



STANFORD UNIVERSITY

STUDENT-ATHLETE HANDBOOK



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LETTER FROM STANFORD ATHLETICS

Dear Stanford Student-Athlete:

First and foremost, welcome to Stanford! We're excited to have you on campus and feel confident that your time on The Farm will result in positive experiences and life-long memories.


We are mindful of the many challenges you face as a student-athlete, with effective time management likely at the top of the list. There is an extensive support system available to help guide you through this process, and we encourage you to take full advantage of these resources. We want you to feel comfortable in approaching your coaches, sport administrator, support staff, academic services and all members of the senior management team with any questions or suggestions. Our department staff takes great pride in being accessible to student-athletes and places an emphasis on maintaining open dialogue.

Just as you are committed to attaining a high level of success in the classroom and during competition, we are equally devoted to providing you with unparalleled resources to assist you in achieving your goals.

We greatly appreciate you reviewing the important information included in this handbook, and hope it serves as a valuable resource throughout the year.

We look forward to a tremendous campaign for Stanford both in competition and in the classroom. You are a critical component of our success and we wish you all the best!

Sincerely,



Bernard Muir
The Jaquish & Kenninger
Director of Athletics



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION & RECREATION MISSION STATEMENT

From its founding in 1891, Stanford University's leaders have believed that physical activity is inherently valuable for its own sake and that vigorous exercise is complementary to the educational purposes of the university. Within this context for human development, it is the mission of Stanford's Department of Athletics, Physical Education and Recreation to offer a wide range of high quality programs which will encourage and facilitate all participants to realize opportunities for championship athletic participation, physical fitness, health and well-being.

IMPORTANT CONTACT INFORMATION

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Director of Student-Athlete Leadership and Development
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Kelli Moran-Miller
Director of Sports Psychology
kmoranmiller@stanford.edu 650-736-7748

A comprehensive Stanford Department of Athletics staff directory can be found at www.gostanford.com.

DEPARTMENT OF ATHLETICS POLICIES & KEY INFORMATION

Athletic Department Team Rules

While each team has established individual team rules, the Athletic Department has established the following guiding principles for all student-athletes:

- Student-athletes will conduct themselves in such a manner as to represent their team and the University with integrity and pride both while on campus and while away.
- Student-athletes are expected to adhere to all University regulations and state and federal laws including but not limited to, those relating to hazing and to the use of alcohol and illegal drugs.
- Student-athletes are expected to participate in their sport free and clear of all NCAA banned substances.
- Student-athletes are expected to treat their teammates, coaches, staff, opponents, competition officials and hosts with dignity and respect and without prejudice.
- Student-athletes are expected to report violations of any NCAA or University rules to any of the following they deem appropriate: Compliance Services, Faculty Athletic Representative, Athletic Department Legal Counsel, Sport Administrator, another Athletic Department Administrator, Institutional Compliance, or head coach. .

Responding to Emergencies

In the event of a medical emergency, it is important that a university official be notified, after responding with the appropriate medical attention (i.e., calling 911, the resident dean, team athletic trainer). No matter how potentially damaging the situation may be to a team's activities and a student's future status with the Athletic Department, remember that the health and safety of your teammates is, and should be, more important than a possible Athletic Department or University response. Do not risk the health of a team member because you think your team's status with the Athletic Department is at risk, or that it is more important. Failure to respond quickly and honestly could lead to serious injury, or even death. In the event of an emergency, team members present should do the following:

1. Call appropriate emergency services by dialing 911 or 9-911 from a campus phone. Never attempt to move or transport a victim yourself.
2. If the emergency occurs in on-campus housing, immediately notify a resident dean at 650723-0778 (day time phone) or by pager by calling the university operator at 650723-2300.
3. Notify your athletic trainer and head coach of the situation.

Hazing and Team Initiation

University policy prohibits all hazing activities. It is the responsibility of all members of any athletic team to keep their team free from activities that could be considered hazing.

The California law defines hazing as "any method of initiation or pre-initiation into a student organization or any pastime or amusement engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm, to any student or other person attending any school, community college, college, university or other

educational institution in this state; but the term "hazing" does not include customary athletic events or other similar contests or competitions." California law makes hazing a misdemeanor punishable by a fine and/or jail time. In addition, the University further defines hazing as any activity or situation in which individuals are expected to commit an unlawful act or violate Stanford's Fundamental Standard or Honor Code and will be referred to the University's Office of Community Standards for review.

It should be noted that many student-athletes participating in alcohol-related activities are under the legal drinking age of 21. Providing alcohol to a minor may put you in further legal jeopardy. If you have any questions about whether an activity would violate California State Law or Stanford University policy, please ask first. Your sport administrator can provide guidance.

The Athletic Department recommends you ask yourself, before planning any initiation activity, if you could explain the activity to your parents, the parents of a fellow student-athlete, a University official or judge without trepidation or embarrassment. If you don't think you could, then the activity is probably hazing.

STANFORD CONFIDENTIAL HAZING HOTLINE (on-campus): 6-STOP (6-7867)

Student-Athlete's Use of Personal Vehicles for Official Team Travel

Athletic Department policy prohibits student-athletes from using a personal vehicle for any official off-campus team activities. Insurance policies for the Athletic Department and the University do not cover this type of activity. An exception to this policy may be granted if approval is given by the sport administrator and the student-athlete signs an indemnity waiver prior to a specific trip.

All team travel activities should be coordinated through the head coaches using permissible transportation options. If you have questions about this policy, please talk to your head coach or your sport administrator.

Sportsmanship

Individuals employed by (or associated with) Stanford to administer, conduct, or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the recognized high standards associated with wholesome competitive events.

Gender Equity Disclosure

Effective October 1996, Federal legislation requires that NCAA institutions make available to students, potential students, and the public a report on participation rates, financial support, and other information on the men's and women's athletic programs. Please contact the Athletic Director's office if you have questions regarding this information or go online to <http://www.ope.ed.gov/athletics/Index.aspx> to search for institutional data on Stanford or any other institution.

Missed Class Time

NCAA rules and Athletic Department's policy prohibits a coach from requiring a student-athlete to attend practice if the student has a demonstrated and legitimate academic conflict (i.e., exam, presentation, field trip, etc.). A student-athlete with this type of conflict should inform their coach well in advance. If a student-athlete believes coaching staff is not complying with this policy, the student-athlete should contact their sport administrator, an academic advisor in the AARC, or a Compliance Services staff member or the Faculty Athletic Representative.

Stanford Non-Discrimination Policy

Stanford University admits qualified students of any race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation, and gender identity to all the rights, privileges, programs, and activities generally accorded or made available to students at the University. Consistent with its obligations under the law, Stanford prohibits unlawful discrimination on the basis of race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation, gender identity or expression, veteran status, or any other characteristic protected by applicable law in the administration of the University's programs and activities; Stanford also prohibits unlawful harassment including sexual harassment and sexual violence. The following person has been designated to handle inquiries regarding this nondiscrimination policy: Director of the Diversity and Access Office, Mariposa House, 585 Capistrano Way, Stanford University, Stanford, CA 94305-8230; (650) 723-0755 (voice), (650) 723-1791 (fax), equal.opportunity@stanford.edu (email). Stanford's Title IX Coordinator, Cathy Glaze, has been designated to handle inquiries regarding sexual harassment and sexual violence: Mariposa House (2nd floor), 585 Capistrano Way, Stanford, CA 94305, (650)497-4955(voice),(650)497-9257(fax),titleix@stanford.edu(email). (<http://exploreddegrees.stanford.edu/universityrequirements/>)

SEXUAL HARASSMENT & CONSENSUAL RELATIONSHIP POLICY

The University's sexual harassment policy can be found in Administrative Guide Memo 1.7.1 (<https://adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-1>). Stanford University defines sexual harassment as: "Unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual nature constitute sexual harassment when: 1) It is implicit or explicit suggested that submission to or rejection of the conduct will be a factor in academic or employment decisions or evaluations, or permission to participate in a University activity; or (2) The conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance, or creating an intimidating or hostile academic, work or student living environment."

University prohibits consensual sexual or romantic relationships between staff members/coaches and student-athletes.

It is the policy of Stanford University to comply with Title IX of the Education Amendment of 1972 and its regulations, which prohibited unlawful discrimination on the basis of sex. The Title IX Compliance Officer is Cathy Glaze, who has been appointed to coordinate the University's efforts to comply with the law. Anyone who believes that Stanford is not in compliance with Title IX and its regulations should contact the University Title IX Coordinator at 650-497-4955 or titleix@stanford.edu.

The Title IX Coordinator is responsible for responding to matters of sexual assault, relationship (dating) violence and stalking (collectively prohibited conduct). The Title IX Coordinator serves as a resource to review allegations of prohibited conduct and may provide interim accommodations relating to housing, academics, or no-contact letters while a matter is being reviewed. When prohibited conduct has been confirmed by a preponderance of the evidence, the Title IX Coordinator will provide long term accommodations and services to students to address the effects of sexual harassment and sexual violence. The Title IX Student Policy provides the grievance procedure and appeal mechanism to review the University's actions relating to a Title IX concern involving prohibited conduct.

It is the policy of Stanford University to maintain the University community as a place of work and study for students, faculty, and staff, free of sexual harassment and all forms of sexual intimidation or exploitation. Further, it is the University's policy to prevent, correct, and remedy sexual harassment. All students, faculty, and staff are subject to this policy and its consequences, including discharge, expulsion, or other appropriate sanctions.

You are advised to consult the Sexual Harassment Policy website at <http://harass.stanford.edu> for more information on Stanford's Sexual Harassment and Consensual Relationships Policy. These sites also provide contact information of numerous professional and confidential counselors who can answer any questions you may have concerning sexual harassment.

Stanford University Campus Sexual Harassment Advisors:

Cathy Glaze, University Title IX Coordinator.....titleix@stanford.edu

Department of Athletics, Physical Education & Recreation Sexual Harassment Advisors:

Patrick Dunkley, Deputy Athletic Director.....pdunkley@stanford.edu

Beth Goode, Senior Associate Athletic Director, SWA.....bgoode@stanford.edu

or

Sexual Harassment Policy Office (harass@stanford.edu).....650/723-1583

COUNSELING RESOURCES ON CAMPUS

<http://grief.stanford.edu/resources.html>

Counseling and Psychological Services (CAPS)

<http://caps.stanford.edu>

650/723-3785

Office of Religious Life

<http://religiouslife.stanford.edu/>

Residence Deans

<http://www.stanford.edu/dept/resed/StudentResources/contact.html#Dean>

John Giammalva	Overseas Studies Wilbur, Branner, and Castano	650/736-1752
Leigh Thiedeman	Escondido, Rains, the Row, Suites and Toyon	650/724-3159
Justin Neiman	Mirrielees, Crothers, Stern an Off-Campus	650/725-2488
Michelle Voigt	Escondido, Humanities, Rains, the Row and Suites	650/725-3311
Lise De La Cruz-Caldera	Governor’s Corner, West Lagunita, Naranja, Oak Creek, Kimball	650/454-9120
Carolus Brown	Ujamaa, FloMo, Lantanaand Roble	650/498-4986

The Bridge

<http://www.stanford.edu/group/bridge/>

650/723-3393

COMPLAINTS/DISPUTE INFORMATION

If a student-athlete believes that he or she has received unfair or improper treatment in regard to his or her Stanford athletic participation, he or she may pursue the following grievance procedure:

1. Informal Resolution: It is the general practice that the student-athlete should first discuss the problem with the individual(s) most directly responsible (e.g., if the matter involves the coach or a team policy established by the coach, the student-athlete should contact the coach or the captain(s) of the team and work on an informal basis to resolve the issue with the coach).

If no resolution results, the student-athlete should consult with their sport administrator. The sport administrator will work with the student-athlete to resolve the issue. Serious efforts should be made to resolve the issues at an informal level without the complaint escalating to the status of a formal grievance.

2. **Formal Grievance:** If informal means of resolution prove unsuccessful, the student-athlete may elect to initiate the formal grievance process. To do so the student-athlete must set forth, in writing, the substance of the complaint, the grounds on which it is based, and the efforts taken to date to resolve the matter.

The grievance document will be submitted to the Director of Athletics. A grievance should be filed in a timely fashion, i.e., normally within thirty days of the end of the academic quarter in which the action that is the subject of the grievance occurred. A delay in filing a grievance may be grounds for rejection of that grievance. The Director of Athletics, in consultation with senior staff, shall initiate a review in a timely manner, which should normally be completed within thirty days. The Director of Athletics and senior staff shall issue a final decision in writing.

3. **Further Information:** Inquiries concerning the grievance procedure should be directed to Earl Koberlein, Senior Associate Athletic Director or the applicable sport administrator.

Additional Resources

- In cases involving unlawful discrimination, a student-athlete may wish to contact the Office of Multi-Cultural Development.
- If there is a special NCAA appeal regarding financial aid, the Faculty Athletics Representative should be contacted by the student-athlete and NCAA guidelines will be followed for the proper grievance procedures.
- Student-athletes may, at any time, contact the Office of Ombudsman (650/723-3682) or the Faculty Athletics Representative Pat Jones (650/725-4818) for assistance.

STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

HOW IS YOUR STUDENT-ATHLETE EXPERIENCE FUNDED?

It will cost Stanford Athletics approximately \$105 million to put Cardinal teams in competition this year.

That's a huge amount of money, but if you think about it for a minute, you can see how all of the costs add up—costs like student-athlete scholarships, strength and conditioning resources, and equipment purchases and maintenance. The salaries of coaches and support staff are another key expense.

The athletics department's budget supports the experience of every single varsity student-athlete at Stanford in some form, whether you receive athletic aid or not.

So where does Stanford Athletics get \$105 million? Approximately one-third comes from ticket sales and television rights revenue, but private support—donations from generous people who care deeply about Stanford Athletics—accounts for more than ticket sales and television rights revenue combined.

Some gifts were made a long time ago and put into endowment funds, and we use the interest they generate every year to pay for scholarships and program expenses. Other gifts will be made to the Buck/Cardinal Club (Stanford Athletics' annual fund) this year and used immediately to support you.

Your commitment to excellence has earned you the opportunity to compete for Stanford and receive a world-class education, but remember that regardless of how hard you have worked or what you have achieved, the opportunity to be a student-athlete at Stanford exists only because those who came before you chose to give back. Philanthropy is what makes your Stanford student-athlete experience possible.

Do you have any questions about how the athletics department is funded? Do you want to find out what you can do to express your appreciation to those who support you? Send an email to Adam Schneberger, Assistant Athletics Director, Individual Giving, at aschne@stanford.edu.



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

ACADEMIC SERVICES

LOCATION: Arrillaga Center for Sports and Recreation/Athletic Academic Resource Center (lower level)

CONTACT INFORMATION:

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Assistant Athletic Director for Student-Athlete Advising and Development
austindle@stanford.edu
(650) 723-3164

TBD
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Lauren Reid
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Melissa Schellberg
Academic Advisor
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Shannon Wilson
Academic Advisor
Swilson3@stanford.edu

ACADEMIC ELIGIBILITY REQUIREMENTS

To be eligible to compete, you must be in good academic standing according to Stanford University, be enrolled in at least 12 units, and maintain academic progress toward a baccalaureate degree. In addition, to meet the NCAA progress towards degree rules, student-athletes must meet the following academic requirements each fall:

6-Unit Requirement

All student-athletes must pass six degree-applicable units each term during the academic year (fall, winter, spring) to be eligible for competition in the following term. Please carefully consider the following notes:

- If you have already completed the maximum number of activity units accepted towards your degree, additional activity units will NOT be included into the six-unit calculation for the quarter.
- The six-unit requirement does carry over from year-to-year. Your academic performance in spring quarter will determine your eligibility for the fall quarter.
- Baseball student-athletes: In the sport of baseball, your academic performance during the spring quarter will determine your eligibility for the next academic year, not just the following fall quarter.
- Football student-athletes: In the sport of football, you are required to pass eight degree applicable units during the fall quarter to be eligible for the next fall season.

By the beginning of your second year in college:

- have completed 36 units during your freshman year (includes summer school);
- have completed 27 units during your freshman regular academic year (fall/winter/spring);
- maintain at least a 1.8 cumulative GPA (90% of Stanford's required 2.0) after each term.

By the beginning of your third year in college:

- have declared your major;
- have completed 27 units during the previous academic year (fall/winter/spring);
- have completed at least 40% of your degree;
- maintain at least a 1.9 cumulative GPA (95% of Stanford's required 2.0) after each term.

By the beginning of your fourth year in college:

- have completed 27 degree-applicable units during the previous academic year (fall/winter/spring);
- have completed at least 60% of your degree;
- maintain at least a 2.0 cumulative GPA (100% of Stanford's required 2.0) after each term.

By the beginning of your fifth year in college:

- have completed 27 degree applicable units during the previous academic year (fall/winter/spring);
- have completed at least 80% of your degree;
- maintain at least a 2.0 cumulative GPA (100% of Stanford's required 2.0) after each term.

ACADEMIC ADVISING

The Academic Advisors in the Athletic Academic Resource Center (AARC) are the initial contact for student-athletes' short and long-term academic counseling.

Short Term:

- Help students choose classes and understand the workload of different enrollment options.
- Aid student-athletes in scheduling classes around practice and game schedules.
- Provide assistance should conflicts arise with exams and competition.
- Advise course selection in the context of NCAA progress-toward-degree regulations.

Long-term:

- Help students choose majors that are consistent with their interests and goals and help ensure that they fulfill requirements and are on course to graduate in four years.
- Offer guidance about graduate and professional school opportunities.

It is in the student's best interest to seek advising early and often from many different resources. As part of Stanford's "multiple mentor" advising model, freshmen are assigned a Pre-Major Advisor and an Academic Advising Director in addition to their AARC Advisor. The Pre-Major advisor is a faculty or academic staff advisor that is assigned to their advisees based on shared academic interests. The Academic Advising Director is a full-time Advisor whose office is in their advisees' residence hall.

TUTORING

The AARC staff coordinates a group-tutoring program, which provides student-athletes with help for classes in which they are seeking assistance. The tutors are trained graduate or upper-class students who are available to help Stanford student-athletes achieve their academic goals.

