



UNIVERSITY OF TENNESSEE

Student-Athlete Handbook and Planner 2010-2011

The student-athlete handbook included in this planner is an abbreviated version. The complete and most up-to-date version of the student-athlete handbook is available online at www.utsports.com or www.utladyvols.com. Student-athletes are responsible for knowing and abiding by all of the policies set forth in the student-athlete handbook.

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



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THE UNIVERSITY OF TENNESSEE

Students come first at The University of Tennessee, Knoxville, and they come from every state in the nation and approximately 100 countries. This global diversity and an academic program with 300 degree programs are rapidly making UT-Knoxville one of America's preferred universities.

Excellent teachers are found in the classrooms of Tennessee's largest university. They sharpen teaching skills through the scholarship, research, scientific investigation and public service that are important parts of a comprehensive, land-grant university. The teacher-scholars at UT-Knoxville are providing a quality education at an affordable price to the 26,000 graduate and undergraduate students enrolled here. UT-Knoxville, one of four campuses in the UT system, is headed by Dr. Jan Simek, while Dan Murphy serves as the NCAA faculty athletics representative for UTK.

The University offers undergraduate majors in the colleges of agricultural sciences and natural resources, architecture and design, arts and sciences, business administration, communications, education, health and human sciences, engineering, nursing, and social work. There are more than 300 campus organizations such as fraternities, sororities, cultural, recreation and special interest groups to provide important elements of a college education that occur outside the classroom.

Tennesseans take sports seriously, and coaches call Volunteer fans the best in the nation. When Tennessee teams take the field or court, legions of enthusiastic fans from throughout the country are on hand to cheer the Lady Vols and Vols to victory. The Women's Athletic Department is one of only two in the country to operate independently of the men's program.

Off-campus recreational opportunities abound for students in East Tennessee. The Great Smoky Mountains National Park, the nation's most visited, is an hour's drive from campus. Nearby state parks and several Tennessee Valley Authority lakes are popular destinations for students wishing to spend a relaxing day away from campus.

The Knoxville metropolitan area, which consistently ranks high in quality of life surveys, is East Tennessee's commerce and cultural center, offering regional shopping centers, fine restaurants, a nationally acclaimed symphony orchestra, and many other entertainment activities.



THE UNIVERSITY OF TENNESSEE ATHLETIC DEPARTMENTS



Welcome to the University of Tennessee. We are pleased to have you wearing Orange!

All student-athletes have goals. These goals should include graduation and putting yourself in the position to compete for championships. This Handbook will assist in the achievement of these goals. All student-athletes are responsible for the information in the Handbook. If you need additional information or assistance, contact your Academic Counselor in the Thornton Center or the Compliance Office in the Athletic Departments.

We are all interested in your welfare and are here to assist you in your efforts to be a successful student and athlete. We are proud to have you as a member of our athletic family and wish you the very best.

Sincerely,

**Mike Hamilton
Director of Men's Athletics**

**Joan Cronan
Director of Women's Athletics**

Dear Student-Athletes:

The University of Tennessee is proud of its great athletic traditions and the thousands of student-athletes who have worn the orange on the field or the court. Being an athlete at UT is a special experience that you will always treasure. We are even prouder of the student-athletes who achieve success on the field or the court and also achieve success in the classroom and the lab. Being a graduate of UT is an accomplishment that you will treasure and take pride in for the rest of your lives. Completing your degree at UT will not only serve as a testament to your ability and perseverance but will provide you lifelong benefits and opportunities.

As athletes, you are determined, focused, hardworking, and expect to win. These same characteristics will serve you well as a student at UT. Your dual responsibilities as a student and an athlete place a tremendous workload on each of you. Be aware that you are supported in this effort by many offices and individuals on this campus. I encourage you to take full advantage of the Thornton Center and its team of academic counselors. Also, please consider participating in the Student-Athlete Advisory Committee (SAAC), which is your forum for making concerns known to administrators and coaches. As the UT Faculty Athletics Representative, I am charged with and committed to overseeing your welfare. Your success is how I measure my success. Please feel free to contact me if you have any questions or concerns.

I look forward to meeting all of you, to helping you when I can, and to watching you compete in the coming year.

Best of luck,

**Daniel P. Murphy
Deloitte & Touche Professor and
Department Head
NCAA Faculty Athletic Representative
Department of Accounting and Information Management**

THE UNIVERSITY OF TENNESSEE MISSION STATEMENT

As the state's flagship comprehensive research institution, the University of Tennessee's primary purpose is to move forward the frontiers of human knowledge and enrich and elevate society. The mission of the University of Tennessee is to:

- Advance the community of learning by engaging in scientific research, humanistic scholarship, and artistic creation;
- Provide a high quality educational experience to undergraduate students in a diverse learning environment - promoting the values and institutions of democracy that prepare students to lead lives of personal integrity and civic responsibility in a global society;
- Prepare the next generations of skilled and ethical professionals by providing excellent graduate and professional education that prepares graduates to compete in a diverse world market;
- Promote a campus environment that welcomes and honors women and men of all races, creeds, and cultures and an atmosphere that values intellectual curiosity, pursuit of knowledge, and academic freedom and integrity;
- Conduct research, teaching, and outreach to improve human and animal medicine and health;
- Contribute to improving the quality of life, increasing agricultural productivity, protecting the environment, promoting the well-being of families, and conserving natural resources;
- Offer a variety of off-campus educational and training programs, including the use of information technologies, to individuals and groups;
- Partner with communities to provide educational, technical and cultural support to increase the livability of those communities; and
- Partner with industry and government to improve the quality of the workplace and to serve as an engine for economic and cultural development.

MISSION STATEMENT OF THE ATHLETICS DEPARTMENTS

The mission of the University of Tennessee Men's and Women's Departments of Intercollegiate Athletics is to provide opportunities for participation in intercollegiate athletics in an environment that encourages the achievement of athletic excellence and good sportsmanship. We are committed to maintaining a proper balance between participation in athletics and the educational and social life common to all students. Within this environment we seek to enhance opportunities for intercollegiate athletics competition, foster pursuit of academic excellence, support and encourage the achievement of individual and team championship performance, and to be a source of pride for the University's students, alumni/ae and supporters.

The University of Tennessee Departments of Intercollegiate Athletics conduct programs consistent with both the letter and spirit of the policies and regulations set forth by the National Collegiate Athletics Association (NCAA), the Southeastern Conference (SEC), and the University of Tennessee. The mission of the Departments is and shall always remain compatible with the mission of the University.

THORNTON CENTER MISSION STATEMENT

The University of Tennessee and its Athletics Departments are committed to the academic success of each student-athlete. The mission of the Thornton Center is to foster student-athlete graduation through promotion of their holistic development as they progress towards fulfillment of their short- and long-term goals, by providing a supportive environment that is conducive to learning. To that end, we utilize best practices in college student education, care, and development.

THORNTON CENTER STAFF

INSERT HEADSHOTS, TITLE AND SPORTS FOR STAFF

ACADEMIC SUPPORT

The Thornton Athletics Student Life Center's academic counseling staff is committed to assisting student-athletes reach their fullest potential through academics and personal development. By providing a supportive environment and leadership, our aim is not only to prepare students educationally and socially but to provide them with the tools needed to live productively after their collegiate experience.

Student-athletes make great sacrifices and commit many hours towards the success of our athletic programs. One of the goals of the academic support program is to help student-athletes learn the proper balance between athletics and academics. This is made possible through the staff and services made available in the Thornton Athletics Student Life Center.

With the understanding that each student comes to us at his/her own level of preparedness, it is our responsibility to make assessments and develop and implement strategies that will lead students to the ultimate goal of graduation.

The Thornton Center is staffed by seven full-time academic counselors and several graduate assistants who work with the counselors. Although students have access to all counselors, the counselors are divided according to sport and auxiliary responsibilities. This division allows for continuity in service provision and relationship development between counselors, student-athletes, coaches and other Athletic Department staff.

Each student has access to and is required to meet with an academic advisor in his/her college/major each semester. This advisor's role is to assist in developing a degree plan with course selections that will meet the requirements outlined for graduation. The role of the academic counselor is secondary to that of the college/major advisors. Academic counselors can, however, also help students in selecting a major and deciding which courses to take while taking into consideration the unique challenges student-athletes may have (i.e. practice, competition, travel etc.). Academic counselors are also responsible for coordinating the academic support services of their specific students. Support services like study hall, tutoring, mentoring and referrals to other resources when needed are only a part of their responsibilities. Counselors may also meet with students and parents as they are being recruited, facilitate in the admission process and in the scheduling of summer orientation. Due to the many NCAA academic rules that govern athletic eligibility, academic counselors play a crucial role in monitoring the progress towards degree of student-athletes as well.

All of the support offered through the Thornton Center and its staff helps ensure that students reach their full academic potential. However, students hold the ultimate responsibility for their academic endeavors and as such, the expectation is that they do what is necessary to attain the level of academic achievement they are most capable of. Some of the resources provided by that Thornton Center include:

- Academic Counselor Meetings
- Math Lab
- Mentoring
- Study Hall
- Tutoring
- Writing Lab

THORNTON CENTER CODE OF CONDUCT

Because it is dedicated to the academic success of UT's student-athletes, the Thornton Center must offer an environment that is conducive to learning. All Thornton Center personnel and students are expected to behave in a manner that supports this environment.

Respect Thornton Center students and staff:

- Speak quietly, and never in areas designated for quiet study.
- Use appropriate language.
- Dress appropriately (see SAAC Dress Code policy).
- Ensure that cell phones and other electronic devices are silenced and refrain from using them.

Respect the academic goals of Thornton Center students:

- Use Thornton Center facilities and equipment for academic purposes only.
- Use personal computers for academic purposes only.
- Make effective use of tutorial appointments by bringing specific questions and concerns to tutors.
- Bring all necessary materials (books, notes, assignment sheets, etc.) to study hall and tutoring appointments.

Respect the Thornton Center building:

- Leave all food, drink, and tobacco products outside the building.
- Use computers and other equipment with care.
- Use recycling bins and trash cans to help keep the Thornton Center clean.

In addition to following these specific Thornton Center policies, students should observe university standards for student conduct outlined in *Hilltopics*. Any violations of Thornton Center or University of Tennessee student conduct policies will be dealt with by Thornton Center staff members, head coaches, Men's and Women's Athletic Directors, and potentially the Office of Student Judicial Affairs.

VOLScholar PROGRAM

The VOLScholar program seeks to signal a commitment of intellectual vigor and academic excellence. In addition, the program will help awaken students' natural curiosity and build upon their desire to earn an education, not merely a degree. Students will assume personal accountability for their actions and taken ownership of their academic progress. The VOLScholar program will foster students' internal motivations, to the end that they become self-directed, lifelong learners. Upon earning a 3.0 grade point average for the Fall or Spring term, student-athletes will be awarded a VOLScholar patch.

ACADEMIC ADVISING

<p>1 College of Agricultural Sciences & Natural Resources 125 Morgan Hall (865) 974-7303 casnr@utk.edu</p>	<p>2 College of Architecture & Design 224 Art & Architecture Building (865) 974-3232 archinfo@utk.edu</p>	<p>3 College of Arts & Science 1 Alumni Memorial Building (865) 974-4483 asadvising@utk.edu</p>
<p>4 College of Business Administration 342 Haslam Business Building (865) 974-5096 busad@utk.edu</p>	<p>5 College of Communication & Information 202 Communication Building (865) 974-3603</p>	<p>6 College of Education, Health, & Human Sciences A332 Bailey Education Complex (865) 974-8194 sdeyoung@utk.edu</p>
<p>7 College of Engineering 202 Estabrook Hall (865) 974-4008 coe@enr.utk.edu</p>	<p>8 College of Nursing 203 Nursing Building (865) 974-7606</p>	<p>9 College of Social Work 303 Henson Hall (865) 974-3352</p>

PLAGIARISM/ACADEMIC DISHONESTY

Cheating may result in your dismissal from the University. Cheating on an exam is dishonest; the use of another person's ideas or expressions, without acknowledgment is plagiarism. According to *Hilltopics (2009-10)*:

Plagiarism is using the intellectual property or product of someone else without giving proper credit. The undocumented use of someone else's words or ideas in any medium of communication (unless such information is recognized as common knowledge) is a serious offense, subject to disciplinary action that may include failure in a course and/or dismissal from the University. Specific examples of plagiarism are:

1. Copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
2. Summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
3. Borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
4. Collaborating on a graded assignment without the instructor's approval;
5. Submitting work, either in whole or in part, created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph). (p.11)

Please check with a tutor in the writing lab when in doubt about providing proper credit for ideas or expressions.

