



OFF-CAMPUS RECRUITING ACTIVITIES

- Coaches must be certified prior to recruiting off campus.
- Coaches are required to abide by recruiting calendar restrictions.
- If expenses are to be reimbursed, **the names of the PSA's must be included in an ACS printout** attached to the expense report and submitted to Compliance Office for approval. If approved, the expense report is forwarded to the Athletic Business Office to begin the reimbursement process.
- Non-coaching staff members are not permitted to accompany a coach on any off-campus recruiting trips.
- An ACS "Contact/Evaluation" report must be submitted to Compliance after all off-campus recruiting activities even if no reimbursement is desired.
- All documentation is due to Compliance within two weeks of returning to campus from travel.

Recruitment Logs

- Recruitment logs are to be maintained throughout the recruiting process.
- Recruitment logs are collected or completed via ACS at the beginning of the academic year for all signees and placed in their permanent files.
- Recruitment logs are submitted or completed via ACS to the Compliance Office prior to the student-athlete's first day of class.
- Coaches must use the recruitment logs found in this manual or a compliance approved computer database (i.e., ACS or Recruiting Radar).
- The Compliance Office will review recruiting logs for particular prospective student-athletes each month.
- The Compliance Office will review phone bill records via ACS from certain sports each month.
- All phone numbers used for recruiting purposes must be entered into ACS or Bluechip Recruiting Radar.
- Coaches who do not submit or record on computer system recruiting logs in a timely manner (within 10 days of initial request) will be subject to the following:
 - a. Restrictions will be placed on recruiting activities (i.e. no approval for future official visits, no reimbursement for recruiting travel).
 - b. Letter of admonishment from Compliance or Athletic Director.

RECRUITING SERVICES

- All sports must receive approval from Compliance prior to using any recruiting service.
- All recruiting services must meet the requirements of NCAA Bylaw 13.14.3 as follows:

An institution may subscribe to a recruiting or scouting service involving prospective student-athletes, provided the institution does not purchase more than one annual subscription to a particular service and the service: **[D]** (*Adopted: 1/1/02, Revised: 8/5/04, 1/16/10*)

(a) Is made available to all institutions desiring to subscribe and at the same fee rate for all subscribers;

(b) Publicly identifies all applicable rates;

(c) Disseminates information (e.g., reports, profiles) about prospective student-athletes at least four times per calendar year;

(d) Publicly identifies the geographical scope of the service (e.g., local, regional, national) and reflects broad-based coverage of the geographical area in the information it disseminates;

(e) Provides individual analysis beyond demographic information or rankings for each prospective student-athlete in the information it disseminates; (*Revised: 4/13/10*)

(f) Provides access to samples or previews of the information it disseminates before purchase of a subscription; and

(g) Provides video that is restricted to regularly scheduled (regular-season) high school, preparatory school or two-year college contests and for which the institution made no prior arrangements for recording. (Note: This provision is applicable only if the subscription includes video services.)

Forms

Recruitment Log – Men’s Basketball (*UT Compliance Website, Coaches Page*)

Recruitment Log – Women’s Basketball (*UT Compliance Website, Coaches Page*)

Recruitment Log – Football (*UT Compliance Website, Coaches Page*)

Recruitment Log – Other Sports (*UT Compliance Website, Coaches Page*)