At the beginning of the quarter, student-athletes request the course or courses for which they would like a tutor. The student-athletes who requested a tutor for the same course are formed into a group, and the group is sent an email informing them who the tutor for the class will be and instructing the group to email the tutor to arrange a time and place to meet. It is possible to join a group session later in the term, but the tutor won't be able to take evening schedule and preferences into account when arranging the group meeting time. Success in courses correlates with use of tutoring or other resources from the beginning of the quarter. Students should not wait until they are struggling in a course to request a tutor.

Tutoring is available for group appointment sessions as well as on a drop-in basis. The AARC offers group appointment tutoring for introductory courses in biology, chemistry, economics, math, physics, statistics, and engineering. It is sometimes possible to provide tutoring for upper-level classes, but there is no guarantee of tutor availability. The standard tutorial help is two hours per week per course. Only tutoring arranged by the AARC staff will be paid by the Athletic Department. Drop-In tutoring takes place in the evenings in the AARC. There are drop-in tutors for chemistry, computer science, math, physics, and writing. Student-athletes may come anytime and ask a question; there is no need to sign up. The tutors are equipped to address a range of questions and will be working with students from a variety of classes.

Tutoring is not a replacement for student-athletes attending class or to do the homework for you. The tutor's role is to help you understand concepts and develop problem-solving approaches which will be effective in a given class. Assistance greater than this could be considered a violation of the University's Honor Code and a violation of NCAA regulations.

Individual (1-on-1) tutoring for introductory courses and language courses is available through the Vice Provost for Teaching and Learning and the Hume Center for Writing and Speaking. Students may schedule an appointment at www.sututor.stanford.edu.

CAMPUS ACADEMIC RESOURCES

Academic Advising

Undergraduate Advising & Research (UAR)
Sweet Hall, first floor
Phone: (650) 723-2426
Fax: (650) 725-1436
<https://undergrad.stanford.edu/>

UAR introduces students to the full intellectual richness of undergraduate study at Stanford, supports students in their academic and intellectual pursuits, and seeks to instill within them a deep sense of identity within and belonging to our community of scholars at Stanford. This means different things for different students at different times, leading to an emphasis on extended one-on-one interactions between students and advisers. The substance of these interactions flows from the scholarship and teaching of the broad intellectual community at Stanford.

The UAR staff includes professional advisors in Sweet Hall, the Athletics Academic Resource Center, and in the undergraduate residences. Freshmen are assigned to academic advisers (faculty and academic staff) according to their preliminary academic interest and residence. The professional advisers in Sweet Hall, the Athletics Academic Resource Center, and the undergraduate residences complement the role of the assigned advisers with a comprehensive understanding of the curriculum; they advise students broadly on their courses of study and long-term goals

Stanford Introductory Studies

Sweet Hall
Phone: 650-723-2631
Email: stanfordintrostudies@stanford.edu
<https://undergrad.stanford.edu/programs>

Stanford Introductory Studies (SIS) courses introduce students to the kinds of transformative questions that promote intellectual and personal development. With a focus on reading critically, writing effectively, and thinking analytically, SIS prepares undergraduates to achieve their academic goals. These courses include requirements in Thinking Matters and Writing and Rhetoric (PWR), or Structured Liberal Education (SLE), which incorporates both requirements, as well as Introductory Seminars.

Introductory Seminars offer small-group courses taught by esteemed faculty to freshmen and sophomores. They are offered in a wide range of disciplines, in more than sixty departments and programs and all seven schools of the university. Freshmen, sophomores and first-year transfer students are invited to apply to any of the introductory seminars, Faculty select their class list from among the students who apply.

Thinking Matters Thinking Matters courses are meant to help freshman students develop a sense for what constitutes a genuine question or problem and how to address it in a creative and disciplined manner. Through an emphasis on critical analysis, close reading, analytic writing, and effective communication, a liberal education enables students to make connections across many fields of study that will inform their future intellectual work and life after Stanford.

Program in Writing and Rhetoric (PWR) seeks to guide Stanford students in developing and refining skills in careful analysis and substantive written and oral research-based argument, and in using well-defined rhetorical principles to present their ideas with intellectual rigor and stylistic force.

STUDY TABLE

During the academic year the AARC is open to all Stanford student-athletes for independent study, group meetings, computer access and other academic support needs. During posted drop-in hours, trained tutors are present and ready to assist athletes.

AARC Hours:

Sunday: 5:00pm-10:00pm
Monday – Thursday: 8:00am–10:00pm
Friday: 8:00am-5:00pm
Saturday: CLOSED

COMPUTER ACCESS

The AARC has 10 iMacs and 2 PCs (with internet and email access) available during regular AARC hours. Please do not save any of your work on a computer in the AARC. The hard drives are cleaned periodically and all saved files are deleted.

LAPTOP COMPUTER CHECK-OUT

Six Macintosh laptop computers and two PC laptop computers are available for check-out by student-athletes on a first-come, first-served basis for use during road trips for Stanford competitions. To check out a computer you must complete a check-out form (with your head coach's signature) and submit it to the AARC staff. You can pick-up a check-out form in the AARC. As some weeks are very busy for check-outs, please plan ahead and reserve computers early.

ATHLETIC DEPARTMENT HONOR ROLL

Each academic year, Stanford student-athletes have the opportunity to achieve Honor Roll status by:

- Passing at least 12 graded units each quarter with no incomplete grades or non-reported letter grades.
- Completing at least two letter-graded courses each quarter.
- Earning a cumulative GPA of 3.50 or higher.

PAE: PARTNERS FOR ACADEMIC EXCELLENCE

Co-sponsored by [UAR](#) and the Athletic Department, the PAE mentoring program assists Stanford student-athletes in managing their demanding schedules to ensure academic excellence and also to help prepare them for future employment opportunities through professional development.

First-year student-athletes register for a 1-unit class, "[UAR 56 "Building a Successful Academic Career."](#)" led by an upper-class student-athlete mentor and a graduate student mentor. Student-athletes will have the opportunity to meet and talk with faculty in a relaxed, informal setting. The PAE mentoring program is offered in both Autumn and Winter quarters for freshmen student-athletes who have the option of earning 1-unit of academic credit by completing course requirements. Autumn quarter focuses on the student-athlete's transition to life at Stanford and introduces them to the numerous academic and non-academic resources that will be beneficial throughout their Stanford career. Winter quarter focuses on preparing student-athletes for future job and internship opportunities, culminating with a functional resume and LinkedIn profile created by each student-athlete. Mentors facilitate weekly small group meetings with a wide-ranging curriculum.

CLASS REGISTRATION & AXESS

AXESS is a student information system available via the web. You will need a SUNet ID and Password, to use AXESS. Using AXESS, you will be able to complete the following tasks:

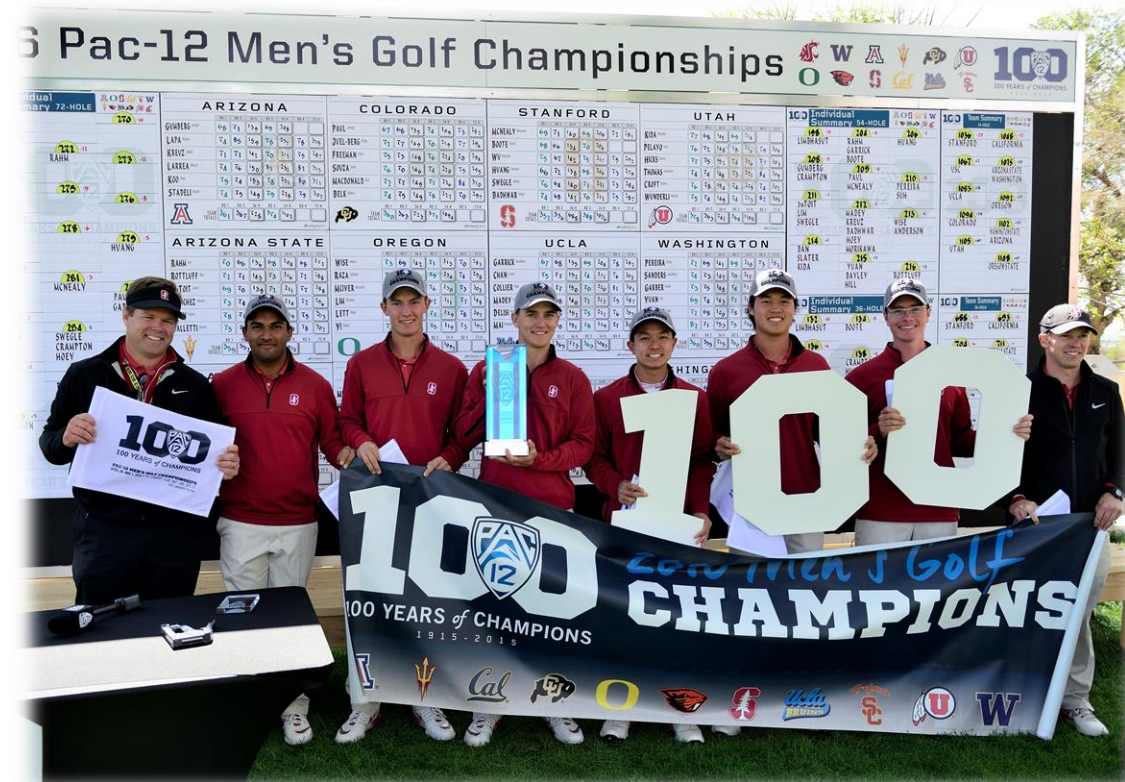
- file or adjust your study list and select your grading options;
- review your grades;
- request an official transcript;
- declare your major and minor;
- apply to graduate;
- update your home address, permanent address, mailing address or email address;
- apply for housing.

Registering for Classes/Submitting a Study List

Once you have met with your academic advisor and chosen a schedule of classes for the quarter, you will need to go onto AXESS and enter the classes you will be taking. Any student who has an academic hold on their registration WILL have to meet with their advisor. AXESS will alert you if this is required for you to register. Also, a small number of departments require their undergraduates to secure approval codes, so when declaring your major you will need to ask if your department has such a requirement. University study list deadlines are listed on the calendar in this handbook, but note that if you are in season (practicing or competing) your deadline may be different than those for other students.

Correct Registration

A week or so after you have filed your final study list, it is recommended that you double-check your schedule on AXESS to make certain that your study list reflects your actual courses. Common errors include listing the incorrect section or incorrect course number (particularly with athletic activity units), or enrolling for a course with the incorrect grading option. These can be easily changed prior to the drop/add deadlines, but are difficult to correct after the deadlines or at the end of a quarter. If you have any questions, please contact an academic advisor.



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

STUDENT SERVICES

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STANFORD LEADERSHIP & DEVELOPMENT PROGRAM

Student-Athlete Leadership & Development believes all Stanford student-athletes have the potential to achieve excellence in academics, sport, and life.

We partner with student-athletes in their transition through college to provide exceptional educational opportunities that maximize their Stanford experience, foster well-being, and help prepare them for leadership in a complex world.

Our goal is to ensure all Stanford student-athletes will:

- Transition effectively to life as a Stanford student student-athlete
- Develop grit through the culmination of strategies, skills, and experiences
- Clearly and confidently understand post-graduate pathways and resources
- Be prepared to lead in a complex world

All programs are developed intentionally in collaboration with campus partners, Stanford Athletics administration, coaches, and the Student-Athlete Advisory Committee (SAAC) to ensure each student-athlete will excel during their time at Stanford.

Signature Programs

Rubenstein-Bing Athlete Civic Engagement Program (ACE)

Selected Stanford and Duke ACE students will engage in a fully funded, three-week immersive summer service experience with an international community partner (past program sites included South Africa, Vietnam, China, and India).

Cover Letter & Resume Writing Lab

Learn from BEAM, Stanford Career Education coaches the techniques for developing an effective resume and cover letter that highlight your experience as a Stanford student-athlete.

Student-Athlete Alumni Mixer

Meet with former Stanford student athletes to learn their secrets on how to leverage the student-athlete experience into a marketable skillset to future employers.

Student-Athlete Career Fair

Talk with employers from a variety of industries, companies, and non-profits who have expressed interest in hiring Stanford student-athletes for both internships and full-time opportunities.

Strategies for Academic Success*

Master skills to help you excel in the classroom including time management, giving and receiving feedback, establishing meaningful relationships with faculty, and maximizing campus resources such as tutors and study groups.

Understanding Your Finances*

Learn the basics of financial planning including understanding your university bill, budgeting, savings, cash flow, credit cards, taxes, and debt management.

Leadership By Design

Facilitated by the Graduate School of Business, selected participants will reflect on their unique leadership style, connect with former Stanford student-athlete alumni, and build capacity and confidence in leading the next generation of Stanford student-athletes.

Student-Athlete+

Engage in open, honest dialogue and reflection on what it means to be a Stanford student-athlete + other identities including religion, gender expression, ethnicity, race, sexual orientation, socioeconomic status, mental health, ability, and academic major.

Is Graduate School For Me?

Meet with pre-professional advisors, admission officers, and former student-athlete/current professional school students about how to prepare for life as a graduate student in business, medicine, education, and law.

Life After Sport

Gain skills and learn strategies for thriving through the transition from life as a student-athlete to life after sport including nutrition, training, navigating the medical system, dealing with uncertainty, and managing your body.

Consistent with California education code section 67452 (b), Stanford offers programming for freshmen and juniors regarding financial aid and budgeting, and time management skills/academic resources available on campus.

CAREER & POST-GRADUATE OPPORTUNITIES

Stanford GSB Summer Institute Post-Graduate Scholarships

For student-athletes who will be “former” student-athletes by June 2017, there may be scholarships available to participate in the Stanford Graduate School of Business Summer Institute for General Management. This summer program offers graduating seniors with majors not in the business fields a unique opportunity to build critical business skills. As a Summer Institute participant, you will learn from and interact with the same outstanding faculty who teach in Stanford’s world-renowned MBA program. During this rigorous residential program, you will gain the academic training and interpersonal skills you need to position yourself for a

successful career. You will emerge from the Summer Institute for General Management with a foundation in management disciplines and ready to excel in the workplace. For more information visit the website at <https://www.gsb.stanford.edu/programs/sigm>

An information session regarding the SIGM program and the application process will be conducted during Winter Quarter. The date and time will be announced in a Varsity Athlete Email.

Nike Adrenaline Internship

Stanford Athletics has the opportunity to refer names of our current students to Nike for their Adrenaline Internship Program. The Nike Adrenaline Internship program runs for ten weeks, or roughly two-and-a-half months during the summer. Create, innovate, explore, and learn from the best in the business.

The Nike Adrenaline Internship is a paid position with access to all of the other employee perks. While working at the World Headquarters, you will have access to Nike's world-class athletic facilities, an employee discount at employee stores, and numerous other benefits.

Facts of the Internship Program:

- It is a paid internship for individuals who have completed their academic junior year
- The internships take place in Oregon and in New York
- Once we refer a select number of Stanford students, they will be identified by Nike and instructed as to the next step in the application process
- The dates of the internships are June – August
- A referral is not a guarantee to being accepted

If you would like to be considered as one of Stanford Athletics referrals, please contact Beth Goode at bgoode@stanford.edu. Information on the program is generally available in late fall quarter or early winter quarter each year.

NCAA Postgraduate Scholarship

Scholarships are awarded to student-athletes who excel academically and athletically and who are at least in their final year of intercollegiate athletics competition. The one-time non-renewable scholarships of \$7,500 are awarded three times a year corresponding to each sport season (fall, winter and spring). Each sports season there are 29 scholarships available for men and 29 scholarships available for women (nationwide, across Divisions I, II, and III) for use in an accredited graduate program.

AARC advisors, coaches, Stanford Athletics administrators, and the Faculty Athletic Representative (Pat Jones) nominate eligible student-athletes for this award.

Cardinal Scoop & Beyond the Farm: e-Newsletters

The Cardinal Scoop is a weekly e-newsletter distributed to all varsity student-athletes highlighting deadlines, events, programs, and opportunities relevant to the Stanford student-athletes.

Beyond the Farm is a monthly e-digest of career and internship opportunities distributed to and curated for Stanford student-athletes.





STANFORD

STUDENT-ATHLETE ADVISORY COMMITTEE

STANFORD SAAC: STUDENT-ATHLETE ADVISORY COMMITTEE

Stanford SAAC, or Student-Athlete Advisory Committee, is a group of committed Stanford student-athletes who represent and advocate for a quality experience for all Stanford student-athletes. They serve as the conduit between the student-athlete community and the Stanford Athletics administration, focusing on four key areas:

- Community Service
- Cardinal RHED (Resilience, Health, and Emotional Development)
- NCAA Legislation
- Social Events

In addition, SAAC organizes forums for student-athletes to give feedback on processes, policies, and resources that affect the individual, team, and collective student-athlete experience.

Mission

Enhance the complete student-athlete experience by promoting service opportunities for all student-athletes, protecting student-athlete wellness, fostering a positive student-athlete image, and planning student-athlete events while upholding the mission of Stanford University and tenets of NCAA, Division I.

Objectives

- Achieve elite-level athletic performance
- Achieve academic excellence
- Give back to the larger Stanford community
- Serve the student-athlete community to the best of our capabilities

Vision

- Address issues that concern the balance between athletics and academics

- Promote camaraderie and enthusiasm for Stanford Athletics
- Participate in events that serve the greater community
- Stimulate awareness around emotional/mental health and development
- Ensure the Stanford student-athlete voice at the NCAA level
- Encourage student-athletes to take responsibility for their actions on and off the field.

ATHLETIC BOARD AWARDS

Below is the list of the Stanford Athletic Board awards, which are presented annually at the end of spring quarter.

Al Masters Award – presented to the Stanford student-athlete attaining the highest standards of athletic performance, leadership and academic achievement (highest award).

Biff Hoffman Award – presented to the most outstanding male senior.

Stanford Athletic Board Award – presented to the most outstanding female senior.

Donald Kennedy Award – presented to the Stanford senior student-athlete(s) who best exhibits the combination of excellent academics, strong athletic ability and a commitment to community service.

Spirit of Stanford Award – presented to a charismatic student-athlete who excels at his/her sport and is an effective leader on and off the field. This student-athlete is an exemplary teammate, active across campus and in the community, and embraces the values of Stanford University.