ACADEMIC LOAD

All student-athletes are required to carry a minimum of 15 semester credit hours each term. **UNDER NO CIRCUMSTANCES CAN YOU DROP BELOW 12 HOURS OF COURSE WORK AT ANY TIME DURING THE SEMESTER.** If you violate this regulation, you will be ineligible to practice or compete and may be in danger of losing your scholarship. If attending Summer school, all student-athletes are expected to successfully complete a minimum of 6 semester credit hours each term of enrollment. You must receive written permission prior to dropping a course.

CLASS ATTENDANCE

For a college student, attending class is a given. For a student-athlete, it is expected and mandated.

It is your responsibility to attend all classes and lab sessions. Regardless of how many absences your professor allows, go to every class.

WOMEN'S ATHLETIC'S CLASS ATTENDANCE POLICY

Policy

The Women's Athletics Department expects all Lady Volunteer student-athletes to attend class. There are two acceptable reasons to miss a class in which you are enrolled: 1) travel to an away from home athletic contest, with the requirement that you are on the travel roster for that particular trip; and 2) the team physician, (not an athletic trainer, coach or administrator) provides you with medical permission to miss class. There may be times when you face an emergency that causes you to miss class, in this instance you must contact your sport administrator to discuss the reason you missed a class.

Monitoring

The Women's Athletics Department will rely upon reports from professors, provided to the Thornton Center, for the bulk of the monitoring of class attendance. Should additional information reach the department related to issues with missed class, the department will rely upon the Thornton Center to confirm that a student has missed class.

Penalty

Lady Volunteer student-athletes who miss a class for any reason other than the two acceptable reasons will be required to miss the next competition in her sport. For those who miss class due to an emergency, the sport administrator, in consultation with the athletic director will determine if the absence is an acceptable exception to the department policy.

Appeal Process

If a student-athlete believes the information related to absences is inaccurate, she has 24 hours from the time of notification to personally submit documented proof of attendance to her academic counselor.

Additional Expectation

In addition to the class attendance policy described above, Lady Volunteers are reminded that attendance is expected in all academic areas; examples include, but are not limited to: study hall, tutor appointments, meetings with academic counselors. Failure to meet academic expectations will result in disciplinary action as determined by the head coach and sport administrator.

Questions related to this policy should be directed to your sport administrator.

MEN'S ATHLETICS CLASS ATTENDANCE POLICY

Policy

The Athletics Department will rely upon reports from professors, provided to the Thornton Center, for the bulk of the monitoring of class attendance. Should additional information reach the department related to issues with missed class, the department will rely upon the Thornton Center to confirm that a student has missed class.

Penalty

The following sanctions pertain to the number of classes missed per course:

1. First Absence: Reported to the Athletic Director, Sport Administrator and Head Coach.
2. Second Absence: Student-athlete and parent(s)/guardian(s) will be notified in writing that subsequent absences will result in a suspension from competition. The

student-athlete will also be required to meet with the Head Coach and Sport Administrator.

3. Third Absence: Student-athlete will be suspended for 10% of remaining competition or next competition, whichever is greater, and will be required to meet with the Director of Athletics. The student-athlete and parent(s)/guardian(s) will be notified in writing of the suspension and that each subsequent absence will result in an additional suspension from competition.

Process to Appeal Absences

If a student-athlete believes the information related to absences is inaccurate, he has 24 hours from the time of notification to personally submit documented proof of attendance to his academic counselor.

Suspension Criteria

1. The suspended events will be the next consecutive events in the schedule, including post-season events.
2. The student-athlete and the Head Coach must have received a written warning from the Director of the Thornton Center prior to suspension from competition. In the event the first report indicates the student-athlete has already accumulated three (3) or more absences, the student-athlete and parent(s)/guardian(s) will be notified in writing that subsequent absences will result in a 10% suspension from remaining competition or one contest, whichever is greater. The student-athlete will also be required to meet with the Director of the Thornton Center, Head Coach and Sport Administrator.
3. Coaches may have a more stringent policy, but it must be communicated to the team at the beginning of the school year.
4. The Athletic Director, upon the recommendation from the Director of the Thornton Center, may impose a suspension or modify a suspension based on the following criteria:
 - a. absences in other courses
 - b. whether or not absences beyond three are determined to be excessive
 - c. the grade of the student-athlete in the course
 - d. the student-athlete's overall cumulative grade point average
 - e. progress towards a degree for upper division student-athletes

Additional Expectation

In addition to the class attendance policy described above, Volunteers are reminded that attendance is expected in all academic areas; examples include, but are not limited to, study hall, tutor appointments, meetings with academic counselors. Failure to meet academic expectations will result in disciplinary action as determined by the Head Coach and Sport Administrator.

Questions related to this policy should be directed to your Sport Administrator.

TEAM TRAVEL

Although the University does not have an excused absence policy for student-athletes who travel for competition and have to miss class, most professors acknowledge that for student-athletes absences will occur during seasons of competition and are willing to work with students in this regard. At the beginning of each semester in which a student-athlete competes, the Director of the Thornton Center will provide letters to their professors that include travel dates as well as competition dates. This has proven to be well-received and very successful in enhancing student-athlete/instructor communication lines and the ability to plan ahead for necessary absences.

It is always your responsibility to remind your instructors prior to an absence that you will not be in class and to make arrangements for any work/exams that will be missed.

REGISTRATION

Students register via the internet through the University's homepage at www.cpo.utk.edu. Your net ID and password are needed to gain access to the registration system.

HOLDS/BLOCKS ON REGISTRATION

Holds and/or blocks prohibit you from registering for classes. Unpaid fines (parking, library etc.), student fees, missing university documentation/paperwork and not going through pre-registration advising are several reasons that you would not be eligible to participate in registration.

ADD/DROP AND WITHDRAWAL

Student-athletes are required to consult with their Athletic Academic Counselor prior to adding or dropping any of their classes. The University computer registration system will prohibit an athlete from dropping courses that will place them at less than twelve (12) credit hours (full-time status).

Students can add courses through the tenth calendar day from the beginning of classes. In rare cases, permission from the department head or the instructor may be necessary to add a course after classes have started. To change a section of a course, students must fill out a form for section change to get credit for the course.

Students can withdraw from a course prior to the drop deadline. After the drop deadline, a student must make a withdrawal request through the Dean of their college based on extenuating circumstances that have adversely affected their ability to perform in their class(es). Examples are documented injury, illness, change in a student's work schedule, personal or family issues.

VOLXPRESS

VOLXpress is the University of Tennessee's centralized accounting system. Through VOLXpress, students are mailed statements to their billing address that include their class schedules, drop/add activity, current tuition and fees, fee waiver information, fines and past-due amounts pending financial aid that can be credited toward their accounts (scholarship monies). An "intent to enroll" form is attached to the Statement and it is the student's responsibility to return the signed form or complete the form at www.cpo.utk.edu. If the university does not receive the intent to enroll form, it is assumed the student will not be attending and all registered classes will be dropped. Students are also able to inform the University of their "intent to enroll" via the Circle Park Online system (cpo.utk.edu). Fees may also be paid using this system.

GRADING

Grade Credit Hour	Performance Level	Quality Points per Semester
A	Superior	4.0
A-	Intermediate Grade	3.7
B+	Very Good	3.3
B	Good	3.0
B-	Intermediate Grade	2.7
C+	Fair	2.3
C	Satisfactory	2.0
C-	Unsatisfactory	1.7
D+	Unsatisfactory	1.3

D	Unsatisfactory	1.0
D-	Unsatisfactory	0.7
F	Failure	0.0
WF	Withdrawn Failing	0.0

Grades of less than C (i.e. C-, D+, D, D- and F) might, in some circumstance, **NOT** count towards eligibility.

ELIGIBILITY

The NCAA requires all student-athletes to make “satisfactory progress” towards their designated degree programs in order to remain eligible for competition. The following rules summarize the requirements you must meet.

Student Entering College Full-Time After August 1, 2003

First Year

- Satisfactorily complete a minimum of 18 degree-applicable credit hours during the regular academic year. (Fall and Spring Semesters)
- Satisfactorily complete a minimum of 24 degree-applicable hours during the first year of full-time enrollment. (Fall, Spring and Summer Semesters)
- Earn a minimum of 6 degree-applicable credit hours during each semester.
- Earn a minimum cumulative grade point average of 1.8 prior to the second year (third and fourth semester*).

Second Year

- Satisfactorily complete a minimum of 18 degree-applicable credit hours during the regular academic year. (Fall and Spring Semesters)
- Earn a minimum of 6 degree-applicable credit hours during each semester.
- Earn a minimum cumulative grade point average of 1.9 prior to the start of the third year (fifth and sixth semester*.)
- Have designated a degree program prior to the start of the third year, fifth semester
- Have earned a minimum of 40% of the requirements for the designated degree program prior to the start of the third year (fifth semester).

Third Year

- Satisfactorily complete a minimum of 18 degree-applicable credit hours during the regular academic year. (Fall and Spring Semesters)
- Earn a minimum of 6 degree-applicable credit hours during each semester.
- Maintain a minimum cumulative grade point average of 2.0 prior to the start of the fourth year (seventh and eighth semester*).
- Have earned a minimum of 60% of the requirements for the designated degree program prior to the start of the fourth year (seventh semester).

Fourth Year

- Satisfactorily complete a minimum of 18 degree-applicable credit hours during the regular academic year. (Fall and Spring Semesters)
- Earn a minimum of 6 degree-applicable credit hours during each semester.
- Maintain a minimum cumulative grade point average of 2.0 prior to the start of the fifth year (ninth and tenth semester*).

- Have earned a minimum of 80% of the requirements for the designated degree program prior to the start of the fifth year (ninth semester).

** The minimum grade point average requirement is certified every semester.*

Special note for student-athletes transferring to the University of Tennessee

The NCAA progress-toward-degree rules stipulate that transfer students must meet all applicable progress-toward-degree regulations in order to be academically eligible for competition immediately upon transferring. There is no grace period for transfer students. All applicable progress-toward-degree requirements (credit hour requirements, percentage of degree completion requirements, grade point average requirements, etc.) are certified in the first year of transfer.

CHAMPS/LIFE SKILLS PROGRAM

University of Tennessee student-athletes consistently rank among the nation’s very best in academics and athletics. Tennessee's CHAMPS/Life Skills Program strives for the same excellence by helping all student-athletes develop skills that can be utilized outside of their athletic careers and upon graduation, from the very first day the student-athletes arrive on campus.

As a NCAA Division 1A Athletic Directors' Association CHAMPS/Life Skills Program of Excellence, we have been recognized as a program that has established student-athlete welfare as a cornerstone of our operating principles.

