

RESPECT

INTEGRITY

TRUST

STUDENTS FIRST



BUILDING GREATNESS

2016 2017

TOWSON UNIVERSITY

**Student-Athlete
Handbook & Planner**

VISION

The **TOWSON TIGERS** will be Greater Baltimore's premier collegiate brand driven by the University's mission of excellence in academics, leadership development, community engagement and athletic success.

MISSION

Towson Athletics enriches the University through a culture of engagement while leading and inspiring our student-athletes to be champions in competition, the classroom, and the community.

STRATEGIC THEMES

- 1 Student Athlete Well-Being and Competitive Excellence
- 2 Student-Athlete Academic Success
- 3 A Leader in Campus and Community Engagement
- 4 National Model for Gender Equity, Diversity and Inclusivity
- 5 Championship Quality Facilities
- 6 Fiscal Responsibility and Revenue Generation

CORE VALUES

- T**RUST
- I**NTEGRITY
- G**REATNESS
- E**NGAGEMENT
- R**ESPECT
- S**TUDENTS FIRST



Towson University 2016 - 2017 Student-Athlete Handbook & Planner

2016-2017 ACADEMIC CALENDAR

FALL TERM 2016

August 29	Classes and Change of Schedule Period Begins
September 5	Labor Day – NO CLASSES
September 7	Last day to drop a course with no grade posted to academic record
	Last day to add a course
November 7	Last Day to Withdraw with a Grade of "W"
	Last Day to Change P/F and audit options
November 23-27	Thanksgiving Holiday – NO CLASSES
December 12	Last Day of Classes
December 14-20	Final Examinations
TBA	Commencement

MINIMESTER 2016

January 3	Minimester Begins
January 3-4	Change of Schedule Period
January 12	Last Day to Withdraw with a Grade of "W"
January 16	Martin Luther King Day – NO CLASSES
January 23	Classes End

SPRING TERM 2017

January 30	Classes Begin
	Change of Schedule Period Begins
February 7	Last day to drop a course with no grade posted to academic record
March 19-26	Spring Break
April 10	Last Day to Withdraw with a Grade of "W"
	Last Day to change to P/F and audit options
May 16	Last Day of Classes
May 17-23	Final Examinations
TBA	Commencement

Name _____

Address _____

City/Town _____ Zip Code _____

Phone _____

Email _____

Student ID No. _____

Personal Academic and Athletics Information

MY ATHLETICS ACADEMIC ADVISOR

Name _____

Phone _____ Email _____

MY MAJOR/DEPARTMENTAL ADVISOR

Name _____

Phone _____ Email _____

MY COACH

Name _____

Phone _____ Email _____

MY ATHLETIC TRAINER

Name _____

Phone _____ Email _____

MY STRENGTH & CONDITIONING COACH

Name _____

Phone _____ Email _____

FALL TERM

Professor	Class	Telephone	Email	Office Hrs.
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SPRING TERM

Professor	Class	Telephone	Email	Office Hrs.
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Class Schedule Grid

FALL 2016 CLASS SCHEDULE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8 a.m.					
9 a.m.					
10 a.m.					
11 a.m.					
12:30 p.m.					
2 p.m.					
3:30 p.m.					
4 p.m.					
Night Class					

SPRING 2017 CLASS SCHEDULE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8 a.m.					
9 a.m.					
10 a.m.					
11 a.m.					
12:30 p.m.					
2 p.m.					
3:30 p.m.					
4 p.m.					
Night Class					

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A Letter from Director of Athletics

Dear Tiger Student-Athletes,

It is with great enthusiasm and excitement that I welcome you to campus for the start of another school year. Whether you're a returning upperclassman or arriving at TU as a new Tiger, it is the goal of the Department of Athletics to make the 2016-2017 school year a great experience for you.

Your coaches and support staff have worked hard over the course of the last year to develop Building Greatness, our Department's Strategic Plan. You will find a page in your handbook devoted to our Departmental Vision and Mission, as well as our six **T.I.G.E.R.S.** Core Values that will guide every decision we make as an administration. Trust, Integrity, Greatness, Engagement, Respect, and Students First are important foundations to everything you do as a Towson Tiger, and to everything we do for you, in order to make you the most successful person you can be.



There are six themes to our plan into which we'll be putting our energy and resources:

1. Student-Athlete Well-Being and Competitive Excellence
2. Student-Athlete Academic Success
3. A Leader in Campus and Community Engagement
4. National Model for Gender Equity, Diversity, and Inclusivity
5. Championship-Quality Facilities
6. Fiscal Responsibility and Revenue Generation

Baltimore had a difficult year, and we look forward to embracing the city and the Greater Baltimore region, and giving our community something to cheer about and celebrate as you compete for championships and excel in the classroom. Your hours of community service will be geared to making a difference and having an impact. All the while, we'll be working behind the scenes to Build Greatness – great services for your experience and well-being, great partnerships to help you connect with your community, and great facilities to help you compete and win. In return, we ask for championship effort and attitude to graduate and tell your Towson story.

I will attend as many of your events as possible. When I'm not around, you can trust that I will be working on and off campus on strategic partnerships, funding opportunities, and risk management so that we can be successful.

You are a Towson Tiger – now and for life. I hope you'll support your fellow Tigers this year. You're all putting a great deal of time into your academic and athletic careers here at Towson, and it takes all of us to make this a successful journey. Good luck this year – We'll be rooting for you

Sincerely,

Tim Leonard
Director of Athletics

A Letter from the Faculty Athletics Representative

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Welcome, Tigers, to the start of a new academic year! On behalf of the faculty of Towson University, I want to wish you all the best for an incredible academic and athletic season. As the new Faculty Athletics Representative, I would like to emphasize that the primary goal of Towson's faculty and staff is to create an environment in which you can thrive in all endeavors, ultimately completing your degree in your chosen major. With an Athletics Core (T.I.G.E.R.S.) Value of Student-Athlete Academic Success, my primary focus is to support and advocate for you through this process. While I am thrilled to take on this role, now is the time for you to take personal responsibility for your own journey and ultimate success. In general, I encourage you to be proactive and do not wait to seek the resources at your disposal to be a Total Tiger, including:



Athletics Resources:

- Tutoring – offered for academic excellence, not just eligibility
- Study hall – it is required, so use your time effectively
- Athletic Academic Services – seek out your assigned sport advisor with questions about classes or any other concerns regarding your progress off the field
- Student-athlete leaders and role models – e.g., SAAC and L.E.a.D. Tiger members
- Coaches and team members – seek out mentors to assist with academics too!
- Student-athlete planner – you know your practice schedule, prepare for assignments and exams in the same way

University Resources:

- Major advisors/faculty members
- Career Center – advice on academic plans of study and pre-professional preparedness
- Tutoring centers
- Writing center
- Counseling Center

As Towson University's Faculty Athletics Representative, I have been appointed by the President to focus on student-athlete academic success. Should you have any questions or concerns regarding advising, courses, and/or faculty, do not hesitate to contact me directly (jminkove@towson.edu; 410.704.2777).

Best wishes for a fantastic academic and athletic year and GO TIGERS!

Sincerely,

A handwritten signature in black ink, appearing to be 'JRM'.

Jessica R. Braunstein-Minkove, Ph.D.
NCAA Faculty Athletics Representative
Associate Professor, Sport Management
Department of Kinesiology
College of Health Professions

SAAC Leadership

The Student-Athlete Advisory Committee is made up of student-athletes from every sport and is assembled to provide insight on the student-athlete experience and offer input on the rules, regulations and policies that affect student-athletes' lives at Towson University. SAAC is organized into three subcommittees: Governance, Community Service & Events and Communications. Monthly meetings are open to all student-athletes. Interested persons should contact their respective coach or team representatives.

2016-17 SAAC Executive Board



Adam Ceribelli,
Men's Lacrosse



Allie Stauffer,
Field Hockey



Daijha Thomas,
Women's Basketball



Lauren Cahalan,
Gymnastics



John Hulede,
Men's Golf,
Ex-Officio,
Presidential Ambassador

A Brief History of Towson University

From its beginnings as a teachers school in downtown Baltimore, Towson University has grown to become one of Maryland's largest public institutions of higher education.

When it first opened its doors in 1866 as a State Normal School, its mission was to prepare teachers for Maryland's public school systems. By 1935, it had evolved into the State Teachers College at Towson, offering four-year baccalaureate degrees instead of two-year teaching certificates.

University status was accorded in 1976, in recognition of Towson State's broadened role in Maryland higher education. In 1988, the university joined 10 other public institutions in the newly established University System of Maryland. Nearly a decade later, in 1997, Towson dropped the "state" from its name, reflecting its shift from a state-supported to a state-assisted institution.

Today, Towson University enrolls approximately 18,807 full-and part-time undergraduates, including international students from nearly 70 countries. In addition, there are more than 4,000 graduate students pursuing advanced degrees.

Towson University comprises seven colleges: the College of Business and Economics, the College of Education, the College of Fine Arts and Communication, the College of Health Professions, the College of Liberal Arts, the Jess and Mildred Fisher College of Science and Mathematics and the Honors College. The Office of Graduate Studies offers more than 80 degree and certificate programs in the fields of business, education, fine arts and communication, health professions, liberal arts, science and mathematics. Towson University also offers doctoral programs in Audiology, Information Technology, Instructional Technology, Occupational Science and Jewish Studies.

Towson's 328-acre campus, home of the institution since 1915, boasts an impressive blend of traditional and modern architecture, open space, woods and streams. Within walking distance of campus is the town of Towson, while eight miles south is downtown Baltimore, home of the National Aquarium, Fort McHenry and Fells Point. The cultural and educational resources of Washington, D.C., and Annapolis are less than an hour away by car or train.



Conference Affiliations

Towson fields 19 intercollegiate teams: Six sports for men and 13 sports for women. The Tigers compete in the Colonial Athletic Association (CAA) in 17 sports. These include baseball, basketball, football, golf, lacrosse, and swimming and diving for the men and basketball, cross country, field hockey, golf, lacrosse, soccer, softball, swimming and diving, tennis, outdoor track and field and volleyball for the women. The gymnastics team competes in the East Atlantic Gymnastics League (EAGL) and the indoor track and field team competes in the Eastern College Athletic Conference (ECAC) Championship.

THE COLONIAL ATHLETIC ASSOCIATION

One of the most prestigious mid-major conferences in the country, the CAA was founded in 1985. Headquartered in Richmond, Va., the CAA conducts championships in nine men's sports and 12 women's sports. Towson University joined the CAA in 2001.

Full members of the CAA include: The College of Charleston, University of Delaware, Drexel University, Elon University, Hofstra University, James Madison University, University of North Carolina-Wilmington, Northeastern University, Towson University and the College of William and Mary.

The 12 teams competing in CAA Football include: University at Albany, University of Delaware, Elon University, James Madison University, University of Maine, University of New Hampshire, University of Rhode Island, University of Richmond, Stony Brook University, Towson University, Villanova University and the College of William and Mary.

The University of Massachusetts and Fairfield University are associate members in men's lacrosse. The CAA champion earns an automatic berth to the NCAA championship in soccer, field hockey, football, volleyball, men's basketball, women's basketball, men's and women's lacrosse, men's and women's golf, baseball, tennis and softball.

EAST ATLANTIC GYMNASTICS LEAGUE – EAGL

The Tiger gymnastics program competes within the East Atlantic Gymnastics League (EAGL). Other schools competing in the EAGL include: George Washington University; University of New Hampshire, University of North Carolina, Chapel Hill; North Carolina State University; and the University of Pittsburgh.



CAA STUDENT-ATHLETE MISSION STATEMENT

As CAA student-athletes, we commit ourselves to Be the Difference. As leaders in the community we personify and instill sportsmanship, perseverance, and compassion to establish a legacy based on today's excellence and tomorrow's success.



THE TOWSON TIGER MASCOT: DOC

Towson University is one of 27 NCAA member institutions using the nickname “Tigers.” The Tiger is the most popular mascot among American colleges and universities. However, its obvious popularity was not the real reason the Tiger was selected to represent Towson.

When Towson University was a two-year normal school, the Baltimore media referred to its teams as the “Teachers.” As the school expanded to three- and four-year programs, the newspapers granted Towson student-athletes tenure, calling them the “Professors,” and even shortening it to “Prof.” Later, it was changed again to the “Schoolmasters.”

The “Indians” and “Golden Knights” were other nicknames used by Towson over the years. But, as the tale goes, the moniker was finally decided after a soccer match. One autumn afternoon a sportswriter was covering the Towson soccer team in an uphill struggle. The next day the writer wrote that although the team had lost the game, “...they played like Tigers.” The soccer team appreciated the comment and adopted “Tigers” as its nickname. Enthusiasm for it spread throughout campus, and the Tiger eventually became the official designated mascot.

The Towson Tiger logo has also experienced change. Several years ago the new “stylistic” tiger was unveiled, replacing the upright caricature that had been used since the mid-80s. That took the place of the old block Tiger, which served as the logo from 1979. The Towson logo is registered trademark, and approval is required for its use.



THE SCHOOL FIGHT SONG: “HAIL TOWSON”

*Hail to the Towson Tigers,
We're true to the Black and Gold
Fight on with Courage
Now and Forever,
Victory Strong and Bold!*

*Hail to the Towson Tigers,
Stand Proudly for all to see!
Fight! Fight! Tigers Fight!
Lead us to Victory!*

TIGER PLEDGE

As a Towson University student, I will...

T*ake responsibility for myself and the choices I have made.*

I*magine success and work hard to achieve my academic goals.*

G*ive my best in showing respect for myself and others.*

E*ngage in my community to make a difference.*

R*emember to pause to celebrate my accomplishments.*

Coaches Directory

All phone numbers begin with 410-704-(extensions noted)

MEN'S SPORTS:	Coach	Phone	Sport Administrator
Baseball	Mike Gottlieb	3775	Geoff Gordon
Basketball.....	Pat Skerry	6262	Tim Leonard
Football.....	Rob Ambrose	6167	Tim Leonard
Golf	Brian Yaniger	3578	Tricia Brandenburg
Lacrosse	Shawn Nadelen	2250	Tricia Brandenburg
Swimming & Diving.....	Pat Mead	3577	Tricia Brandenburg

WOMEN'S SPORTS:

Basketball.....	Niki Reid Geckeler	3153	Tricia Brandenburg
Cross Country, Track & Field.....	Mike Jackson	3972	Antwaine Smith
Field Hockey.....	Carly Campana	3159	Jon Dahlquist
Golf.....	Kate Schanuel	5706	Will Huff
Gymnastics.....	Vicki Chlischczyk	3895	Jon Dahlquist
Lacrosse	Sonia Lamonica	2961	Tim Leonard
Softball.....	Lisa Costello	3164	Jon Dahlquist
Soccer	Greg Paynter	3165	Tricia Brandenburg
Swimming & Diving.....	Pat Mead	3577	Tricia Brandenburg
Tennis	Doug Neagle	6399	Will Huff
Volleyball.....	Don Metil	4028	Tricia Brandenburg

Sport Administrators

Each team is assigned a sport administrator, which is an athletics administrator who works closely with the specific sport coaches and team. These individuals are available to guide student-athletes to appropriate resources and to discuss any concerns or problems that may arise that cannot be managed successfully within the team situation. The sport administrator meets with each team at the beginning of the season to review the Student-Athlete Handbook/Planner and address any questions students might have as the academic year begins. Throughout the year, the sport administrators work closely with the coaches, are available to support their teams, and will travel with the team to some away from home contests.



Tim Leonard



Tricia Brandenburg



Will Huff



Geoff Gordon



Antwaine Smith



Jon Dahlquist

Athletics Administrators Directory

All phone numbers begin with 410-704-(extensions noted)

Director of Athletics	Tim Leonard	3936
Deputy Director of Athletics/SWA	Tricia Brandenburg	4177
Deputy Director of Athletics/Operations	Will Huff	5564
Senior Associate Director of Athletics (Marketing and Communications)	Roy Brown	2710
Senior Associate Director of Athletics (Development)	Dan Crowley	4185
Assoc. AD, Sports Medicine & Performance	Nathan Wilder	3606
Assistant Director of Athletics (Total Tiger Program)	Antwaine Smith	4355
Assistant Director of Athletics (Academic Achievement)	Geoff Gordon	2403
Assistant Director of Athletics (Team Operations & Planning)	Jon Dahlquist	2745
Asst. AD., Facilities and Event Management	Steve Zamagias	5498
Director of Compliance	Matt Keane	4668
Athletics Academic Advisors	Justin Harris	2464
.....	Eric Franc	4796
.....	Elysa Newman	2658
.....	Michele O'Connor	3171
Learning Specialist	Erin Mandahl	3319
Learning Specialist	Dixie Wingle	5225
Director, Athletics Media Relations	John Brush	3102
Equipment Manager	Ben Ginn (TC)	2732
.....	Mike Shapley (FH)	5505
 General University Information		<i>410-704-2000</i>
Athletics Administration		<i>410-704-5507</i>

Important University Phone Numbers

Academic Advising (University).....	410-704-2472
Auxiliary Services (One Card, Parking, Meal Plans)	410-704-2284
Bursar's Office (Tuition, Fees, Billing)	410-704-2100
Campus Ministry Center	410-704-2051
Campus Recreational Services	410-704-2367
Career Center	410-704-2233
Cook Library	410-704-2461
Counseling Center	410-704-2512
Center for Student Diversity	410-704-2051
Health Center	410-704-2466
Registrar	410-704-2096
Escort Service	410-704-SAFE (7233)
Financial Aid.....	410-704-4236
Honors College	410-704-4677
International Student and Scholar Office	410-704-2421
Student Activities Office	410-704-3307
Office of Technology Services (OTS) (Tech Support)	410-704-5151
TU Alcohol, Tobacco and Other Drug (ATOD)	
Abuse Prevention Center	410-704-3723
University Bookstore	410-704-BOOK (2665)



Important University Websites

Athletics	www.towsontigers.com
Auxiliary Services Main:	auxiliary.towson.edu
One Card Site:	onecard.towson.edu
Parking:	parking.towson.edu
Bursar's Office (Tuition, Fees, Registration, and Billing)	www.towson.edu/bursar
Career Center	www.towson.edu/careercenter
Cook Library	cooklibrary.towson.edu
Counseling Center	www.towson.edu/counseling
Dining Services	dining.towson.edu
Financial Aid	onestop.towson.edu/finaid
Health Center	www.towson.edu/healthcenter
Students @ Towson Page	inside.towson.edu/intranetstudents
Gateway to schedule of classes, registration, advising, online courses, Academic Calendar	
Student Activities	www.towson.edu/studentactivities
Student Computing Services	www.towson.edu/scs
University Book Store	store.towson.edu
University Police	www.towson.edu/police
Student Engagement Record	involved.towson.edu



Towson Athletics enriches the university through a culture of engagement, while leading and inspiring our student-athletes to be champions in competition, the classroom and the community. The Towson University Template of TRUST sets forth our commitment to our student-athletes during their time at Towson University.

TEMPLATE OF TRUST: TOWSON UNIVERSITY'S COMMITMENT TO STUDENT-ATHLETES

The Template of TRUST is based on the core values set out in “Building Greatness,” Towson Athletics’ strategic plan, including Trust, Integrity, Greatness, Engagement, Respect, and Students First. Many of these commitments are not new, as Towson has long been a leader in student-athlete welfare. Our shared commitments with our Towson student-athletes are as follows:

Total Tiger Experience

Towson is strongly committed to the holistic development of our student-athletes as Total Tigers to be champions in competition, the classroom, and the community. We believe the student-athlete experience is inextricably linked to competitive experience and commitment to competitive growth in all sports. Additionally, what separates the Towson Athletics experience is our commitment to community service and campus engagement. Towson Athletics believes that being a student-athlete also means being a student, including participating in campus activities, as well as a community member. On average, Towson student-athletes complete more than 10,000 hours of community service per year. The Total Tiger Program also provides and coordinates personal and leadership development programming for all student-athletes.

Respect & Integrity

Towson University develops student-athletes to be the best they can be in an environment of respect and integrity with a commitment to compliance. Towson University follows the letter and spirit of NCAA, conference and institutional rules. We believe in the importance of diversity, inclusion, and gender equity and the extent to which they enhance the lives of student-athletes and the university. We are committed to treat others with civility and respect and hold ourselves accountable to the highest standards of character, honesty and trust in our personal and professional behavior.

Unwavering Commitment to Well-being

Towson University is committed to protecting and enhancing the health, safety, and wellness of our student-athletes through a holistic performance model. Towson Athletics commits to providing comprehensive and progressive healthcare services and innovative sport-specific speed, strength and conditioning programs for all student-athletes. We continue to expand our nutrition services through both fueling and education programs and continue to work with the Towson University Sports Sciences Institute to advance

research in the sports sciences field. Towson University will provide student-athletes with the opportunity to use the NCAA Special Assistance Fund to assist with extraordinary circumstances and needs, as allowed by the NCAA.

Significant Voice

At Towson University, student-athletes have a significant voice that is recognized and valued by the Department of Athletics: the Student-Athlete Advisory Committee (SAAC). Through SAAC, student-athletes are expected to provide input on issues impacting student-athletes and their experiences on the campus, conference and national level. Through SAAC, student-athletes will also provide input and feedback to the department and campus through the Department of Athletics Diversity Action Committee, the campus Council of Student Leaders and the Intercollegiate Athletics Committee. Each team will also be assigned a sport administrator who will provide another resource for student-athletes. The sport administrator helps ensure the Towson student-athlete experience is positive, productive, and adheres to these guiding principles.

Towson Degree

The primary goal of Towson Athletics is to ensure that every student-athlete earns his or her undergraduate degree. We believe that it should not take a lifetime to get a degree and are therefore committed to developing achievable four-year degree plans for all student-athlete. We are committed to providing comprehensive academic support programs to support this achievement. We strive to be a leader in academic achievement within the University System of Maryland and we commit to providing opportunities for student-athletes to connect their academic pursuits with career opportunities.



GRADUATION

The Towson University Department of Athletics is committed to the concept that each student-athlete is a student first and foremost. While the importance of athletic participation is vital to the university, the graduation of our student-athletes within four years is the primary goal of the department. From the time a student-athlete is admitted to the university, the focus of the department is for the student-athletes to have a positive experience and to graduate. To this end, academic advising and support programs have been designed to assist all student-athletes in meeting the goal of graduation. All student-athletes will develop a four-year degree plan with their Athletics Academic Adviser. The graduation rate for student-athletes, as reported in all NCAA Graduation Rate Reports, exceeds that of the general student population. It is expected that student-athletes will make every effort to obtain an undergraduate degree within four years of initial enrollment. All coaches, staff and administrators endorse this commitment to each student-athlete's education.

ACADEMIC EXPECTATIONS

Student-athletes are expected to regularly attend all academic classes, to notify instructors in a timely manner when they will be away from class for scheduled athletic contests and to complete all course requirements.