Jake Gimbel Award – presented to the male senior with the best competitive attitude.

Pam Strathairn Award – presented to the female senior with the best competitive attitude.

Block S Honors Award for Men – presented to the senior varsity male letterwinner with the highest GPA.

Block S Honors Award for Women – presented to the senior varsity female letterwinner with the highest GPA.

Dick and Anne Gould Captain's Award – presented to the senior captain who exhibited uncommon leadership to his/her team.

Block S Male Junior Award – presented to the most outstanding male Stanford student-athlete(s) of the junior class.

Block S Female Junior Award – presented to the most outstanding female Stanford student-athlete(s) of the junior class.

Block S Male Sophomore Award – presented to the most outstanding male Stanford student-athlete(s) of the sophomore class.

Block S Female Sophomore Award – presented to the most outstanding female Stanford student-athlete(s) of the sophomore class.

Block S Male Freshman Award – presented to the most outstanding male Stanford student-athlete(s) of the freshman class.

Block S Female Freshman Award – presented to the most outstanding female Stanford student- athlete(s) of the freshman class.

Conference Male Athlete of the Year – presented to a Stanford student-athlete who distinguishes himself in conference competition.

Conference Female Athlete of the Year – presented to a Stanford student-athlete who distinguishes herself in conference competition.

Bill Walsh Leadership Award – presented to the student-athlete who most effectively inspires his/her team and the community through exemplary commitment, service, composure, and integrity.

Bob Murphy Award – presented to the student-athlete whose unforgettable performance in an athletic contest will secure a place in Stanford Athletics history.

Arthur F. Dauer Memorial Sports Performance Award – presented to the student-athlete who not only displays maximum effort on and off the field of competition, but also brings out the best in his/her teammates through positive attitude, relentless work ethic and consistent commitment to performance enhancement.

Thomas W. Ford Award - presented to the team whose student-athletes have demonstrated a special commitment to participation in local community outreach.

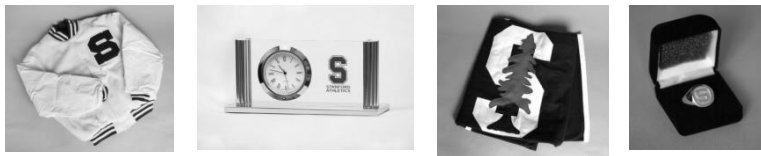


LETTER AWARDS

Awards

Letter awards are awarded to varsity athletes who meet the specified criteria for their particular sport, as determined by their coaches. Any changes, alterations, enhancements or upgrades to the award cannot be included with the initial award order and cannot be paid for by the Department of Athletics. Students must receive their award “as is” and must make their own arrangements for any adjustments.

The NCAA issued the following official interpretation regarding student-athletes and the selling of athletic awards: “A student-athlete shall not sell any item received for intercollegiate athletics participation or exchange or assign such an item for another item of value, even if the student-athlete’s name or picture does not appear on the item received for intercollegiate athletics participation.”



To Receive Your Award

Once eligibility for a letter award is confirmed by the Compliance Services Office, the approved letter award form is sent to the Equipment Manager, who processes all requested orders. Each student-athlete is responsible for picking up his/her own award and is required to sign a form acknowledging receipt of that award. Student-athletes have until the last day of fall quarter to claim their letter award from the previous academic year. If you claim your award after this date, your sport will need to cover the expense or you must pay the cost yourself.

2016-2017 awards must be claimed by December 9, 2017!

If you wish to claim an award after that day, you or your sport must pay for it.

Student-athletes who participate in two (or more) sports may earn only one letter award per year, not one per sport. A student-athlete cannot earn more than one of each award (1 jacket, 1 desk clock, 1 blanket, 1 ring), regardless of the number of sports they letter in. Below are the criteria for each sport to receive a letter award:

Baseball

Field players: Games and games started must equal 80% of total games.

Pitchers: Must pitch 50 innings or must participate in 20% of total games.

Men’s Basketball

At the discretion of the coaching staff.

Women’s Basketball

At the discretion of the coaching staff.

Men’s Crew

Participate on Varsity 8 in 2/3 of all races; row in Varsity 8 for championship races (Pac-12 or IRA); row in JV 8 that defeats Cal or Washington; coaches discretion.

Women’s Crew

Compete in an NCAA lineup (1V8, 2V8, V4) during the Championship Season or at the discretion of the coaching staff.

Lightweight Crew

Participate in the Varsity 8 or Varsity 4 at the National Championships; at the discretion of the coaching staff.

Cross Country

At the discretion of the coaching staff.

Diving

Score in 2/3 of total meets; or final at Pac-12 Championships; injury/exception clause.

Fencing

At the discretion of the coaching staff.

Field Hockey

At the discretion of the coaching staff.

Football

Participation in 50% of quarters played; or at the discretion of the head coach.

Men's Golf

Compete in 1/2 of all events or compete at Pac-12 Championships, NCAA Regionals or NCAA Championships; or at the discretion of the head coach.

Women's Golf

At the discretion of the coaching staff.

Men's Gymnastics

Participate in a competition as a team member, not as an individual; or at the discretion of the coaching staff.

Women's Gymnastics

All team members who complete the season; or at the discretion of the coaching staff.

Lacrosse

All team members who compete in and complete the season; or at the discretion of the coaching staff.

Sailing

Participation in a national championship; finishing in top 10% in more than one Intersectional regatta; or participation in more than 50% of scheduled events in the discipline the athlete is competing in.

Men's Soccer

All team members who compete in and complete the season.

Women's Soccer

All team members who compete in and/or complete the season; or at the discretion of the coaching staff.

Softball

All team members who complete the season; or at the discretion of the coaching staff.

Women's Squash

All team members who complete the season.

Men's Swimming

NCAA Championship seasons: all athletes; Other years: official Pac-12 squad and NCAA qualifiers.

Women's Swimming

All team members who complete the season.

Synchronized Swimming

Score in 2/3 of events entered and 1/2 of meets competed; or at the discretion of the coaching staff.

Men's Tennis

At the discretion of the coaching staff.

Women's Tennis

All team members who compete during the season.

Track and Field

At the discretion of the coaching staff.

Men's Volleyball

All team members who complete the season, excluding redshirts.

Women's Volleyball

All team members who complete the season; or at the discretion of the coaching staff.

Men's Water Polo

All team members who complete the season, excluding redshirts.

Women's Water Polo

All team members who complete the season; or at the discretion of the coaching staff.

Wrestling

Compete in six duals or more; score 15 or more points; complete season as a senior; or at the discretion of the head coach.

COMPLIMENTARY ADMISSIONS

Complimentary Admissions to Your Own Sport

NCAA rules permit every student-athlete to receive up to four complimentary admissions to their sport's home regular season contests.

Football Student-Athletes: Student-athletes must login to the ACS student-athlete portal (<https://incontrol.acsathletics.com/TeamManager/PublicPortal/PublicLogin.aspx>) and request their complimentary admissions before each event, listing the four guests who will receive their complimentary tickets. This must be completed by a deadline set by the Ticket Office. Guests will be admitted through the designated pass gate and must present photo ID for admittance.

Baseball, Men's and Women's Basketball, Men's and Women's Soccer, and Women's Volleyball Student-Athletes: Student-athletes must login to the ACS student-athlete portal (<https://incontrol.acsathletics.com/TeamManager/PublicPortal/PublicLogin.aspx>) and request their complimentary admissions before each event, listing the four guests who will receive their complimentary tickets. This must be completed by a deadline set by the Ticket Office. Guests will be admitted through the designated pass gate and must present photo ID for admittance.

The Red Zone - free admission to all regular season events

All regular season home intercollegiate Stanford Athletics events feature free admission for all students - see specific details below for Football tickets. Students will be admitted on a space available basis and must present a valid SUID for admission to the event. As a Stanford student, you are automatically part of The Red Zone, and may receive a free Red Zone t-shirt, as well as the Red Alert e-newsletter and other game-day giveaways throughout the year.

Student admission to football games

All students (including student-athletes) must claim a ticket in advance for each regular season home game in order to be admitted into Stanford Stadium. There will not be exceptions made for student-athletes unable to claim a ticket through the ticketing process. The Ticket Office will communicate when tickets will become available to claim online for each home game. For more information on claiming your student football ticket, visit www.gostanford.com/redzone.

The Red Zone loyalty point system

The Red Zone Loyalty Point System is designed to allow the most loyal and dedicated student fans priority access to marquee game tickets (Football vs. Oregon & Football vs. Cal) subsidized postseason tickets, and special giveaways and prizes. Students will earn Red Zone Loyalty Points by scanning their SUID card at designated events throughout the year. Student-athletes can receive Red Zone Loyalty Points for events in which they are competing, but points cannot be awarded for events missed due to competition or travel due to NCAA regulations. For more information on the Red Zone Loyalty Point System, visit www.gostanford.com/redzone.

Pass List Locations

Stanford Stadium/Red Zone (Football): Gate 3
Roscoe Maples Pavilion (Basketball/Volleyball): Southeast Corner (gate facing football practice field)
Sunken Diamond (Baseball): Main Gate
Laird Q. Cagan Stadium (Soccer): Main Gate



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

FINANCIAL AID

LOCATION: Compliance Services Office, Arrillaga Family Sports Center, Suite 240

CONTACT INFORMATION:

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Keenan Johns
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ATHLETIC SCHOLARSHIPS

Stanford's commitment to its student-athletes on athletics scholarship is to provide support that will enable each student to complete their undergraduate degree in four years. Fifth-year aid is not guaranteed for any student without prior written approval from the Director of Athletics.

Under NCAA rules, an athletic scholarship consists of the following items: Tuition, Standard Room and Board, a Book Allowance, a Supplies Allowance, Compulsory Fees, and allowances for personal expenses and travel. An athletic scholarship cannot exceed the institutional Cost of Attendance value.

Athletic financial aid is awarded to a student-athlete based upon athletic ability or sports performance. This athletic scholarship is awarded for a minimum period of one academic year, with the scholarship potentially extending up to four academic years.

Multi-Year Scholarship Agreements

Athletic scholarships may be awarded for multiple years, with varying scholarship percentages provided each year. If a student-athlete is offered an athletic scholarship during his/her initial year of enrollment at Stanford, the athletic scholarship agreement must be a multi-year agreement. To have a valid multi-year agreement, the student-athlete must receive athletic aid in the first and the final year of the agreement (example of a valid multi-year agreement: Year 1 scholarship is 20%, Year 2 scholarship is 50%, Year 3 scholarship is 0%, and Year 4 scholarship is 10%).

If a student-athlete is recommended by the head coach for a multi-year athletic scholarship and the recommendation is approved by the Athletic Director, a letter of recommendation is sent by the Compliance Services Office to the Financial Aid Office for processing.

Single-Year Scholarship Agreements

If a student-athlete does not receive athletic aid during his/her initial year of enrollment at Stanford, a single-year agreement may be extended. Athletic scholarships awarded for a minimum period of one academic year may be renewed at the discretion of the head coach.

If a student-athlete is recommended by the head coach for a one-year athletic scholarship and the recommendation is approved by the Athletic Director, a letter of recommendation is sent by the Compliance Services Office to the Financial Aid Office for processing.

In subsequent academic years, each student who received an athletics scholarship for the previous year must be notified by the Financial Aid Office on or before July 1st about the renewal status of the scholarship for the following academic year. If the athletic scholarship is not recommended for renewal, the Financial Aid Office will offer each student an opportunity for a hearing to appeal this decision to a University Financial Aid Committee.

Please contact either your head coach or the Compliance Services Office if you have any athletic scholarship questions.

Cancellation or reduction of athletic aid

The following conditions may cause an athletic scholarship to be reduced or cancelled during the term of the grant:

- An individual becomes ineligible for intercollegiate competition by:
 - Failing to make satisfactory academic progress in the course of study;
 - Using illegal drugs or NCAA banned substances;
 - Failing to pay University financial obligations;
 - Violating written team rules (subject to appeal, see below).
- Information on the admission application, financial aid agreement, Letter of Intent, or NCAA Student-Athlete Statement was misrepresented by the student.

- The student engaged in misconduct and is placed on probation by the regular student disciplinary authority which prohibits participation in athletics.
- The student voluntarily withdraws from the team prior to, during, or after the sport season in which the athletic grant was awarded; or failure to enroll as a full-time student.

A request for an appeal may be made to the FAR if an athletic scholarship is cancelled or reduced for any reason. The following conditions cannot be used as reasons to reduce or cancel your athletic scholarship during its term:

- Illness or injury which prevents participation;
- Athletic ability, performance, or contribution to a team's success.

UNIVERSITY FINANCIAL AID

Student-athletes are encouraged to apply for the Federal Pell Grant and other financial assistance. The Financial Aid Office has information on the Pell Grant application. The Pell Grant is awarded on the basis of a family's financial situation, can range in value from \$485 to over \$5,700 for an academic year, and does not count towards any NCAA limits. The actual amount of the Pell Grant stipend will be determined by the Financial Aid Office.

University need-based aid is generally awarded at the same approximate amount on an annual basis for four years or 12 quarters, unless there is some significant change in the student's financial situation. University aid after 12 quarters is not guaranteed and must be petitioned for on an individual basis with the Financial Aid Office. A student-athlete may not receive both athletic aid and university need-based aid in the same academic year, unless prior approval is provided by the Compliance Services Office.

It is important to remember that the amount of other forms of financial aid is limited for those students who are receive athletically-related financial aid. There are individual and team limits imposed by the NCAA that may require limited use of other aid sources. The Financial Aid Office is responsible for making necessary adjustments to ensure compliance with NCAA individual financial aid limitations. Receiving excessive aid can result in student-athlete being declared ineligible for competition, or can create penalties for your team.

NON-STANFORD SCHOLARSHIPS

The type and/or amount of non-Stanford scholarships that may be received by a student-athlete is also governed by NCAA rules. Non-Stanford scholarships are funds given to a student-athlete by sources other than the Athletics Department, the University, Government Grants/Loans, or someone upon whom you are naturally or legally dependent. The NCAA rules apply whether or not one is receiving an athletic scholarship.

A student-athlete questionnaire will be distributed each year (usually prior to a team's eligibility meeting) with one portion seeking information about any non-Stanford scholarships that are being received, or are expected during the year. Additionally, the Compliance Services Office must be notified of any unexpected scholarships, which develop during the year. The information provided should include both scholarships sent through the University and those that are received directly.

After submitting proper aid information to the Stanford Financial Aid Office and the Athletic Department, it is your responsibility to make sure both offices are promptly informed of any changes. Because the financial aid package of those receiving need-based aid is impacted by expected non-Stanford scholarships, it is also in your best interest to alert the Financial Aid Office and the Athletic Department if expected scholarships do not develop as planned since this could result in positive adjustments in other aid components. Please contact the Compliance Services Office with any questions about outside scholarships and awards.

STIPEND CHECKS & UNIVERSITY BILLS

Your University Bill

Make sure to review your university bill! If you have any questions about athletically related aid, please bring your bill to the Compliance Services Office for review. It is important to review your bill on a consistent basis to ensure you are not charged late fees for unpaid bills, such as parking tickets, cable fees, etc.

Stipend Checks

Student-athletes who receive athletic scholarship aid may receive the value of some portion of their scholarship in a quarterly stipend check.

Who receives a stipend?

Stipend checks are issued when the amount of a scholarship exceeds the charges from Student Financial Services. A full scholarship athlete living off-campus, without a meal plan, for example, will receive a stipend check.

Additional examples:

- Upperclassmen who live off-campus receive stipend checks for the full value of room and board costs each quarter (less any adjustments for training table, when applicable).
- Anyone who has a housing assignment that does not require a university meal plan will receive a stipend check for the value of the university meal plan
- Freshmen receiving a full scholarship who paid the \$200 “freshman deposit” will have this amount applied to their bill or refunded to them depending on charges incurred throughout the academic year

How can one determine if a stipend has been issued?

Student accounts on AXESS will indicate if a stipend check has been issued. If an amount is listed in a student account under the item “Refund/Stipend check,” a check has either been mailed or deposited to the checking account of those who enrolled in the “direct deposit” program.

When are stipends available?

Stipend checks are generated after the first day of registration at the beginning of each quarter provided a study list has been filed, the student account has been cleared, and there are no other “holds” on the account.

How do I receive a stipend?

Stipend checks are mailed from the Student Services Center (Tressider) to the mailing address on record in AXESS. Be sure to confirm that the address listed on AXESS is the address to which University mail should be sent.

Enrollment in the Direct Deposit program is also available on axess.stanford.edu, and is the recommended option by the Athletic Department. Participation in this program will result in stipend checks and any other university refunds or reimbursements being sent directly to the appropriate checking account.

What could prevent a stipend from being issued?

Any “hold” placed on the student account will prevent scholarship aid from being posted to the account. If a hold exists, for example, that prevents registration for that quarter, scholarship aid cannot be posted to the account, but tuition charges will appear. A stipend check cannot be issued until the scholarship aid is posted to the account.

What do I do if I think my stipend amount is incorrect?

If the amount of a stipend check seems incorrect, please contact the Compliance Services Office so that appropriate adjustments can be made. Remember, however, that the university computer system occasionally may generate a stipend check in error due to the timing of adjustments, which could result in a false “balance due to the University”. If you have any questions about your athletically related financial aid, please visit the Compliance Services Office.