The five components of the CHAMPS/Life Skills program:

- | | |
|------------------------|----------------------|
| • Academic Excellence | • Career Development |
| • Personal Development | • Service |
| • Athletic Excellence | |

CHAMPS CHALLENGE: “PILLARS OF TOTAL DEVELOPMENT”

The CHAMPS/Life Skills “Pillars of Total Development” Awards are presented each spring to the individuals that achieve pillar objectives in all of the components of the CHAMPS/Life Skills program. Student-athletes are awarded their yearly pillar levels for involvement in:

- ◆ Academic Excellence ◆ Career Development ◆ Personal Development**
◆ Leadership Development ◆ Community Service

STUDENT-ATHLETE ADVISORY COMMITTEE

SAAC (Student Athletic Advisory Committee) was developed for the purpose of improving the student-athlete experience at the University of Tennessee. It provides an arena for student-athletes to voice their opinions, discuss their ideas and grow as individuals. One of the functions of the SAAC is to develop programs in areas of community service and athlete welfare that would not only benefit student athletes, but their community as well.

The Student-Athlete Advisory Committee serves as the voice of the student-athletes to the athletic administration, the Southeastern Conference (SEC), the National Collegiate Athletic Association (NCAA) and the campus community.

The goals of the SAAC are as follows:

- To promote the overall well-being of student-athletes academically, athletically and socially
- To provide information regarding legislation, proposed legislation, and pending legislation

- To create and implement community service projects while encouraging unity and a common purpose between all student-athletes.

Representation on the SAAC is determined by the desire of a student-athlete or a recommendation from a coach or athletic administrator for a student-athlete to assume a leadership role. Each team has two student-athletes representing his/her sport. Open meetings are held two times a month and function as a forum for discussion of any problems or concerns related to The University of Tennessee's Athletics Departments and life as a student-athlete. The Executive Board consists of a President, Vice President of External Affairs, Vice President of Internal Affairs, and a Secretary of Public Relations, all of which are elected into office by the SAAC members.

The Executive Committee Chair consists of three sub-groups which include external affairs, internal affairs, and public relations. The main goal of the SAAC is to enhance the athletic programs and contribute to an open communication line between student-athletes and athletic administrators here at the University of Tennessee.

AWARDS

ACADEMIC AWARDS

Academic achievement does not go unnoticed. Your academic department, each sport, the Sports Information Office, as well as various outside organizations, present numerous awards for excellence in academics. Nominations are solicited at several times throughout the academic year. Contact your Thornton Center academic counselor for details. Some types of academic awards of recognition are:

- | | |
|-------------------------------|---------------------------------------|
| • Chancellor's Honors Program | • NCAA and SEC Awards |
| • Character Awards | • Postgraduate Awards |
| • Inspiration Awards | • Recognition for Outstanding Service |

STUDENT-ATHLETE AWARDS

Multi-Sport Student-Athlete:

A participant who lettered in more than one sport in the same year will only receive ONE sport's award for that year. For example, a student-athlete lettering for the first time in football and the second time in track will have already received a first-year award for track. For his second year he will receive the second year award only.

Championship Rings

- A special SEC championship ring is designed for members of a conference championship team.
- The Head Coach and that sport's administrator shall determine who is eligible to receive the ring.
- A special NCAA championship ring is designed for members of a national championship team.
- The Head Coach and that sport's administrator shall determine who is eligible to receive the ring.
- Student-athletes who earn an individual NCAA championship may be awarded a championship ring for that sport/event.
- The list of names that are recommended to receive Championship Rings must be approved by the Athletics Director.

ATHLETICS

STUDENT – ATHLETE CODE OF CONDUCT

Your Obligations as a Student-Athlete

You are subject to the University regulations which apply to all students. As a student-athlete, however, you have time commitments, physical demands, and public visibility which other students may not experience. Therefore your obligations, as well as your rewards, sometimes exceed those of other students.

Each staff member of the University, the Thornton Center and the Department of Athletics is committed to helping you achieve your maximum potential in personal growth, academic achievement and athletic success. However, it takes team effort to attain these objectives. It is the responsibility of the Department to maintain a high quality program, and all staff members are expected to conduct themselves in a manner which brings credit to you and to the University. The same conduct is expected of you as a student-athlete. Your responsibility in this team effort is to achieve maximum results from your college experience. You should:

- benefit from the discipline required of your athletic and academic programs
- develop the ability to work well independently and with teammates
- exercise leadership
- realize the values of good sportsmanship

Your personal conduct should demonstrate good judgment and ethical behavior. You are expected to:

- conduct yourself, both on and off campus, in a manner which brings credit to the University and to your team
- establish sound objectives and priorities
- budget your time wisely

These efforts will require discipline and diligence. We are here to support you, but ultimately you are responsible for your own academic progress, personal conduct, and athletic success.

Your Obligations as a Student

Your general obligation as a student is to make satisfactory progress toward a degree and to graduate from the University of Tennessee. Although there are great demands on your time during your athletic season, you must never lose sight of this primary purpose. As a student you are expected to:

- attend and actively participate in every class.
- complete class assignments completely and promptly
- inform instructors of expected absences due to official athletic events
- follow the directives of the Thornton Center staff
- know and maintain requirements for academic eligibility and progress toward your degree

Your Obligations as an Athlete

Your general obligation as an athlete is to represent responsibly and with integrity the people, values, and traditions associated with the University of Tennessee. The athletics program is a highly visible component of the University. As a student-athlete, your attitudes, actions, and statements are constantly in the public eye and reflect directly on the University. Therefore you are responsible for obeying the rules and regulations of the Department of Athletics, which include all University, SEC,

and NCAA regulations. As an athlete and as a representative of the Department, you are expected to:

- display good sportsmanship
- know and follow University, SEC, and NCAA guidelines and regulations
- protect your health and obey team rules and policies

Your Obligations as a Member of This Community

Your general obligations as a member of any community are to respect the rights of other community members and to obey the policies, rules, and laws of that community. Your obligations extend beyond the classroom and the athletic field. Like every UT student, you are a member of several communities, your residence hall, the Athletics Department, the UT campus, the city of Knoxville, Knox County, and the State of Tennessee. You are expected to obey the rules of each community; you are not in any way exempt from penalty if you violate their policies, rules, and laws.

Personal Conduct

Appearance: You are a highly visible representative of the University. Your clothing and appearance should always be appropriate for the function and location, particularly when traveling with your team. (Your coaches may give you specific instructions regarding clothing for road contests.) General everyday guidelines include:

- Always be neat and clean
- Issued practice clothing is to be worn only during formal practice or workouts

SAAC DRESS CODE FOR THE VARSITY INN DINING HALL AND THORNTON CENTER

In order to eat in the Varsity Inn, students must be dressed appropriately. Many people from the community visit the Varsity Inn and it is important to make a positive impression on our guests. The SAAC is asking student-athletes who eat in the Varsity Inn to remember basic hygiene and common decency. To be admitted to the Varsity Inn, you may not wear any of the following:

- **Common Decency-**
 - Ex. No open back tops, no excessively low tops, no spaghetti straps.
No excessively short skirts or shorts; no spandex.
- **You Can Wear Open-Toed Sandals-**
 - Ex. Birkenstocks/flip-flops, etc.
Can wear issued sandals; must have sole on foot.
- **Wear Athletic Clothing as Issued-**
 - Ex. Both pant legs down (sweats); no underwear showing.
- **Hats or headwear-**
 - Ex. Toboggans, Wave Caps, Baseball Caps, Ear Warmers, Hoods Up, Sun Visors, or Sweatbands.
- **No Cut-off t-shirts-**
 - Ex. Arms and Midriff

MISCONDUCT INVOLVING WEAPONS

The mission of The University of Tennessee Men's and Women's Departments of Intercollegiate Athletics is to provide opportunities for participation in intercollegiate athletics in an environment that encourages the achievement of athletic excellence, academic excellence, and good sportsmanship. Misconduct by student-athletes that involves weapons poses a serious threat to the efforts of the Athletics Departments to foster such an environment.

Accordingly, The University of Tennessee Men's and Women's Departments of Intercollegiate Athletics have zero tolerance for the following misconduct involving weapons:

- Using, possessing, or carrying a weapon while on property owned, used, or operated by The University of Tennessee;
- Using, possessing, or carrying a weapon during a University-sponsored activity or traveling to or from a University-sponsored activity (*"University-sponsored activity" means an on or off campus game, practice, team meeting, team trip, team-related function, or other time the team is gathered in an official capacity.*)
- Violating The University of Tennessee, Knoxville General Standards of Conduct (contained in *Hilltopics*) while using, possessing or carrying a weapon; and
- Violating any local, state, or federal law while using, possessing or carrying a weapon.

Participation in intercollegiate athletics at The University of Tennessee is a privilege, not a right. A student-athlete who engages in misconduct involving weapons (as described above) will be disciplined and is subject to immediate and permanent dismissal from his or her athletic team and the reduction, cancellation, and/or non-renewal of athletically-related financial aid. The Athletics Director is the final decision maker in the Athletics Department regarding a student-athlete's dismissal from an athletic team. A student-athlete may appeal the decision to reduce or cancel athletically-related financial aid by contacting The University of Tennessee, Knoxville's Director of Financial Aid.

This policy is in addition to, and does not replace or modify, The University of Tennessee, Knoxville's General Standards of Conduct, which apply to all students. The Department of Intercollegiate Athletics may take action before University disciplinary and/or other external authorities have concluded their disposition of the alleged misconduct.

The term "weapon" in this policy includes, but is not limited to, any firearm, handgun, rifle, shotgun, ammunition, air gun, explosive, or other dangerous object or substance that can be used to inflict bodily injury on another person.

Nothing in this policy is intended to prohibit or deter a student-athlete from lawfully owning, using, possessing, or carrying a weapon on property not owned, used, or operated by the University as long as the weapon is not used, possessed, or carried during a University-sponsored activity or traveling to or from a University-sponsored activity. For example, this policy does not prohibit a student-athlete from lawfully engaging in a recreational activity, such as hunting, off-campus. Students may store lawfully owned weapons with The University of Tennessee, Knoxville Police Department.

GENERAL STUDENT MISCONDUCT

As a representative of the University and of the Department your behavior can have serious effects on everyone concerned with the athletic program. Therefore, if you violate a University regulation or a city, state, or federal law, you are not exempt from further penalty by the Department. The Department conducts an annual review of the NCAA and SEC regulations which affect you as a student-athlete. You are required to sign an affidavit signifying that you understand your

responsibilities to those regulations. If you ever encounter a situation in which you are unsure of the appropriate behavior according to NCAA, SEC, University, or Departmental regulations, **DO NOT HESITATE** to discuss the matter with your Head Coach, Head Trainer, Academic Counselor, Sport Administrator, or the Compliance Office.

Student misconduct includes but is not limited to:

- lying and fraud
- abuse of property
- disturbing the peace
- possessing firearms or explosives
- unsportsmanlike conduct
- academic dishonesty
- stealing, accessory to theft, unauthorized entry and accessory to unauthorized entry
- use of non-therapeutic drugs; abuse of therapeutic drugs or alcohol
- gambling or bribery

SOCIAL NETWORKING WEBSITES

Student-athletes choose to attend the University of Tennessee for a variety of reasons. These reasons include things like tradition, coaches, facilities, academic opportunities, etc. Tradition carries a wealth of meaning. Those who competed in orange before you played a part in establishing the rich Tennessee Tradition.

Those of us who are here today are guardians of that Tradition. It is our responsibility to maintain all that is good about our institution and to continue to build the Tradition for those who will follow us.

As guardians of the Tradition, we are held to a higher standard than others on our campus. Fair or not, that is our reality.

With this in mind, we remind you that the opportunities for scrutiny are much broader today than ever before. So, when we put something in the public domain we are encouraging scrutiny. Pictures and written content that may appear on an internet website such as myspace.com, face book, etc. should be placed there with caution as the whole world has access.

Remember, the Tradition that drew you to Tennessee deserves your protection. Remember, you are responsible for content placed in the public domain. Remember, placing content in the public domain that brings inappropriate attention to our program or our University may cause you to encounter disciplinary action.

Some things to keep in mind include:

- * Online content is not private and there could be long term ramifications
- * Posting personal information (cell phone, address, class schedule) places you at a safety risk
- * Consider your family, coach, teammates and future employers may review your site
- * Posting inappropriate photographs or other content is a poor decision
- * Fans from opposing teams have been known to download images and used them to taunt and/or humiliate student-athletes during a contest.

