meet as needed with the Staff Psychologist to receive confidential counseling and support to ensure their educational and psychosocial needs are being met.

- In order to continue participation during pregnancy, the student-athlete must sign a waiver releasing the University from any liability for injury to the fetus and/or any pregnancy-related injury to the student-athlete as a result of her continuing as a member of her team during the pregnancy.
• All costs and expenses of the pregnancy shall be the responsibility of the student-athlete and will not be covered by the Department of Athletics. The pregnancy support team will assist the student-athlete in finding alternative financial and other assistance as necessary.

• If the student-athlete voluntarily terminates her position as a member of the team on a permanent basis, her athletics scholarship will continue only until the end of the current semester.

• **Student-Athletes Under 18:** Parents or guardians must participate in the support team if the student-athlete is less than 18 years of age. Parents must co-sign any waivers if the student athlete is less than 18 years of age.

### SOCIAL MEDIA POLICY

**Social Media Sites:**
Social media sites (such as Facebook, Instagram, Pinterest, Tumblr, Twitter, Vine and similar sites and blogs) enable individuals to interact with an expansive universe of new people and to connect with friends and family. Postings by student athletes of personal profiles, and comments in chat rooms and blogs are in the public domain, however, and are easily accessible by anyone including reporters, parents, coaches, recruits, fans, groupies, predators, potential employers, and graduate school admissions officials. Even after it has been deleted, information once posted on a social media site can often be retrieved.

**Athletics Department Policy:**
Participation in intercollegiate athletics at The University of Iowa is a privilege that imposes certain obligations on student athletes, including the responsibility of being a positive representative of the University to the public. Student athletes therefore are expected to conduct themselves at all times with honesty, dignity and good sportsmanship. The Athletics Department believes in protecting the rights of student athletes to freedom of speech, association and privacy, including their right to participate in social media. Neither coaches nor team rules may require student athletes preemptively to disclose private social media information to anyone. Student athletes, however, may agree to team rules that authorize a coach to impose temporary social media restrictions to address specific concerns related to the observance of these guiding principles. The Athletics Department does not intend to monitor student athletes’ social media sites on a systematic basis, but Athletics Department administrators may periodically conduct random checks of student athletes’ social media sites. Student athletes are expected to monitor their own social media sites and post only information and images that conform to these guiding principles and appropriately represent themselves and the University to the public.

The Athletics Department reserves the right, under the Student Athlete Code of Conduct (Category II Misconduct) to investigate and take action against any student athlete who is posting material on a social media site that violates, or appears to violate, NCAA, University, or Athletics Department rules. Postings that violate these Guiding Principles are postings of information, images or language that inappropriately represent the student athlete or the University to the public, including but not limited to, partial or total nudity, sexual misconduct, underage alcohol consumption, use of illegal drugs or controlled substances, hazing activities, tobacco use, and obscene gestures.

**Recommended Actions:**
It is recommended that student-athletes immediately review and then regularly monitor any social media sites on which they may have posted material to ensure that the postings are consistent with NCAA, University, and Athletics Department rules, and that they present the student athlete in the way s/he wants to be portrayed. To better achieve the purposes of these Guiding Principles, student athletes are also encouraged to monitor the social media sites of their teammates.

For reasons of safety and privacy, it is recommended that student athletes refrain from posting on social media sites, and if posted promptly remove, any personally identifiable information such as telephone number, address, and class schedule and places frequented. Student athletes should regularly check tagged photos and monitor electronic photo albums, social media sites and blogs to avoid posted photos or messages that would be considered inappropriate.

Student athletes should be cautious in joining groups on social media to be sure they want to be publicly associated with each specific group. Student athletes should particularly refrain from creating or joining a group that is obviously inappropriate for student athletes or is malicious. Student athletes should also understand that, once they become a group member, they are linked to the on-line discussion that takes place within that group, and only the group’s administrator will be able to delete them from group membership or remove postings made to a group site.

Student-athletes should alert the Student-Athlete Academic Services Office if they discover the existence of any social media site created by others that falsely appears to be their site. The creation of such bogus sites may constitute identity theft, and the University will assist in their efforts to have the offensive sites removed.