COMMUNITY SERVICE

The Towson University Department of Athletics is committed to assisting the campus and Greater Baltimore area in the form of community service. The Department has completed 10,000 hours of community service for three consecutive years. Team members are involved in a variety of activities throughout the year. Community service includes such activities as conducting sport skills clinics, campus cleanups, assisting with Senior and Special Olympics, and visiting schools and hospitals. Each head coach, in collaboration with the Assistant Athletic Director for the Total Tiger

Program, is responsible for the organization and scheduling of community service activities for his/her team at least once a term. All team members are expected to participate. In addition, SAAC, the Student-Athlete Advisory Committee, is involved in a minimum of one community/university service activity per term. It is expected that all teams will be involved. The team representatives on the committee are responsible for organizing these service programs.

SPORTSMANSHIP

Under the principles of conduct of intercollegiate athletics, the NCAA states: "Student-athletes of a member institution shall deport themselves with honesty and good sportsmanship. Their behavior shall at all times reflect the high standards of honor and dignity that characterize participation in competitive sports in a collegiate setting." The Towson University Department of Athletics and its coaching staff will not tolerate poor sportsmanship or any action by a student-athlete that deliberately injures a teammate or opponent during a practice or competition. Examples of poor sportsmanship behavior include, but are not limited to:

1. Physical abuse of an athlete, coach, official or spectator;
2. Use of obscene or inappropriate language or gestures to team members, opponents, officials, the media or spectators;
3. Any action which violates recognized intercollegiate athletics standards for appropriate conduct, or the values and standards associated with Towson University and the CAA.

CAA SPORTSMANSHIP POLICY

Any player or coach ejected from a contest for unsportsmanlike conduct or behavior will automatically be suspended for the next game. A second ejection within any year would result in a two-game suspension and a third ejection would result in a five-game suspension. The Commissioner of the CAA will have the authority to impose a greater sanction based on the seriousness of the misconduct.

CAA STUDENT-ATHLETE SPORTSMANSHIP PLEDGE

I am a CAA Student-Athlete. I respect myself.

Through respecting myself, I respect my opponent.

Through respecting my opponent, I respect the game.

Through respecting the game, I respect the officials.

Through respecting the officials, I respect the outcome.

My example, in victory or defeat, nurtures respect in others.

Will you follow my lead?

CAA
COLONIAL ATHLETIC ASSOCIATION



PERSONAL CONDUCT

Student-athletes are, at all times, representatives of the Towson University Department of Athletics. Therefore, it is the responsibility of student-athletes to conduct themselves in a manner deemed appropriate to faculty, coaches and the athletics administration. Disruptive or unacceptable behavior that, in the opinion of coaches and/or administrators, is determined to be detrimental to a student-athlete, their athletic program, the Department of Athletics and/or the university will be addressed, and appropriate disciplinary action will be taken. Such action may include the gradation or cancellation of current or future athletically related financial aid and/or team probation, suspension or expulsion. Alcoholic beverages are not to be possessed or consumed by student-athletes, prospective student-athletes, student managers or cheerleaders, regardless of age, during Towson University athletics-related travel, competition, practice or activities.

Substance Abuse

Towson University, recognizing that drug and alcohol abuse presents a serious threat to individual health and community safety, strives to maintain a campus free from illegal use and abuse of alcohol, and the use, possession or distribution of illegal drugs. Student-athletes are expected to comply with all federal, state, and local laws, NCAA rules and University policy. Many drugs, when used in connection with athletic activities, can pose serious health risks to student-athletes. Student-athletes often become highly publicized role models and their abuse of drugs can negatively influence young people, as well as damage the reputation of the institution. Therefore, Towson does not condone the abuse of drugs while participating in intercollegiate athletics. All student-athletes are given the Towson University Department of Athletics' Substance Abuse Policy (which can be found later in this handbook) and are required to participate in the department's Substance Abuse Education Program. Student-athletes who fail to attend required substance abuse education programs may jeopardize their eligibility to participate in intercollegiate athletics.

Hazing

Hazing Policy

"Hazing" in any form is against the law (Annotated Code of Maryland, Article 27, Section 268H) and is strictly prohibited at Towson University. When this policy is violated, action may be taken against all participants. The most damaging instrument to campus organizations (social, honor, service, athletic) is the employment of a program of education, pledging membership or induction that includes hazing. Hazing risks human lives, mistreats those involved and jeopardizes the affiliation of campus organizations at this university.

Definition

"Hazing" is defined as any action taken or situation created intentionally, whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Any mental or physical requirement, request or obligation placed upon any person that could cause pain, disgrace or injury, or is personally degrading or violates any federal, state, local statute or university policy is also considered hazing. Such activities and situations include, but are not limited to: paddling in any form; creation of excessive fatigue; road trips; scavenger hunts; publicly wearing apparel which is conspicuous and not normally in good taste; engaging in public stunts and humiliating games and activities; late night sessions that interfere with scholastic and occupational activities; inappropriate forced calisthenics; line-ups (lining people up and harassing them verbally); running personal errands for the members; forced consumption of alcohol, illegal substances or food; and any other activities not consistent with the academic mission of the university.

Reporting Procedures

Anyone experiencing or witnessing a violation of this hazing policy is encouraged to report the incident and may bring their concerns to the Office of Student Conduct and Civility Education at 410-704-2057, Administration

Building, room 236 and/or Campus Life at 410-704-2332, University Union, room 217.

Consequences

Any student-athlete or athletic team found to be involved in a hazing incident will be sanctioned by the Office of Student Conduct & Civility Education, and may also be sanctioned by the Department of Athletics. A student-athlete and/or team found violating this policy may be suspended for an academic year. All remaining contests may be forfeited and additional penalties may be placed on the program after an investigation. This decision will include input from the associate vice president of Student Affairs, and the Director of Athletics or designee.

Social Networking

Student-athletes must be concerned with any behavior that might embarrass themselves, their teams, and/or Towson University. This includes any activities conducted online and in social media. Towson University supports and encourages the individuals' expression of the First Amendment's right to free speech. This includes participating in online social networking sites (Twitter, Instagram, Facebook, etc.). The university and Department of Athletics does not place any restrictions on the use of social media by student-athletes. However, we remind you that as a member of the Towson University Department of Athletics, you are a representative of the university and are always in the public eye. Please keep the following guidelines in mind as you participate on social networking websites:

- Before participating in any online community, understand that anything posted online is available to anyone, anywhere. Any text or photo placed online is completely out of your control the moment it is placed online — even if you limit access to your site.
- For your safety, do not post your home address, local address, phone number(s), birthdate or other personal information, photos or other items online that could embarrass you, your team or Towson University. This includes information, photos and items that may be posted by others on your page.
- Exercise caution as to what information you

post online about your whereabouts or plans. You could be opening yourself up to predators.

- Be aware of who you add as a friend on your site. Many people are looking to take advantage of student-athletes, while others want to get close to student-athletes to give them a sense of membership on the team.
- Towson University, coaches and administrators can easily access these websites.
- Student-athletes could face discipline and even dismissal for violation of policies, procedures or philosophies of Towson University, the Department of Athletics and/or the NCAA. Individuals within the university and law enforcement personnel check these websites regularly. In addition to the unfortunate reality of online predators, potential employers and internship supervisors also use these sites to screen candidates. Many graduate programs and scholarship committees now search these sites to screen applications. We advise Towson University student-athletes to exercise extreme caution in their use of social networking websites.

Bottom Line: The Towson University Department of Athletics urges you to be cautious when posting content on websites and all social media accounts.

REMEMBER DO NOT POST ANYTHING ON YOUR PROFILE IF YOU WOULD NOT WANT THAT INFORMATION ON THE FRONT PAGE OF A NEWSPAPER.

Team Rule Violations

Each head coach may have additional rules specific to the team's members. For these to be enacted, they should be written, distributed to the team at the beginning of the year (or season), and reviewed and signed by each team member. Investigations of violations of team regulations are the responsibility of the head coach and sport administrator. Consistent penalties must be imposed within each team. Upon completion of a review of an alleged violation, the results must be documented with consequences included. As with violations of Department of Athletics policies, sanctions imposed may be appealed utilizing the Department of Athletics grievance procedure, as outlined in this handbook.

STUDENT-ATHLETE CONDUCT POLICY

General Philosophy

Student-athletes shall conduct themselves with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, Towson University and they, as individuals shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports (NCAA Bylaw 10.01.1).

Failure to meet any of the Student-Athlete Conduct Policy, department policies and procedures, team rules and/or the Towson University Student Code of Conduct may result in termination of your status as a student-athlete and cancellation of your financial aid.

Notification Requirements

Student-athletes are expected to communicate to their head coach any violation of law and/or university policy within 12 hours of the incident. For violations in that occur outside of the Towson community area, such as during a vacation period, student-athletes are expected to communicate with the head coach within 24 hours of the incident. The head coach will immediately notify the sport administrator and may also notify the Office of Student Conduct & Civility Education. Failure of the student-athlete to communicate such an incident may result in additional disciplinary action from Towson Athletics.

Legal Issues

When a student-athlete is involved in a behavior or incident resulting in an arrest, he/she must immediately notify the Department of Athletics administration (see notification requirements above). The sport administrator will provide the information to the Director of Athletics. The Athletic Department does not investigate incidents or cases involving violations of local, state or federal law or the University Code of Conduct. Law enforcement and/or the Office of Student Conduct & Civility Education will handle all investigations. However, violations of local, state or federal law may result in disciplinary action by the Department of Athletics above and beyond what legal action may be taken.

Additionally, when there is evidence that the continued presence of a student on a team poses a threat to him/herself or others, or to the stability and continuance of normal team activities, the coach may suspend a student-athlete from any or all team activities. Those activities, which may require an interim suspension until a review of the final disposition of the case, include, but are not limited to: Severe acts of physical violence (e.g. first degree assault), illegal substance possession or use, distribution or intent to distribute, or alcohol issues which result, or have the potential to result in physical harm to one's self or to others, or property damage. In these cases, decisions regarding future participation in athletics will be dependent upon a review of the final results of the case by the Director of Athletics and sport administrator in consultation with the head coach.

All discussions must remain confidential and between those individuals who are either involved or need to know about the situation. Failure to report an arrest may result in immediate suspension regardless of the findings or status of the legal case.

TOWSON UNIVERSITY STUDENT CONDUCT ACTIONS

At Towson University, the Office of Student Conduct & Civility Education is responsible for enforcing the university's Code of Student Conduct, which is detailed in the University Catalog. When a student is charged with a violation of the Code of Student Conduct, the Office of Student Conduct & Civility Education investigates the case and imposes sanctions. The Department of Athletics is occasionally consulted and always notified of the actions taken by the Office of Student Conduct & Civility Education when student-athletes are involved.

It is expected that student-athletes will be subjected to the same university sanctions as all students for failure to follow the Code of Student Conduct. Further, it is expected that the head coach of a sport with a student-athlete who has had sanctions imposed by the Office of Student Conduct & Civility Education will enforce the actions. The complete code can be viewed at: www.towson.edu/studentaffairs/policies/conduct.asp For more information regarding the student conduct process, penalties and appeal procedures, contact the Office of Student Conduct & Civility Education: 410-704-2057.

Violations of the Code of Student Conduct may result in disciplinary action by the Department of Athletics above and beyond what action may be taken by the Office of Student Conduct & Civility Education on behalf of the institution.

Department of Athletics Disciplinary Actions

Once the Department of Athletics becomes aware of a violation, the head coach, sport administrator and/or Director of Athletics will determine whether the actions taken by Student Conduct & Civility Education warrant further departmental action. In addition to violations of local, state or federal law or violations of the Towson University Code of Conduct, other actions may also be deemed a violation of Department of Athletics policy, and could warrant departmental action. These actions include, but are not limited to:

1. Alcohol use while representing Towson University;
2. Physical abuse of any individual;
3. Disruption of coaching, team or departmental activities including uncooperative behavior;
4. Intentionally or recklessly damaging, defacing or tampering with university or university staff property;
5. Possession or sale of illegal drugs;
6. Organization and/or participation in hazing or initiation activities;
7. Gambling on college or professional sports events.

When a student-athlete is involved in any of these activities, but not charged by Towson University, the Department of Athletics may immediately suspend the student-athlete, pending the outcome of an internal investigation. The sport administrator will be responsible for gathering information related to the incident in consultation with the head coach. The results of the review will be discussed with the Assistant Athletic Director of the Total Tiger Program before sanctions are imposed. If the allegations are substantiated, the Department of Athletics, Towson University, and/or the NCAA will suspend the student-athlete from the program for a specified length of time as determined. The Associate Athletic Director for Compliance Services will report any activity, which is found to be a violation of NCAA regulations, to the NCAA and the appropriate conference office.

Incident Management

When a student-athlete is involved in an alleged incident that does not include a violation of local, state or federal law, or the University Code of Conduct, the Department of Athletics will review the facts surrounding the case before determining potential sanctions. In most cases, the sport administrator will initiate the review, which will follow the procedure noted below. At that time, the Director of Athletics may designate another individual (including the Deputy Director of Athletics, the Faculty Athletics Representative or another university official) to initiate the investigation.

1. There will be an information gathering session, conducted by the sport administrator (or designee) in consultation with the head coach. Any additional staff members necessary to conduct the investigation will be included in this session. As part of the investigation, the student-athlete, head coach and sport administrator will meet to discuss the facts of the case. If you are involved in an incident you should be straightforward and 100 percent honest when being asked about the circumstances surrounding the incident. Sharing anything other than the whole truth is unacceptable. Lying and/or lying by omission is not tolerated and will be met with swift consequences.
2. Once the facts have been determined, if it is deemed that a violation has occurred, appropriate actions will be taken and the head coach and sport administrator will make a recommendation to the Assistant Athletics Director of the Total Tiger Program in regards to appropriate sanctions. The student-athlete will be required to enter into an agreement with the Department of Athletics. The agreement will detail the sanctions taken against the student-athlete, including any criteria for continued athletics participation. If the student-athlete abides by the original conditions of the agreement, the case will be closed at the end of a specified period of time (usually one calendar year).

3. If there should be a violation of the conditions set forth in that agreement, the Director of Athletics will be included in a meeting of the student-athlete, head coach and sport administrator. At this time, the student-athlete may be suspended from the team for a specific time period (as determined by the severity of the incident). A determination will be made at the time of the meeting as to whether the student-athlete will have additional sanctions placed against him or her. If there is a continuation of the behavior and/ or unwillingness to abide by the previously stated conditions, the student-athlete will be dismissed from the team.

Communication of Departmental Disciplinary Action

Any disciplinary action taken against a student-athlete is strictly confidential. Under the Family Educational Rights and Privacy Act (FERPA) all specific information regarding the case may only be shared with necessary university personnel as allowed. The Assistant Athletics Director of the Total Tiger Program will be responsible to maintain the official records of the investigation with a copy of any contract being shared with the sport administrator. The student-athlete and head coach will receive a copy of the contract and any other documentation written on the case. Disciplinary action may include, but is not limited to, the following: verbal reprimand, written reprimand, suspension, probation, parental notification, termination of athletic aid, and/or dismissal. The student-athlete may appeal any decision that he/she feels is unjust per the student-athlete disciplinary action appeal policy.

Appeal of Departmental Disciplinary Action

Any departmental disciplinary action may be appealed for the following reasons:

- A student-athlete may appeal department disciplinary action if he/she believes the assigned sanctions are inappropriate. A sanction will be deemed inappropriate only where there is demonstrated abuse of discretion by the sanctioning authority. Individual team policies may result in a greater, but not lesser, penalty as prescribed by the department.
- There is a procedural defect in application of the sanction(s) under this policy. A student-athlete may appeal a department disciplinary action if the prescribed process for imposing disciplinary sanctions was not followed.
- A student-athlete may appeal disciplinary action if new evidence is found to be substantial enough to indicate that the student-athlete did not violate the Towson University Code of Student Conduct and/or this policy.

To appeal a department disciplinary decision, the student-athlete must request a meeting with the Director of Athletics, in writing, within two business days of notification of disciplinary action. Once the request for appeal is granted, a meeting between the Director of Athletics, Deputy Director of Athletics/SWA, the Assistant Athletics Director of the Total Tiger Program, Sport administrator, the head coach and the student-athlete will be scheduled as soon as is practical.

The Director of Athletics will examine the information provided in the discipline record of the student-athlete, and will either uphold the recommendation or take an action that is deemed more appropriate. Such action could include implementing a more or less-restrictive disciplinary sanction or rescinding the disciplinary sanction altogether. The Director of Athletics will have up to 10 business days from the meeting to make a decision.

All sanctions originally levied may remain in place during the appellate process. The decision of the Director of Athletics is final. No further appeal of disciplinary sanctions is available.

Sexual Misconduct

Towson University and the Office of Student Conduct and Civility Education are committed to promoting a campus climate free from incidents of sexual misconduct. The university educates community members about preventing and responding to these incidents by offering numerous resources to report misconduct and support those involved in these incidents.

Get Help

If you are a student and you or someone you know has been the victim of sexual misconduct, Towson has resources available to help

Contact a university official

Report incidents of sexual misconduct to a university official who can connect you with resources and offer guidance on how the university addresses issues of sexual misconduct. You can report online at towson.edu/reportit.

Seek personal counseling

Make an appointment to speak with a therapist at the Towson University Counseling Center by calling 410-704-2512

Get medical attention

Go to the nearest hospital for immediate health care. GBMC and Mercy Medical Center offer Sexual Assault Forensic Exams (S.A.F.E exams).

Connect with community resources

Contact TurnAround crisis intervention and referral helpline at 443-279-0379

REPORT AN INCIDENT

Towson University community members, if you or someone you know has experienced an incident of sexual misconduct report it so that the appropriate officials can respond. The university's procedures aim to provide prompt, fair and impartial investigation by specially trained professionals committed to protecting the community from further harm.

Individuals who would like to report an incident of sexual misconduct are encouraged to do so via any of the following university resources. Contact the TU Title IX Office at 410-704-0203 or report at towson.edu/reportit. Individuals may also report incidents to TUPD (410-704-4444) or BCPD (911). They are not, however, required to do so.

GRIEVANCE POLICY

The Department of Athletics is committed to an athletic environment that values all individuals and groups. Toward that end, the Department of Athletics does not tolerate discrimination on the basis of race, religion, color, sex, sexual orientation, national origin, ancestry, age, gender identity or expression, mental or physical disability, or veteran status. In addition, the Department of Athletics seeks to provide fair and equitable treatment in all areas related to a student-athlete's well-being.

All student-athletes have the right to secure equitable and expedient resolutions to complaints about their sport's environment. Such complaints may be related, but not limited to, abusive behavior, harassment or hazing by a coach, a Towson Athletics staff member or other student-athlete. The following outlines the steps in the student-athlete grievance process. Please note that this process is not intended to address such concerns as playing time and position on the team. There are also separate appeal processes for violations of the substance abuse policy, student-athlete conduct policy and also issues related to athletics aid, permission to contact and/or transfer releases per NCAA rules, which all supersede this process.

The Student-Athlete Grievance Policy has three steps:

Step No. 1: Any student-athlete may lodge a complaint with his or her sport supervisor in writing and then meet with the sport administrator. This preliminary discussion will serve to inform the administrator of all relevant information about the complaint.

For any harassment or other discrimination complaint, the administrator will assist the student-athlete in bringing the complaint to the Fair Practices Officer.

For complaints not involving discrimination, the administrator will determine if the complaint supports further investigation after the preliminary discussion with the student-athlete. If the complaint is believed to lack merit, the administrator will provide direction for the student-athlete's concern. If the student-athlete is not satisfied with the direction provided by the administrator, he/she may request the Director of Athletics hear the complaint.

Step No. 2: The student-athlete must provide the AD with a copy of the complaint and any supporting documentation describing the situation. All comments and documents will be treated to the extent possible,

with confidentiality. A review of the matter will follow:

1. The AD will meet with the student-athlete's accused party and his or her supervisor(s).
2. The AD will meet with individuals who may have additional knowledge concerning the matter.
3. The AD and relevant parties (e.g., student-athlete, accused party) will have access to all formal documents.
4. After conducting the review, the AD will attempt to assist each party to understand the various perspectives.
5. The AD will review and determine a resolution to the complaint, if possible, within 10 business days. The findings and recommendations will be in writing and the student-athlete and the accused will be advised of the results.
6. If the student-athlete does not agree with the AD's decision, he/she can appeal to the Grievance Committee as outlined in Step No.3.

Step No. 3: The Grievance Committee will be chaired by the Faculty Athletic Representative (FAR) and will consist of one additional member of the Intercollegiate Athletics Committee chosen by the FAR, and a representative from either University Student Conduct or Fair Practices. The committee will review the AD's decision and all of the written documentation received during the student-athlete's meeting with the AD. The committee has jurisdiction to meet with any of the parties involved or they can make a decision based on the written record. The decision of the committee is final and cannot be appealed.

Conclusion: Signatures from all parties will be utilized to acknowledge the actions taken. A copy of these findings will be provided to and filed in the Office of the Director of Athletics. In addition, findings will be reported to the Office of Student Conduct & Civility Education if actions are in violation of the Student Code of Conduct. Further appropriate measures may be taken by either of these entities.

A student-athlete who feels he/she has been retaliated against for engaging in the grievance process may file a written complaint with the Office of University Counsel (per university policy 07-02.30 on Disclosure of Misconduct).

ACADEMIC ADVISING CENTER

Lecture Hall Building

Monday - Thursday 8 a.m. – 5 p.m. and Friday 8 a.m. - 4:30 p.m.
410-704-2472
410-704-4020 (fax)
www.towson.edu/advising

The Academic Advising Center offers programs and services to students that help them become well-informed and effective decision makers equipped to plan their Towson University education. The Academic Advising Center coordinates the First Year Experience (FYE) Advising Program, which aims to help each freshman student make a successful transition to Towson University and prepare for entry into a major of his/her choice. The Center has knowledgeable and well-prepared peer student advisors who can address a wide range of questions. The Academic Advising Center's professional staff also meets with students who are on academic warning or academic probation status to assist them in becoming successful Towson University students. Another important function of the Center is to advise those students who are undecided about a major, or are in the process of choosing or changing their majors. Appointments are recommended but walk-ins are also accepted.

ACADEMIC STANDARDS FOR TOWSON UNIVERSITY

To maintain good academic standing within the University, students must possess a minimum cumulative grade point average based on the number of earned hours (EHRS) or units toward GPA, whichever is higher, as indicated below:

Students whose GPA falls below the level required for good academic standing are not immediately subject to academic dismissal from the university. These academic actions (as specified in the Towson University catalog) are enacted:

- 1. Academic Warning:** Students who fail to attain the minimum grade point average (for the first time) receive an academic warning and must attain good standing by the end of their next term of attendance and remain in good standing.
- 2. Academic Suspension:** Students who fail to attain good standing after being placed on “academic warning” are academically suspended at the end of the next spring term. Students may not attend Towson University for one term or any intervening sessions (summer/Minimester).
- 3. Academic Probation:** After the suspension ends, students may be readmitted on academic probation, during which time they may enroll for a maximum of 13 units per term. They must also receive additional advising and may not register without written clearance from the athletic academic advisor. Academic probation is noted permanently on students’ academic records. Students on academic probation have three academic years or 24 earned units toward GPA, whichever comes first, to attain good academic standing. If students attain good academic standing during probation, but subsequently fall below the minimum requirements for good academic standing, they will be given a one-term exception during which good academic standing must be attained. If they do not, they will be academically dismissed. Otherwise, they are considered to be on academic probation until they have either graduated or are academically dismissed. Students have the ability to appeal any academic action and student-athletes who wish to appeal an action should consult with their athletic academic advisor in writing the letter of appeal. Appeals or requests for exceptions must be made to the Academic Standards Committee. This committee establishes and interprets all policies governing the academic status of the undergraduate student.