TEXTBOOK POLICIES AND PROCEDURES

All student-athletes receiving any amount of an athletic scholarship have their required textbooks paid for by the Athletic Department. The NCAA permits athletic scholarship funds to cover the actual cost of required course-related textbooks only. Instructions for student-athletes receiving athletic scholarship aid to obtain their textbooks are as follows:

1. Register for courses by the deadline for bookstore pickup (see deadlines above).
2. If you registered prior to the deadline, your books will be packaged and available for pickup at the downstairs desk in the Stanford Bookstore on the day before the first day of the quarter (notification of the applicable date will be provided in advance by the Compliance Services Office via Email). Pre-packaged textbooks must be picked up by the second Friday in the quarter, or the textbooks will be returned to the bookstore inventory (see deadlines above).
3. If you did not register for courses by the deadline, add a course after the deadline, or are simply missing a textbook, stop by the Compliance Services Office to complete a Textbook Approval Form.
4. If you receive non-required textbooks (including recommended, suggested textbooks), or drop a course after receiving your textbooks, return the materials to the AARC textbook drop bin (see deadlines above).
5. If required course-related textbooks/course readers are not sold at the Bookstore, you may pay for the book/reader, get a receipt along with your course syllabus (syllabus must state the book/reader is required), and return it to the Compliance Services Office for reimbursement. If you cannot obtain a printed receipt, you must obtain a Receipt for Reimbursement form from the Compliance Services Office; you will take this form to your instructor, have him or her sign it, and return the form to the Compliance Services Office during the available reimbursement hours.
6. Receipts will be analyzed each quarter against the Bookstore’s required textbook report and your study list. Any discrepancies could result in your being ineligible for practice or competition, having to repay the Athletic Department for the cost of the books, or having your athletic scholarship reduced or cancelled.

Textbook Reminders

- Receipts from the Stanford Bookstore will not be reimbursed. A Textbook Approval Form should be completed and approved by the Compliance Services Office in advance of textbook purchases.
- If a class is dropped, the textbooks must be returned to the AARC by the textbook return deadline each quarter. If the textbooks are not returned by that date the cost of the books must be repaid to the Athletic Department.
- Textbooks purchased online will be reimbursed at the cost of the textbook only – shipping and handling are not reimbursable expenses.

- For questions regarding Stanford's textbook policies and procedures, please contact the Compliance Services Office.

NCAA STUDENT ASSISTANCE FUND

The Student Assistance Fund (SAF) was established by the NCAA as a means to provide additional financial resources to student-athletes. The fund is intended to provide direct benefits to student-athletes and their families. All student-athletes, including international student-athletes, are eligible to receive SAF benefits, regardless of whether or not they are receiving athletic aid, have demonstrated need, have exhausted their eligibility, or no longer are able to participate due to medical reasons.

Stanford has identified the following areas that will receive funding from the SAF:

- Summer School Aid
- Fifth Year Aid
- Student-Athlete Life Skills Programming
- Tutoring
- Emergency Travel*
- Medically-Related Golf Cart Rental

The summer school aid, fifth year aid, life skills programming and tutoring aid will be dispersed similarly to the current process for these expenses. The emergency travel and golf cart rental will be dispersed as a reimbursement.

* Emergency travel may be used for parents to travel to campus (or other site of injury in conjunction with an away-from-home contest) for a student-athlete's unplanned emergency surgery. It may include air travel and up to four days of lodging up to a maximum of \$1,500.

Important Notes & Reminders

- Students must complete and sign a SAF Request form.
- Reimbursement requires original receipts.
- Reimbursement for SAF will continue through the year until the last week of classes in spring quarter. No reimbursements from the SAF will occur after the deadline.
- Online purchases require the order showing the cost, the packing list verifying receipt and proof-of-payment from a credit card or check card statement.
- Receipts must be for expenses incurred during the academic year (not during the summer).

SAF for student-athletes receiving Pell Grants or who have unmet financial need

Particular areas of the Student Assistance Fund listed below are available to those student-athletes meeting either one of the following criteria:

- *Pell recipients*: Those students who have applied for and are receiving federal Pell grant aid. A student does not need to be on athletic aid to qualify in this category.
- Student-athletes, both domestic and international, who are receiving athletic aid and would have *unmet financial need* as determined by the university's financial aid authorities.

Note: In order to determine if one meets either of the criteria, a Free Application for Federal Student Aid (FAFSA) form must be completed online. The form may be found at: www.fafsa.ed.gov

Permissible Uses

- Supplemental Medical Expenses (vision, etc.) which are NOT covered by another insurance policy and are NOT cosmetic or elective.
- Expenses associated with student-athlete or family emergencies

Procedures

To receive reimbursement from the NCAA Student Assistance Fund, a student-athlete must obtain and complete a Student Assistance Fund form and return with original receipts to the Compliance Services Office.

Important Notes & Reminders:

- Original receipts are required.
- For air travel reimbursement, a student-athlete must submit (1) the original receipt and (2) the flight boarding passes. Emergency travel has the same requirements as flight travel and may require other documentation related to the emergency.
- Online purchases require the order showing the cost, the packing list verifying receipt, and proof-of-payment from a credit card or check card statement.
- Receipts must be for expenses incurred during the academic year (not during the summer).
- Student Assistance Fund (SAF) reimbursement is posted directly to the individual student account.

FIFTH-YEAR ATHLETIC AID

Stanford awards athletic scholarship aid for a small number of fifth-year seniors whose eligibility is exhausted, but who require more than four years to complete their undergraduate degree coursework. Fifth-year aid will not be awarded for the completion of a second major, minor, or co-term.

Fifth-year scholarships are not guaranteed for any student. Scholarships are granted when the necessary funding is available and are awarded by the Director of Athletics upon receipt of satisfactory fulfillment of the application requirements.

How to Apply for Fifth-Year Athletic Aid

A student-athlete must submit a written request including support information (transcript, graduation plan/requirements, and identification of final quarter) to the academic advisors in the AARC. Information regarding fifth-year athletic aid and application deadlines will be publicized during the winter quarter.

If fifth-year scholarship aid is approved, the following conditions apply:

- The student-athlete is required to maintain the minimum enrollment requirements mandated by the NCAA. He/she must be enrolled in a minimum of 12 units for each quarter with the exception of the last quarter of collegiate enrollment.
- The student-athlete is required to continue to stay within the individual limits of financial aid according to the NCAA.
- The student-athlete is required to work in the Department of Athletics for a maximum of ten hours per week during each quarter that they receive aid. Students on partial aid will be assigned a prorated amount. Failure to complete the work assignment, or actions such as not completing work responsibilities as assigned by the work supervisor, will result in a cancellation of the fifth-year athletic aid.

After the aid is approved and the student-athlete has met with their assigned office to arrange a work schedule, the scholarship aid is credited to the student-athlete's university account. If the student-athlete qualifies for reduced tuition through the Registrar's Office, he/she must complete the appropriate application.

Fifth-Year Athletic Aid Reminders

- Fifth-year athletic aid cannot be awarded by a coach. You must submit a written application to the academic advisors in the AARC prior to the deadline to have your request considered.
- A completed application includes:
 - A letter outlining your request
 - A completed application form
 - An academic transcript

SUMMER SCHOOL ATHLETIC AID

Stanford awards athletic scholarship aid for summer school to student-athletes, based on specific criteria and available budget. Summer school is not guaranteed for any student; scholarships are granted when the necessary funding is available and are awarded by the Director of Athletics upon receipt of satisfactory fulfillment of the application requirements.

Criteria to Receive Summer School Athletic Aid

1. The student-athlete was receiving athletic scholarship aid in the academic year immediately prior to the summer session.
2. The student-athlete is taking classes at Stanford.
3. Applications will be considered in the following criteria order:
 - a. needs units to be eligible;
 - b. needs a course to graduate at the end of the summer;
 - c. needs a course to graduate in four years;
 - d. is learning disabled;
 - e. needs a mandatory class that cannot be taken during the season, or
 - f. has not previously requested summer school aid.

How to Apply For Summer School Athletic Aid

The student-athlete must submit a request that includes a sufficient explanation of their need to attend summer school. Applications should be submitted using the online application as coordinated by the AARC Advisors. Information regarding summer school athletic aid and application deadlines will be publicized during the winter 2017 quarter.

All summer school requests are collected and evaluated by members of the Academic Advising staff in the Athletic Department for academic necessity, and then submitted to the Senior Associate Athletic Director for Intercollegiate Services and the Director of Athletics for final review and approval. If summer school aid is approved, the following conditions apply:

1. Scholarship aid for summer may not be used for activity units and is for a minimum of one class. Generally, aid is not awarded for more than 10 units of tuition.
2. Summer school aid includes tuition, room & board, health fee, personal expenses, supplies and textbooks. Summer aid may cover the same percentage as the student's aid during the previous academic year.
3. If the student-athlete does not receive a passing grade for a class(es), he/she will be required to provide a written explanation to the Athletic Department and may be required to reimburse the Athletic Department for the value of the summer school aid.

Summer School Athletic Aid Reminders

- Summer school aid cannot be awarded by a coach. You must submit a written application prior to the deadline to have your request considered.

MEDICAL DISQUALIFICATION

Periodically, a current Stanford student-athlete may be deemed as unable to participate further in intercollegiate sports due to an injury or illness. This situation is commonly referred to as "medical disqualification." The Stanford sports medicine staff determines if a student-athlete has suffered an injury or has an injury or illness which prevents further participation in any collegiate sport because of its incapacitating nature. If the sports medicine staff decides that a student is "medically disqualified," the student-athlete is not able to participate in any varsity sports for the remainder of their five-year clock while at Stanford.

Student-athletes who are receiving athletic aid but are deemed medically disqualified due to an athletically related injury sustained while a student-athlete at Stanford will continue to receive aid, typically through the fourth year of collegiate enrollment; however, the student-athlete will be a part of the same annual renewal process as with all other student-athletes who receive athletic aid. Also, the student will need to meet the following conditions:

- The student-athlete is required to maintain the minimum enrollment requirements mandated by the NCAA. He/she must be enrolled in a minimum of 12 units for each quarter with the exception of the last quarter of collegiate enrollment.
- The student-athlete is required to continue to stay within the individual limits of financial aid according to the NCAA.
- The student-athlete is required to work in the Department of Athletics for a maximum of ten hours per week during each quarter that they receive aid. Students on partial aid will be assigned a prorated amount. Failure to complete the work assignment, or actions such as not completing work responsibilities as assigned by the work supervisor, will result in a cancellation of the medically-disqualified athletic aid.

After the aid is approved and the student-athlete has met with their assigned office to arrange a work schedule, the scholarship aid is credited to the student-athlete's university account. If the student-athlete qualifies for reduced tuition through the Registrar's Office, he/she must complete the appropriate application.

OVERSEAS STUDY & ATHLETIC AID

If you are planning to study and/or train abroad, please visit the Compliance Services Office to obtain an Overseas Certification Form. Due to the unique athletic systems overseas and strict NCAA regulations regarding professional teams, it is important to obtain and review the compliance passport checklist to ensure you are eligible to return to your Stanford team when you arrive back on campus. If you receive an athletic scholarship, please review the following reminders about studying overseas:

- **Stanford Program:** If you are studying abroad in a Stanford program of studies you may be eligible to receive your athletic scholarship, as long as you obtain the approval of the head coach and the director of athletics.
- **Non-Stanford-Program:** Student-athletes studying abroad in a program not directly affiliated with Stanford University are NOT eligible for financial aid or an athletic scholarship.



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

NCAA RULES & REGULATIONS

LOCATION: Compliance Services Office, Arrillaga Family Sports Center, Suite 240

CONTACT INFORMATION:

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NCAA RULES & REGULATIONS

Stanford University Commitment to NCAA Regulations

Every student-athlete is subject to NCAA, Pac-12 and Stanford University rules and requirements that can affect your collegiate eligibility. These policies, some of which are outlined in this section, may change on a yearly basis. The Athletic Department's Compliance Services Office will meet with you in the fall to discuss NCAA rules and regulations. It is your responsibility to be knowledgeable of the rules and regulations, and to know when to ask before you act.

Stanford is charged with following the rules and regulations set forth by the NCAA and the Pac-12. Specifically, the NCAA constitution provides that each institution shall be responsible for:

- Controlling its intercollegiate athletics program in compliance with NCAA rules and regulations;
- Monitoring its programs to ensure compliance, identifying and reporting to the NCAA instances in which compliance has not been achieved, and taking appropriate corrective measures; and
- Ensuring that members of the institution's staff, student-athletes, and other individuals or groups representing the institution's athletics interests comply with all applicable NCAA rules.

All individuals associated with the Athletic Department (coaches, staff, student-athletes, donors, alumni, former student-athletes, etc.) are expected to act with honesty and sportsmanship at all times. Failure to do so is considered "unethical conduct." Unethical conduct is a serious charge and can be cited due to a number of reasons, not limited to the following: refusal to furnish information relevant to a possible NCAA violation, providing misleading information, knowingly arranging for or providing fraudulent academic credit

for a prospective or enrolled student-athlete, knowingly providing a prospect (e.g., recruit) or enrolled student-athlete with extra benefits, or knowingly furnishing false or misleading information during an NCAA investigation.

Process for Reporting a Potential Violation

If you, or a teammate, believe a potential violation may have occurred, it is your responsibility to report the violation to your, sport administrator, Faculty Athletics Representative, Athletic Department Legal Counsel, Athletics Director, Institutional Compliance Hotline, a Compliance Services staff member, or your coach as soon as possible. The Compliance Services staff will review the situation to determine if a NCAA or conference violation has occurred, and, if so, the appropriate action steps.

Below are the general steps followed in regard to a potential NCAA or conference rules violation:

1. Potential violations are reported to the head of Compliance Services, who reports it to the sport's administrator or manager.
2. The Compliance Services and the sport's administrator conduct the preliminary inquiry, or when appropriate, seek assistance from an outside party to conduct the inquiry.
3. If it is determined to be a violation, Compliance Services, along with consultation by the Deputy Director of Athletics or the Director of Athletics, determines who is best to conduct the investigation to determine the type of violation.
4. For violations when a student-athlete's eligibility is affected, a reinstatement request is prepared by the Associate Athletic Director for Compliance Services and submitted to the NCAA for approval.
5. For violations where it is indicated that a major violation is possible, the FAR and the Director of Athletics notify the Provost's Office for an outside review.
6. Once the investigation is complete, notes are reviewed and a draft of the violation report is prepared by the head of Compliance Services.
7. The completed violation report is provided to the NCAA.

Ask Before You Act!

The easiest way to avoid an NCAA rules violation is to ask a coach or staff member before you enter into any situation or accept any sort of potential benefit. Involvement in a rules violation can have serious effects on your eligibility to practice, compete, or receive an athletic scholarship. Protect yourself and your team by talking to your coaches, sport administrator, or Compliance Services staff members whenever a question arises.

AGENTS & PROFESSIONAL SPORTS

The following bullet points are listed to help protect you from jeopardizing, and potentially losing, your eligibility due to activities involving athlete agents and professional sports organizations. Please refer to the Stanford University Athlete Agent Policy (www.gostanford.com/compliance) for sport-specific guidelines or contact a member of the Compliance Services Staff for further information.

Student-athletes contacted by agents should instruct the agents to first contact the Compliance Services Office. All agents need to register with the Compliance Services Office prior to contact with a student-athlete, which is governed by the Stanford University Athlete Agent Policy.

DO's

- You may request information from a professional team or organization concerning your professional market value.
- You are permitted to use your head coach to contact agents, professional sports team or organizations on your behalf. However, your coach is not permitted to receive any compensation for

these services and may not facilitate negotiations.

- Only you, your parents or legal guardians may negotiate with a professional team.
- You may secure advice from an attorney or third party concerning a proposed professional contract, provided the attorney or third party does not represent you in negotiations for that contract. An attorney may not be present during discussions of a contract offer with a professional team, nor may the attorney have direct contact (in person, by telephone, by regular mail or email) with the professional sports organization (this would be considered representation). You are required to pay such an individual at their normal rate.
- You may compete professionally in one sport and be an amateur in another. However, signing a professional contract may terminate your eligibility for an athletics scholarship in any sport.
- You may retain an agent whose duties are specifically limited in writing to representing you only in the sport(s) in which you compete as a professional.
- You may tryout with a professional athletics team at any time, provided you do not miss class time to participate. You may receive actual and necessary expenses to participate in the tryout provided it lasts no more than 48-hours. You are required to pay for tryouts longer than 48 hours. If you have eligibility remaining and are scheduling a tryout with a professional athletics team, please visit the Compliance Services Office to gain approval prior to all tryouts.

DON'Ts

- You may not agree (orally or in writing) to be represented by an athlete agent, advisor or individual for the purpose of negotiating and/or marketing your athletics ability or reputation in a particular sport. A contract with written language not limited to a particular sport is binding to all sports.
- Once an agreement (oral or written) is made with an athlete agent or professional sport organization to compete in professional athletics, you are ineligible for participation in that intercollegiate sport, regardless of the legal enforceability of the contract.
- You may not agree (orally or in writing) to be represented by an agent until after your eligibility has ended, including your team's post-season competition.
- You, your relatives, or your friends may not accept benefits from an agent, financial advisor, runner or any other person associated with an athlete agent. These benefits include (but are not limited to) transportation, money and gifts, regardless of the value of the benefit or whether it is used.
- You may not retain professional legal services for personal reasons at less than the normal rate.
- A coach or other member of the athletics staff at your institution may not, directly or indirectly, negotiate or market your athletics ability or reputation to a professional sports team or organization (except as allowed by the head coach noted in the previous section).
- If you reach an agreement with an agent, Stanford has the right to cancel your athletics scholarship.

If you are considering turning professional, entering a draft, or meeting with an agent, we strongly suggest you speak with your head coach and meet with the Compliance Services staff prior to any such activity.

AMATEURISM

After becoming a student-athlete, you are not eligible to participate in intercollegiate athletics if you have ever been paid, or promised compensation, for competing, agreed to participate in professional athletics, played on a professional athletics team, or used your athletics skill for pay in any form in a particular sport. There are also NCAA rules governing your amateur athletic activities prior to your initial enrollment at Stanford. If you have any questions regarding athletic participation prior to or after your enrollment at Stanford, please contact the Compliance Services Office.

Athletic Recognition/Awards and Events

Various local, regional and national organizations often recognize student-athletes for their athletic, academic, or other achievements. Before accepting any award, please check with the Compliance Services

Office to see what you may accept in conjunction with the award. This is particularly important if the awarding organization wants you to travel to a ceremony to accept the award and pay for your travel expenses. The NCAA regulates the expenses you may receive; acceptance of expenses in excess of the actual and necessary costs to attend the event may threaten your eligibility.