**OFFICE OF THE REGISTRAR**

**GRADE POINT AVERAGE CALCULATION**

The Grade Point Average used in determining eligibility is calculated as follows:

For first-time full-time student-athletes up through their third full-time semester, only grades from courses taken at The University of Iowa are used to calculate the Grade Point Average used to determine eligibility. Graded coursework taken at another college or university is not included.

For first-time full-time student-athletes after their third full-time semester, grades from all courses taken are used to calculate the Grade Point Average used to determine eligibility regardless of whether or not the graded coursework was taken at The University of Iowa or another college or university.

For transfer students who were first-time full-time student-athletes at another college or university before transferring to The University of Iowa, grades from all courses taken are used to calculate the Grade Point Average used to determine eligibility regardless of whether or not the graded coursework was taken at The University of Iowa or another college or university.

For more information on how to calculate your grade point average go to: [http://registrar.uiowa.edu/gpa-calculator](http://registrar.uiowa.edu/gpa-calculator)
ACADEMIC MISCONDUCT

Undergraduate Colleges:
As stated in Regulation 1 of the Code of Student Life General Conduct Regulations, violation of the regulations for academic misbehavior is ordinarily handled within the department or college concerned. The following procedure applies specifically to the colleges of Liberal Arts and Sciences, Education, Engineering, Nursing, Pharmacy, and Business. Students who wish more specific information should inquire at the office of their respective dean.

Reporting of Plagiarism and Cheating:
All cases of plagiarism and cheating are reported for action to the designated person in the office of the dean of the college, through departmental channels, with a statement of the necessary facts. The department and the instructor concerned may also submit recommendations in each case for appropriate disciplinary action.

Disciplinary Action:
1) By the Instructor:
The individual instructor may reduce the student’s grade, including the assignment of the grade of “F” in the course. A report of this action should always be sent to the dean’s office.

2) By the Dean:
The dean of the college or a student-faculty committee appointed by him or her may impose the following or other penalties as the offense may warrant; disciplinary probation, suspension from the college, or recommendation of expulsion from the University by the president.

Referral to the Office of the Provost:
1) By the Dean:
In cases of flagrant or repeated offenses or for other reasons deemed sufficient by the dean of the college, the case and records may be referred to the Office of the Provost for appropriate action.

2) By the Student:
If the student feels that the penalty imposed by the dean is unjust, the student may request a review by the Office of the Provost.

Record of Disciplinary Action:
The dean’s office shall maintain a record of disciplinary cases and disposition thereof and shall notify other agencies of the University, as are concerned, with action taken in the case. The student involved shall be informed that a record is being kept of the offense.

Graduate Colleges
Questions of academic dishonesty arising within the colleges of Medicine, Law, Pharmacy, Dentistry, Public Health, and the Graduate College are treated on an individual basis.

In the Graduate College, the questions are handled at the departmental level. If the departmental decision is
appealed, the dean may appoint an appeals committee of faculty and students from a slate of nominees prepared by the Graduate Council and the Graduate Student Senate to recommend an appropriate course of action. The Graduate College policy on plagiarism is posted in Section IV.F on the Manual at http://www.grad.uiowa.edu/manual-part-1-sectioniv-academic-standing-probation-and-dismissal#1.4.E.

Students in professional graduate colleges should inquire at the office of their respective dean for further information. If the student disagrees with the decision made by the Dean, the student may request a review by the Provost.

**Disqualification from Academic Programs:**
As part of the college’s academic standards program, professional colleges enforce ethical conduct codes for enrolled students. Students may obtain a copy of the college’s current ethical rules and procedures by contacting the Dean of the college. In addition to suspending a student for unethical behavior, the college may contact the state professional licensing agency and decline to recommend the student for licensure.

Professional degree programs ordinarily include practicum requirements for graduates. As a prerequisite for enrollment in a practicum, students admitted to a professional program may be required to successfully complete training or orientation course, a health screening, and a criminal background check or meet other criteria required by practicum worksite policy.