The final decisions on all appeals lie with the Academic Standards Committee.

Academic Standards Committee
Office of the Registrar
Enrollment Services Center 235
410-704-4351
410-704-6393 (fax)

Declaring a Major

Student-athletes wishing to declare a major may do so online with the assistance of their athletics academic advisor. For the first four terms of a student-athlete's career, the Department of Athletics strongly urges that each student-athlete be an undeclared major. More than 60 percent of Towson University student-athletes change their major at least once during their career. Thus, it is in the best academic interest of our student-athletes to be undeclared majors for the first two years, although students are encouraged to take courses in their area of interest.

Student-athletes must declare a major (not a pre-major) by the beginning of the fifth full-time term of college enrollment per NCAA regulations.

Changing a Major

Student-athletes wishing to change their major may do so online with the assistance of their athletics academic advisor. All student-athletes who change their major should discuss this with their athletics academic advisor as this decision may adversely affect athletic eligibility.

Registration

Student-athletes are required to meet with their academic advisors to discuss their academic schedule for the upcoming term. Also, student-athletes must have their schedule approved by their athletics academic advisor prior to registration. They are provided the opportunity for out of sequence registration and should be prepared to register at the earliest authorized time to receive the greatest benefit.

MEDICAL EXCUSE POLICY

The Towson University Medical Excuse Policy explains that students will not be given medical excuses by the Health Center for short-term class absences (www.towson.edu/dowellhealthcenter/health/excuse.asp).

INCOMPLETE GRADES

Incomplete grades must be made up by the end of the following term; otherwise, the grade reverts to an "F." Graduating seniors must resolve any outstanding incomplete grades and have their records adjusted for repeated courses within six weeks after their date of official graduation. Specific dates for each graduating

class are included in the correspondence from the Graduation Clearance Office.

PASS/D/F OPTION

Students may elect up to eight units in a single term, and up to 12 units toward their degrees, for which they may be graded on a Pass/D/F basis. If a student registers for more than eight term hours under this option in one term, only eight will apply toward graduation. This option is not available for courses required for a major, minor or certification in teacher education unless special permission is obtained from the department concerned. Students must make all declarations or changes to the option before the end of the withdrawal period. To elect this grading option, students must complete a Course Schedule Change Form in the Enrollment Services Office during the "change of schedule" period (first week of class each term).

STUDENT ACADEMIC INTEGRITY POLICY

The acquisition, sharing, communication and evaluation of knowledge are at the core of a university's mission. As responsible members of the academic community, students are obligated not to violate the basic standards of integrity. They are also expected to take an active role in encouraging other members to respect those standards. Should a student have reason to believe that a violation of academic integrity has occurred, he/she is encouraged to make the suspicion known to a member of the faculty or university administration. Plagiarism, fabrication, falsification, cheating, complicity in academic dishonesty, abuse of academic materials, and multiple submissions are serious violations of the Academic Integrity Policy and may result in penalties that may include an "F" for the assignment, an "F" for the course, suspension from the university for a designated period of time or even expulsion from the university. The following definitions and examples are not meant to be exhaustive. The university reserves the right to determine, in a given instance, what action constitutes a violation of academic integrity.

A. Plagiarism: Presenting the work, products, ideas, words or data of another as one's own is plagiarism. Indebtedness must be acknowledged whenever:

1. One quotes another person's actual

words or replicates all or part of another's product. This includes all information gleaned from any source, including the Internet.

2. One uses another person's ideas, opinions, work, data or theories, even if they are completely paraphrased, in one's own words.
3. One borrows facts, statistics or other illustrative materials. Because expectations about academic assignments vary among disciplines and instructors, students should consult with their instructors about any special requirements related to citation. In addition to oral or written work, plagiarism may also involve using, without permission or acknowledgement, internet websites, computer programs or files, research designs, ideas and images, charts and graphs, photographs, creative works and other types of information that belong to another. Submitting as one's own the work of a "ghost writer" or commercial writing service; knowingly buying or otherwise acquiring and submitting, as one's own work any research paper or other writing assignment; submitting as one's own, work in which portions were produced by someone acting as tutor or editor; collaborating with others on papers or projects without authorization of the instructor. Verbatim statements must be enclosed by quotation marks, or set off from regular text as indented extracts, with full citation.

B. Fabrication And Falsification: Making unauthorized alterations to information, or inventing any information or citation in an academic exercise. Fabrication is a matter of inventing or counterfeiting data, research results, information or procedures; inventing data or fabricating research procedures to make it appear that the results of one process are actually the results of several processes; and/or counterfeiting a record of internship

or practicum experiences. Falsification is a matter of altering the record of data or experimental procedures or results; false citation of the source of information (reproducing a quotation from a book review while indicating that the quotation was obtained from the book itself); altering the record of or reporting false information about practicum or clinical experiences; altering grade reports or other academic records; submitting a false excuse for absence or tardiness in a scheduled academic exercise; and/or altering a returned examination paper and seeking re-grading.

C. Cheating: Using or attempting to use unauthorized materials, information, notes, study aids or other devices in any academic exercise. Copying from another student's paper or receiving unauthorized assistance during a quiz, test or examination; using books, notes or other devices (calculators) when these are not authorized; procuring without authorization tests or examinations before the scheduled exercise (including discussion of the substance of examinations and tests when it is expected these will not be discussed); copying reports, laboratory work, computer programs or files and the like from other students; collaborating on laboratory or computer programs or files and the like from other students; collaborating on laboratory or computer work without authorization and without indication of the nature and extent of the collaboration; and/or sending a substitute to take an examination.

D. Complicity In Academic Dishonesty: Helping, or attempting to help, another commit an act of academic dishonesty. Allowing another to copy from one's paper during an examination or test; distributing test questions or substantive information about the material to be tested without authorization before the scheduled exercise; collaborating on academic work knowing that the collaboration will not be reported; and/or taking an examination or test for another student, or signing a false name on an academic exercise.

E. Abuse Of Academic Materials: Destroying, stealing or making inaccessible library or other resource material. Stealing or destroying library or reference materials needed for common academic exercises; hiding resource material so others may not use them; destroying computer programs or files needed in academic work; stealing or intentionally destroying another student's notes or laboratory experiments; and/or receiving assistance in locating or using sources of information in an assignment where such assistance has been forbidden by the instructor.

F. Multiple Submissions: Submitting substantial portions of the same academic work (including oral reports) for credit more than once without authorization of the instructor(s). What constitutes a "substantial portion" of the same work is determined solely by the university. A full description of the University Academic Integrity Policy, procedures for handling violations, penalties, and appeal procedures can be found at: www.towson.edu/provost/resources/studentacademic.asp

DISAGREEMENTS RELATED TO GRADING

Students who feel an earned grade is unjust must address their disagreements first to the instructor, who is primarily responsible for assigning grades. If the matter is not satisfactorily resolved through this approach, and the issue warrants further consideration, students may then direct an appeal through the following channels: Department chair/program coordinator, college dean or the Division for Student Affairs.

REPEATING COURSES

Students may take a course twice where credit has been earned or a grade of "F" or "FX" has been earned; third attempts must have prior approval by the Academic Standards Committee. The committee will not consider

petitions to take a course for a third time unless students currently possess a minimum grade point average of 2.00. Grades of "W" are administrative grades and are not considered as part of the repeated course procedure. When a course is repeated, students will receive credit for the course only once. Only the higher of the two grades will be calculated in the student's GPA. The lower grade will remain on the record with the letter "R" preceding (e.g., "R", "RX", "RD", etc.). The "R" indicates that the course has been repeated.

Note: Students who fail to obtain prior permission from the academic standards committee to make a third attempt of a course may not adjust their records for that attempt. Unauthorized third attempts will not apply toward the degree. The grade earned in the second attempt will be used in the calculation of the overall average. Courses in which low or failing grades were earned at Towson University MUST be repeated at Towson in order for the record to be adjusted and the GPA to be recalculated. Grades earned at other institutions do not adjust grades earned at Towson, nor do they alter the cumulative GPA.

In order for a course from another institution to be used at Towson University for eligibility purposes, prior approval must be received. Failure to do so may result in that course not being allowed to be used.

COURSES TAKEN AT OTHER INSTITUTIONS

If a student chooses to take classes for credit toward their degree program at another institution, approval must be secured in advance of taking the course. The appropriate form to request approval may be secured from the registrar's office or their athletics academic advisor. If approved, the credits will transfer, but the grades earned will not be calculated into the student's GPA. Classes taken at another institution may not be funded by the Towson University Department of Athletics per NCAA rules.

ACADEMIC ACHIEVEMENT CENTER

Cook Library 524

410-704-2291

410-704-3216 (fax)

<http://www.towson.edu/aac>

The Academic Achievement Center (AAC), a comprehensive undergraduate academic learning center, serves the entire Towson University student population with tutorial services, learning strategy workshops and academic coaching. The AAC has a master level (3) tutor training program, certified through the College Reading and Learning Association (CRLA). The AAC provides tutoring services primarily in the lower-level behavioral and social sciences, business, foreign languages, physical, natural and computer sciences, mathematics and music courses. Services are free to registered undergraduates and depend upon availability of a qualified tutor.

To promote retention and in-class success, AAC learning specialists provide individual and group strategy sessions to help students learn how to prepare study schedules, improve on their note-taking skills as well as enhance their overall study skills and habits. Upon faculty request, AAC staff facilitates in-class academic strategy sessions.

A Reading Placement Test is administered by Towson University's Academic Achievement Center. Beginning in March 2013, all admitted freshmen with SAT scores less than 500 in reading and/or math, and who also have ACT scores less than 21 in reading and/or math, are required to take a diagnostic placement test in these areas. Transfer students with fewer than 30 credits are also required to demonstrate competence in the basic skills of reading and mathematics by taking a diagnostic placement test, unless they are exempt from placement testing. Students who do not attain the required minimum placement test scores must enroll in refresher courses to enhance these basic skills.



TUTORING SERVICES

Peer tutoring support and strategic study skills are provided for Towson University undergraduates. Tutoring is available for many lower-division and a select number of upper division courses. Students can request up to one hour of tutoring weekly per course.

Tutorial Support Network Services

Academic Achievement Center

Cook Library, 524
410-704-2291

Provides mainly small group sessions or appointment-based tutoring to students enrolled in lower division business, economics, foreign language and behavioral & social science courses

Computer Science Lab

7800 York Road, Room 407
410-704-2424

Utilizes drop-in tutoring to assist students enrolled in computer science courses.

Mathematics Lab

7800 York Road, Room 105
410-704-2291

Assists students who are enrolled in lower division and some upper-division mathematics courses via drop-in tutoring.

Music Tutoring Lab

Center for the Arts, Room 3088
410-704-2839

Provides tutoring for students enrolled in undergraduate music literature, theory and musicianship courses. Tutors are matched with students to work individually on select, pre-determined topics.

Natural Sciences Lab

Smith Hall, Room 538
410-704-3054

Assists students who are enrolled in biology, chemistry, physical science and physics courses through drop-in tutoring, as well as computer-assisted instruction.

ADDITIONAL CAMPUS TUTORIAL SUPPORT SERVICES

The Writing Center

LA 5330
410-704-3426

The Writing Center provides individual writing support to all members of the Towson community, including undergraduate and graduate students, as well as faculty and staff. Writing Center tutors work with writers at any stage of the writing process from brainstorming to polishing the final draft. They help writers develop and organize their thoughts, sharpen their focus and communicate their ideas more clearly and precisely. Writers can bring down any type of writing project, whether that is a PowerPoint presentation for a sociology class, a lab report for biology or a resume for a summer internship.

The writing center takes walk-in appointments when possible. As the term progresses, however, most sessions fill up each day. Therefore, it is best to schedule an appointment a day or two in advance by calling 410-704-3426. Appointments are available Monday through Thursday 9 a.m. to 7 p.m. and on Friday from 9 a.m. to 4 p.m. Students are encouraged to bring an assignment sheet and two printed copies of the paper to the session. Additional information can be found at <http://www.towson.edu/writingcenter/index.asp>.

COMPUTER LABS

To view the entire list of computer labs and their hours go to the following page: www.towson.edu/adminfinance/OTS/SCS/computerlab/index.asp

DISABILITY SUPPORT SERVICES

Administration Building, Rooms 232-235

410-704-2638

410-704-4247 (fax)

www.towson.edu/dss

Disability Support Services (DSS) at Towson University provides services for students with various disabilities, which include learning disabilities, attention-deficit/hyperactivity disorder, mental health disabilities, autism, traumatic brain injuries, physical/mobility and medical disabilities, as well as vision and hearing impairments. The office also provides services for students with temporary conditions (lasting less than six months) as appropriate. Please refer to the DSS website for an application and specific documentation guidelines for each type of disability.

DSS works with each student individually to determine and implement support services and reasonable accommodations on a case-by-case basis. Service is provided after reviewing the submitted documentation, considering the student's disability, needs and requests and taking into account the nature of the learning environment and the essential requirements of a course or program. Students are encouraged to register with DSS as soon as possible after admission to the university to ensure timely provision of services. DSS encourages new students to maintain regular contact with our office, especially during their first year. This contact provides the opportunity for DSS staff to guide students and work with them proactively to resolve problems that may arise.

Students who suspect they may have a disability, but do not have the required documentation, are encouraged to contact DSS for a consultation. The DSS staff is available to answer



questions concerning accommodations and services, as well as to provide information about other resources on campus. DSS does not offer diagnostic testing but can refer students to on-campus support services as well as off-campus resources.

TESTING SERVICES CENTER

Administration Building, Room 228

410-704-2304

410-704-4699 (fax)

www.towson.edu/testing

The Testing Services Center provides testing accommodations for students registered with Disability Support Services. Services provided by the Testing Services Center include, but are not limited to, extended testing time, reduced distraction testing spaces, readers, scribes, computers and assistive technology, as appropriate. All tests are proctored to ensure academic honesty.



ALBERT S. COOK LIBRARY

410-704-2456 Circulation Services

410-704-2462 Research and Instruction Services

<http://cooklibrary.towson.edu>

IM: *tucookchat*

Text us at 66746 and start your question with keyword *askcook*

Where can I find?

Computers – All floors

Copy machines – 2nd-5th floors

Books you can check out and older print journals (Stacks) – 4th and 5th floors

Library Classrooms – CK 512, CK526 (5th floor), CK317 (3rd floor)

Research Help Desk, Interlibrary Loan – 3rd floor

Circulation Desk (book check-out), Course Reserves – 3rd floor

Leisure Reading Collection – 3rd floor

Group Study Cubicles – 3rd floor

Current magazines, journals, newspapers – 2nd floor

Media Resource Services (media, video equipment rental, video editing software) – 2nd floor

Quiet Study Room (CK200C) – 2nd floor

Computer lab (computers, scanners, color printing, technical assistance) – 1st floor

Regular Library Hours:

Mon.–Thurs. 7:30–2 a.m.

Fri. 7:30 a.m.–8 p.m.

Sat. 10 a.m.–8 p.m.

Sun. Noon–2 a.m.

Finals, summer, holiday and vacation hours are posted.

A valid TU OneCard is required to enter the library after 10 p.m.

TIGER ACADEMICS MISSION STATEMENT

Towson University's Athletics Academic Services unit will provide leadership, supervision, monitoring, tutoring, advising, counseling and other services to student-athletes within the framework of university, departmental and athletics' regulations and resources. Support will evolve through an articulated series of academic programs directed toward making student-athletes increasingly independent as both persons and scholars. The Athletics Academic Support unit will facilitate, coordinate and expedite all academic matters within the department and university. The support unit will maintain the highest standards of integrity, accountability and loyalty at all times.

Primary Goals

The Tiger Academics program is designed to enhance the experience of each student-athlete in the university setting. The primary goals are:

- To support the efforts of every student-athlete who attends the university to earn a degree;
- To provide assistance for the student-athlete in the development of values, emphasizing the qualities of leadership;
- To enhance the interpersonal relationships and communication skills of each student-athlete;
- To facilitate the fulfillment of career and life goals of each student-athlete; and
- To safeguard the academic integrity of Towson University by insuring compliance with all rules of the NCAA, conferences and the university.



TIGER ACADEMIC STAFF

Athletics Academic Advisors

The Athletics Academic Services staff provides the following support services to best help student-athletes:

- Provide effective academic advising and up to date campus information to student-athletes; conduct individual advising appointments with student-athletes who have concerns about their major choices, progress toward degree, grades, or any other aspects that may impede their success toward graduation and NCAA eligibility;
- Pay particular attention to the “at-risk” student-athlete and student-athletes that have not yet decided on a major;
- Schedule regular meetings with designated student-athletes and upon a student’s request;
- Monitor the academic progress of student-athletes;
- Encourage student-athletes to utilize all the academic support services provided by the Department of Athletics’ Academic Office including: study hall, tutorial program and individual meetings with athletics academic advisors;
- Participate in freshmen orientation and assist with registration;
- Encourage student-athletes to take advantage of support services offered on campus including, but not limited to: Academic Achievement Center, Writing Center, Counseling Center, Disability Support Services, SAGE and Career Services;
- Participate in official recruiting visits for all sports.

STUDENT-ATHLETE SUPPORT PROGRAMS

In addition to the aforementioned services, the Department of Athletics provides the following services to ensure the academic success of its student-athletes:

Student-Athlete Orientation

The student-athlete orientation program is designed to inform new, incoming student-athletes about a variety of topics. Important information is also handled during this time including: placement exams, finalizing registration for the fall term and university and specific college overviews. In addition, student-athletes will review NCAA and Department of Athletics policies and procedures and attend educational sessions designed to help them meet the challenges of college, life, academics and Division I Athletics.

Meetings with Assigned Sport Advisor

Individual meetings with student-athletes can assist them with their time management and organizational skills. The students will be taught an overall organizational structure which includes: Note taking, time management, proactive planning, learning strategies, test taking skills and personal responsibilities. **Student-athletes must meet with their assigned athletics academic advisor before registering for classes, and/or dropping or adding a class.**

Study Hall

The study hall program is designed to enhance the academic skills of Towson University’s first-year student-athletes to increase their ability to succeed in the classroom. The study hall program, required of all freshmen student-athletes and first term transfers, consists of six hours per week in the first-term of enrollment (hours could increase per coaches’ discretion). Each study session focuses on completing academic objectives. A report is given at the end of the week to each advisor and to the appropriate coaches.

FERPA—RELEASE OF STUDENT INFORMATION

Towson University maintains records of matters relevant to the educational process of each student. These records cannot be disclosed to individuals other than the student except by written consent of the student, by legal order, or in those special circumstances allowed by the Family Educational Rights and Privacy Act of 1974, as amended, (FERPA), a.k.a. the Buckley Amendment. See Appendix F, University Catalog.

Student information is divided into two parts—directory information and educational information. Educational information cannot be released unless release is granted as described above. Directory information can be released unless otherwise withheld by the student. Directory Information at T.U. is defined as:

Name, address, telephone number, dates of attendance, classification (Fr, So, Jr, Sr, etc.), major field of study, awards or honors earned or conferred including dates, type of enrollment (full- or part-time), past and present participation in officially recognized sports and activities including personal physical features—(height and weight of athletes), date and place of birth. Please note that the inclusion of students' telephone numbers as directory information constitutes a change in previous definitions. Under the provisions of FERPA, students have a right to withhold disclosure of directory information. Students may initiate such action by completing the appropriate non-disclosure form:

- Undergraduates: Record's Office (Enrollment Services Center, room 223)
- Graduates students: Graduate School

This must be done within two weeks of first day of class in the fall term. Otherwise, it will be assumed that the information may be disclosed for the remainder of the current academic year. A new form for non-disclosure must be completed each fall. Students should consider very carefully the consequences of any decision to withhold "Directory Information." Should you decide not to release it, any future requests for such information from non-institutional persons or organizations (banks, employers, etc.) will be refused. TU will honor your request to withhold directory information, but cannot assume responsibility to contact you for subsequent permission to release it. That responsibility rests with the student.

FERPA allows the athletic department access to a student-athlete's grades and academic process as it is necessary to University business (maintaining a compliant athletics program).



Laptop Loan Program

When a team is traveling during their season, laptops may be available for student-athletes to check out. Laptops are checked out for a maximum of seven days and must be returned in working condition with all provided equipment.

Course Progress Evaluations (CPE)

The Department of Athletics requests that professors provide information relevant to the academic performance of student-athletes. CPE reports are requested for all student-athletes. The CPE's are sent to the instructors on the sixth or seventh week of the term. Professors provide information relevant to student-athlete grades, class attendance and effort. Coaches and the athletics academic advisors use the CPE to track the student-athletes' progress and direct them to appropriate academic support services.

GradesFirst

GradesFirst consists of modules that assist the Athletics Academic Support Staff and coaches in tracking the services provided to student-athletes. GradesFirst gives the athletics academic advisors greater power to multi-task while assisting student-athletes. For example, advisors send progress reports, travel letters and any messages to student-athletes through this program. GradesFirst also helps student-athletes easily access services provided by the Towson Academic Support Staff through web-portals and center swipe card access to Towson University academic support facilities. Student-athletes may track academic appointments, class assignments, tutor groups, course performance evaluations and study hall hours through the GradesFirst web portal. All data is centralized in one location to provide access to the entire academic staff, tutors, faculty, coaches and student-athletes. Student-athletes and coaches may access GradesFirst by going to <http://towsontigers.gradesfirst.com>.

Tutoring

The tutorial program assists the student-athlete in conjunction with several tutorial programs across campus designed to provide academic support to Towson University students. The goal of the tutorial program is to promote academic excellence, not merely to keep the student-athlete eligible. There are two ways

for a student-athlete to receive or be assigned a tutor: Their athletics academic advisor can assign tutors to work with students, or there are tutors available by request during study hall time. The tutorial coordinator completes all hiring, payroll and evaluation of tutors. The tutors are trained by the Academic Achievement Center as well as the Tiger Academic Staff.

TOWSON Athletics Scholars/Chi Alpha Sigma

Each spring, the Department of Athletics recognizes senior student-athletes who achieve a cumulative GPA of 3.4 as Towson University Tiger Athletics Scholars and by inducting them into Chi Alpha Sigma, the National College Athlete Honor Society. Seniors receive medallions to wear at graduation.