Sports Camps and Clinics

The NCAA prohibits student-athletes from owning and operating their own camps or clinics. However, student-athletes are often asked to participate in camps and clinics in a variety of ways. It is not permissible for a student-athlete to receive compensation just for appearing, lecturing or demonstrating at a camp or clinic. Additionally, it is not permissible for a student-athlete to allow his/her name and/or image to be used to help promote a camp or clinic. Should you wish to assist with any camp or clinic, please contact the Compliance Services Office to verify whether or not it is a permissible activity before agreeing to be involved in a sports camp or clinic, on or off the Stanford campus.

Charitable and Promotional Events

NCAA rules restrict the type of promotional activities in which student-athletes may participate. Requests for student-athlete appearances/images/names from entities outside the Athletic Department require prior written approval from Compliance Services. If you are asked to participate in a promotional or charitable activity by a permissible entity (i.e., Stanford organization, non-profit organizations, local elementary school, etc.) please contact the Compliance Services Office immediately to obtain the necessary approval prior to the event. It is an NCAA violation to participate in such activities without prior approval and any involvement will immediately jeopardize your eligibility.

Endorsement of Commercial Products and/or Services

NCAA rules prohibit the use of an enrolled student-athlete's name, picture or likeness to endorse a commercial entity, product or service. Requests for promotional appearances by a student-athlete in conjunction with an event, commercial product, or website must receive prior approval by the Compliance Services Office. Direct endorsements, including activities such as modeling, appearances in commercial advertisements, or acting in movies or TV may trigger potential amateurism issues. A common issue for student-athletes involves implied endorsements, which can include appearances in a calendar or name references in a publication. Although the activity may seem harmless, indirect endorsement of commercial entities, products or services can jeopardize your amateur status and the penalty can result in loss of eligibility. Please be cautious in these situations and contact the Compliance Services Office prior to engaging in any type of activity.

Non-Stanford Competition

Competition on a non-Stanford team is only permitted during the official vacation periods published in the University catalog when your sport is out-of-season. Always notify your head coach and the Compliance Services staff of the competitions in order to obtain approval before you participate.

- Competition during the academic year - *All sports other than basketball* – If you compete as a member of any outside team in non-collegiate, amateur competition during the academic year, you become ineligible in your sport for the remainder of the year and the next academic year.
 - Exception: Men's and women's soccer, women's volleyball, field hockey and men's water polo student-athletes may participate in outside competition beginning May 1st, provided such competition is permissible within NCAA guidelines and your sport is out-of-season. Student-athletes in these sports must contact the Compliance Services Office to gain

approval prior to their participation.

- Competition during the academic year - Basketball only - You are not eligible if you have played in an organized, outside basketball competition after you become a candidate for or are a member of an intercollegiate team, or after you enrolled at an NCAA institution that recruited you to play basketball. Basketball student-athletes may compete in an NCAA-approved summer league between June 15 and August 31, only if prior approval is granted by the Compliance Services Office.

National Team and Olympic Participation

There are several NCAA rules governing practice and competition with a national team (at any level). Please see the Compliance Services Office prior to your participation in order to (1) complete the National Team Participation Form and (2) review specific guidelines in the following compliance areas:

- Collegiate enrollment status
- Eligibility and academic progress
- Permissible expenses
- Exceptions for the Olympic Games and other International Competitions
- Practice eligibility with your Stanford team while not enrolled at Stanford

GAMBLING & SPORTS WAGERING

Per NCAA Bylaw 10.3, all forms of gambling and sports wagering by student-athletes, Stanford coaches and athletic department staff are prohibited. Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; skins play in golf, and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize. This prohibition extends to all sports, both at the collegiate and professional levels, in which the NCAA conducts championship competition, Division I football, and emerging sports.

As always, all student-athletes, coaches and staff have a collective responsibility for knowledge of and compliance with all NCAA and Pac-12 Conference rules. If you have any questions about this rule or other regulations, please see a member of the Compliance Services staff.

The NCAA's position on Gambling & Sports Wagering

"The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering has the potential to undermine the integrity of sports contests, and jeopardize the welfare of student-athletes and the intercollegiate athletics community. Sports wagering demeans the competition and competitors alike by sending a message that is contrary to the purposes and meaning of "sport." Sports competition should be appreciated for the inherent benefits related to participation of student-athletes, coaches, and institutions in fair contests, not the amount of money wagered on the outcome of the competition."

ELIGIBILITY REQUIREMENTS

Eligibility Certification

In order to participate in varsity athletics at Stanford, you must be certified as eligible under NCAA, Pac-12

and Stanford University rules and regulations. Eligibility certification must be completed prior to joining a team and taking part in any athletically-related activities. If you have any questions regarding your eligibility, please contact the Compliance Services Office or your AARC advisor.

All student-athletes must:

- Attend an orientation session with the Compliance Services Staff;
- Receive a copy of the Student-Athlete Handbook;
- Complete a digital copy of the NCAA Student-Athlete Statement, NCAA Drug-Testing Consent Form, Stanford Eligibility Questionnaire, Stanford Recruit Host form and Automobile Registration form via the ACS portal;
- Meet the applicable NCAA progress toward degree requirements;
- Be certified by the NCAA Eligibility Center;
- Be registered for 12 units (or approved for less than 12 units) as a full-time student;
- Pass a minimum of six units during the previous quarter of full-time enrollment during the academic year (see Eligibility Requirements in the *Academic Services* section for more details); and
- Have a valid physical examination on file with the Stanford Sports Medicine Clinic.

12-Unit Enrollment

NCAA rules require that all student-athletes be registered in 12 units to be eligible for competition. There are limited circumstances in which a student-athlete can enroll in less than 12 units. Please visit the Compliance Services Office if you have questions regarding your enrollment.

Required Full-Time Enrollment

You must be enrolled in 12 units in order to practice and compete during each quarter of the academic year. The NCAA allows you to practice for five days at the beginning of each quarter without being enrolled in 12 units if you are not competing. However, you must be enrolled in at least 12 units at the beginning of the sixth day to remain eligible for practice. Enrollment updates are provided to coaches on a daily basis; non-eligible students cannot practice, travel or receive competition expenses until the coach receives email notification from Compliance Services stating that the individual is enrolled full-time.

Permissible Less Than 12 Unit Enrollment

A student-athlete can enroll in less than 12 units under limited circumstances. The Compliance Services Office must approve your enrollment in less than 12 units to be eligible for practice and competition.

- **Terminal Term of Attendance:** A student-athlete who is in their final term of attendance and is planning to graduate at the end of the quarter may enroll in the number of units required for graduation. Student-athletes must complete the Terminal Term Form and obtain approval from the Compliance Services Office prior to enrolling in less than 12 units.
- **Graduate Student Status:** A student-athlete who has conferred their undergraduate degree and is pursuing a graduate degree may enroll in the full-time course load approved by the specific graduate department, which is often 8-10 units. Student-athletes must provide verification of their department's full-time enrollment policy to Compliance Services in order to gain approval to enroll in less than 12 units.
- **Winter Term Graduates:** Student-athletes who graduate at the end of winter quarter may continue to participate in collegiate athletics during the spring quarter, without being enrolled in units, in order to complete their competitive playing season. In this situation, a Terminal Term Form must be completed and submitted to Compliance Services to demonstrate that the student-athlete has completed all necessary requirements for an undergraduate degree during the winter quarter.

Transfers

Transferring to Stanford

If you have ever attended another two- or four-year institution as a full-time student, you are considered a transfer student under NCAA rules, even if you did not participate in athletics. Before you are eligible to participate with your team, you must complete the Stanford Eligibility Questionnaire via ACS and file all appropriate information with the Stanford's Registrar's Office.

Transferring from Stanford

Before you discuss transferring with another institution, that school must first receive written permission from Stanford to contact you. To formally request permission to contact please see the Compliance Services office. Your coach will be made aware of the request so it is recommended that you have a discussion with your coach prior to making the request. Requesting permission to contact is not deemed a specific intent to transfer and you will not lose privileges to the AARC, FARMstand, strength and conditioning and sports medicine by only requesting a permission to contact. However providing the institution (Coach, Compliance etc) that you specifically intend to transfer may jeopardize your access to any and/or all of these departments. Once you have made your specific intent to transfer known the decision to restrict/deny access can be made by your coach, sport administrator and/or the department.

The basic NCAA transfer rule requires you to serve one year of residency at your new school, unless you meet the conditions for an exception. The most common exception is the one-time transfer exception, which waives the one-year residency requirement if you meet a number of conditions.

Transferring to another Pac-12 School

If you transfer to another Pac-12 or MPSF school, additional rules may apply. The basic intra-conference transfer rule requires one year of academic residency before you are eligible for competition and a loss of one season of eligibility. If you are not receiving an athletic scholarship or were not recruited, lesser restrictions may apply. In certain circumstances, a waiver of these rules can be requested. Please visit the Compliance Services Office for more information.

Activity/Sport Units

Activity/sport units include credits awarded for varsity sport participation, physical education classes, and some music and dance classes. Only the first eight units of activity/sport units noted on your transcript will count toward six-unit eligibility and degree completion certification. **DO NOT COUNT ON ACTIVITY UNITS FOR ACADEMIC ELIGIBILITY CERTIFICATION!**

Overseas Study & Training

If you are planning to study and train abroad, please complete an Overseas Certification Form with Compliance Services. Due to the unique athletic systems overseas and the strict NCAA regulations, it is important to review your compliance checklist (eligibility, amateurism, benefits) to ensure you are eligible to return to your Stanford team when you arrive back on campus. Here are a few important housekeeping issues to consider before your overseas departure:

Financial Aid

- Stanford Program: If you are studying abroad in a Stanford program of studies, you may be eligible to receive your athletic scholarship, as long as you obtain the approval of the head coach and the Director of Athletics.
- Non-Stanford-Program: Student-athletes studying abroad in a program not directly affiliated with Stanford University are not eligible for financial aid or an athletic scholarship.

Housing

If you move out of your housing unit earlier than your Residence Agreement specifies, you remain responsible for rental payments unless you have obtained a written statement, as specified in the Termination of Agreement section, from the Housing Assignments Office releasing you from your rental obligations.

Enrollment Status

Enrollment status, including full-time or part-time enrollment in a Stanford or Non-Stanford program, should be on file in the Compliance Services Office via the Overseas Certification Form.

Training/Competing

Overseas competition is highly discouraged, especially at Oxford due to their current structure of club sports. Any training or practice activities must be approved by Compliance Services prior to participation.

EXTRA BENEFITS

Extra Benefits

An extra benefit is any special arrangement by a Stanford employee or a representative of Stanford's athletics interests (i.e., a booster, alumni, former student-athletes, etc.) to provide you, your relatives, or your friends with any benefit not expressly authorized by NCAA regulations. Receipt of a benefit is not an NCAA rules violation only if it is demonstrated that the same benefit is generally available to all Stanford students, or if it is available to a particular segment of the student body on a basis unrelated to athletics ability.

Examples of Impermissible Extra Benefits:

- The use of an automobile
- Giving a loan or helping to secure a loan
- Discounts on services, like dry cleaning or car repair
- Discounts on purchases, such as a car, clothing or airline tickets
- The use of a cell phone or phone card
- Receipt of services from businesses, like movie tickets or dinner
- Providing a student-athlete or their family member with rent free or below fair market value housing

Examples of Benefits the University May Provide:

- Athletic scholarships
- Appropriate equipment for practice and competition
- Travel expenses for practice and competition
- Complimentary admissions for games
- Awards to recognize participation and achievement
- Medical treatment
- Academic support services

Accepting an extra benefit or preferential treatment can have serious effects on your athletic eligibility. If you are ever in doubt about a gift, benefit, or service, ask a member of the Compliance Services staff or your coach.

Boosters, Donors, Alumni, & Friends of Your Sport's Program

As a student-athlete at Stanford University, you will come into contact with many of our support groups

and/or individuals who have made financial contributions to the Athletic Department or to the Buck/Cardinal Athletic Scholarship Fund. These groups of individuals, also known as “boosters,” or athletic representatives, may want to associate with you.

The Stanford University Department of Athletics is responsible for the control and conduct of the intercollegiate athletics program, and this responsibility includes accountability for the acts of athletic representatives. Once an individual has been identified as an athletic representative, he or she retains that identity forever and is governed by the same NCAA and Stanford University rules and regulations as our athletic staff members.

NCAA rules permit boosters to:

- Invite student-athletes into their home for an occasional meal or special occasion meal on an infrequent basis.
- Provide summer employment for enrolled student-athletes at the going rate for similar positions.

NCAA rules prohibit boosters from:

- Providing a meal to student-athletes in a restaurant or providing free meals to parents/guardians at any time or in any location.
- Providing cash or loans in any amount, or signing or co-signing for a loan for a student-athlete or parents;
- Providing gifts of any kind, including birthday cards and holiday gifts, clothing and entertainment, or cars to student-athletes;
- Providing special discounts for goods and services (e.g., car repairs, legal services, meals) to student-athletes or their families;
- Providing free housing or reduced-rent housing to student-athletes or their families;
- Purchasing complimentary admissions from a student-athlete;
- Providing an honorarium to a student-athlete for a speaking engagement; or
- Allowing usage of free cell phone, automobile or other property by a student-athlete or a student athlete’s family member;
- Providing room, board, transportation or any other special arrangement for a student-athlete's family or friends.

Receiving Benefits from Former Stanford Student-Athletes

Extra benefit rules include benefits that may be provided to you by former Stanford student-athletes, including former teammates. In general, you may only accept benefits from former student-athletes if the person was a teammate of yours at Stanford and if the benefits are similar in nature as that provided when you were both in school. For example, if a former teammate wishes to return to campus on an occasional basis and treat you to dinner, that would not be considered an extra benefit.

Examples of activities that are not permissible include:

- A former student-athlete paying transportation, lodging and meal expenses for you to attend a professional athletics contest in which the former student-athlete will be a participant.
- A former student-athlete providing you with rent-free, or discounted, housing.
- A former student-athlete providing you with a vehicle or use of a vehicle (or bicycle, scooter, etc.).
- Attending a draft party that is hosted by a former student-athlete or teammate and includes expenses paid for by an agent.

GIFTS RECEIVED THROUGH ATHLETICS PARTICIPATION

Per NCAA regulations, student-athletes are not permitted to sell any item(s) received for athletics participation or exchange an item for another item of value, including gifts received at tournaments,

conference championships, national championships, and bowl games. Gifts received as a result of your participation in athletics (including your team's apparel and letter awards) are intended solely for you, the student-athlete, and are not permitted to be sold, traded, or otherwise leveraged for any benefits.

If a student-athlete sells or exchanges an item provided by Stanford, NCAA, Pac-12, etc., the student-athlete becomes ineligible for further competition at Stanford. If you have any questions about this NCAA rule, please contact the Compliance Services Office.

EMPLOYMENT & PRIVATE LESSONS

Prior to beginning any job, you and your employer must sign a written statement to be kept on file in the Athletics Department (Compliance Services Office) which specifies the following:

- You may not receive any remuneration for the value or utility that you may have for your employer because of the publicity, reputation, fame or personal following you have obtained because of athletics ability;
- You are to be compensated only for work actually performed; and
- You are to be compensated at a rate commensurate with the going rate in the locality for similar services.

Important points to remember about your employment

- Student-athletes are expected to immediately report to the Compliance Services Office any offer or receipt of a benefit not made regularly available to other employees performing similar work in the same locale, including, but not limited to, transportation, loans and advances.
- A violation of this policy may result in the loss of your eligibility for competition, the loss of your athletic scholarship, and your sport being precluded from participation in post-season competition.

Private Lessons (fee-for-lesson)

The NCAA permits student-athletes to be paid for providing lessons in the sport in which they compete. The Athletic Department must maintain year-round records for any private lessons. To receive compensation for giving private lessons (teaching or coaching sport skills or techniques in your sport), you must meet ALL of the following:

- Institutional facilities cannot be used (including recreational facilities as well as varsity facilities);
- Playing lessons are not permitted;
- The Athletic Department must receive documentation of the lessons and fee provided BEFORE the lessons occur;
- Compensation must be paid by the lesson's recipient, not another individual or entity;
- A student-athlete may NOT use his/her name, picture, or appearance to promote or advertise the availability of private lessons;
- Lessons are designed to be individual in nature and cannot include more than two recipients at any one time.

Job Forms are required before . . .

- You begin your job during the academic year; or
- You begin any private lessons (academic year or summer vacation)
- If you have any questions regarding employment, see the Compliance Services Office.

Summer Employment

All student-athletes may work during summer vacation while keeping the following NCAA rules in mind:

- You may not receive any remuneration for the value or utility that you may have for your employer

because of the publicity, reputation, fame or personal following you have obtained because of your athletic ability;

- You are to be compensated only for work actually performed;
- You are to be compensated at a rate commensurate with the going rate in the locality for similar services;
- Please remember to complete an employment form for any summer jobs.

COMPETITION & PRACTICE LIMITS

NCAA Limits on Athletically-Related Activities

The NCAA restricts a student-athlete's participation in countable athletically-related activities to:

Playing Season - Required Activity

- maximum of four hours per day
- maximum of 20 hours per week, with each day of competition counting as three hours
- required one day off per week

Out-of-Season - Required Activity

- maximum of eight hours per week
- required two days off per week
- for all sports other than football, not more than two hours per week may be spent on required individual skill instruction
- football may require two hours of film review each week (as part of the eight maximum hours) but may not conduct skill instruction
- out-of-season activities may not occur during Dead Week or Finals Week. It is not permissible for student-athletes to participate in voluntary workouts with their coaches during dead week or finals week. A coach may only be present if you play a sport with the safety exception. Also, if a coach is present due to a safety exception, the coach cannot conduct or provide technical assistance during the workout, but can provide safety skill instruction.

Countable Athletically-Related Activities

The NCAA defines countable athletically-related activities (CARA) as any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by, one or more of an institution's coaching staff (including sports performance coaches). These activities must be included in the weekly and daily limitations.

Examples of countable athletically-related activities include, but are not limited to:

- practice (any meeting, activity or instruction involving sport-related information and having athletics purpose);
- competition (always counts as 3 hours regardless of actual duration of competition);
- required weight training and conditioning activities at the direction of or supervised by an institutional staff member;
- film or videotape reviews of athletics practices or contests required, supervised or monitored by staff members;
- required participation in camps, clinics or promotional/charitable activities;

- visiting the competition site in cross country or golf;
- involvement by Stanford's sports performance staff with enrolled student-athletes in required conditioning programs.