A student admitted to an academic program who is disqualified from the program by the department may ask the Dean to review the department’s decision. If the student disagrees with the decision made by the Dean, the student may request a review by the Provost. For more information go to the following website: http://dos.uiowa.edu/12-13/academic-misconduct-2/

**VIOLENCE AND SEXUAL MISCONDUCT**
The University considers acts or threats of violence serious violations of University policy. This includes harassment of personal characteristics such as associational preference, color, creed, age, sex, disability, ethnic or national origin, sexual orientation, gender, identity, or race. The University of Iowa prohibits sexual misconduct in any form, including sexual assault or sexual abuse, sexual harassment, sexual exploitation, sexual intimidation, and any form of nonconsensual sexual conduct.

**Examples of prohibited behavior addressed in this policy include but are not limited to the following:**

- physical assault or abuse;
- sexual assault or abuse;
- threats with a weapon;
- verbal or other threats of physical or sexual assault;
- intentional damage or destruction of another’s private property.
- stalking directed at a specific person that would cause a reasonable person to feel fear.

Any act that falls within the definition of sexual misconduct constitutes a violation of University policy. Consent must be freely and affirmatively communicated between both partners in order to participate in sexual activity or behavior. It can be expressed either by words or by clear,
unambiguous actions. It is the responsibility of the person who wants to engage in sexual activity to insure consent of the partner.

**Students who wish to make a formal complaint can pursue either or both options:**
- To University administration by contacting the UI Sexual Misconduct Response Coordinator at (319) 335-6200;
- To the appropriate law enforcement authorities, which would be the UI Department of Public Safety (335-5022) in the case of sexual misconduct that occurs on campus.

More information about the UI Sexual Misconduct policy can be found on the following websites:
- [http://www.uiowa.edu/~our/opmanual/ii/10.htm](http://www.uiowa.edu/~our/opmanual/ii/10.htm);
- [http://www.uiowa.edu/~our/opmanual/iv/02.htm](http://www.uiowa.edu/~our/opmanual/iv/02.htm)

**Elibility Rules**

Students should use the following academic progress standards during the advising and enrollment process. Failure to adhere to these guidelines may result in a student being academically ineligible.

**NCAA Academic Requirements**
- [http://www.ncaa.org/remaining-eligible-academics](http://www.ncaa.org/remaining-eligible-academics)

At all times students must pass a minimum of ....

6 credit hours each term (degree applicable starting the student’s 5th semester)* a minimum of 9 hours completed for football student-athletes during the fall term.

18 credit hours between the fall and spring terms (degree applicable starting the student’s 5th and 6th semester).

<table>
<thead>
<tr>
<th>BY ....</th>
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</thead>
<tbody>
<tr>
<td><strong>YEAR 2:</strong></td>
<td>Earn 24 credit hours with a minimum 1.8 athletic grade point average</td>
</tr>
<tr>
<td><strong>YEAR 3:</strong></td>
<td>Earn 40% of degree requirements in a declared major with a minimum 1.9 athletic grade point average</td>
</tr>
<tr>
<td><strong>YEAR 4:</strong></td>
<td>Earn 60% of degree requirements in a declared major with a minimum 2.0 athletic grade point average</td>
</tr>
<tr>
<td><strong>YEAR 5:</strong></td>
<td>Earn 80% of degree requirements in a declared major with a minimum 2.0 athletic grade point average</td>
</tr>
</tbody>
</table>
BIG TEN ACADEMIC REQUIREMENTS
http://www.bigten.org

DURING ....

YEAR 1  Completion of 12 hours per term
YEAR 2  Completion of 24 credits hours at the certifying institution

Grade-Point Average Calculation – Incompletes or Conditional Grades – count as zero grade points in a student’s grade point average calculation until a different grade is recorded.

Students cannot become eligible to compete during a term if the student is not academically eligible on the first day of classes of that term.