TOWSON ATHLETICS HONOR ROLL

Each semester, the Department of Athletics names student-athletes who achieve a GPA above a 3.0 to the Towson University Athletics Honor Roll.

CHANGING A SCHEDULE

Changing a schedule — Student-athletes wishing to change their schedule by adding or dropping a class may do so by adhering to the following:

- 1. Adding a Class:** Students may add classes to their schedule up to the deadline published on the Towson University Academic Calendar.
- 2. Dropping a Class:** Students may drop classes up to the deadline published on the Towson University Academic calendar, but must see their Athletic Academic Adviser before the drop. (www.towson.edu/registrar/calendars.)

Student-athletes are encouraged to take 15 credits per term to keep them on track to graduate in four years. No student-athlete may be registered for fewer than 12 credits unless they have received written confirmation from the assistant Director of Athletics for Compliance Services. This can only occur if the student-athlete is in graduate school, is in his/her final term prior to graduation or received a waiver from the NCAA. Proper documentation must be on file in the Compliance Office.

The procedure for “dropping” a class is outlined in the

Towson University Student Handbook. The procedure can be found under the title “Dropping a Course.”

Scheduling Policy

Every effort will be made to allow Towson University athletic teams to be competitive and allow students to succeed in the classroom. The athletics program follows sound scheduling policies to allow for fair and adequate practice and competition for all of Towson’s athletic teams. Scheduling of competitions is developed to minimize interference with the student-athletes’ academics. Whenever possible, trips of any distance are scheduled over the weekends or during vacation periods. There is an attempt made to balance home and away events, and starting times will be determined to avoid conflicts with class schedules. Non-conference contests are not scheduled from the night before exams begin through the exam periods. Student-athletes may not miss any scheduled class or academic requirements as a result of any practice or non-traditional season competition.

CLASS ABSENCES FOR ATHLETIC PARTICIPATION

Some classes may be missed due to athletics competition. NCAA rules do not allow any student-athlete to miss a class for practice activities. Every attempt is made to keep missed classes to a minimum. It is the student-athlete’s responsibility to communicate with professors when a class must be missed.

1. Student-athletes must make themselves known to each professor at the beginning of the term.
2. Student-Athletes must provide to each professor at the beginning of each term, a “travel letter” and a full competition schedule. Any problems must be discussed at that time. In addition, two weeks prior to each class/competition conflict, the sport’s academic adviser will send an electric travel letter reminder to each professor. Student-Athletes are expected to remind their professors of the arrangements you have made a few days prior to the event.
3. Arrangements for makeup exams and quizzes must be handled before traveling to an athletic event, not after returning from a trip.
4. Assignments or work to be made up must be

determined before a scheduled missed class.

5. Missing class (for any other reason) is not acceptable.
6. In the event that an affiliated conference or NCAA Championship occurs during final examination time, the student-athlete must contact the appropriate faculty member at least three weeks before the scheduled examination or as soon as the conflict is recognized. The purpose of this meeting is to discuss rescheduling the exam. The examination date is determined by the faculty member in consultation with the student-athlete, and may be earlier or later than the original examination date.

Many instructors are supportive of competing student-athletes who must miss class. However, there are some instructors who are not as accepting of student-athletes missing class time. It is important for each student-athlete to meet with his/her instructors, as early in the term as possible in order to assess whether there is a problem. If a problem does arise, the NCAA Faculty Athletics Representative (FAR) can intercede on behalf of the student-athlete when an agreement cannot be reached. The FAR should be contacted as soon as possible when a conflict arises. Student-athletes may jeopardize their participation in the Towson University athletics program by failing to comply with the above procedures.

DEPARTMENT OF ATHLETICS ATTENDANCE POLICY

Towson Athletics is one of the most visible departments of our university. It is a shared responsibility to make sure that Towson Athletics, and the on average 500 student-athletes, are great ambassadors of our university in the classroom and in their respective areas of competition. The Towson University Department of Athletics is committed to the proposition that academic achievement is not, and should not be, a gift. Achieving academic success is a challenge that must be met by each Towson student-athlete.

The Towson University Department of Athletics expects student-athletes to attend all classes promptly and on time. TU student-athletes are expected to progress satisfactorily toward a degree from the university and to exhibit appropriate behavior in class and beyond.

As one way of trying to assist our student-athletes in achieving academic success, TU Athletics has adopted the following attendance policy with the understanding that each sport may endorse a more restrictive policy.

- Student-athletes bear responsibility for informing their professors of impending class absences because of competition. Furthermore, student-athletes bear the responsibility for making arrangements to complete all missed assignments. Being accountable is a critical life skill that must be nurtured in our young people from the first day they accept the honor of becoming a Towson Tiger.
- Problems in completing missed assignments due to athletics competition(s) are to be reported to the appropriate athletic academic advisor in the Towson Center or Field House immediately.
- Student-athletes are not permitted to miss class to attend practice.
- Class attendance is important for all classes, so this policy will be enforced during fall and spring terms, Minimester and summer trimester.

TU Athletics will use the following methods to monitor class attendance:

1. Class Checks
2. Electronic correspondence with professors by athletic academic staff

ACADEMIC STANDARDS FOR ELIGIBILITY

In order to be eligible to represent Towson University in intercollegiate athletics, a student-athlete must adhere to all university, conference and NCAA regulations.

Freshman Initial Eligibility

NCAA Division I institutions have adopted specific academic requirements that must be met before a student is qualified to practice or compete in intercollegiate athletics and for the receipt of athletically related financial aid as a freshman. The NCAA Eligibility Center certifies all athletic eligibility for first-year students for colleges at the Division I and II level. Anyone intending to participate in a varsity sport at Towson University must be registered with and certified as a qualifier by the NCAA Eligibility Center. Please contact the Assistant Director of Athletics for Compliance Services if you have questions with regard to freshman eligibility.



Academic Class (First full-time enrollment for students who enroll on or after August 1, 2015)	Academic Year Certification
Freshmen	<ul style="list-style-type: none"> Registered for at least 12 credits. Initial eligibility certified by NCAA Eligibility Center.
Sophomore (3 rd term)	<ul style="list-style-type: none"> Registered for at least 12 credits. Must have earned at least 24 credits previous year. Must have earned 6 credits in previous term. Cum. GPA requirement of 1.800 or 90% of overall GPA required for major.
Junior (5 th term)	<ul style="list-style-type: none"> Registered for at least 12 credits in declared degree program. Must have earned at least 18 credits during the previous academic year. Must have earned 6 credits in previous term. Must have declared a major with an identified concentration (if applicable). Cum. GPA requirement of 1.900 or 95% of overall GPA required for major. 40% of degree must be completed.
Senior (7 th term)	<ul style="list-style-type: none"> Registered for at least 12 credits in declared degree program. Must have earned at least 18 credits during the previous academic year. Must have earned 6 credits in previous term. Must have declared a major with an identified concentration (if applicable). Cum. GPA requirement of 2.000 or 100% of overall GPA required for major. 60% of degree must be completed.
Fifth Year (9 th term)	<ul style="list-style-type: none"> Registered for at least 12 credits in declared degree program. Must have earned at least 18 credits during the previous academic year. Must have earned 6 credits in previous term. Must have declared a major with an identified concentration (if applicable). Cum. GPA requirement of 2.000 or 100% of overall GPA required for major. 80% of degree must be completed.
Academic Class	Mid-Year Certification (prior to the start of the second, fourth, sixth, eighth and tenth terms)
Freshmen (2 nd term)	<ul style="list-style-type: none"> Must earn at least six credits in fall.
Sophomore (4 th term)	<ul style="list-style-type: none"> Must earn at least six credits. Cum. GPA requirement of 1.800 or 90% of overall GPA required for major.
Junior (6 th term)	<ul style="list-style-type: none"> Must earn at least six credits in fall towards declared degree program. Cum. GPA requirement of 1.900 or 95% of overall GPA required for major.
Senior (8 th term)	<ul style="list-style-type: none"> Must earn at least six credits in fall towards declared degree program. Cum. GPA requirement of 2.000 or 100% of overall GPA required for major.
Fifth Year (10 th term)	<ul style="list-style-type: none"> Must earn at least six credits in fall towards declared degree program. Cum. GPA requirement of 2.000 or 100% of overall GPA required for major.

Transfer Eligibility

If you are a transfer student-athlete, you are immediately responsible for any applicable percentage of degree requirements, declaration of major/concentration, and full-time registration status in addition to the other basic transfer requirements. If you have any questions or concerns regarding your academic eligibility please contact your athletics academic advisor or the Director of Compliance Services at 410-704-4668.

Full-Time Enrollment

All student-athletes must be enrolled at all times in a minimum of 12 hours towards their degree program in order to practice or compete. Exceptions to this rule include: The student-athlete is a senior who needs less than 12 credits to graduate at the end of the term, a graduate student enrolled full-time in a degree seeking program or a student-athlete with a documented learning disability and granted a waiver from the NCAA. A student-athlete with less than 12 credit hours to graduate must receive written verification from their school's advisement office. The Office of Compliance Services will confirm the information with the certifying officer from that school.

Possible Consequences of Dropping Below Twelve Credit Hours

Progress toward graduation: Dropping below 12 credit hours may jeopardize making timely progress toward graduation.

Financial Aid: 12 credit hours per term are required to receive full federal and state funding, including Pell Grants.

Dean's List: Students must complete 12 graded hours with a 3.5 GPA to be considered.

Residence Halls: Students must be registered for 12 credit hours to live in the residence halls.

International Students: Students with F-1 and J-1 visas are required to maintain 12 credit hours.

Taxes: To qualify as dependents on their parents' tax forms if they are over the age of 21, students must be registered in 12 credit hours.

Health Insurance: Students covered under their parents' health insurance policies may be required to maintain registration in 12 credit hours.

Seasons of Eligibility

Student-athletes who are qualifiers are allowed four seasons of eligibility within five calendar years from the time they first enroll full-time in a collegiate institution. When they participate in ANY competition in their sport (including a scrimmage with outside competition) whether it is for one minute or an entire contest, they have used a season of competition and one of their four years of eligibility. The only exception is during a student-athlete's initial year of enrollment at the certifying institution when they participate in preseason exhibition contests or informal practice scrimmages. This exception is only available in the sports of basketball, field hockey and soccer and ONLY with the approval of the head coach and Director of Athletics. Also, in Volleyball, Soccer and Field Hockey, a student-athlete who is eligible during the NCAA Championship segment may engage in outside competition during the non-championship segment without using a season of competition.



Medical Hardship Waiver

If a student-athlete suffers a season-ending injury or illness after competing in a limited amount of competition during a particular academic year, he/she may qualify for a medical hardship waiver which would allow him/her an additional season of competition during the five-year period of eligibility. To qualify for a medical hardship:

- The student-athlete's injury or illness must occur in one of the four seasons of intercollegiate competition at any two-year or four-year collegiate institution or occur subsequent to the first day of classes in the student-athlete's senior year in high school;
- The injury or illness must occur prior to the completion of the first half of the playing season that concludes with the NCAA championship in that sport (measured by the number of scheduled contests or dates of competition) and result in incapacity to compete for the remainder of that playing season;
- The injury or illness must occur when the student-athlete has not participated in more than three contests or dates of competition (whichever is applicable to that sport) or 30 percent (whichever number is greater) of the institution's scheduled or completed contests or dates

of competition in his/her sport. Student-athletes should note that medical hardship waivers are not automatic; therefore, the student-athlete should consult with his/her head coach along with the Assoc. AD for Sports Medicine and Director of Compliance.

STUDENT-ATHLETE EMPLOYMENT

Student-athletes are permitted to work during both the academic year and summer, but their employment must be monitored by the Athletics Department to ensure that NCAA rules are followed. The Director for Compliance Services must approve all employment and a statement signed by the student-athlete and employer must be kept on file.

Employment Guidelines

The student-athlete, as a representative of TU, is expected to behave responsibly and perform job duties to the best of his/her ability.

The following rules apply to all types of student-athlete employment (Bylaw 12.4.1):

1. The student-athlete must perform useful work.
2. The rate of pay must be the regular rate paid for such duties.



3. Hours paid must equal actual hours worked.
4. Payment in advance of hours worked is not permitted.
5. Transportation to the job site may be provided only if such transportation is made available to all employees.
6. Student-athletes are responsible for complying with employment rules and are to report any irregularities in employment compensation or benefits to the Compliance Office.

Fee-For-Lesson Instruction

A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his/her sport on a fee-for-lesson basis, provided:

1. Institutional facilities are not used.
2. Playing lessons shall not be permitted.
3. Towson obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided any time of the year.
4. The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity.
5. Student-athletes who will be conducting fee-for-lesson instruction MUST complete a Fee-for-Lesson Employment Statement prior to starting the instruction. The form is available in the Athletics Compliance Office and on the compliance website.

STUDENT-ATHLETE BENEFITS

Complimentary Admissions—According to NCAA regulations, all eligible student-athletes whose events require paid admission (i.e., basketball, football and gymnastics) are allowed a **MAXIMUM** of four (4) complimentary admissions per event in their respective sports.

Allocation of Complimentary Admissions —Student-athletes may designate any four individuals on their ticket request list; however, they are advised to know the person directly. Complimentary away admissions are given to eligible members on the official travel roster for each event based on the number of complimentary tickets provided by the host (most likely less than four tickets).

Procedure for Obtaining Complimentary Admissions

To request complimentary admissions, student-athletes in sports that require paid admission to events must log into www.TicketTaker.net/towson and indicate the individuals who are to receive complimentary admissions. Do not use nicknames since the name and spelling on the pass list must match the name on the recipient's photo I.D.

Information for Your Guests—Those persons receiving the complimentary admissions are admitted via a pass list (photo identification and signature required) and actual tickets are not provided. They will be asked to sign next to their name on the Team Complimentary Admission Request form. The designated gate will open one hour prior to the game and remain open until the beginning of the second half. Please remind your guests that they are guests of the university and should conduct themselves in an appropriate manner.

Student-athletes may not receive payment for complimentary admissions nor exchange them for any item of value. Violation of this NCAA requirement will jeopardize the student-athlete's eligibility to compete.

In the event of a postseason competition, the Department of Athletics reserves the right to determine complimentary ticket distribution within guidelines established by the conference and the NCAA.

NCAA Student Assistance Fund (SAF)

The Student Assistance Fund assists student-athletes with costs that may arise as a result of their participation in intercollegiate athletics. Some examples of uses of the funds include:

1. Cost of clothing and other essential expenses (not entertainment).
2. Purchase of expendable academic course supplies (i.e., notebooks, pens) and cost of rental of nonexpendable supplies (e.g. computer equipment and cameras) that are required of all students enrolled in a class.
3. Hearing aids or vision therapy (e.g., contact lenses, eyeglasses).
4. Off-campus psychological counseling.
5. Medical and dental costs not covered by another insurance program (e.g. premiums for optional medical insurance, hearing aid, vision therapy and off-campus psychological counseling).

6. Costs associated with student-athlete or family emergencies.
7. Summer school aid.

Student-athletes are not guaranteed to receive this funding. These are some examples of permissible uses of the fund; however the distribution for each allowable item is dependent upon a variety of factors that vary annually. The Director of Compliance is responsible for the coordination of this program with the Conference Office. The Director of Compliance will notify coaches of those student-athletes eligible for the fund and the amount that they are eligible to receive. Detailed instructions will be provided on how to complete necessary paperwork. Failure to accurately complete all instructions in a timely manner may result in loss of the ability to utilize this fund.

AMATEUR STATUS AND ELIGIBILITY

The following are NCAA guidelines for maintaining athletic amateur eligibility. An individual loses amateur status and becomes ineligible for intercollegiate competition if he/she:

1. Uses his/her athletic skill directly or indirectly for pay or the promise of pay in any form in that sport;
2. Agrees (orally or in writing) to compete in professional athletics in that sport;
3. Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletic skill or participation;
4. Knowingly competes on any professional athletic team even if no pay or remuneration for expenses was received.

NCAA Rules Pertaining To Sports Agents

As a student-athlete you:

- **MAY NOT** agree either orally or in writing, to be represented by an agent or organization in the marketing of your athletic abilities or reputation until after the completion of your last intercollegiate contest, including postseason games.
- **MAY NOT** negotiate, or have someone negotiate on your behalf, or sign a playing contract in any sport in which you intend to compete (professionally), or to market the name or image of you.
- **MAY NOT** ask to be placed on a professional league's draft list, whether or not you withdraw your name before the draft, whether or not you are actually drafted and whether or not you sign a professional contract. The NCAA allows for a special exception for basketball (see Compliance Office).
- **MAY NOT** accept expenses or gifts of any kind (including meals and transportation) from an agent (or anyone else) who wishes to provide services to you. Such payment is not allowed since it would be compensation based on athletic skills and a preferential benefit not available to other students.

GAMBLING AND BRIBERY

It is a violation of NCAA regulations to be involved in gambling activities concerning collegiate or professional athletic contests in any manner. This prohibition includes participation in betting pools (e.g., NCAA Basketball Championships, Super Bowl, etc.) and fantasy leagues.

Student-athletes must not become involved in the following activities:

- Providing information to any individuals (including students and non-students) involved in organized gambling activities concerning intercollegiate athletics competition. Such information might include the mental attitude of a team or certain members of a team, the physical condition of certain individuals on a team, etc.

- Asking if someone wants to wager on any intercollegiate or professional team with anyone.
- Accepting a wager by anyone of any team representing Towson University or any other intercollegiate or professional team.
- Participating in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling. This includes placing wagers at legal gaming establishments.
- Intentionally altering the results of an athletic contest in which the student-athlete is participating in exchange for money or gifts.

What is a wager?

A wager is any agreement in which an individual or entity agrees to give up an item of value in exchange for the possibility of gaining another item of value. Engagement in any of these activities is a violation of both NCAA and state regulations and will result in automatic and indefinite suspension from participation in any intercollegiate athletic activity. Any knowledge of student-athletes' involvement in any of the above

activities should be reported immediately to the Director of Athletics. In addition to awareness of the threat gambling and bribery pose to the integrity of intercollegiate sports, student-athletes are responsible for the following:

1. Reporting any offers of gifts, money or favors in exchange for supplying team information or for attempting to alter the outcome of any contest;
2. Maintaining a clear understanding of what constitutes as gambling and bribery activities and reporting any suspected infractions;
3. Contacting the coach or other Department of Athletics personnel (e.g., Associate Director of Athletics for Compliance Services, athletics communications staff) when questions concerning the inappropriate release of team information occurs;
4. Increasing one's awareness that participation in gambling or bribery activities will result in disciplinary actions by the NCAA as well as local, state, and/or federal prosecution of the involved individual(s).



NCAA PARTICIPATION REGULATIONS

The NCAA has carefully defined the playing season regulation by which all student-athletes and teams must abide. This includes practice, competition, conditioning, strength training, and practice and playing oriented meetings. The purpose is to have all

teams compete by the same guidelines while helping student-athletes balance both athletic and academic commitments. Teams are allowed a maximum number of consecutive days of required practice per year which is considered “in-season.” This varies by sport. The start and end dates are determined by the NCAA and Towson University on an annual basis.

Below are partial lists of common activities that count and do not count against your daily and weekly time limits:

Countable Athletically Related Activities	Non-Countable Athletically Related Activities
Practices (not more than four hours/day).	Compliance meetings.
Athletics meetings with a coach initiated or required by a coach (e.g., end of season individual meetings).	Meetings with a coach initiated by the student-athlete.
Competition (and associated activities, regardless of their length, count as three hours). Note: No countable athletically related activities may occur after the competition.	Drug/alcohol educational meetings or Total Tiger/Life Skills meetings.
Field, floor or on-court activity.	Study hall, tutoring or academic meetings.
Setting up offensive and defensive alignment.	Student-Athlete Advisory Council or Captain's Council meetings.
On-court or on-field activities called by any member of the team and confined primarily to members of that team.	Voluntary weight training not conducted by a coach or staff member.
Required weight training and conditioning activities.	Voluntary sport-related activities (e.g., initiated by student-athlete, no attendance taken, no coach present).
Required participation in camps/clinics.	Traveling to/from the site of competition (as long as no countable activities occur).
Visiting the competition site in the sports of cross-country, golf and skiing.	Training room activities (e.g., treatment, taping), rehabilitation activities and medical examinations.
Participation outside the regular season in individual skill-related instructional activities with a member of the coaching staff.	Recruiting activities (e.g., student host).
Discussion or review of game films.	Training table meals.
Participation in a physical activity class for student-athletes only and taught by a member of the athletics staff (e.g., coach).	Attending banquets (e.g., awards or post-season banquets).
	Fund-raising activities or public relations or promotional activities and community service projects.

There may be additional rules that are applicable only to certain sports.

PARTICIPATION IN COUNTABLE ATHLETICALLY RELATED ACTIVITIES OUT-OF-THE-SEASON

Permissible and impermissible activities are shown below:

Permissible Countable Athletically Related Activities During The Out-Of-Season Period	Non-Permissible Activities During the Out-Of-Season Period
Required weight training and conditioning activities supervised by a Department of Athletics staff member.	Conditioning drills may not simulate offensive or defensive alignments.
Participation in up to two hours per week of skill-related instruction with no limit on the number of student-athletes and coaches involved from Sept. 15 th - April 15 th . Prior to Sept. 15 th and after April 15 th there is a limit of up to four student-athletes and any number of coaches.	No equipment related to the sport may be used.
Participation in a physical fitness class conducted by a member of the Department of Athletics staff.	Any other countable athletically related activity that may have been permissible during the in-season period.
Any voluntary athletically related activity in which the student-athlete chooses to participate (does not count in the eight hours) (e.g., initiated by student-athlete, no attendance taken, and no coach present).	Required participation in any countable athletically related activities during any institutional vacation period (e.g., Christmas break, summer) that occur outside the declared playing and practice season (i.e., in-season).

NOTE: Student-athletes may be involved in any non-countable athletically related activity during the off-season period (e.g., workouts using the safety exception, voluntary workouts, other non-countable activities permitted during the in-season period).

FOOTBALL: It is not permissible for football student-athletes to participate in individual skill instruction.



COUNTABLE ATHLETICALLY RELATED ACTIVITIES

What are the daily and weekly time limitations on countable athletically related activities?

Student-athletes may not participate in countable athletically related activities for more than:

In Season

- Four hours per day
- 20 hours per week (including multi-sport)
- Six days per week

Competitions are automatically considered to be three hours/day. On the day of competition, there may be no practice activities (other than warm-down activities) conducted following the competition. The only exception is between contests, rounds or events during a multi-day or multi-event competition. If a team is traveling, the day off may be the day of travel as long as there is no physical activity or athletic meeting held.

Out-of-Season (during the academic year)

- Four hours per day
- Eight hours per week
- Five days per week



Once a team is in its “out-of-season,” two of the eight hours may be spent on individualized skill instruction with no limit on the number of student-athletes and coaches involved from Sept. 15th – April 15th. Prior to Sept. 15th and after April 15th there is a limit of up to four student-athletes and any number of coaches who may participate in two hours of skill instruction.