The Athletics Department routinely monitors student-athlete websites. Information that you place on websites could violate the University's General Standards of Conduct and/or the Department of Athletics' Student-Athlete Code of Conduct and could result in disciplinary action, up to and including dismissal from your team. Please be aware that coaches may promulgate rules that are more restrictive than this policy and as such you are reminded that you should familiarize yourself with your team's rules on this subject.

Always remember, we are guardians of a valued and prideful Tradition. We must never forget that the program is bigger than any one of us.

DISCIPLINARY ACTION

When a conduct violation occurs, the appropriate athletic department official, University, SEC, and/or NCAA official is notified. The athletic director (or his or her designee), in consultation with the appropriate officials, including the Dean of Student Affairs as appropriate, will set forth discipline. Disciplinary actions may range from reprimand to expulsion, including the possible loss of eligibility and/or financial aid. You may appeal loss of eligibility to the NCAA Eligibility Committee, loss of financial aid to the University's Scholarship Committee, and enforcement of University standards of conduct to the appropriate University body as designated in Hilltopics. (More specific information on student misconduct can be found in Hilltopics.)

SEXUAL HARASSMENT

The University of Tennessee, Knoxville Campus, University Wide Administration, University Athletics Departments, Institute for Public Service and the Institute for Agriculture are committed to providing an environment free of sexual harassment. Sexual harassment by any member (faculty, staff, students, applicants) of the University community is a violation of Federal and State Laws and University policy. Sexual harassment will not be tolerated. Sexual harassment is an issue that may affect any member of the University community and will be dealt with promptly by the University Administration.

Definition of Sexual Harassment

Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or status in a course, program, or activity.
2. submission to or rejection of such conduct by an individual is used as a basis for employment or academic (grades, academic progress, internships, etc.) decisions affecting the individual; or
3. such conduct has the purpose or effect of substantially interfering with an individual's work performance, academic performance, or creating an intimidating, hostile, or offensive work environment.

(Title VII, Civil Rights Act of 1964; Title IX, Educational Amendments of 1972).

What to do if you are sexually harassed

- Know your rights: Sexual harassment is illegal and University policy prohibits University employees and students from engaging in sexual harassment.

- Speak up at the time: Say “NO” clearly, firmly, and without smiling. This is not the time to be polite or vague.
- Don’t Blame yourself: Sexual harassment is an unwanted action that the harasser decides to take. It is not your fault.
- Don’t delay: If you delay an action, the harassment is likely to continue. An employee or student may obtain information and assistance by contacting the Office of Equity and Diversity, the Dean of Students, a Department Head or Dean, or Human Resources.

For more information or help, please contact:

Office Equity and Diversity (OED)

1840 Melrose Avenue

974-2498 (TDD)

<http://oed.admin.utk.edu>

Or: Office of Human Resources

600 Henley Street, Suite 224

974-5151

Or: Dean of Students

413 Student Services Building

974-3179

COMPLIANCE/CONDUCT

SPORTSMANSHIP

The University Of Tennessee and both the Men’s and Women’s Athletics Departments expect sportsmanlike conduct of student-athletes and will not tolerate behavior unbecoming a student-athlete. In particular, public statements which are negative, controversial or not in compliance with the departments’ policies and/or violation of generally recognized intercollegiate standards and/or values associated with the University Of Tennessee will not be tolerated.

REPORTING POTENTIAL NCAA/SEC VIOLATIONS

Student-athletes are obligated to report any violations to the Athletics Director, compliance staff or their head coach. NCAA Bylaw 10.1 specifies that student-athletes may not provide the NCAA, SEC or University of Tennessee officials false or misleading information concerning the individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation.

TRAVEL REQUIREMENTS

Specific requirements for dress, individual conduct, curfews and free time activities are some of the team conduct topics your Head Coach will discuss. When you travel for competition, you are representing the University and are expected to conduct yourself appropriately.

Prior to departure, you should reconfirm your absence with your professors. It is your responsibility to make arrangements to make up missed course work.

You must pay for the following services: room service, laundry, phone calls, pay television, video rentals, etc. Therefore, it is not possible to charge incidental expenses to your hotel room.

Your head coach will let you know if he/she requires a specific dress code for travel. In general, you should always exercise good judgment concerning the appropriateness of your attire.

Specific information on athletic department transportation and travel may be found at

www.utsports.com or www.utladyvols.com.

ALCOHOL USE

Student-athletes are prohibited from consumption of alcoholic beverages (e.g., serving as a student host) when representing the University of Tennessee at any event.

USE OF UNAUTHORIZED DRUGS

Do not use unauthorized drugs and/or supplements. Please refer to the Sports Medicine section for details in this area.

FELONIES OR CRIMES OF VIOLENCE

Misconduct, severe enough to warrant felony charges or if the crime involves violence or drugs, will result in immediate suspension from participation in intercollegiate athletics. Specific details of items included in the suspension may vary and will be determined on a case-by-case basis. Depending upon available information, the Athletics Director may lift or modify the suspension.

GRIEVANCE PROCEDURE

Student-athletes experiencing a problem, regardless of the cause of the problem, have an opportunity to request assistance in dealing with the issue. The student-athlete may discuss the problem with a coach or an administrator (compliance staff, operations staff, athletic trainer, academic counselor). The coach or administrator proceeds to discuss the problem with the appropriate administrative person. The problem will be noted and dealt with directly. The administrator will provide feedback to the student-athlete on the action taken in relation to the problem. If the outcome is acceptable, the student-athlete accepts the decision of the administrator and the problem is resolved. If the outcome is not acceptable, the student-athlete may appeal the decision to the athletics director. If the outcome of the appeal to the athletics director is not acceptable, the student-athlete has the opportunity to appeal to the Vice-Chancellor. The decision of the Vice-Chancellor is final. If the student-athlete has a problem with a coach and/or administrator, the student-athlete should proceed directly to the athletics director with the problem/issue. In addition to this athletic department policy, all students at the University Of Tennessee have access to the Grievance Procedures listed in the student handbook, *Hilltopics*.

UNIVERSITY OF TENNESSEE HAZING POLICY

The University of Tennessee and the Athletics Department do not condone any form of hazing activities by any student. The State of Tennessee has a state law forbidding any hazing on or off campus by any student acting alone or with others.

The University of Tennessee's hazing policy as stated in *Hilltopics* is as follows:

"Participation of students in hazing activities is prohibited. "Hazing" means any intentional or reckless act, on or off university property, by one student acting alone or with others, which is directed against any other student that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or physical health or safety, and includes treatment of a violent, abusive, shameful, insulting, or humiliating nature. Such action is prohibited when connected with initiation into or affiliation with an organization and does not include participation in customary athletic events or similar competition. A student committing an act of "hazing" is subject to disciplinary action in accordance with the Code of Student Conduct."

What You Should Know About Hazing

- **Has caused a team's season to be cancelled at various NCAA institutions!**
- **Has caused a student-athlete's institutional eligibility to be taken away!**

- **Has caused student-athletes to be arrested, because it is against the law in most states!**
- **Has caused student-athletes to have to appear in the court system at their own expense!**
- **Has caused teams to be torn apart and fragmented!**
- **Has caused serious physical and psychological injuries, and even deaths!**

PROFESSIONALISM AND AMATEUR STATUS

An individual is not eligible for participation in an intercollegiate sport if that individual ever has been a professional in that sport. An individual becomes a professional if he or she:

- Signs a contract or commitment of any kind to participate in professional athletics in that sport, regardless of its legal enforceability or any consideration received;
- Competes on a professional team (per NCAA Bylaw 12.02.4) even if no pay or expenses were received.
- Receives, directly or indirectly, a salary or reimbursement of expenses from a professional organization in that sport based upon athletic skill or participation, except as permitted by the NCAA legislation.
- Enters into an oral or written agreement with an agent.

Amateur Status

To maintain eligibility, you must remain an amateur. The following is a list of some of the NCAA guidelines for protecting your amateur status. In your sport, you cannot:

- accept payment or a promise of payment (in cash, prizes, gifts, or travel) for participation in your sport.
- enter into an agreement of any kind, verbal or written, to compete in professional athletics.
- request that your name be put on a draft list for professional sports, or try out with a professional sports organization (limited exception for men's basketball).
- play on any professional athletics team.
- have your athletically related financial aid determined by anyone other than the University.
- participate on teams other than those of the University of Tennessee during the season (this includes exhibition or tournament contests).

In ANY sport, you cannot:

- agree to have your picture or name used to promote a commercial product or business.
- accept such things as gifts, meals, loans of cars or money from groups or individuals with athletics interests or people within the UT athletics program.
- be represented by an agent or organization to market your athletic skills or reputation.
- receive any benefit that is not available to other UT students in accordance with NCAA guidelines.
- participate in a summer basketball league not approved by the NCAA (you must have written permission from the Director.)

Amateur Status if Professional in Another Sport

A professional athlete in one sport may represent a member institution in a different sport. However, the student-athlete cannot receive institutional financial assistance in the second sport unless the student-athlete:

- Is no longer involved in professional athletics;
- Is not receiving any remuneration from a professional sports organization; and
- Has no active contractual relationship with any professional athletics team.

However, an individual may remain bound by an option clause in a professional sports contract that requires assignment to a particular team if the student-athlete's professional career is resumed.

Pay for Participation

Financial aid is strictly limited by NCAA regulations. An individual loses amateur status through receipt of "pay" which includes but is not limited to the receipt of:

- Educational expenses not permitted by the governing legislation of the NCAA (see NCAA Bylaw 15 regarding permissible financial aid to enrolled student-athletes);
- Any direct or indirect salary, gratuity or comparable compensation for athlete's participation;
- Any division or split of surplus (bonuses, game receipts, etc.);
- Excessive or improper expenses, awards or benefits;
- Expenses received from an outside amateur sports team or organization in excess of actual and necessary travel, room and board expenses, and apparel and equipment (for individual and team use only from teams or organizations not affiliated with member institutions, including local sports clubs as set forth in NCAA Bylaw 13.12.2.3) for competition and practice held in preparation for such competition. Practice must be conducted in a continuous time period preceding the competition except for practice sessions conducted by a national team, which occasionally may be interrupted for specific periods of time preceding competitions;
- Actual and necessary expenses or any other form of compensation to participate in athletics competition (while not representing an educational institution) from a sponsor other than an individual upon whom the athlete is naturally or legally dependent or the nonprofessional organization that is sponsoring the competition;
- Expenses received by the parents or legal guardians of a participant in athletics competition from a non-professional organization sponsoring the competition in excess of actual and necessary travel, room and board or expenses not made available to the parents or legal guardians of all the participants in the competition;
- Payment to individual team members of individual competitors for unspecified or un-itemized expenses beyond actual or necessary travel, room and board expenses for practice and competition;
- Expenses incurred or awards received by an individual that are prohibited by the rules governing an amateur, non-collegiate event in which the individual participates;
- Any payment, including actual and necessary expenses, conditioned on the individual's or team's place finish or performance or given on an incentive basis, or receipt of expenses in excess of the same reasonable amount for permissible expenses given to all individuals or team members involved in competition;
- Educational expenses provided to an individual by an outside sports team or organization that are based in any degree upon the recipient's athletic ability, even if the funds are given to the institution to administer to the recipient;
- Cash, or the equivalent thereof (e.g. trust fund) as an award for participation in competition at any time, even if such award is permitted under the rules governing an amateur, non-collegiate event in which the individual is participating. An award or a cash prize that an individual could not receive under NCAA legislation may not be forwarded in the individual's name to a different individual or agency;
- Preferential treatment, benefits or services (e.g. loans with deferred payback) because of the individual's athletics reputation or skill or payback potential as a professional athlete, unless such treatment, benefits or services are specifically permitted under NCAA legislation;

- Receipt of a prize for participation (involving the utilization of athletic ability) in a member institution's promotional activity unless the prize is won through a random drawing in which all members of the general public or the student body are eligible to participate.