PCA ACADEMIC PROGRESS REQUIREMENTS

Academic Progression – Students must enroll in a minimum of 14 credit hours during the fall and spring semesters. The following chart outlines the number of earned hours and coursework passed each year:

| YEAR 1 | SEMESTER 1 | 14 | (2 required courses) |
| YEAR 2 | SEMESTER 2 | 28 | (4 required courses) |
|         | SEMESTER 1 | 42 | (6 required courses; 1 major course) |
|         | SEMESTER 2 | 56 | (8 required courses; 2 major courses) |
|         | SEMESTER 1 | 70 | (10 required courses; 3 major Foreign courses; 1 foreign language course) |
|         | SEMESTER 2 | 84 | (12 required courses; 2 semesters of foreign language; 5 major courses) |
|         | SEMESTER 1 | 98 | (13 required courses; 3 semesters requirements) |
|         | SEMESTER 2 | 112 | (Completed major and language of foreign language; 7 major courses) |

The following guidelines will serve as a basis for determining approval for student-athletes requesting to be enrolled in fewer than 14 semester hours during the semester.

Guidelines for Considerations of Approval:

- Student-Athlete is in final semester and graduating during the designed term
- Limited course offerings within the student-athletes designated major
- Student-Athlete has completed all elective requirements
- Student-Athlete has completed 15 semester hours or is one semester ahead of minimum PCA hour requirements
- Student-Athlete has fewer than 28 semester hours left to graduate
- A student-athlete has a documented learning disability
- Student-Athlete is advised by his/her college advisor to enroll in less than 14 semester hours pending the student-athlete can provide a current Academic Advising Plan
- Student-Athlete must withdraw or drop a course due to GPA falling below minimum NCAA requirements for eligibility
- Student-Athlete can demonstrate a convincing plan to complete a total of 28 semester hours across the academic year including the summer session

**ACADEMIC CALENDAR**

### 2015 FALL SEMESTER

<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 24</td>
<td>Classes begin</td>
</tr>
<tr>
<td>September 7</td>
<td>University holiday, offices closed</td>
</tr>
<tr>
<td>November 22-29</td>
<td>Thanksgiving recess</td>
</tr>
<tr>
<td>November 26-27</td>
<td>University holidays, offices closed</td>
</tr>
<tr>
<td>December 11</td>
<td>Classes end</td>
</tr>
<tr>
<td>December 14-18</td>
<td>Final exam week</td>
</tr>
<tr>
<td>December 24-25</td>
<td>University holidays, offices closed</td>
</tr>
</tbody>
</table>

*Fall commencement ceremonies: dates vary by college; see Commencement on the Office of the Registrar website.

### 2015-16 WINTER SESSION

<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 28</td>
<td>Classes begin</td>
</tr>
<tr>
<td>January 1</td>
<td>University holiday, offices closed</td>
</tr>
<tr>
<td>January 15</td>
<td>Classes end</td>
</tr>
</tbody>
</table>

### 2016 SPRING SEMESTER

<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 18</td>
<td>University holiday, offices closed</td>
</tr>
<tr>
<td>January 19</td>
<td>Classes begin</td>
</tr>
<tr>
<td>March 13-20</td>
<td>Spring break</td>
</tr>
<tr>
<td>May 6</td>
<td>Classes end</td>
</tr>
<tr>
<td>May 9-13</td>
<td>Final exam week</td>
</tr>
</tbody>
</table>

*Spring commencement ceremonies: dates vary by college; see Commencement on the Office of the Registrar website.

### 2016 SUMMER SESSIONS

<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 16-June 9</td>
<td>Four-week session (final exam day: June 10)</td>
</tr>
<tr>
<td>May 16-June 23</td>
<td>Six-week session I (final exam day: June 24)</td>
</tr>
<tr>
<td>May 16-August 4</td>
<td>Twelve-week session (final exam day: August 5)</td>
</tr>
<tr>
<td>May 30</td>
<td>University holiday, offices closed</td>
</tr>
<tr>
<td>June 13-August 4</td>
<td>Eight-week session (final exam day: August 5)</td>
</tr>
<tr>
<td>June 27-August 4</td>
<td>Six-week session II (final exam day: August 5)</td>
</tr>
<tr>
<td>July 4</td>
<td>University holiday, offices closed</td>
</tr>
</tbody>
</table>