The daily and weekly hour limitations DO NOT apply to the following time periods:

- During pre-season practice prior to the first day of classes or the first scheduled contest, whichever is earlier.
- During an institution’s term-time official vacation period (e.g., Thanksgiving, spring break), as listed in the institution’s official calendar, and during the academic year between terms.

Voluntary Activities and the Safety Exception

What is a “voluntary” activity?

To be considered a “voluntary” activity, all of the following conditions must be met:

- The student-athlete must not be required to report back to a coach or other athletics department staff member (e.g., strength coach, trainer, manager) any information related to the activity. In addition, non-coaching athletics department staff members who observe the activity (e.g., strength coach, trainer, manager) may not report back to the student-athlete’s coach any information related to the activity. **[NOTE: Coaches may not observe voluntary activities.]**
- The activity must be initiated and requested solely by the student-athlete.
- Department of Athletics staff members may not require the student-athlete to participate in the activity at any time.
- The student-athlete’s attendance and participation in the activity (or lack thereof) may not be recorded for the

- purpose of reporting such information to the coaching staff members or other student-athletes.
- The student-athlete may not be subjected to penalty if he/she elects not to participate in the activity. In addition, neither Towson University nor any Department of Athletics staff member may provide recognition or incentives (e.g., awards) to a student-athlete based on his/her attendance or performance in the activity.

What is the safety exception?

The sports of gymnastics, swimming and diving and track and field have a “safety exception”, which allows the coach to be present during voluntary individual workouts in Towson University’s regular practice facilities without the activity being countable athletic activities. The coach is present to provide safety instruction but not to conduct the workout. In track and field, the safety exception applies only to field events, hurdles and the jumping element of the steeplechase.

Out-of-Season Competition

As a general rule once a student-athlete becomes a member of a collegiate team, he/she may not compete on any outside team. However, student-athletes may compete on an outside amateur team outside of their sport’s declared season and during official university vacation periods (e.g., summer). Student-athletes are required to provide both their head coach and the Assistant Director of Athletics for Compliance Services information on any team and/or individual competition that they may wish to participate in at any time of the year **PRIOR** to participating.

Student-athletes in the sport of basketball may only participate on an NCAA sanctioned summer league during June, July and August. No more than two student-athletes can be on the same team and the Director of Athletics must give approval. Student-athletes in the sports of soccer and volleyball may compete on an outside amateur team only after May 1 as long as:

- The number of student-athletes from Towson University does not exceed five in soccer or two in volleyball;
- The Director of Athletics has approved the competition (in consultation with the head coach);

- There is no missed class time for practice or competition.

NCAA rules place restrictions on the number of student-athletes participating on the same outside amateur team for certain sports. The limitations are:

Sport	Max # of Participants
Baseball	4
Men’s Basketball	2
Women’s Basketball	2
Field Hockey	5
Men’s Lacrosse	5
Women’s Lacrosse	5
Women’s Soccer	5
Softball	4
Volleyball	2

TRANSFER POLICY

The decision to transfer from Towson University to another institution is a matter that requires very careful thought. Below is a summary of NCAA rules which will help you better understand the consequences of such a decision. There are two different processes that are often both referred to as a “release,” permission to contact another institution about the possibility of transferring and a waiver of the residency requirement for student-athletes who qualify for the one-time transfer exception per NCAA rules. If you signed a National Letter-of-Intent, you must attend Towson University for one full academic year. Transferring mid-year has a two-year penalty requiring residence at the transfer university. In order to be eligible to receive athletics aid at a new institution, you must be academically eligible for competition at Towson University.

- Permission to Contact:** Before you may begin to discuss possibilities with a new school, your potential future school must first receive written permission from the Towson University Department of Athletics. First, inform your coach of your interest in going elsewhere.

It is important for you to understand that if you or your parents make contact with the new school, they are obligated to let Towson's Department of Athletics know. The new school must receive written permission from our department in order to have further discussions with you. If a current student-athlete contacts the compliance office without first speaking to his/her head coach, the compliance office will give the student-athlete a reasonable timeframe in which to initiate this conversation before the compliance office informs the coach of the request or the student-athlete withdraws the request. No permission to contact release will be given without informing the head coach.

Process: For each release request received by Towson University, the compliance office will contact the head coach to verify that a release to that particular institution is approved. If the coach grants permission to contact or release from the residency requirement, then the compliance office will promptly return the transfer request to the inquiring institution. If a coach wishes to deny the permission to contact or release from the residency requirement, the coach must submit the Request to Deny Permission to Contact and/or Release from the Residency Requirement form to his/her sport administrator and the Director of Athletics for approval

prior to telling the student-athlete that the release is denied. If the denial of permission to contact or the release from the residency requirement is approved by the Director of Athletics, the student-athlete will be notified in writing by the compliance office which will include the appeal procedure.

Once a release request is forwarded to the head coach, the department will also review and determine, on a case-by-case basis, the services and benefits that will continue to be extended to a student-athlete once the transfer release process is complete. This includes, but is not limited to: athletics academic services, use of athletics facilities & equipment and access to sports performance services. The student-athlete will receive notification in writing from the compliance office regarding access to services and benefits.

2. Release of Residency Requirement: NCAA regulations require that you "sit out" at the new institution for one academic year prior to participating in athletics unless you meet the requirements of a specific transfer exception.



A student-athlete may receive an exception to the one-year residency requirement under certain circumstances. Therefore, you may be eligible for an exception if all of the conditions listed below are met:

- a. You participate in a sport other than basketball, football or baseball;
- b. It is your first transfer from one four-year college to another;
- c. You are in good academic standing and would be academically eligible if you returned to your initial institution; and
- d. Towson certifies in writing that there is no objection to granting an exception to the one-year residency requirement.

3. Reasons to Deny Permission: Reasons a request to deny permission to contact or a release from the residency requirement may be upheld, include, but are not limited to:

- a. Suspected tampering by the institution the student-athlete is seeking permission to transfer to.
- b. Division I programs that are on the team's schedule.
- c. Division I programs within the region.
- d. Individual academic performance, particularly if it puts the team at-risk with the NCAA Academic Performance Program, specifically:
 - i. The student-athlete does not or is in danger of not meeting NCAA progress towards degree requirements;
 - ii. The student-athlete does not or is in danger of not having a minimum cumulative GPA of 2.6 or higher; and/or
 - iii. The student-athlete has not completed a full academic year in residence.

4. Continuation/Discontinuation of Services & Benefits: Student-athletes will receive written notice within seven (7) business days of what services and benefits he/she will or will not have access to for the remainder of their enrollment at Towson. Continuation of services and benefits will

be determined on a case-by-case basis, but subject to the following conditions:

- a. Student-athletes who remain on athletics aid, will continue to receive access to athletics academic services through the Academic Achievement Center for any term he/she receives athletics aid.
- b. Continuation on athletics aid will be determined by the head coach compliant with University and department policies on financial aid (which includes minimester and summer school).
- c. Student-athletes must undergo an exit physical with sports medicine, who will then determine continued access to sports medicine services per department policies and procedures. Student-athletes no longer on a roster will only receive services for athletically related injuries that occurred while the student-athlete was an active participant on the roster and only if he/she completes the exit physical consistent with sports medicine policies and procedures. Sports medicine will document continued access to services and benefits as a result of the exit physical.
- d. Other benefits and services (e.g., access to weight room, locker room, equipment, etc.) will be determined on a case-by-case basis, but will be outlined in the written notice issued to the student-athlete.
- e. Student-athletes who continue to receive services and benefits will continue to be subject to the department policies & procedures, including the Student-Athlete Handbook.
- f. Student-athletes may be subject to changes in access to services or benefits, but must be notified in writing of any changes.
- g. Student-athletes may appeal the discontinuation of access to services or benefits by utilizing the grievance procedures as outlined in the Student-Athlete Handbook.

In all transfer cases, it is vital that you become familiar with the ramifications of your activities before you take action. Consult the Director of Compliance for more information.

Appeals Regarding Transfer

When a student-athlete from Towson University decides to transfer and is not granted permission to contact and/or a waiver to the transfer residency requirement, a written request for an appeal may be made within 10 business days to the Faculty Athletics Representative or to the Director of Compliance who will forward the appeal to the Appeals Committee. The Faculty Athletics Representative will convene the committee and serve as chair. The student-athlete may participate in the hearing by providing written materials, request to participate via telephone or request an in-person hearing. The head coach and/or athletic department staff may be asked to provide information in writing or to appear in person or via telephone during the appeal hearing. The committee will hear the appeal and make a determination as to the final decision of the University within 15 business days after receipt of the request. The decision of the appeals committee is considered final and there is no further appeal.

CAA Intra-Conference Transfer Rule

(Applies to all Sports except Football and Gymnastics)

Pre-Matriculation: The CAA Intra-Conference Transfer Rule applies to an incoming student-athlete that has signed a valid National Letter of Intent (NLI) with a CAA institution. A prospective student-athlete who signs a valid NLI with a CAA institution but subsequently enrolls at a different CAA institution must fulfill two academic years of residence prior to being certified eligible to compete.

Post-Matriculation: The CAA Intra-conference Transfer Rule applies to a student-athlete in a conference sport that has ever been the recipient of athletically related financial aid at a CAA institution. If the student-athlete decides to transfer within the conference he/she must fulfill two academic years of residence prior to being certified eligible to compete at the second CAA institution.

Exceptions: The CAA Intra-conference Transfer Rule does not apply in these situations:

1. The rule does not apply to a student-athlete

that has never received athletically related financial aid at the first CAA institution.

2. The rule does not apply when the first CAA institution drops the sport in which the student-athlete has participated.

CAA Football Intra-Conference Transfer Rule

Any football student-athlete who transfers from one conference institution to another is not eligible for athletic financial aid during the year of residency. An appeal of this rule to the Board of Directors for extenuating circumstances may be requested by the Director of Athletics of the institution to which the student-athlete intends to transfer.

NCAA UNETHICAL CONDUCT

An enrolled student-athlete found in violation of NCAA rules or unethical conduct will be ineligible for further intercollegiate competition, subject to an appeal to the NCAA Student-Athlete Reinstatement Committee for restoration of eligibility. Unethical conduct may include, but is not limited to, the following:

1. Refusal to furnish information relevant to an investigation of possible NCAA rules violations.
2. Involvement in arranging fraudulent academic credit or false transcripts.
3. Involvement in receiving an improper recruiting inducement or extra benefit.
4. Knowingly furnishing the NCAA or Towson University false or misleading information concerning involvement in or knowledge of matters relevant to a possible violation of NCAA rules.

NCAA RULE VIOLATIONS

Potential NCAA rule violations must be reported immediately. Violations can be reported to the Athletics Compliance Office by calling 410-704-4668, going directly to the Compliance Office (Towson Center, Room 346) or by contacting the

Faculty Athletics Representative, Dr. Jessica Minkove, by calling 410-704-2777.

RECRUITMENT

Hosting Prospective Student-Athletes

Current student-athletes are an information resource about the campus and athletic program; therefore, they have an important role in recruiting. To ensure fairness, the NCAA carefully defines the conditions under which prospective student-athletes may be recruited by Towson University. It is essential that student-athletes serving as hosts carefully adhere to the rules. The following is a guide to select, basic NCAA rules for student-athletes asked to be a student host or to participate in the recruitment of prospective student-athletes.

There are two types of visits a prospect can take to a campus—unofficial or official. An unofficial visit to Towson’s campus is made at the prospect’s expense. The provision of any expenses beyond complimentary admissions to campus athletic event will require the visit to become designated as an official visit. An official visit by a prospect to a campus is a visit that is financed (in any part) by Towson. The

official visit may be taken after the opening day of the prospect’s senior year in high school. A prospect may visit Towson for a maximum of 48 hours and be provided lodging and meals like regular students. Entertainment for prospects and their parents (or legal guardians) or their spouse may be provided as long as it is not excessive in nature and takes place within a 30-mile radius of campus. It is not permissible to entertain other relatives or friends of the prospect at any time. It is not permissible for Towson to provide cash directly to the prospect for entertainment purposes. Thus, the student host will be provided with entertainment funds if the coach decides to provide such funds.

Student Hosts

Student hosts are ambassadors of our Department of Athletics. Their actions should reflect positively on the program and Towson University. Hosts must be enrolled student-athletes, and if they are freshmen they must have been certified as qualifiers by the NCAA Eligibility Center. All hosts must read and sign the Department of Athletics Student Host Form prior to the visit. After the visit, the Host Form is returned with all receipts and any unused money. The following is additional important information concerning official visits:

1. A host may be provided a maximum of \$40 for each day of a prospect’s official visit to cover the actual costs of entertaining the prospect. The entertainment money may not be used to provide alcohol, drugs, sexually related activities or souvenirs (e.g., T-shirts, hats, etc.). Cash may not be provided to the prospect or anyone visiting with the prospect.
2. A host may be provided with an additional \$20 per day for each additional prospect entertained.
3. Several student-athletes may host a prospect, but Towson University may provide only one current student-athlete with entertainment money.



4. Use/participation in alcohol, drugs, gambling and sexually related activities, and participation in any unethical or illegal activity that violates criminal law, NCAA Rules, or the Towson University Student Code of Conduct, is strictly prohibited.
5. A vehicle may not be provided to the host or the prospect for use during the official visit.
6. Only one meal may be held for a prospect on an official visit at the home of the sport's head coach.
7. Hosts should not permit conversations to occur, on- or off-campus, between a prospect and a booster of the athletics program. If an unplanned meeting occurs, exchanges of greetings are permissible, but in a polite way, and any further contact should be avoided.
8. The prospect should not participate in any athletics activities related to the sport for which the prospect is being recruited in the presence of a coach.
9. Hosts and prospects may receive complementary admission (via pass list, not a hard ticket) when attending a campus athletic event.
10. Prospects must be supervised at all times.
11. Remember to treat prospects with the friendliness that typifies our athletics program.
12. Remember to give each prospect a taste of the distinctive environment that makes Towson University unique.

This is not a complete list of dos and don'ts related to hosting prospects. Student-hosts are expected to use good judgment at all times.

Enrolled Student-Athletes as Recruiters

1. Off-campus, in-person contacts between enrolled students or student-athletes and a prospect are permissible as long as such contacts are incidental and do not occur at the direction of a coaching staff member for recruiting purposes.
2. Current student-athletes may write letters to or email prospects after Sept. 1 of the prospect's junior year at the student-athlete's own discretion and expense.
3. Current student-athletes cannot make telephone calls to prospects if the calls are made at the direction of a coaching staff member or financed by Towson University or its boosters.



FINANCIAL AID POLICY

The Department of Athletics will provide as much assistance as possible in the education of coaches, student-athletes, and parents so that they can take full advantage of all opportunities to receive institutional aid. Much of the student-athlete population is funded with combination of athletic, academic, need-based grants and student aid parent loans.

Every attempt is made to assist eligible students who demonstrate need and complete the Free Application for Federal Aid (FAFSA) by the priority deadline of February 15. However, limited funds make it impossible for the university to meet the full need of all eligible students with grants. Thus, Financial Aid is awarded on a first come, first serve basis. The need of the student is the difference between the “cost of education” and the “Expected Family Contribution,” which is determined by the U.S. Department of Education from FAFSA data. Become family income can change each year; students must resubmit a new FAFSA every year by February 15. To apply online visit www.fasfa.ed.gov.

For more information how to apply for all forms of financial aid, visit Towson’s Financial Aid Office.

DEFINITION OF AN ATHLETICS FULL GRANT-IN-AID

In a continuing effort to attract top quality student-athletes to Towson University, athletics grants-in-aid are awarded upon the head coach’s recommendation through the Financial Aid office. The number of grants available is determined on a yearly basis.

Athletics scholarships are awarded as a percentage of the value of a full grant-in-aid. The financial aid office calculates the full grant-in-aid amount annually. The typical full grant-in-aid amount includes tuition, mandatory fees, the amount of a standard double room, the 19-meal plan and required textbooks. A full grant-in-aid for international student-athletes includes the cost of the student health insurance policy as required by state law and university policy.

Student-athletes receiving a full scholarship and registered for the 19-meal plan may receive “unlimited meals” as defined by the department

at the beginning of the academic term. Abuse or unauthorized use of the “unlimited meal plan” may result in the revocation of this privilege.

Currently, in the sports of men’s women’s basketball, the Department of Athletics will also provide the following:

1. Cost of Room in Millennium Hall (or similar on-campus housing) or if living off-campus, the weighted average amount of all on-campus housing per NCAA rules.
2. An allowance for transportation and personal expenses equal to the amounts included in the standard Cost of Attendance budgets defined by Towson’s Financial Aid Office.

If student-athletes ask the Financial Aid Office to increase their Cost of Attendance budgets in order to increase their eligibility for other forms of aid, those budget increases will not increase their athletic aid. Exceptions to this policy are made at the discretion of the Director of Athletics.

OUTSIDE SCHOLARSHIPS

NCAA rules carefully regulate the source of funds from which a student-athlete may receive assistance during his/her career. Scholarships from sources outside the university are permissible as long as they meet the NCAA guidelines. To ensure complete compliance with regulations, all outside scholarships should be made out to Towson University and applied to the student’s bill. If a scholarship is received directly by the student-athlete, it is his/her responsibility to notify the Director of Compliance of the amount and parameters for receipt of the scholarship.

Reduction/Cancellation of Athletics Grants-In-Aid

Student-athletes on an athletics grant-in-aid are expected to fulfill their obligations as a student-athlete and have an additional responsibility to the Department of Athletics. An athletics grant-in-aid may be immediately reduced or canceled during the term of the award due to substantiated negative personal conduct, academic/NCAA ineligibility or voluntary withdrawal from the team. A few of the reasons include:

Academics:

- I become ineligible for competition
- I fail to attend class and/or scheduled academic meetings (e.g., advisor, tutor, athletics academic advisor)
- I fail to meet required study hall hours on a weekly basis
- I fail to meet progress towards degree standards
- I engage in any form of academic misconduct

Behavior:

- I am involved in any incident that results in suspension of games, per the Towson Athletics Student-Athlete Code of Conduct
- I have a positive drug test from either the Towson Athletics or NCAA drug-testing program
- I violate NCAA rules, the campus code of conduct, or violate local, state or federal law(s)
- I engage in repeated acts of insubordination, disrespect of staff members or teammates, or intentionally fail to fulfill my obligations as a student-athlete
- I engage in serious personal misconduct, including but not limited to acts of moral turpitude that may reflect adversely upon the reputation or public perception of Towson University or its athletic program

Team Policy /Other:

- I fail to be on time and/or late for any required meeting, practice or strength and conditioning session
- I engage in any act that is detrimental to the team (e.g., fighting, theft, dishonesty, vandalism, etc.)
- I repeatedly violate other team policies
- I am suspended or withdraw from any regular academic term for any reason
- I quit my team or otherwise voluntarily withdraw from team activities
- I receive other aid that causes me to exceed my individual or the team limit as defined by the NCAA
- I enroll in any courses offered by another university or branch campus of Towson University

When an athletics grant-in-aid is reduced or canceled, the student-athlete has the ability to appeal the decision to the Financial Aid Office, if he/she feels that the reasons are questionable or unfair. The Financial Aid Office will provide written notification to the student-athlete that will include the appeal procedures. The student-athlete must notify the Financial Aid Office of his/her intention to appeal within 14 days of the date on that letter. The Financial Aid Office handles the appeal according to University financial aid hearing procedures.



Exhausted Eligibility Aid

It is the general policy of the Department of Athletics to not continue an athletics grant-in-aid after a student-athlete's eligibility is exhausted. However, an athletics grant-in-aid award after a student-athlete's eligibility is exhausted may be considered on an individual basis. The head coach and sport administrator may make an exception bearing in mind NCAA regulations, funding sources and any other pertinent information. If a student-athlete is offered exhausted eligibility aid, he/she will be expected to perform service hours to the Department of Athletics. (Failure to complete the work assignment will result in a violation of the financial aid agreement and cancellation of the athletically related aid.)

Summer School/Minimester

The awarding of aid for the summer trimester and Minimester is handled through a separate awarding process than the annual grant-in-aid contract. All student-athletes wishing to receive summer trimester or Minimester aid must complete an application as aid for these terms are limited and not guaranteed. Applications for the summer trimester and Minimester are considered on an individual basis.

Failed Classes and Classes in Which a Grade of "FX" is Received

The Department of Athletics reserves the right to deny payment for classes in which a student-athlete receives a failing grade and/or for classes in which an "FX" grade is awarded.

Medical Disqualification

A medical disqualification occurs when a current student-athlete becomes injured or ill to the point that the player will never again be able to participate in intercollegiate athletics. The Towson Sports Medicine staff, in consultation with team physicians, will be responsible for determining if a student-athlete's injury or illness warrants a medical disqualification. 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 his/her five-year clock. Student-athletes who are receiving athletics aid, but are deemed medically disqualified, may continue to receive aid at the discretion of the Director of Athletics. Athletics aid may be renewed up 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 athletics aid. Student-athletes who receive athletics aid while medically disqualified, will be required to perform service hours to the Department of Athletics. (Failure to complete the work assignment will result in a violation of the financial aid agreement and cancellation of the athletically related aid.)

Non-Participant Receiving Athletics Aid

Towson University's Department of Athletics will not provide athletics aid to any student-athlete who is not actively involved with the Department of Athletics. In the event that a student-athlete will no longer be participating in a competitive manner on an athletic team in which athletic aid has been awarded, the student-athlete will be required to perform service hours to the Department of Athletics. The student-athlete will meet with the head coach and sport administrator to determine the nature of the service and the number of hours to be required each semester. (Failure to complete the work assignment will result in a violation of the financial aid agreement and cancellation of the athletically related aid.)

Furthermore, student-athletes who are not competitive participants remain subject to all NCAA, CAA and Towson University regulations and their athletics aid is subject to the renewal procedure that is in place for all student-athletes.

EQUIPMENT ROOM POLICIES AND PROCEDURES

Locker Room

Student-athletes are assigned lockers in their

designated locker room. Secure your valuables in the space provided, and do not leave items on the benches or floor of the locker room. All uniforms and equipment issued are the property of the Department of Athletics. You will be charged for clothing/equipment not returned when requested. Do not give the combination to the locker room to anyone who is not associated with your team. Do not leave the door to the locker room propped open and vulnerable to theft.

Issuance of Equipment

1. Prior to the beginning of each team's season, the head coach provides the equipment manager with an accurate roster of team members. In addition, the Assistant Director of Athletics for Compliance Services provides a copy of the team's most recent roster.
2. The head coach schedules a date and time with the equipment manager to issue equipment for the team. All team members must be in attendance to be issued equipment.
 - a. Student-athletes must be academically eligible and physically cleared by the Sports Medicine Staff (eligible to participate) in order to receive equipment. In addition, there may be no outstanding bills for equipment from the previous seasons. Verification of this may be requested before issuance.
 - b. Student-athletes sign an Equipment Issue Form verifying receipt of issued equipment.
 - c. Locker assignments are provided to student-athletes at this time.
3. If laundry services are provided, it is the responsibility of the student-athlete to turn in his/her gear to be washed.
 - a. Only Towson University issued clothing is washed (no personal laundry).
 - b. The equipment room staff is not responsible for lost, stolen or damaged clothing items.
 - c. Practice uniforms issued to student-athletes are intended for practice use



only. They are not to be worn at any other time.