Stanford requires that each sport's head coach submit a weekly record of their team's countable athletically-related activities to the Compliance Services Office. The Athletics Department also requires student-athletes to verify that the actual countable athletically-related activities agree with those reported by the head coach.

The Athletic Department places a strong emphasis on the compliance with these rules to ensure student-athletes succeed in all aspects of the collegiate experience. If you ever have any questions about your sport's activities, please talk to your, your sport administrator, a member of the Compliance Services staff, Athletic Department Legal Counsel, the Faculty Athletics Representative or your head coach.

Voluntary Workouts

Student-athletes may participate in voluntary conditioning workouts and activities supervised by a sports performance staff member during the academic year and during the summer. The NCAA determined that for an athletically related activity to be considered "voluntary," **all** of the following must be met:

1. Student-athletes must not be required to report back to the coach or other staff member (e.g., strength coach, trainer, manager) any information related to the activity. No athletic department staff member may report back to the coach any information related to the activity that he/she may have observed;
2. The activity must be initiated and requested solely by the student-athlete;
3. Attendance and participation in the activity may not be recorded for the purpose of reporting back to coaches or other student-athletes; and
4. Student-athletes must not be subject to penalty if he/she elects not to participate in the activity. No recognition or incentives may be provided based on attendance or performance in the activity.

If you have any questions or concerns about whether an activity is voluntary or not, please contact a member of the Compliance Services Office, your Sport Administrator, Athletic Department Legal Counsel, the Athletic Director, the Institutional Compliance Hotline or the Faculty Athletic Representative.

Safety Exceptions

A coach may be present during voluntary individual workouts in Stanford's regular practice facility (without the workouts being considered as countable athletically-related activities) in the following situations, and the coach may spot or provide safety or skill instruction, but cannot conduct the individual's workouts:

- Rowing - When the student-athlete uses rowing equipment
- Fencing - When the student-athlete uses fencing equipment
- Gymnastics - When the student-athlete uses gymnastics equipment
- Swimming and Diving - When the student-athlete is swimming or diving
- Track and Field - When the student-athlete is engaged in field events, jumping hurdles, or the jumping element of steeplechase
- Water Polo - When the student-athlete is engaged in water polo
- Wrestling - When the student-athlete is engaged in wrestling

Hour Limitations for Multi-Sport Student-Athletes

If you participate in more than one sport, the NCAA restricts the total amount of time spent in all countable athletically-related activity to 20 hours total per week. Therefore, if you are participating in multiple sports, please talk to your coaches about your activities to help ensure you stay within the NCAA daily and weekly limits for countable athletically-related activities.

STUDENT-ATHLETE INVOLVEMENT WITH RECRUITING

Athletic Department Mission Statement for Student-Athlete Recruitment

As one of the recognized leaders in intercollegiate athletics, the Athletic Department of Stanford University is committed to maintaining the highest standards of integrity in all of its endeavors. In the recruitment of prospective student-athletes, the Department should serve as a role model in maintaining principles of institutional and personal responsibility. The Athletic Department expects all student-athletes, prospective student-athletes, and department personnel to act honorably and ethically during the recruiting process. In particular, all participants in the recruiting process are expected to abide by Stanford's Fundamental Standard, which states: "Students at Stanford are expected to show both within and without the University such respect for order, morality, personal honor and the rights of others as is demanded of good citizens. Failure to do this will be sufficient cause for removal from the University."

Your Role in Recruiting

Part of your duties as a student-athlete may include recruiting activities, including hosting recruits on a campus visit. Please treat these recruiting responsibilities with the proper care and attention, and review the following points regarding the NCAA and university recruiting rules. If you have any questions about these policies or your role as a student-athlete host, please see your head coach or the Compliance Services Office.

Student-athlete hosts (regardless of age) may not consume alcohol while hosting a prospective student-athlete during an official visit or unofficial visit. Student-athlete hosts and prospective student-athletes may not engage in any activities related to sex. This includes, but is not limited to, activities involving nudity, simulated sexual activity, sexually explicit acts, erotic dancing or other similar activities. For example, student-athlete hosts may not take prospective student-athletes to strip clubs, adult movie theaters, or other sexually-oriented establishments.

Stanford Athletic Department Policy for Campus Visits by Prospective Student-Athletes

Campus visits by prospective student-athletes are intended to reflect actual student life at Stanford and assist the prospect in making an informed decision about their college attendance. Coaches are encouraged to schedule visits so that prospective student-athletes have the opportunity to attend classes, meet with professors, and participate in student life and the Stanford community.

During campus visits by prospective student-athletes, all individuals (prospect, student-athlete hosts, coaches, department staff and other institutional personnel) are expected to maintain the highest standards of behavior and integrity. This includes adhering to all relevant NCAA rules, as well as abiding by the standards of appropriate behavior that have been established by the Department of Athletics. All individuals

should note that the use of alcohol, drugs, sex and gambling during campus visits is strictly prohibited.

Prior to any official visits occurring during the academic year, each head coach should hold a team meeting to discuss NCAA rules, these department policies, and any additional team rules related to official visits. In addition, coaches should follow-up after each visit by discussing the activities that occurred with each student-athlete host.

Any violations of NCAA rules or department policies related to recruiting will be treated very seriously. Penalties for violations range from practice/game suspensions to loss of eligibility or loss of athletic aid.

The following specific guidelines are in place for campus visits by prospective student-athletes:

- Student-athlete hosts (regardless of age) may not consume alcohol while hosting a prospective student-athlete.
- Student-athlete hosts and prospective student-athletes should avoid visiting establishments that serve alcohol or parties where alcohol is served, but in any case alcohol may not be consumed by either hosts or prospects.
- Student-athlete hosts and prospective student-athletes may not engage in any activities related to sex. This includes, but is not limited to, activities involving nudity, simulated sexual activity, sexually explicit acts, erotic dancing or other similar activities. For example, student-athlete hosts may not take prospective student-athletes to strip clubs, adult movie theaters, or other sexually-oriented establishments.
- Student-athlete hosts and prospective student-athletes may not participate in any gambling or sports wagering during a campus visit (student-athletes are not permitted to participate in sports wagering activities at any time).
- Student-athlete hosts and prospective student-athletes may not participate in any activity that violates criminal law.
- During any “free time” when coaches or staff members are not present, student-athlete hosts and prospective student-athletes are expected to exercise their best judgment and abide by the department guidelines when determining what activities will occur.
- The department has not established a curfew for student-athletes or prospective student-athletes during campus visits. However, coaches are encouraged to discuss appropriate time frames for all activities during a campus visit, including an expected time for all visit activities to conclude.
- The use of host entertainment money is governed by all NCAA rules and Stanford University policies. Any unspent host entertainment money left at the conclusion of a visit must be returned to the coaching staff for your sport.

NCAA Recruiting Rules for Student-Athletes

Correspondence

You may write to a recruit, provided it is not done at the direction and/or expense of the coaching staff or athletic department. All correspondence must be private between you and the recruit. You may not send messages to recruits using the Facebook “wall-to-wall” feature or using the “@” function with a recruit’s Twitter name. You may not share any pictures of the recruit’s visit on the internet or other public domains.

Phone Calls

You may receive phone calls from a recruit at any time as long as there is no direct or indirect involvement by Athletics Department staff to initiate the call. However, you may not make or participate in phone calls to a recruit at the direction and/or expense of the coaching staff. You may make phone calls to a recruit at your own expense and not at the direction of the coaching staff.

Publicity/Comments in the Media, Facebook, Twitter

You may not make any comments to the media, or make comments or post images on Facebook, Twitter, or other social media regarding a recruit, the recruit’s athletic ability, or the likelihood of the recruit to attend

Stanford. All questions regarding recruiting, or a particular recruit, should be directed to your head coach. This also prohibits you from talking about a sibling or other family member who is being recruited by Stanford.

NCAA Recruiting Rules for Hosting a Recruit on an Official Visit

Extra Benefits: You may not provide a recruit with any benefit not expressly permitted in this section. The only benefit you may provide a recruit on an official visit is via the host entertainment money. You may not provide them with any of your own or your team's athletic apparel or equipment, or supplement the entertainment money with any of your own funds.

Entertainment Money: As a host, you may receive a maximum of \$40 per day for each day of the visit to cover all actual costs of entertaining the recruit. The maximum you may receive for a two day visit is \$80. This money may NOT be used by the recruit to purchase souvenirs, such as t-shirts or other institutional mementos. You will be required to sign a Host Entertainment Form via the ACS student-athlete portal (<https://incontrol.acsathletics.com/TeamManager/PublicPortal/PublicLogin.aspx>) when you receive the host money. The Athletic Department reserves the right to require reimbursement for any host money used for inappropriate or impermissible activities.

At the conclusion of the visit, you will be required to sign the post Host Entertainment form via the ACS student-athlete portal: (<https://incontrol.acsathletics.com/TeamManager/PublicPortal/PublicLogin.aspx>). Any host money not spent must be returned to your Coach, and you will need to fill out all required information, which includes:

- Host Money Amount Received
- How and where you spent the host entertainment money on each day of the Official Visit
- Amount of Host Money returned to Coach
- Student-Athlete Host signature.

Meals: You may receive complimentary meals when you are accompanying the recruit.

Events: You may receive complimentary admissions to an athletic event when you are accompanying the recruit to the event.

Entertainment: You may show the recruit around the Bay Area, but you are limited to staying within a 30-mile radius of campus. This radius includes San Francisco and San Jose, but NOT Santa Cruz, or across the Golden Gate Bridge.

Transportation: You will need to provide your own transportation for you and the recruit during the official visit. You cannot borrow a coach or staff member's car or use any university vehicle. A coach or staff member, however, can provide you and the recruit with a ride during the visit.

Boosters: Representatives of the University's athletics interests (i.e., donors, former student-athletes, alums) are not allowed to be involved in recruiting a prospect. If, during the official visit, you and the recruit come into contact with a booster or alum, the conversation must be limited to an exchange of greetings, and you should then excuse yourself and the recruit immediately. Remember that Stanford alums, former student-athletes, and former teammates are all generally considered boosters.

STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

SPORTS MEDICINE

Sports Medicine Staff & Contact Information:

Arrillaga Center for Sports & Recreation

Main Phone Number: 650/725-8202

Fax: 650/725-2607

Team Physicians:

Ariel Palanca	
Jennifer Baine	Gerry Keane
Jason Dragoo	Marc Safran
Mike Fredericson	Eugene Roh
Geoff Abrams	Jeremiah Ray
Calvin Hwang	

Director of Physical Therapy:

Tamara Moreno 650/723-7593

Physical Therapists:

Floyd VitoCruz	650/736-4042
Deb Iwasaki	650/497-9312
Andy Choi	650/725-3046

Clinic Staff:

Front Desk	650/725-8202
Jeff Obrart	650/736-9028
Charlene Dow	650/736-8979

HPL Manager:

650/724-6272

Athletic Training Center Staff &

Contact Information:

Arrillaga Family Sports Center

Main Phone Number: 650/723-1214

Fax: 650/725-2752

Director, Athletic Training:

Scott Anderson 650/498-6451

Sr. Assoc. Director, Athletic Training

Eitan Gelber 650/725-0021

Associate Director, Athletic Training

Brian Gallagher 650/498-6450

Tomoo Yamada 650/736-7875

Head Football Athletic Trainer

Steve Bartlinski 650/498-6446

Assistant Athletic Trainers:

Lindsay Donnelly 650/498-6448

Jesseca Holcomb 650/736-4068

Nina Holley 650/725-3793

Sarah Lyons 650/724-3303

Lee Martin 650/724-5242

Matt Mills 650/497-3953

Marcella Shorty 650/724-3304

Dominic Vincentini 650/498-6449

Brian White 650/498-6447

Athletic Training Fellows:

Kaori Okamoto 650/724-2132

TBD 650/497-3944

TBD 650/497-3938

TBD 650/497-3945

STANFORD SPORTS MEDICINE

The sports medicine program is designed to provide the best possible medical care for your injuries and illnesses. Among the many services provided by your athletic trainer, one of the most important is being the center of communication. Your athletic trainer is responsible for reporting the team's injury and illness status to your coach each day and for that reason they need to be aware of your medical conditions and injuries that affect your participation. Physical therapists design specific programs for your rehabilitation and communicate directly with your athletic trainer, physician, and strength and conditioning coaches regarding your progress. The team physicians provide diagnosis, treatment, arrange for consultations, order lab tests, x-rays and MRIs, and make decisions on your participation status. If you have any questions related to your medical health, feel free to make an appointment directly with a team physician at 650/725-8202.

Sports Medicine Center

The Stanford Sports Medicine Center is a state-of-the-art facility offering comprehensive health services for sport and non-athletic injuries and illnesses. The Center has a Medical Clinic with digital X-Ray, a Rehabilitation Center, and a Human Performance Lab. The Sports Medicine Center is staffed by physicians, physical therapists, and exercise scientists. Nutrition and psychological services are also available.

Location & Hours

The Sports Medicine Center is conveniently located in the Arrillaga Center for Sports and Recreation (lower level) at 341 Galvez Street. During the academic year, the Sports Medicine Center will be open Monday to Friday, 8:00 a.m. to 6:00 p.m. (excluding university holidays). During the summer months the center operates on a reduced schedule.

Contact Information

The Sports Medicine Center's main phone number is 650/725-8202. All calls will be answered during business hours. If you call after hours to book an appointment, your call will be promptly returned the next business morning.

Facility Use

Entrance to the Arrillaga Center for Sports & Recreation requires a Stanford University ID card and student-athletes should enter the Sports Medicine Center through the main lobby entrance located near the bottom of the stairs and elevator. All visitors must check in at the front desk. With the exception of urgent care, students must be showered prior to their scheduled appointments.

Services

Medical referrals for injuries or illnesses to student-athletes are coordinated through the Sports Medicine Center. Team physicians at the Sports Medicine Center will see all injuries and illnesses, regardless of

whether or not they are athletically related. The student-athlete's insurance will be billed for these services. The student-athlete will not be responsible for the secondary costs (costs that your insurance will not cover) when care is provided on site at the Sports Medicine Center.

Nutrition and psychological consultation can also be arranged through the Center. To access these services, students may contact the front desk directly or make arrangements through their team athletic trainers.

STANFORD ATHLETIC TRAINING ROOM

The main Stanford Athletic Training Room houses the certified athletic trainers within the Sports Medicine program. This staff of full-time Certified Athletic Trainers is responsible for the recognition and referral of developing and ongoing medical conditions, and specialize in evaluation, management, treatment, and rehabilitation of athletic injuries sustained during participation in Stanford University intercollegiate athletics. Stanford Athletic Training also employs Graduate Assistant Athletic Trainers, and multiple Athletic Training Students. All Graduate Assistant Athletic Trainers and undergraduate Athletic Training Students (ATS) are staffed in conjunction with the accredited CAATE Athletic Training curriculums at various institutions.

Location & Hours

Located at 641 Campus Drive East, on the ground level of the Arrillaga Family Sports Center, is the state-of-the-art Phillip & Penelope Knight Athletic Training Room. During the academic year, the main Athletic Training Room will be open Monday to Friday, 8:00 a.m. to 6:00 p.m. On weekends and holidays, athletic competition and practices will dictate hours. During the summer months the athletic training room operates on a reduced schedule.

Contact Information

The main Athletic Training Room's general phone number is 650/723-1214. A message can be left at this number for your team athletic trainer, or they can be contacted directly through their desk line.

Facility Use

Student-athletes may use the facility during pre-arranged times with their team athletic trainer or may receive walk-in services from available staff during business hours.

Services

In addition to the recognition and referral of student athletes for further medical testing and diagnosis, the Athletic Training Staff provides multiple services in preparation for athletic participation. These include taping, bracing, massage, stretching and treatment modalities such as ultrasound, electrical stimulation, oscillatory therapy, and light therapy. Athletic trainers also provide acute injury care such as primary evaluation, management, and coordination of emergency medical services. All athletic training personnel are first aid, CPR, and AED certified and work under the direct supervision of Team Physicians.

CARDINAL CARE & HEALTH INSURANCE

To ensure that you are protected by health insurance, all registered students are automatically enrolled in Cardinal Care at the beginning of each quarter. This ensures that everyone meets the University requirement for all students to have health insurance. You must have primary insurance in place to waive this fee and must do so by the first day of each quarter. Athletic scholarships do not cover the university health insurance fee. However, Stanford will pay your health insurance premiums if you have completed the FAFSA and your income and asset level does not exceed the level for Cal Grant A.

How to waive Cardinal Care

If you choose not to enroll in Cardinal Care and decide to use your own health insurance, you must provide proof of health insurance coverage. To do this, complete the health insurance waiver on AXESS at <http://axess.stanford.edu>

- This must be done before the waiver deadline at the beginning of the academic year.
- You may waive as many quarters in the academic year as you want while on AXESS.
- A health plan name and group policy number are required to complete the health insurance waiver.

Many managed health care plans provide only for emergency care outside their local service area. Check your policy carefully before completing the waiver form online at <http://axess.stanford.edu>.

**ATHLETIC SCHOLARSHIPS DO NOT COVER THE COST OF CARDINAL CARE.
THE DEADLINE TO WAIVE CARDINAL CARE IS SEPTEMBER 15!**

Health Insurance

Stanford University requires that every student provide evidence of current health insurance, family or individual, and maintain that coverage at **all** times while a student at Stanford. Cardinal Care is the insurance offered by Stanford University and is now administered by Healthnet of California. The policy's effective period is in accordance with Stanford University's academic schedule, which begins September 1 through August 31. To inquire about the cost of Cardinal Care, please contact Vaden Student Health Services at 650/498-2336 or visit their website at:

<http://vaden.stanford.edu/fees/CardinalCareandDependentHealthInsurancefor2013-2014.html>

If a student-athlete's household has an income and asset level that does not exceed the level for Cal Grant A recipients they are eligible for Stanford to pay their health care premiums. In order for a student-athlete to take advantage of this, the student-athlete and parent(s) or legal guardian(s) must complete the FAFSA forms and any other documentation required by the University's Office of Financial Aid to make a Cal Grant determination on an annual basis. If a student-athlete qualifies for Cal Grant A, Stanford will cover the cost of the University's Cardinal Care medical insurance premiums.