*The University of Iowa offers several summer sessions: one 12-week session, one 8-week session, two 6-week sessions, and one 4-week session. Each session is listed below in order by its starting date.
PRESIDENTIAL COMMITTEE ON ATHLETICS—To recognize student-athletes who earn a minimum cumulative GPA of 3.0 and earn a varsity letter in their sport. Early in the spring semester, preceding a Men’s Big Ten basketball contest, the honored student-athletes and their parents are invited to a banquet. Each recipient receives a bronze, light bronze, silver or gold medallion. The gold medallion is the highest award that can be received and indicates that the student-athlete maintained a 3.0 GPA for the entire college career and earned a varsity letter in their sport.

NAMED SCHOLARSHIP BANQUET—Held each fall to recognize supporters of Iowa Athletics whose contributions have endowed undergraduate scholarships for student-athletes. Select student-athletes are encouraged to attend the event, which provides them with the opportunity to meet with the individuals who have contributed to their scholarship.

POLK COUNTY I-CLUB SENIOR RECOGNITION BANQUET—This event provides a chance for graduating seniors to meet with business and professional leaders in Des Moines and network. It was developed in 1986 by the Polk County I-Club, and designed to recognize the accomplishments of University of Iowa student-athletes and athletic programs. This banquet is attended by the governor of the State of Iowa and frequently attended by the UI President and other senior administrators, as well as coaches and athletics administrators.

SENIOR I-RING—Based on coach and specific sport performance expectations, varsity letter recipients are awarded the prestigious I-Ring through the National Varsity Club, which is an organization dedicated to student-athlete letter winners past and present.
**TIPS FOR SUCCESS**

**CAREER PLANNING**

**FIRST YEAR: EXPLORE**
- Visit the Pomerantz Career Center and the website at [www.careers.uiowa.edu](http://www.careers.uiowa.edu) to learn how to use the services.
- Meet with a career advisor to help clarify career interests and options.
- Meet regularly with your athletic academic coordinator and academic advisor to explore college majors.
- Identify your main areas of interest (hobbies, school subjects, etc.) and what careers they relate to.
- Identify the values that are important to you in a career.
- Identify your 3 strongest talents or skills-academic or personal.
- Attend at least one Career Fair to learn about prospective occupations.
- Volunteer on or off campus to add to your skill set.
- Volunteer to host recruits.

**SECOND YEAR: NARROW**
- Explore with academic advisors and athletic academic coordinators academic majors that fit academic performance, interests, and skills.
- Understand how to conduct an information interview and conduct at least one with a faculty member.
- Draft your resume.
- Attend one of the Career Fairs to identify and apply for summer internships.
- Get a part-time job during the year and/or a summer job.
- Choose your major.
- Consider enrolling in Making a Vocational Educational Choice and/or Career Leadership Academy.
- Take a Leadership role on your team.
- Volunteer on or off campus.

**THIRD YEAR: FOCUS**
- Make a graduation plan with advisor; graduation date, degree requirements, required internships, and student teaching.
- Make a career goal and a list of alternative career options.
- Understand how to network; get to know faculty, professionals, former teammates in interest areas.
- Explore graduate or professional school possibilities.
- Complete a HireaHawk.com activation session; learn how to search for internships, sign up for on-campus interviews.
- Update your resume.
- Conduct an internship search; do an internship this year.
- Attend Career Fairs to identify and apply for internships.
- Explore study abroad possibility.

**FOURTH YEAR: TAKE ACTION**
- Create an individualized job search plan.
- Brainstorm job search strategies with your athletic academic coordinator and a career advisor.
- Search the web for jobs and employer information: learn how to perform company research.
- Go to the Career Center for resume, cover letter, and interview critiquing services.
- Build upon your existing resume.
- Choose your major.
- Ask individuals (faculty, coach, employer, former teammates) to serve as your references; supply them resumes.
- Polish your interview skills.
- Prepare for and attend the Senior Student-Athlete Recognition Banquet and continue to network.
- Take graduate entrance exams; complete all graduate/professional school applications.