AGENTS

Agents are becoming more and more prominent in intercollegiate athletics and it is important that you know the NCAA rules related to professional sports and agents. Any violation of these rules could have severe consequences on your eligibility, your team, and the University of Tennessee. The rules applying to agents and professional sports are discussed at the beginning of each year in the Compliance meetings with each team. As an overview a student-athlete and/or family cannot:

- Enter into an agreement, written or oral, with a person for the purpose of marketing his or her athletic ability or reputation;
- Enter into an agreement, in writing or orally, with an agent for representation in future professional sports negotiations that are to take place after eligibility is exhausted;
- Accept transportation or other benefits from any person representing any individual in marketing of his/her athletic ability or an agent, even if the agent has expressed no interest in representing the student-athlete.
- Agree, either orally or in writing, to be represented by an agent or organization in the marketing of your athletic ability or reputation until after completion of your last intercollegiate contest, including post-season games.
- Negotiate or sign a playing contract in any sport in which you intend to compete.
- Ask to be placed on a professional league's draft list.
- Accept payment of expenses or gifts of any kind (including meals and transportation) from an agent.
- Receive preferential benefits or treatment (e.g., loans with deferred payback basis) because of reputation, skill, or payback potential as a professional athlete.
- Retain professional services for personal reasons at less than the normal charge from a representative of UT's athletics interests or agent/advisor.

These rules apply not only to the student-athlete, but also to relatives and friends.

This is only a small sample of the NCAA guidelines concerning agents. When unsure about a situation, please ask the Compliance Office. It is essential that you know the NCAA rules related to professional sports. A violation of the rules concerning agents could have serious consequences for the University and for you. Pick up a copy of the brochure, *Eligibility & Agents – What you need to know*, from the Athletics Department.

GAMBLING

Participating in gambling related activity, no matter how minor the activity may seem, will jeopardize your athletic career.

Sports wagering is seen as a serious violation by the NCAA. A violation concerning gambling or sports wagering will cause an immediate loss of eligibility. Student-athletes may not:

- Knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics;
- Solicit a bet on any intercollegiate team;
- Solicit a bet on any intercollegiate team for any item (i.e., cash, shirt, dinner) that has tangible value or;

- Accept a bet on any gambling activity that involves intercollegiate athletics through a bookmaker, a parlay card or any other form or method employed by organized gambling.

Student-athletes and athletics department employees are prohibited from participating in any wagering on any sport, including participation in NCAA basketball tournament pools for money.

PROMOTIONAL ACTIVITIES

Before participating in any institutional, charitable, educational or nonprofit promotion, you must receive permission through the CHAMPS/LIFE SKILLS Coordinator or for football student-athletes through the Director of Football Community Relations. Student-athletes may receive actual and necessary expenses (e.g., meals, transportation) from the sponsoring agency for their participation in such events. You may not accept any compensation for or permit the use of your name or picture to advertise, recommend or promote the sale or use of a commercial product, business or service of any kind.

RECRUITING - STUDENT HOSTS

Only currently enrolled student-athletes or students who provide campus visits or tours to prospective students in general may serve as official visit hosts for prospective student-athletes. Hosts have an important responsibility to ensure that the prospective student-athlete is not placed in an inappropriate situation. If you are a student host for an official visit you may receive \$30 each day you serve as a host. This is to cover all actual costs of entertaining the prospect. Do not use this money to purchase souvenirs, T-shirts, or other tangible mementos. No cash can be given to the prospect or anyone else (i.e., the prospect's parents or legal guardians).

You may use your vehicle or a teammate's vehicle to provide transportation for entertainment. You may not use a vehicle provided or arranged for by your coach, staff member, or booster club member. You must stay within a 30-mile radius of the campus when entertaining the prospect. If you receive complimentary tickets to an on-campus event, you may accompany the prospect to that event. In that regard student hosts must follow the following protocol:

- Student-athlete hosts must review and sign the Student Host Form that outlines NCAA and institutional policies regarding official visits prior to the start of the visit.
- Hosts shall remain with the prospective student-athlete at all times.
- Hosts shall not consume alcohol or drugs during the official visit, shall not knowingly permit the prospective student-athlete to consume alcohol or drugs or be present or partake in any team hazing activities during the visit and should not arrange for sexually inappropriate encounters for the prospective student-athlete.
- Prospects may not live or stay at the on or off-campus residence of a current or former student-athlete (except during official visits).

ACADEMIC ELIGIBILITY

Please see information contained in the Thornton Center section.

EXTRA BENEFITS

Extra benefits cover any number of things. Many student-athletes think of an extra benefit as accepting money or gifts from someone, however, the following are considered extra benefits as well:

- Receiving more than the allotted number of complimentary tickets;
- Selling complimentary tickets at any price; or
- Receiving material benefits that are not available to the general student body.

This includes accepting special discounts or services, or even special payment arrangements on any purchases. Be very aware of “free” or “special” benefits that someone wishes to give you. If you are in doubt or have any questions please contact the Compliance Office.

VEHICLE REGISTRATION

You may keep a vehicle on campus if you follow the University and Departmental regulations. To help encourage good study habits and to discourage distractions, freshman student-athletes are advised not to keep vehicles, but it is not prohibited.

All students who park in University parking lots are required to purchase a parking permit. Costs of student permits are outlined in Section VI (Student Parking Fees) of the University Traffic Parking Regulations. Purchasing a parking permit does not guarantee you a parking space.

If you choose not to purchase a parking permit you are still required to register your vehicle with the University and find parking on the street. Registration is free; parking spaces on the street are rare.

In order to minimize the problems associated with parking, you are encouraged to purchase a parking permit. The regulation on registration of vehicles (Section IIA) affects all students and staff who operate a vehicle in the campus area. When a person receives a citation and a registration or parking hangtag is not visible, the penalty is more costly. When this citation is not paid within 14 days, it becomes even more costly (Section XIII). Having a visible registration hang tag visible can reduce citation costs.

The Southeastern Conference requires that every student-athlete complete a standardized form that is kept in the Compliance Office. You will complete information on year, make and color of the car, insurance, and ownership status. If at any time during the year you should change or obtain a vehicle you must register the vehicle with the Compliance Office.

OCCASIONAL MEAL POLICY

There is a limit of one occasional meal per month per student-athlete during the academic year and a limit of two occasional meals per student-athlete during the summer. This includes two occasional home meals with boosters. You must inform your coaches of any offers by boosters for meals. A booster cannot provide a meal to a student-athlete at a restaurant.

COMPLIMENTARY ADMISSIONS

NCAA rules state that you may not receive payment for complimentary tickets from any source or exchange them for any item of value. Such transactions violate NCAA rules and may make you ineligible to participate as a student-athlete. The following procedures are designed to discourage potential illegal use of complimentary tickets, accidental or intentional, and to reduce confusion on game days.

Each student-athlete, in any sport, is entitled to one complimentary admission to any University athletic event held at home. For football and basketball games, you may go to the University Center ticket office and pick up a regular student ticket by using your valid student ID, following the procedures and prices set for the student body in general. But if you are issued a student ticket at the University Center ticket office, you may not be put on the pass list, and once your name is placed on the pass list, you will not be able to obtain a student ticket at the University Center.

You must use the following procedures to have your name placed on the pass list.

Player Guest Admissions

- If the sport in which you participate charges admission for home contests, you will be provided a maximum of four (4) complimentary admissions for each home contest.
- All admissions are by a pass list and your guest must provide proper identification and a

signature to be admitted.

- The sale or exchange of your complimentary admissions (by you or your designated recipient) for any item of value is a violation of NCAA regulations and places your eligibility for intercollegiate athletics in jeopardy.
- **All complimentary admissions must be registered using Guest Management Software at UTsports.com**

Student-Athlete Admissions

Student-athletes may obtain tickets for football games by using one of the following methods:

1. You may go to the University Center ticket office and pick up a regular student ticket, following the guidelines for the regular student body in general; OR
2. You may go to the Thompson-Boling Arena ticket office between 8:30 am and 4:30 pm Monday through Wednesday the week of each home game. You must bring your UT student I.D. with you. Your I.D. will be scanned and your name placed on a pass list. On gameday, you will report to Gate #10 ticket booth at Neyland Stadium before kick-off to receive your ticket. Your student I.D. will be required to enter the stadium. If you have not come by the ticket office, had your I.D. checked and your name placed on the pass list, you will not be able to receive a ticket on Saturday.

You cannot receive more than one ticket.

Some important items to remember:

- If you lose your student I.D., you must get another one from the University to receive a student ticket. This is a University rule for every student at UT.
- When your I.D. is scanned at the arena, if it is rejected for any reason, you will need to clear this up at the University Center before you can receive a ticket. Again, a University rule.
- Your I.D. will be scanned at the arena and at the stadium as you enter the game. Don't leave home without it.
- This type of ticket allocation is a service we provide for the student-athlete. We hope you find it both convenient and time saving. But...we do have guidelines set by the University and the NCAA that we cannot bend nor break, so please try to be early and have your valid I.D., and you should have no problem.

For the remainder of University of Tennessee sports that charge admission, student-athletes are not given priority over the general student population. Student I.D.s are scanned at the student gate.

SEC Wild Card Rule

In the sports of Men's Football and Men's Basketball, guests are restricted to include (2) family members, relatives or fellow students at UT. Additionally, two of your complimentary admissions designated as "wildcard" that can be used by anyone. Complimentary admissions, with the exception of your "wild card," can be designated as "guest of" to a fellow team member. Complimentary admissions are distributed using a pass list. In all other sports, all 4 tickets are considered "wild card."

ATHLETICS EQUIPMENT AND APPAREL

The NCAA has strict rules regarding the use of equipment that may affect your eligibility. A coach will inform you of these rules, and you should check with the coaching staff if you have any questions.

PLAYING/PRACTICE SEASONS

NCAA regulations identify the academic year into two distinct segments—in season and out of season. At the beginning of each academic year, the sport coach must identify the days during the academic year that will consist of the in-season period of time. During in-season, a student-athlete is limited to practicing 20 hours per week and four hours per day. This includes all team practice, viewing of game film, weight lifting and any other required team meeting regarding athletic activities. Also, during the in-season portion of time, a student-athlete is required to have one day off per week.

During the out of season period of time, a student-athlete can engage in only eight (8) hours per week of mandated practice activities. And, in the appropriate sports, only two (2) hours of the eight may be utilized for individual skill instruction with a member of the coaching staff. Additionally, during the out of season portion of time, a student-athlete must have two (2) days off per week.

All student-athletes are required to sign their mandated practice time commitments on a regular basis during the academic year. In the case that an inconsistency occurs or you are required to participate in more than the designated weekly limitations, please contact the Compliance Office.

OUTSIDE COMPETITION

Sports other than basketball

A student-athlete may not participate during the academic year as a member of any outside team in any non-collegiate, amateur competition; to do so would render that student-athlete ineligible. (EXCEPTION: A student-athlete may compete outside of the institution's declared playing and practice season as a member of an outside team in any non-collegiate, amateur competition during any official vacation period published in the institution's catalog [i.e., the last date for the final exam period that is published in the institution's catalog is when the semester officially ends]. The number of student-athletes from any one institution shall not exceed the applicable limits set forth in the NCAA bylaws.) Always check with your coach prior to participating in any summer competition. Note: Division I soccer and women's volleyball student-athletes should see their coach and/or the compliance staff for more detail.

Basketball

A student-athlete in basketball may not participate in any outside organized competition during the academic year. Summer participation is permissible only in those summer leagues sanctioned by the NCAA. Student-athletes who are members of the basketball teams may compete only during the period between June 15 and Aug. 31 on a team approved by the NCAA. They must receive prior written permission from the University of Tennessee to participate (this applies to all organized competition, including 3-on-3 basketball tournament/leagues and state games). Two players from Tennessee may participate on a team. Always check with your coach and/or the compliance office prior to participating, being sure to receive proper prior written permission.