Summer Participation

Student-Athletes participating in summer practices are required to have active insurance coverage during that time. Incoming freshmen student-athletes enrolled for summer quarter classes qualify for Cardinal Care if they do not have another medical coverage option. This coverage is not automatically applied; you must contact Vaden Student Health Services to enroll.

This is advised for freshmen who are taking summer courses as well as returning student-athlete who are participating in a sport with an early practice or workout schedule prior to September 1. If you are a returning student-athlete with Cardinal Care for the previous year, your policy is effective until August 31. You must re-enroll for the following academic year. The deadline to enroll in Cardinal Care or waive the coverage is September 15.

Financial Responsibility

The student-athlete is financially responsible for all medical expenses incurred during any lapses in insurance coverage, regardless of whether the injury is caused through participation in athletics or otherwise. Stanford University does not assume financial responsibility for student-athlete medical expenses when the student-athlete is uninsured. We strongly recommend that student-athletes maintain insurance coverage when participating in any sport-related activity or training, even when the student may not be enrolled in classes.

Athletic-Related Injuries and Illnesses

Stanford will cover all secondary costs (those your insurance will not pay) for athletic-related conditions while the student is a varsity athlete at Stanford. An athletic-related injury or illness is one that occurs as a result of competition in a NCAA sanctioned athletic event or training or practicing for such event. The Athletic Department's insurance is supplemental, providing excess coverage for expenses which are directly related to participation in the student-athlete's sport. The Athletic Department's secondary insurance applies to cases which exceed a \$7,500 deductible (typically athletic injuries that require surgery) and remains in effect for up to two years following the injury date. Stanford Hospital and Clinics will absorb secondary costs for athletic-related injuries and illnesses below the \$7,500 deductible for up to 12 months following a student athlete's graduation.

Pre-Existing Injuries and Illnesses

The student-athlete is financially responsible for medical expenses related to pre-existing injuries and illnesses. Every incoming athlete will have a complete history and physical examination. Pre-existing illnesses or injuries will be identified at this time. While the Sports Medicine Clinic may provide treatment for such conditions, the Athletic Department assumes no financial responsibility for their management. Pre-existing injuries or illnesses not disclosed during the pre-participation evaluation or later exacerbated by intercollegiate sport participation remain the financial responsibility of the student-athlete.

Non-Athletic Injuries

Non-athletic and pre-existing injuries and illnesses are the financial responsibility of the student-athlete. In the case of these injuries or illnesses, the student-athlete is responsible for medical costs beyond those covered by their primary insurance. These costs would include deductibles and co-payments for durable medical equipment, and services provided outside of the Sports Medicine Center.

The following examples may help to illustrate how these injuries are classified:

<i>Athletic Injuries</i>	<i>Non-Athletic / Pre-Existing Injuries</i>
Knee Injury during off-season sanctioned practice	Knee Injury from bike accident riding to class
Ankle Injury during NCAA match	Ankle dislocation during "pick-up" basketball
Broken teeth in baseball game	Broken teeth from intramural broomball
Back injury sustained while weight training	Chronic back pain associated with scoliosis
Hematuria (blood in urine) from a collision	Hematuria (blood in urine) from kidney stone

Insurance Records

The student-athlete's complete primary medical insurance information must be on file in the Sports Medicine Center. Student-athletes are not permitted to train, practice or compete without this information. Insurance information must be completed and submitted via the online ePPE website by **August 1**. To

complete the student athlete insurance questionnaire, please follow the instructions in the “Online Medical History and Insurance Questionnaire” section of the pre-participation evaluation. This information can be found at this link: <http://www.gostanford.com/sportsmedicine/MedicalEligibilityCenter.html>.

In the event of an injury or illness, Stanford’s medical providers will bill your primary insurance directly from this information, so be sure to advise the Sports Medicine Clinic if your coverage changes. Failure to do so may result in delays in authorizing care. It is the responsibility of the policyholder (parent or student athlete), to inform Stanford Sports Medicine of any changes to their insurance information.

Authorization for Medical Care

Stanford’s financial responsibility is limited to those cases in which medical care is authorized by our physicians. If a student athlete seeks services from an outside provider, or pursues services recommended by a consultant without pre-authorization by Stanford Sports Medicine, the student is financially responsible for these costs.

Choice of Health Insurance Plan

If you have a health insurance plan that does not allow you to select a Stanford Team Physician as the student’s primary physician, or grant guest privileges at Stanford Medical Center, you should have your son or daughter enroll in a local insurance plan. The following options are available, but navigating this process can be quite confusing, so feel free to contact our Insurance Specialist, Charlene Dow (650/736-8979) to assist you.

If you have a health maintenance type of primary insurance (HMO) or a preferred provider (PPO/EPO) plan, with a requirement of referral from a primary care physician, we ask that you call your insurance company to register your son or daughter with Stanford Hospital and Clinics and choose one of our Team Physicians as your Primary Care Physician (PCP). Our Team Physicians can facilitate all levels of care within the Stanford Medical Center. If Stanford Hospital and Clinics is not an option, inquire with your insurance company to see if you can be registered for “guest privileges” at Stanford Medical Center. This will allow your insurance to be in effect at Stanford while your son or daughter is registered in school, and at home during vacations and breaks.

If you have coverage that is not accepted by Stanford Hospital and Clinics (i.e. Kaiser Permanente), please sign up for one of our recommended insurers at the time of registration. Many of these insurance carriers are contracted with our physicians and local clinics and this can facilitate more optimal reimbursement.

Request for Insurance Information

Please reply immediately to any insurance company requests for information such as birth dates, previous medical conditions, or requests for explanations. If the information is not forwarded in a timely manner, you may become responsible for payment.

Prescription Medication

The costs for prescribed medications not stocked in the Sports Medicine Center are the responsibility of the student-athlete.

The Sports Medicine Center stocks some common prescription medications and dispenses these medications on prescription by a physician. The list of medications is reviewed each year. Only those medications stocked in the Clinic are provided to student-athletes free of charge. If a Team Physician prescribes other medications to treat your son or daughter, Stanford Sports Medicine will not cover those pharmacy charges.

Dental Work and Vision Care

Stanford covers dental work that is directly related to injuries that occur to the teeth during conditioning, practice or competition only. Stanford has a policy regarding payment for such items as eyewear and foot orthoses. We ask the student-athlete to make themselves aware of these coverage policies by speaking with their team's athletic trainer.

Foot Orthoses and Durable Medical Equipment

Stanford Sports Medicine will pay for one pair of custom orthotics every two (2) years if prescribed by a Stanford Sports Medicine physician, for an athletic related injury, and only when provided by Stanford Sports Medicine Physical Therapy. Custom orthotics referred to providers outside of Stanford Sports Medicine are not covered by Stanford Sports Medicine. Please visit Step 1 of the Stanford Pre-participation Evaluation website for more information on this topic (www.gostanford.com/sportsmedicine).

Braces, Custom and Non-Custom

After your primary insurance is billed for the prescription of a custom or non-custom brace, Stanford Sports Medicine will pay secondary expenses for braces ordered by Stanford Sports Medicine physicians only for athletic related injuries.

STUDENT USE OF GOLF CARTS

Golf carts can only be rented for medical conditions that are determined to be "incapacitating" in nature. **See your athletic trainer for the process of ordering a golf cart for this reason.** NOTE: The Student Assistance Fund can cover the cost of an approved golf cart rental for medical reasons. However, inappropriate behavior or misuse of a golf cart will jeopardize your ability to receive the SAF reimbursement. Per university policy, student use of golf cart-type vehicles for personal transportation, other than for disability-related need or DisGo Cart Service, is PROHIBITED on campus.

Golf carts can also be used for designated university business purposes, which could include transportation during official recruiting visits. In order to operate a golf cart, the user must sign the Medical Certification for Motorized Card permit. This form and instructions can be obtained from the office/department sponsoring the business need for the golf cart. Only the student-athlete assigned the golf cart is permissible to operate it – it cannot be loaned to teammates or friends for use at any time.

When operating a golf cart or golf cart-type vehicles on campus for these approved purposes, all students must obey the policies related to their use, including:

1. Approved and Prohibited Areas
 - Golf cart-type vehicles are restricted to designated streets/paths on campus;
 - Golf cart-type vehicles are prohibited from the inner quad courtyard of the Main Quad and all covered arcades of campus buildings.
2. Parking
 - Parking is allowed only on hard, covered surfaces (asphalt, concrete, brick);
 - Parking is prohibited on soft surfaces (landscaping, unpaved surfaces, tan-bark covered areas);
 - Parking is prohibited from blocking entrances to buildings, stairways, disability ramps or main thoroughfares;
 - Parking vehicles to/against trees is prohibited.
3. Identification

- All Stanford owned golf carts must bear a university logo with departmental identification. Rental golf carts must have a temporary identification placard on the vehicle at all times of operation.

4. Safety

- Vehicles shall not be operated in a manner that may endanger passengers or other individuals or harm Stanford University;
- Operators must not exceed any posted speed limits and shall operate the golf carts at a reduced speed on walkways and pedestrian areas;
- The vehicle may only transport the number of passengers for which there are seats. Passengers must remain seated during the vehicle's operation.

5. Electric vehicle charging

- Electric vehicles may only be charged at locations designated for such use;
- The areas can be identified by the University Electric Shop and Housing's Maintenance Shop;
- Use of extension cords from inside buildings to vehicles is prohibited.

6. Enforcement

- Public Safety enforces the appropriate and safe operation and parking of golf cart-type vehicles and may issue tickets accordingly. Improperly parked vehicles may be towed, 'booted' or otherwise disabled by Public Safety;
- Failure to follow this policy may result in disciplinary action and a referral to the Judicial Affairs Office for investigation as a possible violation of the Fundamental Standard.



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

SPORT PSYCHOLOGY

LOCATION:

Sports Medicine Center, 341 Galvez Street
Arrillaga Center for Sports & Recreation (lower level)
Main Phone Number: 650/725-8202

CONTACT INFORMATION:

Dr. Kelli Moran-Miller
Director of Sport Psychology
kmoranmiller@stanford.edu
650.736.7748

Stanford Athletics provides psychological services and resources to you during your college experience through Stanford Athletics Sport Psychology, housed in Stanford Sports Medicine. Our mission is to provide psychological services to Stanford University student-athletes that foster mental health and well-being, promote excellence in educational and athletic goals, and contribute to a safe, welcoming, and multiculturally aware athletic department and campus community. Services include confidential personal counseling and performance psychology services.

- **Dr. Kelli Moran-Miller**, Director of Sport Psychology for Stanford Athletics, is a licensed psychologist, a certified consultant with the Association of Applied Sport Psychology, and a member of the USOC registry. She uses a strengths-based and student-centered approach to assist student-athletes in the achievement of personal, educational, and sport goals. Her office is in the Sports Medicine Center.
- **Dr. Lisa Post**, Director of Sports Medicine in Psychiatry, is a licensed psychologist who specializes in working with athletes and coordinates referrals within the Department of Psychiatry and Behavioral Sciences. Her office is on campus at 401 Quarry.

Scheduling an Appointment:

As part of the Stanford Hospital health care network, these services are provided to you with no out of pocket expenses. Appointments can be made by:

- 1) Calling the Sports Medicine front desk at 650.725.8202 and scheduling with Dr. Moran-Miller.
- 2) Contacting Dr. Moran-Miller directly at kmoranmiller@stanford.edu or 650.736.7748.
- 3) Contacting Dr. Post directly at 650.725.2372, 650.906.0859 (cell) or lpost@stanford.edu.

Confidentiality

Feelings of trust and safety are critical for personal growth and relationship building. Therefore, confidentiality is taken quite seriously. **ALL** conversations and correspondence between you, the student-athlete, and your psychologist remain confidential. Any information discussed will **NOT** be shared with coaches, sports information, media, or any other member of DAPER without your written consent or in instances where disclosure is required by law

What to Expect

Services are free of charge to currently enrolled Stanford student-athletes. The first session typically lasts about an hour and includes time for discussing current concerns, relevant history, and goals. Follow-up sessions typically last 45 minutes and occur once every week or two. Appointment times and length are flexible. All sessions focus on discussing goals, strategies, and skill development to address concerns.

STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

SPORTS PERFORMANCE & NUTRITION

LOCATION: Arrillaga Family Sports Center
Maples Pavilion
Arrillaga Practice Gymnasium

CONTACT INFORMATION:

Shannon Turley
Kissick Family Director of Sports Performance
msturley@stanford.edu
650/724-3785

Kristen Gravani
Director of Sports Nutrition
kgravani@stanford.edu
650-721-4123

Kelli Moran-Miller
Director of Sports Psychology
kmoranmiller@stanford.edu
650-736-7748

Charles "Chase" Phelps
Sports Scientist

SPORTS PERFORMANCE MISSION

The mission of the Stanford University Sports Performance program is to create the most comprehensive player development program in collegiate athletics with emphasis on injury prevention, athletic performance enhancement and mental discipline development.

STANFORD SPORTS PERFORMANCE TRAINING FACILITY EXPECTATIONS

1. Our Code of Conduct focuses on four main areas: technique, effort, attitude, and mental discipline.
 - a. Technique: Safety is our number one priority in all aspects of training and proper lifting technique is required at all times. Free weight exercises require the use of collars and spotters at all times, use caution when loading and unloading weights, do not drop weights or leave weights on the floor except approved Olympic bumper plates, and know your limitations as communicated prior with you by the sports performance and athletic training staff.
 - b. Effort: Your best effort is expected every day. Establish consistent work habits and be accountable to your teammates. Positive energy will help you overcome adversity.
 - c. Attitude: Align your choices with your goals. Seek coaching and challenge yourself to improve. Excuses are not accepted and will only erode your self-respect and confidence.
 - d. Mental Discipline: Invest in the process of your development. Concentrate on what you can control by focusing on the task at hand.
2. Only current and approved former Stanford athletes as well as Athletic Department staff are allowed to train in Stanford Athletic Weight-Room Facilities. Prior communication with the sports performance staff must be made for former student-athletes and athletic department staff so usage will not interfere with current student-athlete training sessions.
3. Any student-athlete, sport coach, or staff member using a sports performance facility must be in good physical condition and passed a physical exam with a licensed medical doctor within the last 12 months.
4. Student-athletes must not train unsupervised. All student-athletes must be scheduled by their assigned sports performance coach.
5. For safety purposes, all hats and jewelry (rings, chains and watches) should be removed before each training session.
6. Use all equipment as it is intended to be used. If you are unfamiliar with a piece of equipment, ask for assistance from the sports performance staff. Please report any broken, damaged, or malfunctioning equipment immediately.
7. All training cards/folders, weight plates and dumbbells are to be returned to the proper place when finished. Strip all bars and plate loaded equipment down when finished.
8. Please conduct yourself in a manner that will not endanger you, the athletes around you or disrupt a training session.
9. Stanford issued training attire must be worn at all times. Proper footwear must also be worn – no open-toe shoes allowed.
10. With the exception of approved sports supplements, food or drink are not allowed in the weight room. Chewing gum and tobacco products are also prohibited.

Stanford Sports Nutrition

To provide the best quality nutrition care for Stanford Athletes; working to improve general health, sport performance, injury prevention, and recovery goals. We integrate and complement services of Sports Medicine and Sports Performance to best serve individual athlete and team fueling needs.

Individual consults covering any of the following areas:

- Weight gain or loss
- Maximizing muscle development or recovery
- Meal timing
- Meal/menu planning
- Healthy eating
- Cramping prevention
- Medical nutrition: altered nutrition related lab values, anemia, sickle cell trait, PCOS, pre and post-surgery, etc.
- Gastrointestinal discomfort or disorders
- Grocery store tours
- Disordered Eating

If you have an eating concern not listed, or are worried about a teammate's eating, please feel free to reach out to Kristen Gravani, your athletic trainer or team physician.

Body Composition Assessment and Interpretation

We have several mechanisms available for measuring body composition depending on the athlete's needs. All body composition measures for Olympic sports will be conducted by Sports Medicine or Nutrition Staff and will not be shared with sport coaches. We reserve the right to deny measurement to any athlete we feel would not benefit from this information.

Team Education

Provisions include team talks/ discussions on specific team nutrition needs or life skills for healthy eating, such as grocery store tours or cooking lessons.

Dietary Supplements

Before consuming any nutritional/dietary supplement product, **it must be** reviewed by one of the designated athletics department staff, listed below.

- Director of Athletic Training- Scott Anderson
- Director of Sports Nutrition - Kristen Gravani
- Director of Sports Performance- Shannon Turley

Please note the following NCAA warning:

- Dietary supplements are not well regulated and may cause a positive drug test result.
- Student-athletes have tested positive and lost their eligibility using dietary supplements.
- Many dietary supplements are contaminated with banned drugs not listed on the label.
- **Any product containing a dietary supplement ingredient is taken at your own risk.**

Note: there are no specific "NCAA approved" supplements. Supplement store employee recommendations and approval do NOT take the place of a Stanford product review.

Definition of a dietary supplement: A product intended to supplement the diet that contains one or

more of the following:

- Vitamin
- Mineral
- Herb or other botanical

- Amino acid
- Dietary substance intended to increase total calorie intake
- A concentrate, metabolite, constituent, extract, or combination of any of the above ingredients

Supplements are not typically used/recognized as a conventional food or as a stand-alone meal item and may or may not be labeled as a dietary supplement.

Common Athletic Supplements include:

- Vitamins
- Minerals
- Any specialty hydration products besides Powerade and Gatorade
- Powders
- Gels/gummies
- Bars

The NCAA bans the following classes of drugs:

- Stimulants
- Anabolic Agents
- Alcohol and Beta Blockers (banned for rifle only)
- Diuretics and Other Masking Agents
- Street Drugs
- Peptide Hormones and Analogues
- Anti-estrogens
- Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned.

The student-athlete will be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified on the label.