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CLASS ATTENDANCE
The department believes that class attendance is closely linked to a student’s academic success. For many courses, attendance and participation are part of your grade. Therefore, it is expected that a student-athlete attend all classes. Student-Athlete Academic Services uses a variety of methods to check class attendance.

*See your athletics academic coordinator about the full policy, its rules and sanctions.

DID YOU KNOW
There are numerous resources within the Athletics Department and The University of Iowa campus that can assist you if you are having difficulty resolving a problem or concern while competing as a student-athlete at The University of Iowa.

If you have concerns involving…

YOUR TEAM
First, speak with your coach...
- Most issues or concerns can be resolved between you and your coach.

Second, speak with your Sport Administrator.
- The role of the sport administrator is to listen to your concerns, recommend solutions and resolve issues pertaining to your sports team.

If you have made an initial attempt to address your concerns with your coach and your sport administrator, the following resources may be of assistance:
- Office of the Ombudsman
- Student-Athlete Academic Services
- Faculty Athletic Representatives

YOUR ACADEMICS
First, speak with your Academic Coordinator...
Second, speak with your College or Major Advisor

YOUR PERSONAL LIFE
- Schedule an appointment with Kelli Moran-Miller
- See a counselor in University Counseling Services
JUST GOOGLE IT!

What you post on social media is a reflection of who you are and could potentially shape perceptions of you, your team, the athletics department and The University of Iowa.

As a student-athlete at The University of Iowa there are both benefits and risks associated with using social media platforms:

**BENEFITS**
- Dissemination of information
- Connect with those around you
- Celebrate personal or team accomplishments

**RISKS**
- Unintended messages about you or your team
- Access to your personal information
- Future career risks
- Harm to self and others

Remember the following guidelines when using social media:
- Be deliberate with your messaging... Who are you trying to reach and why?
- Be thoughtful... When exercising your right to freedom of speech ask how it impacts others
- Be in control... Check your privacy settings on your personal social media sites.
- Be a good team member... Remember your teammate’s right to privacy.
- Be aware .... Items you remove from sites can still be saved, archived and retrieved.
- Be respectful .... Ask before posting!
- Be safe - Avoid posting identifying information such as your full name, address, date of birth, place of birth, phone number(s), etc.

**Best Practice Guidelines in Using Social Media (University of Iowa, Office of Human Resources website, 2015):**
- What group am I trying to reach?
- Which media works best to connect with that group?
- What is the purpose and focus of the message?
- How will I keep the information current?
- How will I respond to those who connect with me?
- How will I want to control the use/dissemination of the message?
JOB SEARCH RESOURCES

HireaHawk: The University of Iowa’s primary online recruiting system. HireaHawk.com is FREE for students. Upload and publish a resume, log community involvement hours, register for internships, search and apply for jobs and internships, schedule on-campus interviews and more!

Each UI student has an account already set-up. Click on the link below or go to HireaHawk.com and enter your HawkID and password to get started.

For more information: http://careers.uiowa.edu/hireahawk

PROGRAMMING CALENDAR

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
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<tbody>
<tr>
<td>✓ Athletics Transition Seminar</td>
<td>✓ Continuation of Senior Series</td>
</tr>
<tr>
<td>✓ Kickoff/New Student-Athlete Orientation</td>
<td>✓ Day of Caring</td>
</tr>
<tr>
<td>✓ Senior Night and Series</td>
<td>✓ Talent Show</td>
</tr>
<tr>
<td>✓ HallowRidge Halloween</td>
<td>✓ Human Rights Bowling Social</td>
</tr>
<tr>
<td>✓ Graduate/Professional School Fair</td>
<td>✓ PCA Banquet</td>
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<tr>
<td></td>
<td>✓ Polk County Banquet</td>
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<tr>
<td></td>
<td>✓ Athletic/Academic Achievement Banquet</td>
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<table>
<thead>
<tr>
<th>SUMMER</th>
<th>ONGOING</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Orientation</td>
<td>✓ Minority Focus Group</td>
</tr>
<tr>
<td>✓ Freshman Summer Series</td>
<td>✓ ISAAC</td>
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<tr>
<td>✓ HealthCare</td>
<td>✓ Hawkeye PRIDE</td>
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<td>✓ Coach for College</td>
<td>✓ Career Leadership Programming</td>
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<td>✓ Health &amp; Well-Being Programming</td>
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<td>✓ Academic Programming</td>
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For more information on student-athlete programming opportunities visit the Academic Services website at: http://academics.hawkeyesports.com/