FINANCIAL AID

ATHLETICS SCHOLARSHIPS/GRANTS-IN-AID

Grants-in-aid and student loans (see the following section) are available, if you qualify, to assist you with University expenses. Each sport is allocated the full number of grants-in-aid allowed by NCAA regulations. These grants are awarded by the University Scholarship Committee on the recommendation of the Head Coach and the approval of the Athletics Director. The Committee

notifies each student-athlete who is eligible for renewal whether his/her grant-in-aid for the upcoming academic year has been renewed, modified, or not renewed. Grants-in-aid are not reimbursement for services performed; they are an aid for your educational expenses. According to NCAA regulations, each grant-in-aid is awarded for one academic year. Student-athletes must be enrolled as a full-time student for each term of the academic year. The financial responsibility assumed by the University must be matched by your personal responsibility as a part of your team, and as a student in general, to assure renewal of your grant-in-aid. Grants-in-aid are renewed on or before July 1 of the academic year for which they are awarded.

NON-ATHLETICS FINANCIAL AID

All student-athletes are encouraged to apply for non-athletics financial aid. This includes: Federal Pell Grants, University academic awards, other scholarships, and loans. Always remember that scholarships and grants do not have to be repaid, loans do.

As a squad member of an athletics team, all financial assistance other than the money from a parent or guardian must be reported to the Assistant Athletics Director for Operations and Helen Sellers, the Athletics Financial Aid Coordinator in the Office of Financial Aid and Scholarships. This is to ensure that student-athletes and their teams will not have eligibility problems due to improper financial assistance.

RENEW/NON-RENEW PROCESS

In order to renew grants-in-aid for continuing student-athletes, the following steps must be taken:

1. In May, the Head Coach submits lists to the Operations office the names of student-athletes for renewal and the names of student-athletes for non-renewal.
2. These lists, stating the amount and duration of aid, are forwarded to the University's Financial Aid office.

Appeals Process

Should athletics financial aid not be renewed or decreased at the end of the contract period, the student shall be notified of his/her right to a hearing in accordance with the requirements of the Constitution of the National Collegiate Athletic Association, before the Financial Aid Hearing Committee.

Whenever financial aid is to be modified, the student must be informed of the reasons for the proposed modification or termination and of the right of appeal by contacting the Office of Financial Aid. If the student-athlete would like to request a hearing to appeal the change in financial aid, they must do so in writing within five (5) calendar days of receiving the written notice from the Office of Financial Aid. All appeals should be submitted to the Office of Financial Aid.

NCAA SPECIAL ASSISTANCE FUND (SAF) & STUDENT-ATHLETE OPPORTUNITY FUND (SAOF)

The NCAA Special Assistance and Student-Athlete Opportunity Funds provide funds for student-athletes in an attempt to respond to emergency or critical needs. Student-Athletes may be eligible to receive financial assistance for items from one, or both, of the SAF and SAOF if they qualify.

The SAF is based on if a student-athlete has successfully completed the Free Application for Federal Student Aid (FAFSA) with the Financial Aid Office.

The SAOF is available to any student-athlete that qualifies for it. Student-athletes are encouraged to fill out the FAFSA to help expedite processing of their application.

Student-athletes can fill out application forms for each fund in the Compliance office. The applications are then sent for approval to the Financial Aid Office. If approved, the Financial Aid

Office will disburse the funds through the university Bursar's Office. Student-athletes, with a picture I.D., can pick up a check for the funds from the Bursar's Office cashier's window.

STUDENT-ATHLETE EMPLOYMENT

Before you begin employment, you must see the Compliance Office. Failure to do so could affect your eligibility.

Any student-athlete may hold a job during the academic year and vacation periods. Student-athletes are eligible to work on or off campus. Work must be legitimate and pay commensurate with the job performed. The student-athlete must obtain prior consent from the head coach, Academic Counselor from the Thornton Center and the Compliance Office. Pay stubs must be turned in to the Compliance Office during the time of your employment on or off campus.

TRANSFERS FROM THE UNIVERSITY OF TENNESSEE

- 1. Permission to Contact.** In accordance with NCAA Bylaw 13.1.1.3, a student-athlete must receive written permission from the Athletics Director (or designee) prior to contacting a representative of another four-year institution's athletic department. Requests for permission to contact shall be reviewed by the student-athlete's respective Athletics Director (or designee). Request will be considered on a case-by-case basis in accordance with NCAA and SEC Bylaws. *Granting permission to contact does not mean that the student-athlete will be released to transfer to another institution under the one-time transfer exception (NCAA Bylaw 14.5.5.2.10)*
- 2. One-Time Transfer Exception.** *As a general rule, The University of Tennessee will not grant scholarship student-athletes a transfer release under the one-time transfer exception of NCAA Bylaw 14.5.5.2.10.* Questions concerning this policy should be directed to the Assistant Athletics Director for Compliance. Requests for exceptions to this policy shall be considered on a case-by-case basis by the Athletics Director. *SEC Bylaw 14.5.5.1, requires a student-athlete transferring from one SEC institution to another SEC institution to automatically serve a year in residence prior to being eligible for competition. Therefore, no transfer releases will be granted for student-athletes transferring to another SEC institution.*
- 3. Appeal Process.** In the event of a denial or delay (i.e. one week from the request) of permission to contact or a denial of a transfer release, the scholarship student-athlete will be notified, in writing, that he or she, upon written request, will be provided a hearing conducted by the University's Advisory Committee on Student Financial Aid. *All requests must be submitted in writing to the University's Director of Financial Aid and Scholarships within ten (10) calendar days.* The ten (10) day period begins on the date the student-athlete receives notice of the denial of permission to contact and/or transfer release.

MINI-TERM AND SUMMER SCHOOL

In order to graduate within four years a student should average 15 hours per semester. We recommend students attend summer school whenever possible. This is an excellent opportunity to progress toward your degree. You may take courses at UT or at community college or four-year college near your home and transfer them back to UT. *If you choose to transfer summer courses back to UT, you must first obtain approval from your Academic Counselor at the Thornton Center PRIOR to beginning your summer class.* You Academic Counselor at the Thornton Center

will give you a “prior approval form” to be completed. This form must be signed by a representative of the UT Office of Undergraduate Admissions stating how the course you plan on taking will transfer back to UT. This form shall be returned by you to the Academic Counselor at the Thornton Center.

Student-athletes on athletics scholarship must complete the mini-term and/or summer school request form if you wish to be on scholarship for mini-term or summer school. Neither mini-term nor summer school attendees are guaranteed scholarship. Mini-term and summer school aid can not exceed the percentage of aid received during the academic year.

FIFTH YEAR SCHOLARSHIP

Similar to summer school aid, financial assistance for a student-athlete’s fifth year is permissible, but not guaranteed, within NCAA rules. This potentially provides student-athletes who have completed their eligibility, the opportunity to complete their degree requirements. Requests for fifth-year athletics financial aid must be discussed with the Head Coach. All requests are subject to the approval of the Athletics Director.

The maximum amount of athletic financial aid for 5th Year Aid and Medicals cannot exceed the highest scholarship percentage amount that a student-athlete received previously at UT while they were competing.

Former student-athletes receiving 5th Year Aid are required to work 10 hrs. per week for the sport that is providing the financial aid. It is the responsibility of each sport to have documentation of the hours worked on file in their office. The student-athlete is allowed to fulfill their 10 hrs. per week within a different unit in the Athletics Department.

The same would apply for a student-athlete that has been deemed a “Medical” and is no longer able to compete.

HOUSING AND MEAL PLANS

All housing for student-athletes is coordinated by the Athletic Operations Office for each department.

The University-wide rules for residence hall living are detailed in the *Guidebook for Residence Hall Life and Hilltopics*.

Each Hall Director and Residence Assistant on this campus has the right to enforce these policies, whether or not you are a resident of that person’s residence hall. You are expected to respect the word of these people and the rules they enforce.

OFF-CAMPUS SCHOLARSHIP CHECKS FOR HOUSING AND MEALS

Student-athletes may be provided with cash in lieu of their financial aid allowances when they live off-campus if they are receiving room and/or meals as part of their athletic scholarship. Checks are distributed from the Compliance Office (signed for in person) and are equal to the cost of on-campus room and meals if the student-athlete were living on campus.

OBTAINING YOUR TEXTBOOKS

- As a scholarship athlete you may be eligible to receive required textbooks for classes in which you are enrolled. To obtain textbooks:
- Go to the University Of Tennessee Bookstore located in the University Center.
- Pick out the books that are required for each of your scheduled classes.
- Go to the Customer Service Counter, give your name, and information that you are a scholarship

student-athlete, and provide a computer-generated copy of your schedule.

- Remember that you may only obtain the textbooks for classes in which you enrolled.

SPECIAL CASES (TEXTBOOKS)

Additional Course Supplies

Some classes require supplemental reading materials and/or supplies that cannot be obtained from The University of Tennessee Bookstore in the University Center.

In these cases, you must purchase the materials from the appropriate store and bring the receipt and a computer generated copy of your schedule to the operations office.

A form will then be completed that must be taken to The University of Tennessee Bookstore Customer Service Counter along with a computer generated copy of your schedule and class syllabus in order to receive reimbursement for the supplies

Retaining Textbooks in Your Major

Students wishing to keep textbooks that are required in their major must see their Academic Counselor in the Thornton Center or the Compliance Office for Men's and Women's Athletics. There is an application process for keeping textbooks in your major.

Please note that you are responsible for all textbooks being returned to the University Center Bookstore unless your application to keep them has been approved.

SAAC New Textbook Return Policy

- 1) Text books that are checked out at the University Book Store must be returned within one week from the last day of final exams of the term they were issued for.
- 2) Failure to return all textbooks within the one week return period will result in the individual being charged for the replacement cost of the textbook. The UT Bookstore will not accept returned textbooks after the one week return period.
- 3) Replacement charges for textbooks will be applied to the individual's account, thus causing a financial hold. All charges and replacement cost are determined by the University Textbook Store.
- 4) If textbooks are stolen, a police report must be turned in to the Compliance Office within 48 hrs. of the incident. Otherwise, the student will be held responsible for the replacement costs of the textbooks.
- 5) Textbooks that had a cd with them when the books were checked out must be returned as well. Otherwise, the bookstore can not give you credit for a returned book.

Exceptions

Upon permission, a student-athlete may keep a textbook under the following circumstances:

- 1) Textbook must be a required text in the student-athlete's major. General education electives are excluded.
- 2) Student-athlete must present class syllabus and book to academic counselor at least by the last day of final exams of the term they were issued for.
- 3) A form signed by you, Director of the Thornton Center and Sport Administrator must be brought to the Compliance Office by the last day of final exams.
- 4) Permission to keep the book may not be granted until after the final withdrawal date has passed. (If student-athlete drops a class, that book also must be returned or a charge will be placed on his/her account.)

- 5) All books not in student-athlete's major must be returned by a week after the last final exam day.
- 6) Student-athlete may not sell books back to the University of Tennessee bookstore at any time. If student-athlete does return a book, he/she will be charged full price for the book and a hold will be placed on his/her account.
- 7) Student-athletes may never provide books to other students.

Do not leave your textbooks on the customer service counter and walk away. You must complete the check-in form with the bookstore employee and sign it to get full credit.

UNCOVERED CHARGES

There are certain charges that your scholarship does not cover. Tuition, fees, books, room, and board are all included in a full scholarship. The following charges will not be paid by the Athletics Department:

- Library Fines
- Fines for damage to University property
- Lost keys
- Parking permits
- Parking fines
- Admissions & Housing Application Fees
- University Enrollment Deposit

PHYSICAL AND MENTAL WELFARE

SPORTS MEDICINE

The University of Tennessee Athletics Departments offers complete medical care to you, the student-athlete, through the team physician, athletic training staff, and physician referral system.