4. Game uniforms are picked up by the student-athletes in the equipment room at a pre-appointed time. The equipment manager and the head coach coordinate pick-up times. Where applicable, game uniforms are to be returned to be laundered to the equipment room immediately following an athletic contest, or upon return from an away contest.

Return of Issued Equipment

1. At the conclusion of each season, the head coach sets an appointed date and time with the equipment manager for his/her team to return issued equipment. All team members must return their equipment at this time. Student-athletes sign their Equipment Issue Form verifying return of issued equipment.
2. If a student-athlete leaves the team for any reason, he/she is responsible for the return of all his/her equipment. The student-athlete must appear in person to sign the Equipment Issue Form verifying return of issued equipment.
3. Student-athletes not returning issued equipment will be billed for the cost of replacement of the equipment. There may be a one-time \$25 administrative fee added to the student-athlete's bill for unreturned equipment. This processing fee is non-refundable.
 - a. Costs for replacing equipment are determined by the equipment manager.
 - b. Student-athletes are accountable for all lost and stolen equipment. Continuing student-athletes will not be issued new equipment if there is an outstanding bill from the previous year.

Speed, Strength and Conditioning

Mission Statement

Towson University Strength and Conditioning Department is committed to enhancing individual student-athlete development by implementing industry standard methodologies to optimize athletic performance, reduce the rate of injury, and maximize team success.

Philosophy

Our systematic programs focus on increasing strength and power development through ground-based multi-joint movement patterns. Sport specific metabolic demands are met through conditioning programs to eliminate overuse injuries and increase performance. Through enhancing movement efficiency we can help minimize the risk of injury. The mental edge is developed through a training culture that will accept no less than a championship level work ethic.

Speed, Strength and Conditioning Rules and Regulations

1. All student-athletes must be medically cleared by the Sports Medicine Staff before they can utilize the services of the Speed, Strength and Conditioning program.
2. Safe and correct technique is expected at all times for all activities. Failure to comply with instructions provided by the Speed, Strength and Conditioning Staff will result in the suspension of training privileges.
3. Properly designed and scientifically sound programs are written for each student-athlete during specified training periods throughout the year. These programs are to be followed during each of these training periods and the Speed, Strength and Conditioning staff may only alter exercise selection.
4. The Speed, Strength and Conditioning staff maintains an atmosphere conducive to the preparation of champions. Student-athletes are expected to be physically, mentally and emotionally present and focused on the work required to achieve this goal at all times. Distractions from this goal will be dealt with immediately.
5. The Speed, Strength and Conditioning staff establishes a training time for each team. All student-athletes are expected to train with the team unless otherwise agreed upon by the Speed, Strength and Conditioning staff. Student-athletes who fail to comply with these rules and regulations will be asked to leave the weight room immediately.
6. All student-athletes must dress in appropriate

training attire consisting of Towson University issued athletic apparel or clothing neutral in color; and closed-toed, clean and secure athletic shoes. All jewelry must be removed. Personal listening devices and cell phones are absolutely prohibited at all times. Student-athletes are expected to arrive on time for scheduled training session.

Sports Medicine

Mission Statement

Towson University Sports Medicine maintains the health, safety and optimal performance of the TU student-athlete through screening, corrective exercise, evaluation, referral, treatment, and rehabilitation of athletic injuries and inefficiencies in biomechanics and neuromuscular control. Staff Athletic Trainers (ATs) are charged with maintaining records of the health history and care provided to TU student-athletes. Staff ATs also provide training to TU Athletic Department coaches and administrators in first aid and CPR, and monitor practice and speed, strength, and conditioning sessions to ensure sound risk management in the safety and welfare of TU student-athletes.

Sports Medicine Rules and Regulations

1. Please leave all bags, equipment, etc., in the cubbies of the entrance to all sports medicine facilities or athletic training rooms.
2. Student-athletes must shower following all workouts prior to receiving treatment in the athletic training room. This particularly applies to the whirlpools.
3. Injured student-athletes will be scheduled for rehabilitation and/or treatment times. These times are mandatory appointments and should be treated as such. Missing or arriving late to rehab will be reported to coaches.
4. Student-athletes should not attempt to set themselves up on treatments.
5. In accordance with NCAA rules, student-athletes are not permitted to use the departmental phones, computers or fax machine.
6. No eating or drinking in the treatment, rehabilitation or hydrotherapy areas of the athletic training room when receiving treatment.
7. Shoes should be removed when on the treatment tables.
8. Cleats are not allowed in the sports medicine center or athletic training rooms.
9. The athletic training staff will not be used as an excuse for being late to practice. Student-athletes are responsible for allowing adequate time for treatment and taping in order to get to practice at the scheduled time.
10. The athletic training room is a co-educational facility. As such, proper attire should be worn at all times by both male and female student-athletes.

Notice of Privacy Practices

Towson University Sports Medicine generates a record of all evaluation, treatment and care provided to student-athletes. These records may be governed by HIPAA, FERPA, and the laws of the State of Maryland. To view the full policy and procedure of the protection of student-athlete records generated in Sports Medicine, please look on the sports medicine page of www.towsontigers.com.

Medical Care and Insurance Procedures

Towson University Athletics seeks to provide comprehensive sports medicine services for its student-athletes, including preventive services, first aid and



physical rehabilitation.

Medical Certification for Individual Student-Athlete Participation:

Towson University Athletics requires all student-athletes to complete a pre-participation physical examination prior to the student athlete being issued equipment, attending any practice or strength and conditioning session, and/or competing in any athletic activities. The pre-participation physical examination MUST be administered by a Towson University team physician or their designee and must be completed on an annual basis. The clearance process includes, but is not limited to:

1. Completion of a health history questionnaire for incoming freshman/transfer student athletes, updated medical history questionnaire for all returning athletes
2. Completion of blood work to obtain sickle cell trait status
3. Acknowledgement of insurance procedures
4. Submit a photocopy (front & back) of the student-athletes current health insurance card and prescription benefits card.
5. Completion of a health insurance information form.
6. Completion of a use, disclosure and release of protected health information authorization form (Towson University and Union Memorial Hospital).
7. Completion of an injury release, assumption of Risk and Athletic Responsibility Form.
8. Completion of a consent for treatment form.
9. Completion of a supplement notification form.
10. Completion of a drug testing consent form.
11. Completion of concussion education and policies and procedures.
12. Completion of eating disorder recognition and policies and procedures.
13. Completion of an Athletic Medical Examination and Orthopedic Screening Examination by a Towson University team

physician and athletic trainer. Selected individuals may be required to complete additional tests and/or examinations as needed. Upon successful completion of the aforementioned pre-participation physical examination process, the student-athlete will receive approval/certification from the Towson University Sports Medicine staff to be issued equipment, and to participate in practice, strength and conditioning sessions and competition.

If, for any reason, the student-athlete is not approved/certified for athletic participation, they will be notified by the Towson University team physician and/or a member of the Towson University Sports Medicine staff at the end of the pre-participation physical examination. All costs associated with any additional tests, consultations, and/or medical procedures needed to gain approval/certification for participation in athletics at the Towson University will be the responsibility of the student-athlete and/or their primary health insurance. No member of the Towson University Department of Athletics will permit a student-athlete to participate, nor will Towson University provide insurance coverage to any student-athlete who has not completed the pre-participation physical examination procedure. Failure to accurately disclose pertinent medical history information related to pre-existing injuries will negate the responsibility of filing claims with the athletic accident insurance for balances accrued for medical care.

Exit Physical Examinations:

Every student-athlete must complete the end-of-season health history update at the end of his/her competitive season. If this form indicates any reason to follow-up with a Towson University Athletics team physician, then the student-athlete must schedule an appointment with a member of the Towson University Sports Medicine staff, prior to the conclusion of the spring academic term, for the purpose of an Exit Physical Examination. This will include a review of the injuries and/or illnesses indicated on the form and the student-athlete will receive a referral for follow-up care if applicable. In

the event that any student athlete quits the team or is removed from the active roster it is the students responsibility to check out with the medical staff. Failure to check out of at the conclusion of athletic participation will negate and responsibility of Towson University for subsequent claims filled for injuries sustained while participating in athletics.

Durable Medical Equipment

Durable medical equipment includes devices that are used to prevent injury or assist in the management of injuries sustained as part of athletic activity. Examples of such equipment include: crutches, ankle braces, thigh sleeves, knee sleeves, calf sleeves, off the shelf knee braces, should slings, shoulder braces, elbow sleeves, wrist splints and custom mouthpieces.

Insurance Coverage of Student-Athletes

All Towson University student-athletes are required be covered by individual health insurance **BEFORE PARTICIPATING IN ANY PRACTICE, GAME, AND/OR COMPETITION**. The student-athlete's insurance should cover athletically-related injuries and/or illnesses, and shall be considered the **PRIMARY** insurance coverage for all athletic related injuries. The student-athlete must complete a Health Insurance Information /Authorization Form and supply a photocopy (front & back) of the health insurance card on a yearly basis. Failure to carry personal health insurance may result in a student-athlete being financially responsible for all injuries.

Towson University Athletics provides an excess athletic policy and catastrophic insurance program for its student-athletes. **THIS POLICY, HOWEVER, IS SECONDARY TO, OR IN EXCESS OF, PERSONAL MEDICAL INSURANCE COVERAGE**, and covers only injuries/illnesses/accidents resulting from the direct participation in the athletics program during the dates of the primary competitive season and designated off-seasons as approved by the Director of Athletics according to NCAA regulations.

156-Week Limitation on Secondary Insurance Coverage

Towson University's medical and catastrophic insurance program will pay for the excess of the "necessary" medical treatment up to the "usual" and "customary" charges for such expense incurred within 156 weeks (three years) from the initial date of the injury/illness/accident. The first expense must be incurred within 60 calendar days of the date of the injury/accident.

Compliance with Insurance Company Requests

Student-athletes and his/her parent(s)/ guardian(s) are responsible for understanding the conditions that apply to their policy and comply with any requests for information, etc. from the primary insurance company. Any delinquent bills resulting in bad credit due to non-compliance with insurance company requests may be the responsibility of the student-athlete and/or his/her parent(s)/ guardian(s). In the event that a student-athlete and/or their parent(s)/guardian(s) receives payment/ reimbursement directly from their insurance company for athletically related injury/illness claims, the full account balance becomes the responsibility of the student-athlete and/or their parent(s)/guardian(s), until payment is turned over to the provider.

HMOs

If a student-athlete's primary insurance is an HMO, the Towson University Sports Medicine staff strongly encourages the student-athlete and/or their parent(s)/ guardian(s) to change the primary care physician (PCP) to a Towson University team physician or local physician to obtain a "guesting privilege" in the Towson, MD., area. This will allow the student-athlete to have a network of physicians in the Towson area, as well as better access to care. A member of the Towson University Sports Medicine staff can assist in this process.

Insurance Policy Changes

Towson University Sports Medicine must

receive any changes to a health insurance policy as soon as they occur. If proper notification is not received, Towson University Athletics may not be responsible for any delays in payment, collections notices, credit reports, etc., that occur.

Medical Bills

In the event that a student-athlete should receive a bill/statement for an injury/illness that occurred as a direct result of participation in athletics at Towson University, the student-athlete must submit the bill/statement to a Towson University certified athletic trainer within six months from the date of service. Bills not received within six months may be the responsibility of the student-athlete and/or the student-athlete's parent(s)/ guardian(s). The Towson University Department of Athletics and/or Towson University Sports Medicine **WILL NOT** be responsible for any delays in payment, collections notices, credit reports, etc., that occur due to bills not being submitted in a timely manner.

Submit all correspondence to:

*Towson University Sports Medicine
Attn: Insurance Coordinator
8000 York Road
FH 101
Towson, MD 21252-0001
(401) 704-2707
Fax: (401) 704-2727*

Exclusions and Limitations:

Towson University Athletics' secondary medical insurance policy will not apply to the situations indicated below. This list is not all-inclusive.

1. Injuries/illnesses that are not the direct result of intercollegiate athletics participation during the dates of the primary competitive season and designated off-seasons as approved by the Director of Athletics according to NCAA regulations.
2. Experimental procedures.
3. Cosmetic surgery or procedures unless

directly related to an athletics related injury.

4. Hospital room and board charges in excess of the semi-private room rate unless hospitalized in an intensive care unit.
5. Injuries/illnesses that are a result of intramural, club sports and recreational activities (non-intercollegiate activities), as well as training/conditioning activities that occur outside of the primary competitive season and designated off-season periods.
6. Injuries/illnesses that are recurrences of old injuries/illnesses that were sustained before participation in the intercollegiate sports program.
7. Expenses for athletic injuries incurred after completion of the student-athlete's intercollegiate athletic eligibility.
8. Medical expenses beyond the limitations



and exclusions of, or not covered by, Towson University Athletics' insurance policy.

9. Non-medical expenses.

The importance of having some form of personal health insurance coverage cannot be overemphasized. Medical bills resulting from the aforementioned activities will be submitted to the student-athlete's primary medical insurance. Any unpaid balances are the responsibility of the student-athlete and/or the student-athlete's parent(s)/guardian(s).

The Master Policy on file at the University contains all of the provisions, limitations, exclusions and qualifications of the Towson University Athletics' insurance policy, some of which may not be included in this handbook. If any discrepancy exists between this handbook and the Policy, the Master Policy will govern and control the payment of benefits.

International Student-Athletes

In order to be enrolled in classes at any United States college or university, international students must prove that they have insurance that complies with standards set by the federal government. Insurance requirements will vary depending on if the student qualifies for F-1 status or J-1 status.

Any international student who will be participating in athletics will be automatically enrolled in the Towson University Student Health Insurance program by the university. Any international student-athlete who is not receiving a full athletics scholarship will be responsible for the cost of the Student Health Insurance unless they carry portable insurance that qualifies for a waiver under the university program.

The base insurance plan available through the university does not cover athletic related injury. Therefore the student will also be enrolled in the student athletics policy, which carries a \$5,000 benefit in the event of injury related to athletics participation.

If an international student-athlete is already covered by insurance that meets the requirements, he/she must provide written proof of coverage to the Towson University Health Center. The information should be in English and should clearly specify the amount, period, type of coverage, the deductible, company rating, any co-payments, exclusions and the policy concerning pre-existing conditions. Anyone with questions regarding insurance requirements for international students should contact the Towson University Student Health Center.

Proof of compliance with international student insurance requirements must be made at the Towson University Health Center in order to avoid deportation, exclusion from classes, and/or exclusion from participation in Towson Athletics. The aforementioned guidelines may not be exact in every situation and for every student-athlete. International insurance regulations are continually amended and changed by the U.S. government. The Towson University Sports Medicine staff will not be held responsible for changes that the university or government may make, and/or the student-athlete's failure to check the specific guidelines for their country or insurance company. It is the student-athlete's responsibility to make sure that they are in compliance with Federal, Towson University and Towson University Athletics regulations at all times.

Injury/Illness Reporting Procedures:

Any intercollegiate athletics participant who is injured/becomes ill must **IMMEDIATELY** report the injury/illness to a member of the Towson University Sports Medicine Department. Costs pertaining to an injury and/or illness not reported in a timely manner may be the responsibility of the student-athlete and/or his/her parent(s)/guardian(s).

All injured or ill student-athletes who cannot fully participate are listed on a daily injury report that the staff athletic trainer gives to the head coach and Speed, Strength and Conditioning staff prior to each day's athletic activity. Everyone on this list must report for treatment during the designated treatment times unless specifically advised otherwise by their staff athletic trainer and report as usual to practice or game attired in Athletic Department issued clothing.

Student-athletes who are sick must, at the discretion of the athletic training staff, be seen by the team primary care physician at a regularly scheduled, primary care clinic carried out at Ford-Vetter Sports Medicine Facility. Student-athletes' primary insurance will be billed for these visits and all visits to the primary care clinic. If a student-athlete desires to see the team physician, he/she must notify a staff athletic trainer as soon as possible.

NOTICE: Any costs associated with services for ill student-athletes that occur are the responsibility of the student-athlete.

Missed Doctor's Appointment Policy:

Student-athletes who are late and/or fail to show-up for scheduled appointments with the team physician, medical consultants and/or diagnostic tests/procedures will be financially responsible for any and all charges resulting from the missed appointment. In addition, the student-athlete will be responsible for rescheduling the appointment and providing his/her own transportation.

Off Campus Physical Therapy/ Rehabilitation Procedures:

Physical therapy and rehabilitation will be conducted by the Towson University Sports Medicine staff. However, in limited situations, it may be necessary for a student-athlete to utilize an "off-campus" physical therapy facility. In such situations, permission must be granted by the Director of Sports Medicine and/or his designee. Such referrals must come from a member of the Towson University Sports Medicine Department. If a student-athlete decides to utilize physical therapy/rehabilitation services without the authorization of a member of the Towson University Sports Medicine Department, the student-athlete and/or the student-athlete's parent(s)/guardian(s) will be financially responsible for any and all medical bills incurred.

Physician Referrals/Consultations:

The Towson University Department of Athletics has fostered positive relationships with many medical providers in the Baltimore area who have consistently provided high quality service to Towson University student-athletes. Members of the Towson University Sports Medicine Department will refer student-athletes to these providers, unless extenuating circumstances necessitate a different provider. Student-athletes with HMO policies are strongly encouraged to have a local primary care physician (PCP), so that timely care can be given.

All student-athletes must be seen and evaluated by a Towson University certified athletic trainer before a referral to a physician will be made. A member of the Towson University Sports Medicine Department must authorize and properly refer all student-athletes to see a physician or medical consultant, and/or for diagnostic tests. If a student-athlete decides to see a physician/medical consultant, and/or undergo a diagnostic test **WITHOUT** prior authorization/referral from a member of the Towson University Sports Medicine Department, the student-athlete and/or the student-athlete's parent(s)/guardian(s) will be financially responsible for any and all medical bills incurred.

Orthopedic and/or Medical Second Opinions:

If a student-athlete and/or his/her parent(s)/guardian(s) desire another physician's opinion on an orthopedic and/or medical injury/illness, a Towson University certified athletic trainer will make arrangements for the second opinion with a qualified local physician. If a student-athlete decides to see a physician/medical consultant, and/or undergo a diagnostic test **WITHOUT** prior the authorization of a member of the Towson University Sports Medicine Department, the student-athlete and/or the student-athlete's parent(s)/guardian(s) will be financially responsible for any and all medical bills incurred.

Dental Care:

Custom-molded mouthpieces will be fitted for student-athletes participating in high-risk sports (e.g. football, basketball, lacrosse, field hockey, etc.) and other student-athletes who express a desire for them. Towson University Athletics' medical insurance program will assume financial responsibility for dental injuries resulting from the direct participation in the intercollegiate athletics program as approved by the Director of Athletics according to NCAA regulations. As with other injuries, this insurance is **SECONDARY** to, or in excess of, personal medical and dental insurance coverage. Towson University Athletics and its medical and catastrophic insurance program **WILL NOT** assume financial responsibility for dental injuries, head and facial injuries, and/or mild traumatic brain injuries (concussions) if the student-athlete is not properly wearing his/her required mouthpiece at the time of injury. Medical bills associated with such injuries will be the sole responsibility of the student-athlete and/or his/her parent(s)/guardian(s).

Return to Play-Institutional Medical Authority

Institutional Medical Authority Return to Play Policy Towson University medical line of authority is established independently of a coach, and in the sole interest of student-athlete's health and welfare. In compliance

with NCAA Bylaw 3.2.4.17 (Independent Medical Care), the medical line of authority is transparent and evident in the athletics department, and the organizational structure establishes collaborative interactions with the medical director and primary athletics health care providers (defined as all institutional team physicians and athletic trainers) so that the safety, excellence and wellness of student-athletes are evident in all aspects of athletics and are student-athlete centered. Towson University designates a licensed physician who is board certified in Sports Medicine to serve as medical director, and that medical director will oversee the medical tasks of all primary athletics health care providers. The medical director also serves as one of the primary care team physicians. All athletic trainers are directed and supervised for medical tasks by the team physician and/or the medical director per the state of Maryland athletic training practice act. The medical director and primary athletics health care providers are to be empowered with unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes in compliance with NCAA Bylaw 3.2.4.17.

A Towson University Team Physician or his/her designee, in consultation with a Towson University certified athletic trainer, has the final authority in deciding if and when an injured student-athlete may return to practice or competition. A student-athlete's private physician **DOES NOT** have any jurisdiction as to the participation status of the student-athlete. Any student-athlete seen by a physician other than the Towson University Team Physician must return to the Sports Medicine clinic for follow-up and final clearance prior to active participation status. If a student-athlete is under the care of a private physician for an injury or illness and the physician's treatment precludes or alters activity in intercollegiate athletics, the student-athlete must secure, in writing, a release to reinstate the student-athlete to full participation. No student-athlete will be allowed to return to participation until the Towson University Sports Medicine Staff has received a release from the treating physician **AND** is cleared by a Towson University Team Physician or designee.

CONCUSSION PROCEDURES

What is a concussion?

- A concussion is a mild traumatic brain injury that damages the brain and affects normal brain functioning (e.g. concentration, balance, memory, vision, hearing, reaction time, analytical thinking, etc.).
- Concussions range from mild to severe and present differently for each athlete.
- Concussions can happen even if you do not lose consciousness.

- What should I do if I think I have a concussion?

DON'T HIDE IT. REPORT IT TO YOUR ATHLETIC TRAINER, TEAM PHYSICIAN, AND/OR COACH.

- Get checked out by your athletic trainer and/or team physician **BEFORE** returning to practice or a game.
- Take the appropriate time to recover. While your brain is healing, you are much more likely to have a repeat concussion which can cause severe and permanent brain damage.



DEPARTMENT OF ATHLETICS DRUG INTERVENTION PROGRAM

1. Program Philosophy.

1.1 Towson University seeks to maintain an environment that supports and encourages the pursuit of knowledge without interference from the effects of drug and alcohol abuse. The improper use of drugs has become a matter of deep concern within our society; many lives are damaged, and in some cases destroyed, by drug abuse. TU is determined to help all students and employees avoid the hazards associated with drug abuse through its established policies on drug abuse that apply to all members of the academic community; however, this program is specifically designed for the members of our intercollegiate athletics teams. It is based on the premise that drug abuse is not conducive to the welfare of our student-athletes.

1.2 Many drugs, when used in connection with athletic activities can pose serious risks to the health of the student-athlete and may endanger others in contact with the drug user. Symptoms of illness, temporary or permanent injury, and even death can be caused by such drug abuse. Use of certain drugs may temporarily improve some types of athletic performance and thereby create an unfair competitive advantage for the person using them. Such use of drugs violates the basic principles of sportsmanship.