REFUELING STATIONS

Healthy snacks are available to “grab and go” throughout the day for UI student-athletes. Refueling Stations are of no charge to student-athletes and are designed to support your busy academic and training schedules while offering high quality nutrition options to meet fueling and recovery needs.

Please remember:
- The Refueling Stations are monitored by the staff
- No food or drink in the Gerdin computer lab
- Be mindful of the amount you take from the stations
- Be sure to clean up after yourself
**Items Include:**

- Greek yogurt
- String Cheese
- Hardboiled Eggs
- Various cold sandwiches
- Various salads
- Assortment of fruit
- Assortment of nutritional bars
- Assortment of nuts
- Hummus

**Refueling Station Locations:**

- Gerdin Athletic Learning Center (GALC) 2nd floor
- Carver Hawkeye Arena Weight Room
- Hansen Football Complex

**STUDY SKILLS**

**Developing Study Skills:**
Successful students have learned that there is more to studying than reading textbooks and memorizing notes. They know that there are certain strategies and approaches to study — to taking notes, taking tests, talking to instructors — simple, common sense things that can make a big difference in the results they get and in the amount of time they need to spend studying. The study skills strategies presented here can give you the benefit of others’ experience so you can get off to a good start in college and avoid making the same old mistakes that students often make.

**Getting Motivated:**
Taking a long-range view of things can help you put your college years in a different perspective. If you think about it, college is just four years of your life, but you’ve got over 40 years to work after graduation. And how well you do in those four years in college can be a big factor in determining how you spend the rest of your working life.

**Taking Responsibility for Yourself:**
One way to adjust better to college life is to be aware of these differences and to develop new ways of behaving as a student. For many students, the biggest adjustment problem is getting used to taking total responsibility for getting their work done. Even though the teacher isn’t checking up on you, you are expected to do the reading and keep up with the courses on your own. If you’re absent, it’s up to you to make up for what you’ve missed.

In college your success in a course and in managing your time is up to you. You are in charge of your life and your future.

**Getting Interested:**
In fact, one of the surest ways to succeed in a course is to try to develop an interest in what you are studying. It’s true that you’ll probably resent having to take certain required courses. But since you have to take them anyway, you might as well be open-minded.
Get Involved:
Writing papers and taking good notes takes time and practice. If something doesn’t work the first time and it seems like your efforts didn’t pay off, don’t give up. See your tutors and instructors and keep trying.

Finding Study Time:
The two main things to learn about managing your study time are how to find time to study and then how to make the most of every hour you study.

The main thing to remember is not to waste your study time. Taking a 15 to 20 minute break every two hours will help you maintain your concentration.

List Goals:
When you begin a study session make a quick list of what you intend to get done. Setting definite goals will help you organize your time. Be specific and realistic in setting goals, not “Study history,” but rather “Read history chapters two and three and take notes.”

Keep In Touch
Keep in touch with all your classes. Study your class notes as soon as possible after each class period. You will be surprised how much this occasional review will help you remember the material when it’s time to study for exams.