The purpose of the sports medicine program is to work toward the prevention of athletic injuries, to care for injuries/illness that do occur and to provide rehabilitation for a safe return for the student-athlete as soon as possible. These goals can be accomplished through cooperation and communication between you, the team physician and athletic trainer. The athletic trainers will be the liaisons between physicians, coaches, parents and student-athletes so that everyone may better understand the status and limitations concerning an injury or illness. The student-athlete will be educated to understand the injury process, his/her responsibilities and the future implications for participation.

To assist us with these endeavors, we have established departmental policies and procedures concerning the medical care of the student-athlete. These policies work with the understanding that you must take ownership in your medical well-being and act responsibly. If Athletic Training room policies and procedures change after the publication of this handbook, the new policies will override anything previously printed. It is your responsibility to check your Athletic Training room for any changes or updates. Please take the time to read and understand the following information.

PHYSICAL EXAM

Any student who wishes to participate in intercollegiate athletics must have a pre-participation physical examination that has been approved by the team physician before being permitted to participate with an athletic department team. This initial examination will be performed upon your arrival and subsequently re-examined and updated after completing the Interim Medical History Questionnaire each year. The results will be reviewed by the team physician and athletic training staff and determined if re-examination is necessary. The team physician may change the student-

athlete's eligibility status at any time based upon any injury/illness developments.

PHYSICIAN CLEARANCE

Participation on a team is subject at all times to the team physician's opinion of the student-athlete's fitness and health condition. If a student-athlete has any physical condition including but not exclusive of orthopedic injury, infectious or contagious illness/disease, or a pregnancy-related condition which might affect or be affected by participation, you will be allowed to participate only with the team physician's approval. The student-athlete should inform the team physician and athletic trainer as soon as possible after learning of any such conditions. You may be required to provide records concerning your previous medical history from your personal physician in order to determine your fitness and wellness to participate. Each case will be dealt with in complete confidentiality and in the best interest of the student-athlete and those in contact with the athlete.

REPORTING INJURIES/ILLNESSES

Report all injuries/illnesses to the athletics trainer or team physician immediately upon recognition.

TEAM PHYSICIAN APPOINTMENTS

Appointments with the team physician must be made through an athletic trainer.

A female student-athlete should report to the Health Center with her VolCard at the designated time. Return the referral slip and authorized prescriptions to an athletic trainer immediately for follow-up care.

A male student-athlete should report to the Athletic Training room at their designated time to meet with the men's team physician.

MEDICAL SPECIALIST REFERRAL

If the team physician refers the student-athlete to a medical specialist for consultation, the physician or athletic trainer will phone for an appointment. The team physicians and athletic trainers are the only athletic department staff authorized to refer or treat a student-athlete. A student-athlete who chooses to see a physician other than the team physician is responsible for any resulting expenses. It is also the student-athlete's responsibility to inform the medical staff of any change in medical condition in order to treat and care for you properly. You must notify the Athletic Training room immediately of any changes or cancellations to your medical or dental insurance plans.

LATE OR MISSED APPOINTMENTS

Be on time for all athletic training and medical appointments. If you are late or unable to keep an appointment, call the athletic training staff in advance.

SHARED RESPONSIBILITY

The rules of play, safety guidelines, equipment standards, and training are designed to protect you, the student-athlete, from injury but cannot guarantee that you will not be injured. The student-athlete has a responsibility to wear the required equipment and clothing; obey the rules of your sport; adequately fuel, hydrate and train your body to the best of your ability; refrain from the illegal use of drugs and alcohol; utilize proper techniques; follow your coaches', team physician and athletic trainers' instructions; and avoid activities for which you are not trained or for which you do not feel qualified to perform. If you take dietary supplements, other performance-enhancing drugs, or prescription medications on your own, there are possible risks. These risks include, but are not limited to: elevated heart rate, increased or decreased blood pressure, heat stroke, and death.

EMERGENCY CARE

In case of a life-threatening emergency, call 911 for an ambulance.

URGENT CARE

In the event that medical treatment is needed and the athletic training room and Student Health Center are closed, call the athletic trainer via cell phone to inform the staff of your condition. They will assist you and, if necessary, direct you to the UT Medical Center Emergency Room, located south of campus on Alcoa Highway.

In order for the athletic department to assume responsibility for any emergency room visit, all of the following criteria must be met:

- the injury or illness requires urgent medical care
- the athletic training room and Student Health Center are closed
- the athletic training staff must be made aware of the incident. As soon as possible, leave a message on the athletic training room voice mail, or call the athletic trainer's cell phone.

If the previous criteria are met, the athletic department will assume costs as described below under "Medical Costs". The student-athlete will be responsible for payment of all expenses from Emergency Room visits that do not meet these criteria.

MEDICAL COSTS

The Athletic Department will assume responsibility for most medical costs not covered by the student-athlete's insurance for injuries/illnesses during his/her enrollment and eligibility period. Medical expenses will be covered only in the event that your policy does not cover the claim and the treatment was coordinated and monitored by the team physician and athletic training staff. Before an outside referral or special test is scheduled, please ask the team physician or athletic trainer if it is covered.

The Athletic Department works on a coordination-of-benefits (secondary) program; authorized medical expenses will be submitted first to the student-athlete's personal insurance policy. Any deductible costs or rejected claims will be covered by the Athletic Department and its insurance policy. If you or your parents receive any medical bills for authorized care, please deliver them to your athletic trainer as soon as possible.

If the student-athlete seeks treatment by a medical specialist outside of the team physician's referral system, he/she will be responsible for all expenses.

PRESCRIPTIONS

Take the authorized prescription to the athletic training room immediately with the referral slip. It will be filled and returned as soon as possible. The Athletic Department will pay for most prescriptions from the team physician or authorized physicians. There are some prescriptions that will not be covered. Ask the team physician or athletic trainer for verification.

BANNED SUBSTANCES

The NCAA has a list of banned substances for which they do drug testing. The team physician will monitor any prescribed drugs to make sure that they are not on the banned substance list. Other National Governing Bodies (NGB), including the USOC, may have separate lists. It is the student-athlete's responsibility to communicate to the team physician any involvement with these organizations.

If you have any questions regarding banned drugs or dietary substances, contact either the team physician or the **Center for Drugfree Sport** through the **Resource Exchange Center** website at: www.drugfreesport.com/rec After entering this website, you will be prompted to enter a Username and Password. Click on the pulldown arrow for Username, highlight "**NCAA Division I**" and click on it. Then enter the Password by typing in: **ncaa1** and click on **Log In**. The Homepage will offer

several site topics. The Banned Drug Inquiry site will allow you to ask confidential questions about drugs and nutritional supplements.

Another valuable resource is the United States Anti-Doping Agency (USADA). It can assist you in determining whether or not a substance is banned by your sanctioned NGB. Contact USADA at 1-800-233-0393 or visit www.usantidoping.org.

SUBSTANCE ABUSE EDUCATION AND TESTING

Refer to the complete version of the student-athlete handbook on www.utsports.com or www.ladyvols.com for the policies regarding substance abuse education and testing.

MEDIA RELATIONS

The University of Tennessee's athletics programs generate intense public interest and media coverage. The Department of Athletics is aware that its image affects the reputation of the entire University and urges you to use sound judgment when making any statements to the media. Because a single incident or impulsive statement can receive national attention, the Media Relations Office arranges all contacts with the media; therefore, this office has developed certain policies concerning interviews and press conferences. Before you talk with any media representative, be sure that the Media Relations Office has contacted you in advance. These precautions are primarily to ensure the fair and accurate representation of the University, the Department, your sport, and YOU.

The Media Relations Office is available as necessary to provide additional assistance.

For example:

- The Office can advise you on interview techniques and can offer ideas about the types of questions that may be asked.
- The Office can also provide suggestions for handling sensitive or negative questions.
- If you are receiving so much media attention that you feel overwhelmed by the pressures of numbers and time, the Office can help by setting up a press conference to consolidate the interviews.

Your Head Coach will provide you with some guidelines for speaking to media representatives. While some specifics may be appropriate for different sports, all coaches provide instructions on how to respond to both typical and high stress situations that may occur during or after a contest.

INDIVIDUAL INTERVIEWS & SCHEDULED MEDIA SESSIONS

You are encouraged to participate in interview sessions when they are arranged through the appropriate channels. The Media Relations Office schedules interviews around your availability and the media representative's schedule.

ACADEMIC ADVISING APPOINTMENT

<p>1 College of Agricultural Sciences & Natural Resources 125 Morgan Hall (865) 974-7303 casnr@utk.edu</p>	<p>2 College of Architecture & Design 224 Art & Architecture Building (865) 974-3232 archinfo@utk.edu</p>	<p>3 College of Arts & Science 1 Alumni Memorial Building (865) 974-4483 asadvising@utk.edu</p>
<p>4 College of Business Administration 342 Haslam Business Building (865) 974-5096 busad@utk.edu</p>	<p>5 College of Communication & Information 202 Communication Building (865) 974-3603</p>	<p>6 College of Education, Health, & Human Sciences A332 Bailey Education Complex (865) 974-8194 sdeyoung@utk.edu</p>
<p>7 College of Engineering 202 Estabrook Hall (865) 974-4008 coe@enr.utk.edu</p>	<p>8 College of Nursing 203 Nursing Building (865) 974-7606</p>	<p>9 College of Social Work 303 Henson Hall (865) 974-3352</p>