1.3 Student-athletes often become highly publicized role models and their abuse of drugs can negatively influence young people, as well as damage the reputation of the institution. Therefore, TU does not condone the abuse of drugs while participating in intercollegiate athletics. To become and remain a participant, a person must comply with the terms of this program on drug abuse education, screening and counseling. Furthermore this policy is not to be construed as a contract between the institution and the student-athletes at Towson University. However, signed consent and notification forms shall be considered affirmation of the student athletes' agreement to the terms and conditioning contained in this policy. At any time Towson University has the right to amend this policy, which is separate and distinct from the NCAA Drug-Testing Program.

2. Program Purposes.

2.1 The purposes of this drug intervention program which includes education, screening, counseling and sanctions, are:

2.1.1 to help student-athletes avoid improper involvement with drugs by ensuring that they are well informed about drugs and drug abuse;

2.1.2 to detect possible prohibited drug use through a screening program based on testing designed to reveal the abuse of drugs;

2.1.3 to assist in the counseling and rehabilitation of student-athletes found to be misusing drugs; and

2.1.4 to disassociate from our athletics programs any person who is found to be engaged in improper use of drugs who does not respond to rehabilitation efforts.

3. Program Consent

3.1 As a condition of participation in intercollegiate athletics at the Towson University, each student-athlete will be required to sign a Towson University consent form agreeing to undergo drug testing and authorizing release of test results in accordance with this policy. Failure to consent to or to comply with the requirements of this policy may result in suspension from participation. Additionally, student-athletes will be given an opportunity to ask any questions regarding the information contained in the policy, the testing program, or other related issues prior to signing the Towson University drug testing consent form.

3.2 All Towson University student-athletes listed on the institutional squad list and who have signed the institutional consent form shall be subject to drug testing under the terms of this policy. This includes, but is not limited to, student-athletes who are "red shirting," academically ineligible, injured, and/or fifth year student-athletes who are receiving athletically related financial aid and/or using other athletically related services. All student-athletes shall be subject to drug testing under the terms of this policy throughout the calendar year, including summer.

4. Program Education Component

4.1 Every member of an athletic team is required to successfully complete an orientation to this program and view the NCAA Drug Testing Video on an annual basis. Every TU student-athlete will attend at least one continuing drug education seminar per year

through the Total Tiger program. The intent of this continuing education is to increase the student-athlete's awareness in order to prevent involvement with drugs, as well as to recognize and handle drug and alcohol related problems. Various educational approaches will emphasize the deleterious effects of drugs on athletic performance as well as on other aspects of life. Each member of every athletics team shall be required to participate in prescribed drug education activities.

5. Prohibited Drugs

5.1 A student, during the period of eligibility to participate in athletics, may not use the drugs specified in the NCAA Banned-Drug Classes List, a copy of which appears at the end of this document. Towson University drug screening process may include analysis of, but is not limited to, the NCAA list of banned drug classes. The NCAA banned drug classes are as follows: stimulants, anabolic agents, diuretics, street drugs, peptide hormones and their related compounds. For an ongoing updated listing of the NCAA banned drug classes, student-athletes are urged to review the NCAA's web site at www.ncaa.org or contact the sports medicine department.

5.2 Towson University explicitly reserves the right to test for substances not listed on the NCAA Banned Drug Classes List and to test at detection levels that vary from those of the NCAA. Towson University Student-Athlete Drug Education and Drug Testing Program are separate and distinct from the NCAA's drug testing programs, including, but not limited to, banned substances, sanctions imposed and levels of detection.

6. Dietary Supplements

Many dietary supplements or ergogenic aids contain banned substances. Often the labeling of dietary supplements is not accurate and is misleading. Terms such as "healthy" or "all natural" do not mean dietary supplements are free of banned substance or are safe to take. Using dietary supplements may lead to negative side effects such as dehydration and/or may cause positive drug tests. Student-athletes are advised not to take dietary supplements, and if an athlete intends on doing so, they are required to review the product with an athletics trainer, or team physician. The student-athlete is required to have the supplement disclosure form on file with a list of the products ingredients in the Sports Medicine Department. Student-athletes are encouraged to contact the National Center for Drug Free Sport, Inc. at www.drugfreesport.com or

the Dietary Supplement Resource Exchange Center (REC) at www.drugfreesport.com/rec for information on dietary supplements and other banned substances.

7. **Program Description** The basic test to be used for drug screening is a urinalysis. However, other types of tests may be utilized to determine the presence of drugs listed in the NCAA Banned-Drug Classes List. The testing based on urinalysis will be implemented as follows:

7.1 **Mandatory Screening:** Student-athletes will be selected for testing by random selection. This test can occur during the traditional and/or nontraditional season for the respective sport.

7.1.1 **Pre-Season Screening:** Student-athletes are subject to pre-season drug testing and maybe notified as such by the Director of Athletics or his/her designee at any time prior to the first competition, including during the pre-season physical examination.

7.2 **Individualized Reasonable Suspicion Screening:** Any student-athlete suspected of drug use and identified by the Director of Sports Medicine may be subject to testing at any time during the academic year.

7.3 **Positive Test Follow-up Screening:** Any student-athlete who has tested positive on a previous date may be subject to required testing at any time as deemed appropriate by the Director of Sports Medicine.

8. Notification of Results

8.1 All student-athlete information and records associated with the Towson University drug education and drug-testing program will be confidential and results will be released only to those individuals with a legitimate need to know.

8.2 Results are sent to the drug testing coordinator who will correlate numbers with screened student athletes. Positive results will be made available to the Director of Athletics, Deputy Athletics Director/SWA, the university substance abuse counselor, and head coach,

8.3 In the event of a possible medical exemption the drug testing coordinator will contact the sports medicine staff member assigned to the student-athlete's sport to determine if the student-athlete meets appropriate criteria. If the student-athlete does not meet a medical exception, the drug testing coordinator will inform the following individuals of the positive result:

- 8.3.1 Student-athlete
- 8.3.2 Director of Athletics
- 8.3.3 Appropriate sport administrator
- 8.3.4 Head coach
- 8.3.5 Appropriate medical personnel
- 8.3.6 Student-athlete's parents and/or legal guardian
- 8.4 Appropriate action will take place following a positive result according to the sanctions outlined in this policy.

9. Consequences of Failure to Participate

9.1 If the student declines to execute the required individual notification form, eligibility to participate in intercollegiate athletics will be canceled for the balance of the academic year. The procedures prescribed in Section 13 apply to such a cancellation.

9.2 If the student fails to appear at the designated time and place for testing without a verified excuse acceptable to the Coordinator, or designee, eligibility to participate in intercollegiate athletics will be canceled for the balance of the academic year, subject to the procedures prescribed in Section L.

9.3 If the student fails to produce a required and eligible urine specimen, eligibility to participate in intercollegiate athletics will be suspended for a period of one week or until the student produces the required specimen under conditions prescribed by the test site coordinator, whichever is the lesser period of time. The period of suspension may be extended indefinitely upon failure to produce the required specimen on subsequently rescheduled testing dates. The procedures prescribed in Section L apply to any suspension exceeding one week.

10. Consequences of Impermissible Drug Use

10.1 When prohibited drug use has been verified through positive test results, the following consequences will apply for all drugs except positive tests exclusively for marijuana:

10.1.1 First Offense

10.1.1.1 A confidential meeting between the student-athlete and coordinator, Head Coach, and/or Sport Administrator will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.1.1.2 Notification of parents. The TU Department

of Athletics recognizes the increased involvement of parents of student-athletes and will, therefore, notify parents of the impermissible drug use, when permitted by applicable law.

10.1.1.3 Counseling, rehabilitation, and behavior modification contract. The student-athlete will be required to seek a substance abuse and behavioral assessment from established University counseling and/or medical resources. The interpretation and subsequent recommendations for treatment and rehabilitation resulting from this assessment shall be made available to the coordinator. Any expenses incurred as the result of the assessment and all treatment and rehabilitation will be paid for by the student-athlete. The coordinator will prescribe a behavior modification contract based on the recommendations of this assessment. Violations of the conditions of this behavior modification contract shall be deemed non-compliance with this drug intervention program.

10.1.1.4 Informed Consent – As a condition of continued participation in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department.

10.1.1.5 Medical Evaluation Physician – The student athlete will be required to schedule an appointment with the team physician for medical evaluation.

10.1.1.6 Suspension from Athletic Participation – Suspension for 10 percent of the contests scheduled during the competitive season. Partial numbers in the calculation of 10 percent shall be rounded to the nearest whole number and any calculations that result in X.5 will be rounded up to the nearest whole number. Furthermore, the head coach may impose additional sanction based upon team policies and procedures.

10.1.1.7 Future Testing – The student athlete will be subject to future testing without notification for up to one academic year.

10.1.1.8 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy

10.1.1.9 If there are aggravating circumstances (e.g., other disciplinary issues that may compound the sanction), the Director of Athletics may impose additional sanctions at his/her discretion in regards to participation and/or reduction or cancellation of

athletic aid.

10.1.2 Second Offense

10.1.2.1 A confidential meeting between the student-athlete and, coordinator, Head Coach, and/or Sport Administrator when will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.1.2.2 Meeting with Athletic Director – The student athlete will be required to schedule a confidential meeting with the Director of Athletics

10.1.2.3 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, therefore, notify parents of the impermissible drug use for the second time, when permitted by applicable law. Any reduction or cancellation in athletic aid will be communicated to the parents when permitted by applicable law.

10.1.2.4 Counseling, rehabilitation, and behavior modification contract. The student-athlete will be required to seek a substance abuse and behavioral assessment from established University counseling and/or medical resources. The interpretation and subsequent recommendations for treatment and rehabilitation resulting from this assessment shall be made available to the coordinator. Any expenses incurred as the result of the assessment and all treatment and rehabilitation will be paid for by the student-athlete. The coordinator will prescribe a behavior modification contract based on the recommendations of this assessment. Violations of the conditions of this behavior modification contract shall be deemed non-compliance with this drug intervention program.

10.1.2.5 Informed Consent – As a condition of continued participation in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department.

10.1.2.6 Suspension from Athletic Participation Suspension for 50 percent of the contests scheduled during the competitive season. Partial numbers in the calculation of 50 percent shall be rounded to the nearest whole number and any calculations that result in X.5 will be rounded up to the nearest whole number. Furthermore, the head coach may impose additional sanctions based upon team policies and procedures.

10.1.2.7 Future Testing – The student athlete will be subject to future testing without notification for up to

one academic year.

10.1.2.8 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy

10.1.2.9 If there are aggravating circumstances (e.g., other disciplinary issues that may compound the sanction), the Director of Athletics may impose additional sanctions at his/her discretion in regards to participation and/or reduction or cancellation of athletic aid.

10.1.3 Third Offense

10.1.3.1 A confidential meeting between the student-athlete, coordinator, Head Coach, and Sport Administrator will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.1.3.2 Meeting with Athletic Director – The student athlete will be required to schedule a confidential meeting with the Director of Athletics.

10.1.3.3 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, therefore, when permitted by applicable law, notify parents of the impermissible drug use for the third time and that all athletics aid may be cancelled immediately

10.1.3.4 Informed Consent – As a condition of continued participation in any and all athletics department activities, the student athlete will agree to sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department.

10.1.3.5 Permanent Suspension from Athletic Participation – The student athlete will be permanently removed from athletic participation and all athletics aid may be immediately cancelled without eligibility for reinstatement.

10.1.3.6 Counseling, rehabilitation, and behavior modification contract. The student will be encouraged to seek additional substance abuse counseling. Any expenses incurred as the result of the counseling and all treatment and rehabilitation will be paid for by the student.

10.1.3.7 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy.

10.2 When prohibited drug use has been verified through positive test results, the following

consequences will apply for all positive tests exclusively for marijuana:

10.2.1 First Offense

10.2.1.1 A confidential meeting between the student-athlete and coordinator, Head Coach, and/or Sport Administrator will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.2.1.2 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, therefore, notify parents of the impermissible drug use, when permitted by applicable law.

10.2.1.3 Counseling, rehabilitation, and behavior modification contract. The student-athlete will be required to seek a substance abuse and behavioral assessment from established University counseling and/or medical resources. The interpretation and subsequent recommendations for treatment and rehabilitation resulting from this assessment shall be made available to the coordinator. Any expenses incurred as the result of the assessment and all treatment and rehabilitation will be paid for by the student-athlete. The coordinator will prescribe a behavior modification contract based on the recommendations of this assessment. Violations of the conditions of this behavior modification contract shall be deemed non-compliance with this drug intervention program.

10.2.1.4 Informed Consent – As a condition of continued participation in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department. Informed consent is required for continued participation in all athletics department activities.

10.2.1.5 Medical Evaluation Physician – The student athlete will be required to schedule an appointment with the team physician for medical evaluation.

10.2.1.6 Future Testing – The student athlete will be subject to future testing without notification for up to one academic year.

10.2.1.7 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy.

10.2.1.8 If there are aggravating circumstances (e.g., other disciplinary issues that may compound

the sanction), the Director of Athletics may impose additional sanctions at his/her discretion in regards to participation and/or reduction or cancellation of athletic aid.

10.2.2 Second Offense

10.2.2.1 A confidential meeting between the student-athlete and, coordinator, Head Coach, and/or Sport Administrator when will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.2.2.2 Meeting with Athletic Director – The student athlete will be required to schedule a confidential meeting with the Director of Athletics.

10.2.2.3 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, therefore, notify parents of the impermissible drug use for the second time when permitted by applicable law. Any reduction or cancellation in athletic aid will be communicated to the parents when permitted by applicable law.

10.2.2.4 Counseling, rehabilitation, and behavior modification contract. The student-athlete will be required to seek a substance abuse and behavioral assessment from established University counseling and/or medical resources. The interpretation and subsequent recommendations for treatment and rehabilitation resulting from this assessment shall be made available to the coordinator. Any expenses incurred as the result of the assessment and all treatment and rehabilitation will be paid for by the student-athlete. The coordinator will prescribe a more intensive behavior modification contract based on the recommendations of this assessment. Violations of the conditions of this behavior modification contract shall be deemed non-compliance with this drug intervention program.

10.2.2.5 Informed Consent – As a condition of participating in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department. Informed consent is required for continued participation in all athletics department activities.

10.2.2.6 Suspension from Athletic Participation Suspension for 10 percent of the contests scheduled during the competitive season. Partial numbers in the calculation of 10 percent shall be rounded to the

nearest whole number and any calculations that result in X.5 will be rounded up to the nearest whole number. Furthermore, the head coach may impose additional sanctions based upon team policies and procedures.

10.2.2.7 Future Testing – The student athlete will be subject to future testing without notification for up to one academic year.

10.2.2.8 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy

10.2.2.9 If there are aggravating circumstances (e.g., other disciplinary issues that may compound the sanction), the Director of Athletics may impose additional sanctions at his/her discretion in regards to participation and/or reduction or cancellation of athletic aid.

10.2.3 Third Offense

10.2.3.1 A confidential meeting between the student-athlete, coordinator, Head Coach, and Sport Administrator will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.2.3.2 Meeting with Athletic Director – The student athlete will be required to schedule a confidential meeting with the Director of Athletics.

10.2.3.3 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, when permitted by applicable law, notify parents of the impermissible drug use for the third time and will be notified that all athletics aid may be cancelled immediately

10.2.3.4 Informed Consent – As a condition of participating in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department.

10.2.3.5 Suspension from Athletic Participation Suspension for 50 percent of the contests scheduled during the competitive season. Partial numbers in the calculation of 50 percent shall be rounded to the nearest whole number and any calculations that result in X.5 will be rounded up to the nearest whole number. Furthermore, the head coach may impose additional sanctions based upon team policies and procedures.

10.2.3.6 Counseling, rehabilitation, and behavior modification contract. The student will be encouraged to seek additional substance abuse counseling. Any

expenses incurred as the result of the assessment and all treatment and rehabilitation will be paid for by the student.

10.2.3.7 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy.

10.2.4 Fourth Offense

10.2.4.1 A confidential meeting between the student-athlete, coordinator, Head Coach, and Sport Administrator will be held as soon as possible to evaluate the nature and extent of drug involvement.

10.2.4.2 Meeting with Athletic Director – The student athlete will be required to schedule a confidential meeting with the Director of Athletics.

10.2.4.3 Notification of parents. The TU Department of Athletics recognizes the increased involvement of parents of student-athletes and will, when permitted by applicable law, notify parents of the impermissible drug use for the third time and will be notified that all athletics aid may be cancelled immediately

10.2.4.4 Informed Consent – As a condition of participating in any and all athletics department activities, the student athlete will sign an informed consent waiver with the substance abuse counselor in order for the counselor to communicate with members of the athletic department. Informed consent is required for continued participation in all athletics department activities.

10.2.4.5 Suspension from Athletic Participation Suspension from all team and athletic activities, included, but not limited to competition, practice, strength and conditioning training, and team meetings for a period of one (1) calendar year from the date of the test and shall be prohibited from entering Athletic Department facilities, except as authorized in writing (e.g., a student-athlete may receive access to the Athletic Department's Sports Medicine unit or Academic Achievement Center). A student-athlete who incurs a fourth offense may be subject to additional sanctions, including but not limited to termination of athletic housing and/or financial aid, and expulsion from the team, based on the recommendation of the Head Coach to the Director of Athletics.

10.2.4.6 Counseling, rehabilitation, and behavior modification contract. The student will be encouraged to seek additional substance abuse counseling. Any expenses incurred as the result of the assessment and

all treatment and rehabilitation will be paid for by the student.

10.2.4.7 Appeal – The student athlete has the right to appeal his/her case as described in Section 16 of this policy.

11. Safe Harbor Program

11.1 A student-athlete who has engaged in drug use is encouraged to seek assistance from the Athletics Department by voluntarily disclosing his/her use to the Director of Sports Medicine or any other athletics department staff member prior to being identified as having violated the drug policy. In the event that a student athlete declares safe harbor to an athletics staff member, he/she shall notify the Director of Sports Medicine as soon as possible. A student-athlete is not eligible to enter the Safe Harbor Program:

11.1.1 More than one (1) time;

11.1.2 After he/she has been informed of an impending drug test;

11.1.3 After documentation of a positive drug test; or

11.1.4 Thirty (30) days prior to NCAA or conference postseason competition

11.2 Towson University will work with the student to prepare a Safe Harbor treatment plan in conjunction with substance abuse counselors on campus. The student-athlete will be required to sign a waiver in order for the counselor to contact members of the athletic department. This provision allows a student-athlete to self-report a substance abuse problem without repercussions of a positive test, thereby exempting him/her from the next scheduled drug test. These individuals will still be required to undergo an evaluation by a substance abuse counselor. The counselor will determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete based on the circumstances of the case. The counselor will report back to the Director of Sports Medicine that the individual has undergone the required sessions. Upon completion of the required sessions, the student-athlete will subsequently be drug tested to demonstrate compliance with the Towson University Athletic Drug Intervention Policy. Furthermore upon entry into the Safe Harbor Program the student-athlete

will be evaluated by the team physician who may remove the student from play or practice if medically indicated. A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan.

11.3 If a student-athlete is determined to have used new banned substances after the initial Safe Harbor Program test (as determined by follow up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate disciplinary actions as detailed in the Towson University Department of Athletics Drug Testing Policy and Procedures. Entering the Safe Harbor Program will be treated as one of the disciplinary action phase and any positive test indicating new banned substance use after the initial Safe Harbor Program test will be treated as the next subsequent positive.

11.4 While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Towson University. Students in the Safe Harbor Program may be selected for drug testing by the NCAA.

11.5 The Director of Athletics, team Physician, Director of Sports Medicine, and the student-athlete's head coach by be informed of the student-athletes participation in the Safe Harbor Program. The athletic trainer assigned to the student-athletes sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the head coach. Other university employees may be informed only the extent necessary for the implementation of this policy.

12. Medical Exceptions

12.1 Student-athletes are required to inform the athletic training staff of all medications being taken. Some banned substances can be used at times for legitimate medical reasons. Accordingly, Towson University and the NCAA permit exceptions to be made for those student-athletes with a documented medical condition demonstrating a need for regular use of such a substance.

12.2 The Medical Exception policy has a very strict application. The Exception Policy specifically addresses the use of banned stimulant medications to treat Attention Deficit Hyperactivity Disorder (ADHD) as well as anabolic agents, beta blockers, diuretics, anti-estrogens, and peptide hormones. A student-athlete who tests positive will need to comply with this more exacting application, even if that student-athlete had received an exception for the use of stimulant medication prior to August 2009.

12.3 This thorough application for an exception will require documentation that demonstrates the student-athlete has undergone a clinical assessment to diagnose a medical condition, such as ADHD, is being monitored routinely for use of the banned drug and has a current prescription on file. All these criteria must be met in order to be granted a testing exception. This documentation will be kept on file at the institution and must be produced in the event the student-athlete tests positive for the banned medication. The documentation should include a comprehensive clinical evaluation, recording observations and results from ADHD rating scales, a physical exam and any lab work, previous treatment for ADHD, and the diagnosis and recommended treatment. The physician can provide documentation of the above either with a cover letter and attachments or provide the medical record. This documentation should be kept on file in the athletics department until such time that the student-athlete tests positive for the stimulant. A simple statement from the prescribing physician that he or she is treating the student-athlete for ADHD with said medication IS NOT adequate documentation.

13. Procedures for Imposing Serious Sanctions

13.1 Sections 12 and 13 of this policy provide notice of circumstances under which suspension or cancellation of eligibility to participate in intercollegiate athletic activities may be imposed. Such sanctions may be imposed only in accordance with the procedures here prescribed

13.1.1 **Written Notice.** Before any suspension or cancellation is imposed, the student will be given written notice by the coordinator of the intention to suspend or cancel eligibility, of the reasons for the proposed action and of the right of the affected student to request a hearing on the

proposed sanction before it is imposed. However, if the proposed sanction is based on a preliminary determination of improper drug use that may threaten the health of the athlete or of other participants in athletics, athletic participation (training, practice or competition) shall be discontinued immediately, pending a medical determination by a TU team physician as to the fitness of the athlete to resume participation in athletics. This determination, designed to protect the health of students, shall be made as promptly as possible. Information supplied by the student to medical personnel incidental to making such a determination shall not be admissible in any institutional disciplinary process and shall be treated as confidential, within the context of the doctor-patient relationship. As soon as a preliminary determination is made concerning the athlete's health and fitness, the Director of Sports Medicine will notify the head coach of these facts. This notification will be confidential and will be made verbally.

13.1.2 **B Sample Testing:** Student-athletes who test positive for a banned substance by the laboratory retained by the institution may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Director of Athletics or his/her designee will formally request the laboratory retained by Towson University to perform testing on the specimen B. Specimen B findings will be final, subject to the results of any appeal. If specimen B results are negative, the drug test will be considered negative.