Plan Ahead:
Check your schedule frequently to note when papers and exams are coming up. When you have a paper or other assignment due, don’t put off starting work on it. Begin it or talk to a tutor about it and it will seem easier to handle. Use appropriate resources on campus if necessary. A rule of thumb to consider is that your professors and instructors are always the best sources to utilize if you are having difficulties in your class.
CAMPUS RESOURCES AND SERVICES

ADMISSIONS OFFICE
107 Calvin Hall
http://admissions.uiowa.edu/

ACADEMIC RESOURCES
WRITING CENTER
10 English-Philosophy Building
http://writingcenter.uiowa.edu/

MATH LAB
314 Maclean Hall
http://www.math.uiowa.edu/math-tutorial-lab

ENGINEERING LAB
3100 Seaman’s Center
http://www.engineering.uiowa.edu/current-students/academic-support/engineering-tutorial-center

ADVICING
ACADEMIC ADVISING CENTER
Pomerantz Center (2nd floor)
http://www.uiowa.edu/web/advisingcenter/

COLLEGES
COLLEGE OF BUSINESS
108 John Pappajohn Business Building
http://tippie.uiowa.edu/undergraduate/advising/

COLLEGE OF DENTISTRY

COLLEGE OF LIBERAL ARTS & SCIENCES
120 Schaeffer Hall
http://clas.uiowa.edu/students/advising

COLLEGE OF EDUCATION
N459 Lindquist Center
https://www.education.uiowa.edu/teach/elementary/people/advising

COLLEGE OF ENGINEERING
3100 Seamons Center
http://www.engineering.uiowa.edu/current-students/academic-support/advising

COLLEGE OF LAW
280 Boyd Law Building
http://law.uiowa.edu/

COLLEGE OF MEDICINE
451 Newton Rd.

http://www.medicine.uiowa.edu/

COLLEGE OF NURSING
101 College of Nursing Building
http://www.nursing.uiowa.edu/

COLLEGE OF PHARMACY
115 S. Grand Avenue
http://pharmacy.uiowa.edu/academic-advising

COLLEGE OF PUBLIC HEALTH
145 N. Riverside Dr.
http://www.public-health.uiowa.edu/hmp/

GRADUATE COLLEGE
205 Gilmore Hall
http://www.grad.uiowa.edu/

UNIVERSITY COLLEGE
111 Jessup Hall
http://uc.uiowa.edu/

CAMPUS INVOLVEMENT

CENTER FOR STUDENT INVOLVEMENT & LEADERSHIP
145 Iowa Memorial Union
http://csil.uiowa.edu/

STUDENT LIFE
249 Iowa Memorial Union
http://vp.studentlife.uiowa.edu/

STUDY ABROAD
1111 University Capitol Centre
http://international.uiowa.edu/study-abroad

CAREER

POMERANTZ CAREER CENTER FOR LEADERSHIP & ADVANCEMENT
100 Pomerantz Center
http://careers.uiowa.edu/students
COUNSELING SERVICES
UNIVERSITY COUNSELING SERVICES
3223 Westlawn
http://counseling.studentlife.uiowa.edu/

DIVERSITY
CENTER FOR DIVERSITY & ENRICHMENT
24 Phillips Hall
http://diversity.uiowa.edu/office/center-diversity-and-enrichment
CHIEF DIVERSITY OFFICE
111 Jessup Hall
http://diversity.uiowa.edu/office/chief-diversity-office

FINANCIAL AID
OFFICE OF STUDENT FINANCIAL AID
208 Calvin Hall
http://financialaid.uiowa.edu/

INFORMATION TECHNOLOGY SERVICES
2800 University Capitol Centre
http://its.uiowa.edu/services-for-students

LIBRARIES
100 Main Library
http://www.lib.uiowa.edu/

SEXUAL MISCONDUCT
WOMEN’S RESOURCE & ACTION CENTER
130 N. Madison St.
http://wrac.uiowa.edu/
RAPE VICTIM ADVOCACY CENTER
332 S. Linn St.
http://rvap.uiowa.edu/about/

OMBUDSMAN
C108 Seashore Hall
http://www.uiowa.edu/ombuds/

EOD
202 Jessup Hall
http://diversity.uiowa.edu/office/equal-opportunity-and-diversity

OFFICE OF SEXUAL MISCONDUCT RESPONSE COORDINATOR
450 Van Allen Hall
http://osmrc.uiowa.edu/

STUDENT DISABILITY SERVICES
3015 Burge Hall
http://sds.studentlife.uiowa.edu/

REGISTRAR
30 Calvin Hall/1 Jessup Hall
http://www.registrar.uiowa.edu/

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