ADVISOR	
Office Number	Building
Time	Date

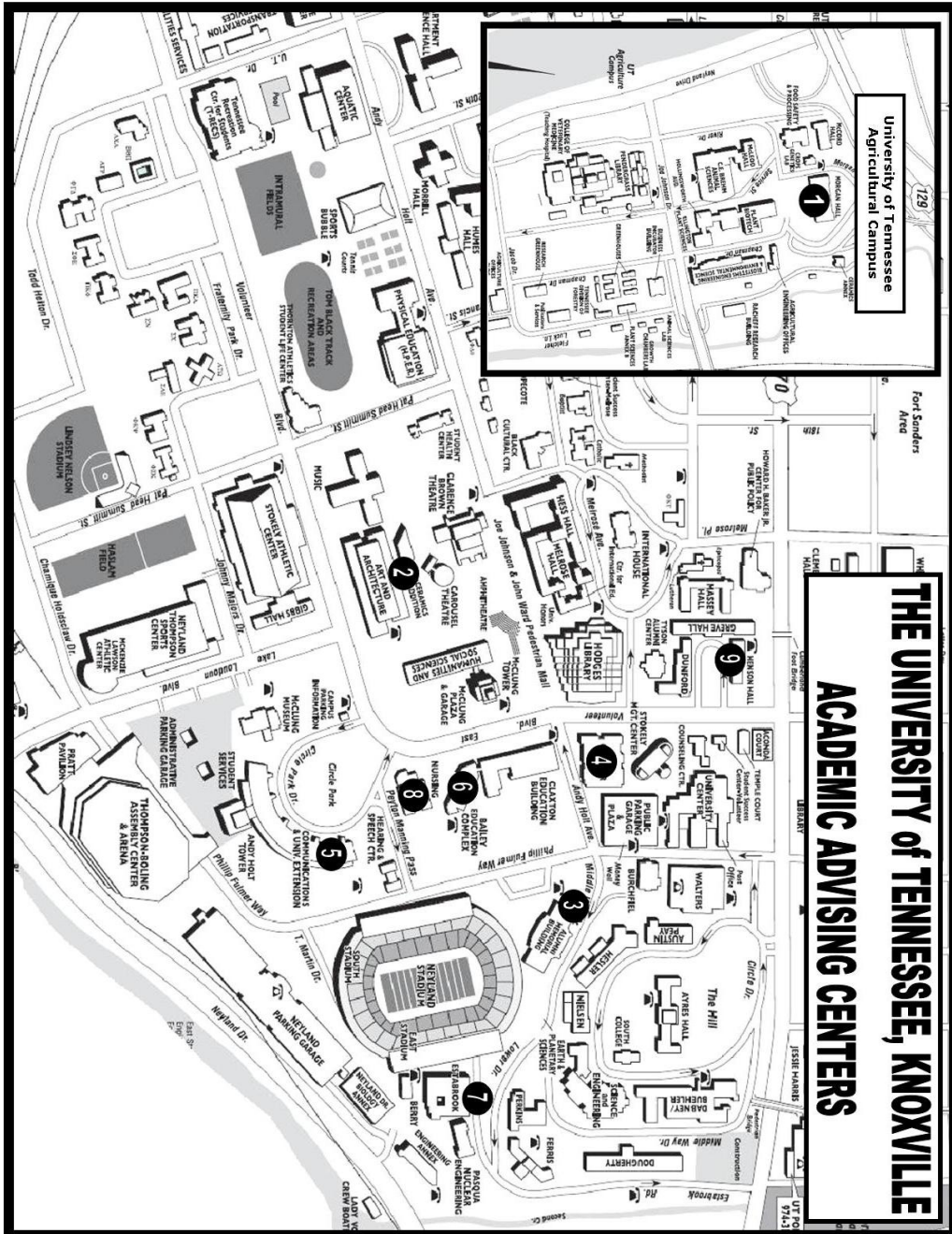
QUESTIONS TO ASK & NOTES

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QUESTIONS TO ASK & NOTES



University of Tennessee
Agricultural Campus

THE UNIVERSITY of TENNESSEE, KNOXVILLE
ACADEMIC ADVISING CENTERS



V-STARS

Thornton's Six For Success



INVOLVEMENT IN CLASS WITH CLASS

- Be there on time - Every time
- Review assigned reading ahead of time. Outline, flashcards, write down questions to take to class
- Sit in the first three rows
- Use outline from preparation and fill in with careful notes
- Talk with professor during and outside of class
- Review notes soon after class and reformat e.g. concept map, flash cards, quiz questions

STUDY HALL

- Prepare ahead of time
- Choose two or three courses to study so you can break up your time
- Know your concentration limit, for example 30-45 minutes, and take short breaks
- Work where you will not be disturbed
- Reformat information—e.g. quiz yourself create concept maps/flow charts/timelines, etc.
- Learn Actively!

TUTORING/MENTORING

- Be there on time - Every time
- Try to learn the material ahead of time and use the tutor/mentor for clarification
- Take careful notes
- Show understanding using self-tests/charts/diagrams/concept maps and explain it to someone
- Thank your tutor/mentor for her or his help
- Follow-up on the tutor's/mentor's suggestions immediately following the session

ACADEMIC COUNSELING

- Be there on time - Every time
- Let your academic counselor get to know the real you
- Let your academic counselor know if things are not going well
- Plan to ask questions about how you can do better in school
- Plan to ask questions about life after sports
- Express gratitude to your academic counselor

REGISTRATION AND CONFIRMATION OF ATTENDANCE

- Clear all holds
- Write down courses, section numbers, days, and times before beginning to register
- Log onto CPO within 7 days of eligibility to register
- Once logged onto CPO register for all your courses
- Set your confirmation of attendance

SEMESTERLY CAMPUS ADVISING

- Know your course requirements
- Plan to ask about progression requirements
- Plan to ask about prerequisite courses
- Plan how to best use your free electives
- Plan to ask questions about job/career/graduate school
- Thank your campus advisor for her or his help

Student Support Services

Black Cultural Center	1800 Melrose Avenue	(865) 974-6861
Bursars Office	211 Student Services Bldg.	(865) 974-4495
Career Services	100 Dunford Hall	(865)974- 5435
Dean of Students	413 Student Services Bldg.	(865) 974-3179
Disability Services	2227 Dunford Hall	(865) 974-6087
Financial Aid	115 Student Services Bldg.	(865) 974-3131
Gibbs Hall	1311 Lake Loudon Blvd.	(865) 974-2571
Housing	405 Student Services Bldg.	(865) 974-2571
International House	1633 Melrose Avenue	(865) 974-4453
Judicial Affairs	409 Student Services Bldg.	(865) 974- 3171
Parking Services	24 University Center (Down Under)	(865) 974-6031
Registrar Office	209 Student Services Bldg.	(865) 974-2101
Student Counseling Services	525 Bailey Education Complex	(865) 974-8145
Thornton Center Front Desk	1801 Volunteer Blvd.	(865) 974-1250

CHANGE OF REGISTRATION

Name _____ Last _____ First _____ Middle _____ Student ID # _____ (Not SSN)
 Date ____/____/____ Graduate Student Undergraduate Student Year _____ Term _____

COURSES TO BE ADDED						
Department Name	Course Number	Section Number	Hours Credit	GRAD	UG	CREDIT AUD S/INC REPEAT
CHANGE SECTION						
CHANGE CREDIT						

For hours overload permission: Undergraduates, please see your college dean or advising center for approval. Graduate students, please see the Graduate Student Services Office, P-105 Andy Holt Tower, 865-974-2475.

CHANGE OF REGISTRATION INSTRUCTIONS
 Undergraduate Students - to add into a dosed section, before or after the deadline, the department head's signature or stamp is required. The change of credit from/to audit or S/NC grading must be made by the Add Deadline. Consult Circle Park Online (<http://cpo.utk.edu>) for change of registration deadlines and information.

Undergraduate Students Seeking Permission to Enroll in Architecture or Engineering Courses

 Dean of Architecture / Dean of Engineering

All Students Seeking Permission to Enroll in Teacher Education Courses

 Dean of Education, Health and Human Sciences Signature/Stamp

 Instructor Signature

 Department Head Signature/Stamp - Undergraduate Students

 Advisor Signature - Graduate Students

Thornton Athletics Student Life Center

Tutor Request

Student-Athlete's Name _____ **Date** _____

Email Address _____ **Sport** _____

Are you a manager/trainer? _____

<u>Subject Area</u>	<u>Course Number</u>	<u>Section #</u>	<u>Professor</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

How many times per week do you want to meet with your tutor? _____

Times you can meet with a tutor (PLEASE LIST ALL AVAILABILITY)

Sunday: _____

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Student-Athlete Responsibility Agreement

I, _____, (Print Name) by submitting this form, understand that if I fail to keep scheduled tutor appointments I will be required to pay a \$15 fine for each missed appointment. I will be notified of any fines by my academic counselor in the Thornton Center. After the third missed appointment, the tutor sessions will be permanently cancelled. I will give 3 hours notice if I must cancel any tutor appointment. I will inform the tutor AND my academic counselor of any cancellation.

Student-Athlete Signature

Thornton Athletics Student Life Center

Tutor Request

Student-Athlete's Name _____ **Date** _____

Email Address _____ **Sport** _____

Are you a manager/trainer? _____

<u>Subject Area</u>	<u>Course Number</u>	<u>Section #</u>	<u>Professor</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

How many times per week do you want to meet with your tutor? _____

Times you can meet with a tutor (PLEASE LIST ALL AVAILABILITY)

Sunday: _____

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Student-Athlete Responsibility Agreement

I, _____, (Print Name) by submitting this form, understand that if I fail to keep scheduled tutor appointments I will be required to pay a \$15 fine for each missed appointment. I will be notified of any fines by my academic counselor in the Thornton Center. After the third missed appointment, the tutor sessions will be permanently cancelled. I will give 3 hours notice if I must cancel any tutor appointment. I will inform the tutor AND my academic counselor of any cancellation.

Student-Athlete Signature

Thornton Athletics Student Life Center

Tutor Request

Student-Athlete's Name _____ **Date** _____

Email Address _____ **Sport** _____

Are you a manager/trainer? _____

<u>Subject Area</u>	<u>Course Number</u>	<u>Section #</u>	<u>Professor</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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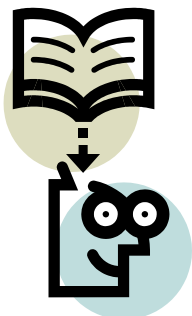
Student-Athlete Signature

ATTACKING YOUR COLLEGE-LEVEL READING ASSIGNMENTS

- Ⓢ Begin by surveying what you are about to read. Look at the major headings, the charts and pictures, read the summary, and look over the chapter or study guide review questions.
- Ⓢ The more you know about what you're reading, the easier it will be to process it into your long-term memory. Search your memory for anything you already know about the assigned reading and write that information down.
- Ⓢ Before you begin reading, look for a **reason to read** the paragraph. Use clues such as the heading or topic sentence. Read only _____ paragraph at a time.
- Ⓢ When you finish the paragraph, put yourself in the position of your professor. **What test question will you ask from that paragraph?**
 - **Write** that question in the margin of your textbook, or on a post-it note.
 - **Mark** the answer to the question in the textbook by underlining, numbering, boxing, circling, etc.
 - **Recite** the answer in your own words.
 - **Move** on to the next paragraph.
 - At the end of your reading selection, close the book and on a clean sheet of paper write down terms and phrases that describe the chapter. Create a “**mind map**” by drawing circles or pictures around each of the terms/phrases and then drawing lines between those that are related or connected to each other.
- Ⓢ To do well on pop quizzes and cut down on study time for major tests, review the chapter frequently and ask yourself the questions written in the margin throughout the semester.



It may take you longer to read a chapter this way, but there are definite advantages:



- You can read it a bit at a time--a page here and a page there--taking advantage of short periods of time you usually waste or didn't have time for a whole chapter.
- You never have to re-read the entire chapter.
- You know the test questions in advance.
- You have a systematic way to study your textbook.

TAKING NOTES: WHAT DO YOU WRITE DOWN??

Your focus while taking notes should be two-fold:



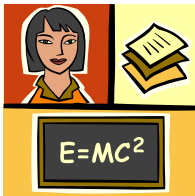
First, **what's new to you?** There's no point in writing down facts you already know. Anything you *know* you know-- leave out of your notes.



Second, **what's relevant?** What information is most likely to be of use later, whether on a test, in an essay, or in completing a project? Focus on points that directly relate to or illustrate your reading (**which means you'll have to have actually *done* the reading...**).

The kinds of information to pay special attention to are:

- **Dates of events:** Dates allow you to a) create a chronology, putting things in order according to when they happened, and b) understand the context of an event.
- **Names of people:** Being able to associate names with key ideas also helps remember ideas better and, when names come up again, to recognize ties between different ideas whether proposed by the same individuals or by people related in some way.
- **Theories:** Any statement of a theory should be recorded — *theories are the main points of most classes.*
- **Definitions:** Like theories, these are the main points and, unless you are positive you already know the definition of a term, they should be written down. Keep in mind that many fields use everyday words in ways that are unfamiliar to us.
- **Arguments and debates:** Any list of pros and cons, any critique of a key idea, both sides of any debate related in class or your reading should be recorded.



☞ This is the stuff that advancement in every discipline emerges from, and will help you understand both how ideas have changed (and why) but also the process of thought and development within the particular discipline you are studying.

- **Images and exercises:** Whenever an image is used to illustrate a point, or when an in-class exercise is performed, a few words are in order to record the experience. Don't describe every tiny detail, but a short description of a painting or a short statement about what the class did should be enough to remind you and help reconstruct the experience.
- **Other stuff:** Just about anything a professor writes on a board should probably be written down, unless it's either self-evident or something you already know. Pay attention to other student's comments, too — try to capture at least the gist of comments that add to your understanding.
- **Your own questions:** Make sure to record your own questions about the material as they occur to you. This will help you remember to ask the professor or look something up later, as well as prompt you to think through the gaps in your understanding.

Downloaded in part from <http://www.lifehack.org/articles/productivity/advice-for-students-taking-notes-that-work.html>

3/17/2008