Drugs and Procedures Subject to Restrictions

- Blood Doping
- Local Anesthetics (under some conditions)
- Manipulation of Urine Samples
- Beta-2 Agonists permitted only by prescription and inhalation
- Caffeine if concentrations in urine exceed 15 micrograms/ml

Some Examples of NCAA Banned Substances in Each Drug Class

1. **Stimulants**

amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, "bath salts" (mephedrone) etc.
exceptions: phenylephrine and pseudoephedrine are not banned.

2. **Anabolic Agents** (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione)

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine; stanozolol; stenbolone; testosterone; trenbolone; etc.

3. **Alcohol and Beta Blockers** (banned for rifle only)
Alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.
4. **Diuretics (water pills) and Other Masking Agents**
Bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.
5. **Street Drugs**
Heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (eg. spice, K2, JWH-018, JWH-073)
6. **Peptide Hormones and Analogues**
Growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.
7. **Anti-Estrogens**
Anastrozole; tamoxifen; formestane; ATD; clomiphene; etc.
8. **Beta-2 Agonists**
Bambuterol; formoterol; salbutamol; salmeterol; etc.

Additional examples of banned drugs can be found at www.ncaa.org/drugtesting. Any substance that is chemically related to the class, *even if it is not listed as an example*, is also banned. Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesport.com/rec password ncaa1, ncaa2 or ncaa3. These lists are subject to change.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.



STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

ATHLETICS COMMUNICATIONS

LOCATION: Arrillaga Family Sports Center, Suite 116

Brian Risso
Assistant Athletic Director
brisso@stanford.edu
650.736.9044

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Assistant Director
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650/736-9044

Alan George
Director
alan.george@stanford.edu
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Digital Lead
gray1@stanford.edu
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Doug Drabik
Assistant Director
ddrabik@stanford.edu
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STANFORD ATHLETICS COMMUNICATIONS

The Stanford athletics communications office is located in the Arrillaga Family Sports Center.

The daily task of Stanford athletics communications is to publicize and assist in the promotion of the university's 36 intercollegiate athletic teams and student-athletes to a wide variety of publics -- including media, alumni, fans, parents and University personnel.

The task involves the facilitation of extensive interview requests for all programs and departments, coordinating public information for television and radio coverage, the production of athletic publications, video content, feature stories, programs, game notes, press releases, statistical information, maintaining historical archives as well as recognizing the developing new media opportunities -- such as the department's social media platforms -- to further enhance the image of Stanford's nationally-acclaimed athletic programs.

In a larger sense, the task involves the maintenance and advancement of the image of public relations image of the University in general. Given the scope of the institution, the devotion of its alumni, the national interest in University's athletic program, the task is given a high priority on the University's scale. The athletic communications and media relations office is involved as anyone on campus in creating and maintaining that image. It's one that should never be taken for granted and one that is affected by the actions of every representative of the athletics communications department.

The athletics communications department strives to represent Stanford Athletics and the University to its many publics by creating a positive, friendly, cooperative, service-orientated and professional environment for the many customers we serve on a daily basis.

Target Audiences

- National and local media outlets
- Student-athletes
- Coaches
- Staff
- University officials
- Alumni
- General public
- Parents
- Recruits and prospective students
- Other universities

Key Communication Vehicles

- GoStanford.com
- Facebook
- Twitter
- YouTube
- Video and television
- E-mail distribution lists
- Print media
- Electronic media
- Online media

Key Communication Strategies

- Creative online editorial and video content.
- Produce informative and attractive athletic publications that exceed industry standards.
- Proactively pitch stories to local and national media.
- Produce informative and timely game notes and press releases.
- Promote Stanford student-athletes for various academic and athletic awards.
- Work collaboratively with DAPER staff, particularly in the areas of marketing, tickets, community and external relations to advance an integrated public relations platform.
- Serve as historical clearinghouse for all past Stanford athletes, coaches and teams.
- Acknowledge and promote Stanford's rich history of athletic success in order to strengthen ties with alumni.
- Maintain meticulous and accurate statistics on all student-athletes and teams.

- Provide a professional, efficient and friendly working environment for all media partners covering events on our campus.
- Provide guidance and training and student-athletes and coaches in dealing with the media.
- Maintain a courteous, positive, professional and attentive demeanor at all times, as our actions reflect the image of Stanford Athletics and the University.
- Build relationships with student-athletes, coaches, administrators, alumni and media.

Our Policy

- We firmly believe it is in the best interest of Stanford and our student-athletes to provide optimum services to the media and public at large. At the same time, we realize that a student-athlete's studies, team practice, competition schedule and social life come first. We will do our best to coordinate interviews and other media requests accordingly.
- If a student-athlete feels overloaded with too many interview requests or wants advice on how to conduct an interview, please speak with a member of the staff. We are here to assist Stanford student-athletes and coaches in the way they handle themselves with the media.
- We are at your service. We encourage you to call or e-mail us anytime a media-related question arises.

Student-Athlete Responsibility

Stanford University student-athletes benefit from a tremendous amount of national and local media exposure and have an outstanding reputation of positive media rapport over the years. Therefore, it is important to understand the media, the value of positive media relations and how best to work with the media.

Just as giving 100% on the playing field and in the classroom are your responsibilities, so is cooperating with the media. It's all part of the package of being a Stanford student-athlete.

One of the primary ways for Stanford fans to discover information about you is through the media. The stories of Stanford teams, student-athletes and coaches are told to fans on a daily basis throughout the year by thousands of media outlets.

Student-athletes at Stanford have many more opportunities than those at most schools to do media interviews as the university is located within one of the nation's major media markets.

A positive relationship with the media improves your image with the general public. You should view your obligation to cooperate with the media as a chance to promote yourself, your team, your sport and Stanford University. Use the media to develop a positive image. Many student-athletes have parlayed the visibility of their careers into lucrative professions after their playing days are over. The acceptance of a student-athlete, team or institution by the media is developed by the impressions made through an interview or feature story, as well as by the way the student-athlete conducts oneself.

The last thing you want is to receive publicity for an unfortunate off the field incident. As a student-athlete, your off-field activities are viewed by the media as relevant news, while a non-athlete's activities may not be viewed in the same manner.

INTERVIEWING WITH THE MEDIA

The primary way you will deal with the media is through interviews. Most interview topics are about your team and yourself. Interviews should be looked at as part of the educational experience offered at Stanford. Interviews can help you develop communication skills that can assist you not only in the classroom but in

future professional and business careers. The more interviews you do, the better you will become at doing them and the more fun they will be. We encourage you to make yourself available for media interviews, especially because as student-athletes you have the opportunity to be tremendous representatives of Stanford University.

Our Guidelines For You

1. Only conduct interviews which have been arranged by a member of the athletics communications office. Phone interviews should be done in the athletics communications office unless other arrangements are made.
2. Do not give out your phone number (or a fellow student-athlete's phone number) to a media member. You don't want a late-night phone call or text from a reporter catching you in a time of crisis.
3. If you have an interview scheduled, show up, be on time and wear appropriate attire that properly represents you as a Stanford student-athlete. Because of deadlines, the media relies on you to be on time. Should you ever have a problem making a prescheduled appointment, always call the athletics communications office as soon as you become aware of the issue.

Tips To Consider When Doing Interviews

- Let the athletics communications office and the reporter know if there are subject areas that are off limits. You have the right to know something about both the reporter and the subject matter before agreeing to the interview. You don't have to do an interview that you don't feel comfortable doing, but there is an appropriate way of denying the request.
- Show up on time for all interviews. If not, you could get the interview off on the wrong foot.
- Remember your audience. You may be speaking to one reporter, but the real audience for your remarks is the many fans who will read or listen to your comments through the representative of the media outlet with which you are speaking.
- Your goal with the media should be to place yourself in the best possible light with the real audience -- the fans. You can do this by always delivering a positive message no matter the circumstances. When you win, don't be arrogant and cocky. When you lose, don't criticize others.
- This is your interview. Plan on doing at least half of the talking. Avoid simple "yes" and "no" answers.
- It is perfectly fine for a journalist to ask just about any question, no matter how much it might offend you. You can't control the questions, but you can control the answers. Think carefully before answering a question. Think about how it will affect others. Always remember that you choose how to answer a question or whether to answer at all. You can often avoid answering a question at all and still be considerate by changing the subject matter in your answer.
- Appreciate tough questions and prepare answers beforehand. Don't be caught off guard. Pause and collect your thoughts. If you dropped the game-winning pass or fell before the finish line, be prepared to talk about it. You'll earn more respect from the media and the public if you talk after losses or bad performances.
- Think before you speak. If you don't have something nice to say, don't say it. Speak positively about teammates and coaches ... and opponents. You don't want your comments put up on an opponent's locker room bulletin board.

- Don't let negative questions lead you down the wrong path. You must learn to form a bridge from negative questions to positive answers.
- You will be more effective in your interviews if you take the offensive with the media in a positive manner. It starts with being prepared. Prepare your thoughts in advance, take a deep breath and relax.
- Be colorful. Be likeable. Show your personality.
- Be honest in your replies, but also realize that you have the right to protect your privacy. When possible, steer reporters to topics you want to talk about and keep an emphasis on the positive rather than the negative.
- If you're asked a question of a sensitive nature, you don't have to answer it. It's fine to say, "I'd prefer not to discuss the subject." But do not say, "No comment." That implies guilt and suspicion.
- Don't make "off-the-record" comments to reporters. This means that you tell them something confidentially in exchange for asking them not to use it in their stories. There is no reason to give sensitive information that you would not want used in a story to reporters.
- Some reporters build uncomfortable pauses into the interview that are designed to get more information from you. Answer the question with a short, direct reply and then wait for the next question. Put the ball back into the reporter's court.
- Never belittle a reporter even if they ask you what you might consider to be a "stupid" question or one that you heard many times. Reply professionally with your answer and wait for the next question.
- Appearance can say more than words. Always try to look neat and clean for interviews, especially those that feature you on camera. Much of the impression you make in on-camera interviews results from your personal style and body language. This includes your dress and facial expressions.
- When doing television and radio interviews, keep your answers short and simple (20 seconds or less is a good rule of thumb). Speak louder than normal and really try to enunciate clearly as the microphone may also pick up background noises. For on-camera interviews, look at the interviewer and not the camera, unless you are doing a live talkback shot with an in-studio announcer. If the interview isn't live, do not hesitate to stop and ask if you can repeat your answer.

Media Policy Reminder

We ask the media to direct all interview requests to the athletics communications office. We will contact the student-athletes and work around your schedule. If several members of the media want to interview you, we'll arrange for them to all interview you at the same time (possibly through a conference call) to help save you time.

Following the conclusion of games, coaches and student-athletes are expected to make themselves available for media interviews within a reasonable amount of time (generally after a 10-minute "cooling-off" period). Post-game interviews will normally be conducted either in front of a group of media, as a one-on-one interview, or a live interview on radio or television. While it is understood that after a tough loss talking to the media may be difficult, you are still expected to be cordial and available to the media after all wins and losses no matter what has transpired in the event.

ADDITIONAL GUIDELINES FOR INVOLVEMENT WITH THE MEDIA

Kathleen Hessert's Pocket Guide to Media Success

- Be yourself. Be human.
- Make your point in 20 seconds or less.
- Be precise. Avoid generalities. Use specific examples that clarify.
- Don't be baited. Remain calm at all times.
- Don't use jargon. Use words that the general public can understand.
- You're always on. If you can see a microphone, camera or notebook, assume your words and actions are being recorded.

Interview DO's and DON'T's

DO:

- Be prepared
- Be positive
- Praise your teammates
- Keep it short and simple
- Smile
- Be enthusiastic
- Be personable
- Be available and cooperative
- Be polite in difficult situations
- Turn negatives into positives

DON'T:

- Say "No comment"
- Be negative
- Hide
- Lose your cool
- Use "um, you know, like"
- Go "off the record"
- Be sarcastic
- Have an attitude
- Use slang
- Be late

STANFORD UNIVERSITY

DEPARTMENT OF ATHLETICS, PHYSICAL EDUCATION AND RECREATION

UNIVERSITY RESOURCES



Office of Community Standards

The Office of Community Standards strives to create an educational framework within which students, faculty and staff are encouraged to continue to act with integrity in their academic work and as community members, and to fulfill their responsibilities for ensuring that community standards are upheld.

Through the judicial process, students are held accountable for adhering to established community standards including the Fundamental Standard and the Honor Code. When standards are violated, the Office of Community Standards adjudicates cases of student misconduct in a fair, educational, reflective and timely manner.

As a student-athlete, should you be charged with a violation of the Fundamental Standard or the Honor Code, the Office of Community Standards will recommend that you contact the Athletic Department about the charges. If you have questions about this process, please contact the Office of Community Standards at 650/725-2485 or contact Senior Associate Athletic Director Earl Koberlein at 650/279-6700.

Student-Athlete Responsibility

Stanford has traditionally placed a great deal of responsibility on the student-athlete in the realm of choices surrounding substance use. California State Law requires that individuals be 21 years of age to consume alcohol, and the NCAA requires that individuals comply with the banned substance list.

As a Stanford student-athlete there is an increased responsibility as your actions reflect not only your individual choices, but those of your team, the Athletic Department, and the University. Your high visibility in the community requires that you are accountable for your choices both within the athletic arena and in non-athletic associated circumstances. Please consider the potential effects of your actions as they could have lasting repercussions not only for you, but for your community.

CAMPUS RESOURCES

Dining Services

Dining Services Contact Information:
765 Pampas Lane
650/723-4751
<http://www.stanford.edu/dept/hds/dining>

There are many eating options available to undergraduate students at Stanford. You may purchase a University meal plan, buy a board plan offered by one of many student-managed houses or organizations, or cook for yourself. In general, where you live determines which eating options are available to you. All residences except Mirrielees House require the purchase of some type of meal plan. In addition, any student may purchase Cardinal Dollars or the Stanford Card Plan for use at late night and afternoon service, as well as for meals in board, a la board, and a la carte locations.

- Most dining halls provide pre-arranged (by you) late plates for those who will miss dinner that day (e.g. because practice gets out at 7 p.m., etc.). Ask the staff at your dining hall for details.
- If you live off-campus or at Mirrielees, and are on full-scholarship, you will be provided with a stipend check to cover the cost of food for that quarter.

Parking & Transportation Services

Parking & Transportation Services Contact Information:
340 Bonair Siding
650/723-9362
<http://transportation.stanford.edu>

Varsity Parking Lot

As the majority of our teams leave for team travel from the Varsity Lot between the baseball stadium and the Football stadium, we have an agreement with Parking and Transportation Services to allow student-athletes to purchase a Varsity sticker in addition to their residence permit. This Varsity sticker allows the student-athletes to use the Varsity Lot for team travel parking needs.

For those students living off-campus, a letter is not required as you will already need to purchase a regular commuter permit to park on campus.

Please keep in mind that all other parking restrictions apply to those students with a Varsity Lot sticker. This sticker is non-transferable, and is only valid through the expiration date of the original permit it is attached to. Violations of parking permit policies can lead to a Office of Community Standards complaint and revocation of parking privileges.

Student Housing Services

Student Housing Services Contact Information:

565 Cowell Lane

650/725-1600

<http://www.stanford.edu/dept/hds/shs/>

Housing Assignment Services Contact Information:

630 Serra St., Suite 1105-2810

<http://www.stanford.edu/dept/hds/has/>

The diverse system of undergraduate housing at Stanford provides students with a variety of educational settings including academic theme and focus houses, self-managed houses, apartments, and suites, in addition to traditional dormitories. All houses are staffed with student resident assistants. First-year students are required to live on campus and approximately 90 percent of the upper-class students choose on-campus housing.

Student Financial Services

Student Financial Services Contact Information

632 Serra St., Suite 150

650/723-2181

Fax: 725-0450

Monday-Friday, 10 a.m.-4 p.m.

<http://co.stanford.edu/students>

Student Financial Services bills and collects for tuition, room, board, student telephone charges, returned checks, and issues short-term and long-term loans. Counseling is available to help students learn how to meet their financial obligations. For general information see the web site listed above.

Undergraduate Advising and Research Office (UAR)

Academic Standing Contact Information:

Sweet Hall, 1st Floor

Phone: 650/723-2426

The UAR handles inquiries about academic standing (probation, provisional registration, and suspensions), and petitions for exceptions to various academic polici

Student Assistance

Student Disability Resource Center Contact Information:

Office of Accessible Education

563 Salvatierra Walk

Phone: 650/723-1066

Fax: 650/725-5301

Monday-Friday, 9 a.m.-5 p.m.

<http://www.stanford.edu/group/DRC/>

The Student Disability Resources Center provides numerous services for students with verified disabilities. Students need to complete the “Initiating Services Checklist” and provide documentation to the SDRC staff to qualify for the services.

Student Groups, Student Life, and Student Support

Stanford students may study hard, but they play and volunteer with equal enthusiasm. At last count, there were more than 600 organized student groups on campus, all of which contribute to Stanford’s rich sense of community. While there are far too many student organizations to describe fully here, many groups offer websites. The following website provides a list of all current student organizations recognized by the Office of Student Activities: <http://osa.stanford.edu/>

Community Centers & Student Resources

Stanford Community Centers provide a gateway to intellectual, cultural and leadership opportunities for all Stanford students. Each center has its own mission. Students seeking academic enrichment, connection to a broader community and/or individual services and support will find excellent resources in the Community Centers. The following groups and resources are sponsored by the Office of Student Affairs:

- Bechtel International Center
- Native American Cultural Center
- Asian American Activities Center
- Black Community Services Center
- El Centro Chicano
- Lesbian, Gay, Bisexual, Transgender Community Resource Center
- Stanford Women’s Community Center
- Career Development Center
- Haas Center for Public Service
- Office of Accessible Education

Public Service

The Haas Center for Public Service connects academic study with public service to strengthen communities and develop effective public leaders. More than 70 student organizations and programs provide students with additional opportunities to serve. Information about the Haas Center for Public Service can be found at <http://haas.stanford.edu/>

Religious Life

The Deans for Religious Life oversee and provide support for the Stanford Association of Religions, a membership organization of representatives from a number of self-supporting religious organizations invited to offer their ministries to the campus through Stanford student groups. Some Stanford Associated Religions have offices on the third floor of the Clubhouse Building in the Old Union complex. Please check the Members listings for details at: <http://www.stanford.edu/group/religiouslife/>