13.1.3 **Request of Hearing or Waiver of Hearing.** A student may obtain a hearing by addressing a request in writing to the Faculty Athletics Representative within three calendar days after receiving the written notice referred to in paragraph 1, above. However, following receipt of written notice, the student may signify in writing the intention not to request a hearing, and the proposed sanctions may be immediately imposed, without recourse to any institutional grievance or appeals process.

13.1.4 **Hearing.** If an affected student requests a hearing, it shall be afforded before a standing committee consisting of three persons appointed

by the faculty athletics representative; no officer, employee, or agent of the athletic department shall be eligible to serve on such a committee. The hearing shall be convened within five days after it is requested. The hearing shall be conducted in private and only the Faculty Athletics Representative, members of the committee, the affected student and a person of his/her choice, and the coordinator or designee may attend except for witnesses who are present to give testimony. The coordinator or designee shall present evidence in support of the proposed suspension or cancellation. The affected student, accompanied by a person of his/her choice, may be present to hear and review all evidence presented in support of the proposed sanction, to challenge such evidence, and to present other evidence in his/her own defense. The burden shall be on the coordinator or designee to prove, by a preponderance of the evidence, impermissible drug use in fact occurred. After hearing all such evidence, as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied at the hearing. Within three days after it concludes its inquiry, the committee shall report its conclusions concerning the facts, as well as any advice concerning the severity of the sanctions proposed, to the Faculty Athletics Representative who shall decide what sanctions, if any, shall be imposed. The decision of the Faculty Athletics Representative is final.

14. Confidentiality of Information Concerning Drug Use

14.1 Any information concerning a student's alleged or confirmed improper use of drugs, solicited or received pursuant to implementation of this policy, is considered private health information and shall be restricted to institutional personnel and to parents of student-athletes (where permitted by applicable law). However, the university will release such information in response to the appropriate judicial process (e.g. subpoena, court order).

14. Confidentiality of Information Concerning Drug Use

Any information concerning a student-athlete's alleged or confirmed improper use of drugs, solicited or received pursuant to implementation of this policy, is considered private health information and shall be restricted to institutional personnel and to parents of student-athletes (where permitted by applicable law). However, the University will release such information in response to appropriate judicial process (e.g., subpoena, court order).

15. Improper Provision of Drugs by University Personnel

15.1 No officer, employee or agent of TU may supply to any student-athlete any drug that may endanger an athlete or affect athletic ability or performance, or otherwise encourage or induce any student to abuse drugs, except as specific drugs may be prescribed by qualified medical personnel for the treatment of individual students. Any person who has information about possible violation of this prohibition should report such information promptly to the Director of Athletics.

16. University Approval.

16.1 Towson University administration and Faculty Athletics Representative have approved the foregoing drug intervention program.

17. Drug Testing Consent.

17.1 Each athlete should read this statement of policy and ask any questions concerning it before giving consent to be tested.

NCAA BANNED DRUG LIST

The NCAA Banned Drug List is frequently updated. Please contact your athletic trainer to consult or go to NCAA.org and search for “Banned Drug List.”

Eating Disorder Intervention Policy

Background

Issues surrounding nutrition, weight gain and loss, eating disorders, and athletic performance are becoming more complex as the prevalence of disordered eating and clinical eating disorders is as much a part of athletic medicine as orthopedic injuries. The Towson University Department of Athletics is keenly aware of the ability of coaches, teammates, parents, professors, and athletic trainers to observe possible problems in the development of a student-athlete’s eating issues. Symptoms of eating disorders include: rapid weight loss, exercise obsession, social withdrawal, obsession with weight, diet, and/or appearance, a consistent pattern of stress fractures or overuse injuries, avoidance of social eating situations, variable performance, and eating binges and disappearance after the binge. Athletics recognizes the seriousness of eating disorder management and is sensitive to these issues in regards to the welfare of our student-athletes.

Policy

Any student-athlete, teammate, coach, professor or athletic trainer who identifies patterns of disordered eating in a student-athlete should report this observation to the staff athletic trainer overseeing the student-athlete’s sport or team physician in TU Sports Medicine. The staff athletic trainer will, based on the evidence presented, information collected from other individuals, and/or direct discussion with the student-athlete, refer the student-athlete to the primary care team physician for initial screening and evaluation. Common behaviors of eating disorders may include:

- Restriction of food intake
- Rapid weight loss
- Purging
- Excessive Exercise

Procedure

1. A student-athlete, coach, teammate, professor, or athletic trainer who identifies signs and symptoms of disordered eating shall report these observations to the staff athletic trainer assigned to that sport.
2. The staff athletic trainer will, based on the evidence presented, information collected from other individuals, and/or direct discussion with the student-athlete, refer the student-athlete to the primary care team physician for formal evaluation.
3. The primary care team physician will evaluate the student-athlete as soon as possible. This evaluation may include a health history, physical exam, and lab work or additional testing at the discretion of the physician. The primary care team physician will communicate back to the athletic trainer any limitations on athletic participation.
4. The student-athlete will schedule an intake appointment with the Counseling Center as soon as possible.
5. The ECCT will evaluate the student-athlete and make recommendations based on reports, Counseling Center protocol, and the Practice Guidelines for the Treatment of Patients with Eating Disorders (American Psychiatric Association, 2006).
6. A Behavior Modification Plan, including psychological treatment, nutrition counseling, medical monitoring and follow up, expected communication as to attendance at scheduled appointments, potential restrictions to athletic participation, and consequences of non-compliance will be executed by the TU Sports Medicine team in consultation with the primary care team physician and ECCT.
7. Once a student-athlete has an established Behavior Modification Plan, the student-athlete is responsible for providing all documentation of compliance, treatment verification, and release from care documentation as detailed in the Behavior Modification Plan. The student-athlete may be referred to the Associate Vice President of Student Affairs if additional intervention is required.

PRESS RELATIONS FOR STUDENT-ATHLETES

The Towson University Athletics Media Relations Office, located on the 3rd floor, Room 351 of the Towson Center, serves as the communication link between Towson University athletic teams, student-athletes, coaches and administrators AND the media. The office generates media coverage of the Tigers by coordinating interviews, servicing the information needs of the press, and compiling and maintaining statistics, photographs and historical records. All inquiries relative to Towson University athletic team information are to be directed to the Media Relations Office.

One of the responsibilities of a Towson University student-athlete is to cooperate with the media. The

student-athlete should view this obligation as a chance to promote the team, the individual, the sport, the Department and Towson University. Media attention means that the student-athlete's conduct, both on AND off the field or court, is under intense scrutiny because of the position of simply being a student-athlete. The last thing a student-athlete wants to receive is publicity for an off the field incident. The student-athlete must ALWAYS remember that off the field actions are viewed by the media as relevant news, while a non-athlete's activities may not be viewed in the same manner.

If there is any topic which a student-athlete would prefer not to discuss with the media, that information should be disclosed to the coach and/or Media Relations Office before the season. Remember, win or lose, Towson University student-athletes have an obligation to meet the press after a contest and to



do so with humility and poise. The following guidelines are offered to insure a positive, successful interview experience with a member of the media:

- 1. COORDINATING THE INTERVIEW** – The Media Relations Office coordinates all your interviews involving both print and electronic media. The Media Relations staff members are the primary contact concerning the media. Interviews are arranged around your academic and athletic schedules.
- 2. TIMING** – Be prompt and available for interviews. Contact the Media Relations Office (410-704-2232) in advance if you cannot keep the scheduled interview appointment. If you agree to an interview, be there. If you're not on time, you'll get the interview off on the wrong foot.
- 3. FRIENDLY** – Always be friendly with reporters and make an effort to give them fresh material about yourself.
- 4. THINK** – Think carefully about what you are going to say before you say it. Keep in mind there is no such thing as an "off the record," remark. Discuss only those things, which you and your family would not mind seeing in print, or hearing on radio, television or on the Internet. Sam Donaldson, ABC News reporter, put it best, "The questions don't do the damage. Only answers do."
- 5. TEAM PLAYER** – Handle the interview as a team player—in the best interests of the team. Never second-guess your teammates or coaches. Deliver a positive message no matter the circumstances. Don't be arrogant and cocky when you win. When you lose, don't criticize others.
- 6. BE CAREFUL** – You don't want your comments put up on an opponent's locker room bulletin board. Avoid bulletin board material answers. Don't let the interviewer put words in your mouth.
- 7. OFF-THE-RECORD** – In the real world, there is no such thing. There is no guarantee of confidentiality.
- 8. POSITIVE** – Always be positive and give due credit when answering questions about coaches, Towson University, opponents, teammates and yourself. Be respectful of your opponent as well. Don't make excuses.
- 9. PRIVACY** – Respect your privacy and the privacy of your teammates. If asked a question about an injury, please defer to your athletic trainer and coach. Keep all phone numbers to yourself and direct all personal questions about your teammates to them or the Media Relations staff. If a member of the media contacts you directly, please inform your coach and/or a member of the Media Relations staff as soon as possible.
- 10. POISE, RESTRAINT** – Understand the value of poise and restraint, especially under highly emotional conditions such as a big victory or a heartbreaking loss. Take your time, giving careful thought to each question. There's nothing wrong with taking time to think about your answer before responding or to have the question repeated. Be polite in difficult situations. You'll win friends and influence people.
- 11. IMAGE** – Always project a good image by having a neat appearance when doing television interviews. Make the most of the opportunity to showcase yourself and Towson University. Look at the interviewer, not the camera. If the television or radio interview isn't live, don't hesitate to stop and ask if you can repeat your answer. Smile. It goes a long way.
- 12. HOW TO ANSWER** – Take your time, think about the question and give a thoughtful answer that is long enough for the media to for quotes. You can answer a question from a reporter in one of three ways:

- a. Directly and immediately,
- b. After taking time to think,
- c. Not at all (if the question is negative, bridge to a positive answer). If you are uncomfortable with a question, you can decline to answer.

13. **EXAMPLE** – How to field a negative question: Question: “Do you think you should get more playing time?” Answer: “Every player would like to play more, and I think my coach would be disappointed in me if I didn’t want to play more. I’m sure I’ll get my opportunity, and when I do, I want to be ready.”

14. **DON’T** – Don’t say “No comment”. Don’t be negative. Don’t go off-the-record. Don’t hide. Don’t lose your cool. Don’t be sarcastic. Don’t cop an attitude (nice guys may finish last on the field but they’re definitely winners off the field). Don’t forget the fishbowl syndrome. All of your actions are being watched.

15. **HAVE FUN** – It’s an honor to be interviewed by the media. Enjoy it. Most members of the media are good people and they are on your side. So, try to have fun with it.



THE TOTAL TIGER PROGRAM

Mission Statement

The Total Tiger Program exists to foster and enhance the student-athlete experience at Towson University through education, advocacy, mentoring and promoting service learning for all student-athletes, while offering additional support with retention and transition for first generation college student-athletes.

Goal/Purpose

The TOTAL TIGER PROGRAM exists to facilitate the achievement of the Towson University Department of Athletics' vision, mission, and core values of the holistic development of student-athletes, coaches, and staff by: (1.) furthering the retention and graduation goals of the department and university; (2.) providing individual and team mentoring and guidance; (3.) establishing IMPACTFUL, meaningful, consistent, and strategic community outreach and service-learning partners for our department, and (4.) providing team-oriented and individually-focused programs (Branding, Social Media Management, Media/Interview Education Programming) in line with the University Priorities for the Department of Athletics.



COMMUNITY SERVICE

TOTAL TIGER COMMUNITY SERVICE engages student-athletes, coaches and athletics staff in meaningful, impactful and sustainable outreach to communities and individuals who are in need. Through community service initiatives planned by teams, Athletics staff, SAAC and the University Office of Student Activities, our student-athletes are given the opportunity to develop the foundation for a lifelong commitment of service and volunteerism. Our goal is to focus on developing ongoing relationships with schools and non-profit organizations in the Baltimore Metropolitan Area. During the 2014-15 Academic Year, Tiger student-athletes, coaches,

and administrators completed over 10,000 hours of community service throughout Towson, Baltimore and the surrounding area. Involvement in these programs by teams and individuals not only benefits the community, but also serves to develop team bonding, leadership skills, positive relationships between the university and the community, and the wonderful feeling of having made a difference.



L.E.a.D TIGER PROGRAM

Goal/Purpose

The Leadership Enhancement and Development (L.E.a.D.) Tiger program is designed to identify student-athletes early in their careers who have shown high levels of talent both in the classroom and in competition and build their leadership capacity. As a L.E.a.D. Tiger, student-athletes will begin to develop and understand their own personal leadership models. Additionally, L.E.a.D. Tigers will receive mentoring to make them competitive for significant national, NCAA, and conference awards and scholarships; admission into graduate or professional school; or the job market.

All L.E.a.D. Tigers will be exposed to speakers and events designed to accomplish these goals. The program will include aspects that are available to all L.E.a.D. Tigers (e.g., guest speakers), but all L.E.a.D. Tigers will also work with the director of the Total Tiger program to develop a program tailored to the student-athletes' individual needs and interests.

Eligibility

Head coaches or sports administrators should nominate student-athletes who just completed their freshman or redshirt freshman season and who have excelled both in class and in competition and have show the potential to be leaders in life.

Although there is no minimum GPA, student athletes should have a 3.0 cumulative GPA or higher to be nominated.

Students should have already received, or be on the verge of receiving, significant athletic accolades. If a student-athlete has not yet been in a leadership role

or received athletic recognition, they should have the potential to be a leader and be successful athletically in addition to his/her academic success.

The L.E.a.D. Tigers Advisors will review nominations and give recommendations to the Director of Athletics, who will make the final decision. Around 8-12 student-athletes will be chosen for the L.E.a.D. Tigers program each year.

Student-Athlete Advisory Committee (SAAC)

All Tiger sports teams select representatives to serve on the Student-Athlete Advisory Committee. The Student-Athlete Advisory Committee was developed for the following purposes:

1. To streamline and promote efficient and effective communication between the Department of Athletics administration and the student-athlete population;
2. To design and implement programs that encourage academic achievement, health promotion, social responsibility and general life skills awareness;
3. To actively encourage more student-athlete involvement in campus and community outreach programs;
4. To promote “togetherness” and support for all varsity teams by encouraging attendance at the athletic competitions of fellow student-athletes;
5. Student-athlete representatives are elected by their teams or appointed by the head coach. Representatives have considerable autonomy with regard to the direction they wish to take the organization. The Student-Athlete Advisory Committee representatives promote interaction of fellow student-athletes, and are committed to becoming a positive force on the Towson University campus and in the community.

SAAC is organized into three subcommittees: Governance, Community Service & Events and Communications. Monthly meetings are open to all student-athletes. Interested persons should contact their respective coach or team representatives.

Program Evaluations & Exit Interviews

At the end of the year, the sport administrator will review a “Program Evaluation” completed by student-athletes through an online survey completed at the end of the team’s season. The Faculty Athletics Representative will also coordinate exit interviews with seniors and other student-athletes leaving a sport program. These evaluative tools provide important feedback on various aspects of the sports program and services provided to student-athletes. Please feel free to contact your Sport Administrator or Dr. Gail Gasparich—NCAA Faculty Athletics Representative (ggasparich@towson.edu) if you have any concerns or would like to set up a time to talk.

POLICY PROHIBITING DISCRIMINATION ON THE BASIS OF RACE, COLOR, RELIGION, AGE, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, AND DISABILITY

Towson University is committed to providing equal education and employment opportunity in compliance with the University System of Maryland Policy on Affirmative Action and Equal Opportunity, VI-1.00. All university policies, programs, and activities shall conform to USM policies on non-discrimination, and to applicable federal and state laws on non-discrimination regarding race, color, religion, age, national origin, sex and disability, including, but not limited to Titles VI and VII of the Civil Rights Act of 1964 as amended, Title IX of the 1972 Education Amendments, and Section 504 of the Rehabilitation Act of 1973. Towson University is committed to providing equal educational and employment opportunity in compliance with the USM Policy of Non-Discrimination on the Basis of Sexual Orientation, VI-1.05, and with applicable Maryland law.



THURSDAY FRIDAY SATURDAY SUNDAY

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AUGUST

2016

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I don't do things HALF-HEARTEDLY. Because I know if I do, then I can expect HALF-HEARTED results. - Michael Jordan

MONDAY 22

AUGUST.....
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TUESDAY 23

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WEDNESDAY 24

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THURSDAY 25

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AUGUST/SEPTEMBER 2016

PRACTICE as if you are the worst, PLAY as if you are the BEST. -

ANONYMOUS

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MONDAY 29

AUGUST.....

TUESDAY 30

AUGUST.....

WEDNESDAY 31

AUGUST.....

THURSDAY 1

SEPTEMBER.....

FRIDAY 2

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SATURDAY 3

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SEPTEMBER 2016

Respect the Process - Coach Pat Skerry

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TUESDAY 6

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WEDNESDAY 7

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THURSDAY 8

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SEPTEMBER 2016

It's a funny thing, the more I practice the luckier I get. - Arnold Palmer

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MONDAY 12

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TUESDAY 13

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WEDNESDAY 14

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SEPTEMBER 2016

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No, your legs aren't that tired. Yes, you can breathe. Keep going. -
Unknown

MONDAY 19

SEPTEMBER.....

TUESDAY 20

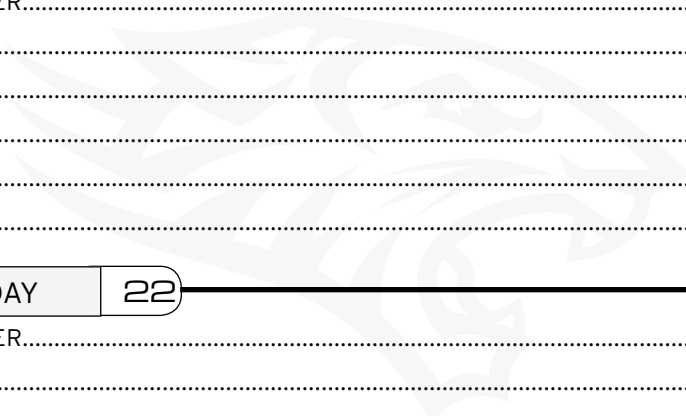
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WEDNESDAY 21

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THURSDAY 22

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FRIDAY 23

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SEPTEMBER/OCTOBER 2016

You get self-satisfaction from pushing yourself to the limit, knowing that all the effort is going to pay off - **Mary Lou Retton**

OCTOBER						
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MONDAY 26

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TUESDAY 27

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WEDNESDAY 28

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THURSDAY 29

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OCTOBER 2016

OCTOBER						
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Talent wins games, but teamwork and intelligence wins Championships. - Michael Jordan

MONDAY 3

OCTOBER

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TUESDAY 4

OCTOBER

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WEDNESDAY 5

OCTOBER

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OCTOBER 2016

It's not a problem to make mistakes, everyone does, but it is a problem if you don't learn from them - Unknown

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MONDAY 10

OCTOBER

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TUESDAY 11

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WEDNESDAY 12

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THURSDAY 13

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SATURDAY 15

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SUNDAY 16

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OCTOBER 2016

A goal without a plan is just a wish - Unknown

OCTOBER						
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MONDAY 17

OCTOBER

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TUESDAY 18

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OCTOBER/NOVEMBER 2016

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MONDAY 24

OCTOBER

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TUESDAY 25

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WEDNESDAY 26

OCTOBER

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THURSDAY 27

OCTOBER

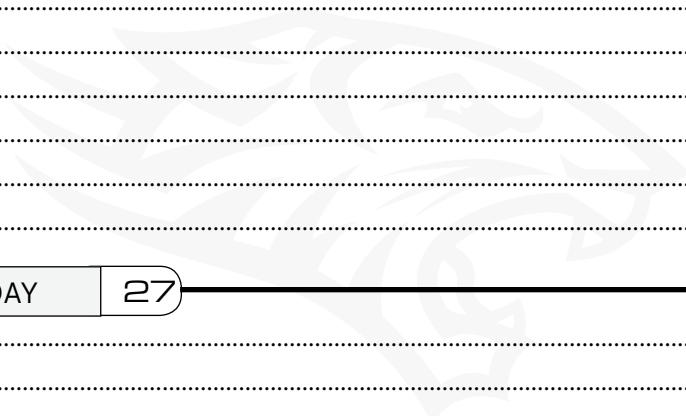
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NOVEMBER 2016

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Why are you trying so hard to fit in when you were born to stand out? - Unknown

MONDAY 31

OCTOBER

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TUESDAY 1

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NOVEMBER 2016

Attitudes are contagious, is yours worth catching? - John Wooden

NOVEMBER						
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MONDAY 7

NOVEMBER

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TUESDAY 8

NOVEMBER

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WEDNESDAY 9

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THURSDAY 10

NOVEMBER

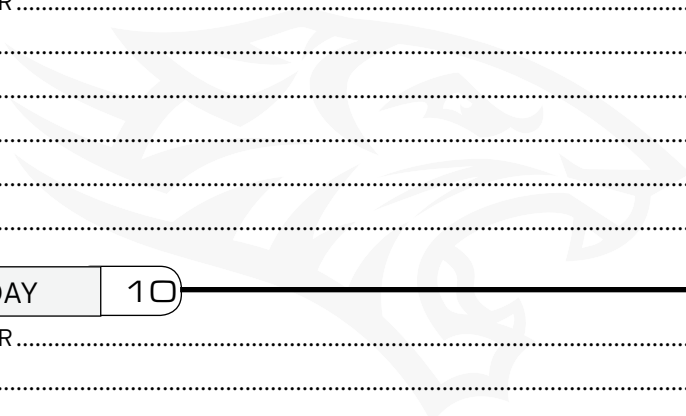
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FRIDAY

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NOVEMBER 2016

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Winners make goals, losers make excuses. - Unknown

MONDAY 14

NOVEMBER

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TUESDAY 15

NOVEMBER

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WEDNESDAY 16

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THURSDAY 17

NOVEMBER

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NOVEMBER 2016

It's not the will to win that matters—everyone has that. It's the will to prepare to win that matters. - Paul "Bear" Bryant

NOVEMBER						
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MONDAY 21

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TUESDAY 22

NOVEMBER

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WEDNESDAY 23

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THURSDAY 24

NOVEMBER

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NOVEMBER/DECEMBER 2016

I've worked too hard and too long to let anything stand in the way of my goals. I will not let my teammates down, and I will not let myself down. -

Mia Hamm

DECEMBER						
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MONDAY 28

NOVEMBER

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TUESDAY 29

NOVEMBER

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WEDNESDAY 30

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THURSDAY 1

DECEMBER

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DECEMBER 2016

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26	27	28	29	30	31	

In the confrontation between the stream and the rock, the stream always wins – not through strength but by perseverance. - John Wooden

MONDAY 5

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TUESDAY 6

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WEDNESDAY 7

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THURSDAY 8

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FRIDAY

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26	27	28	29	30	31	

Keep your dreams alive. Understand to achieve anything requires faith and belief in yourself, vision, hard work, determination, and dedication. Remember all things are possible for those who believe. - Gail Devers

MONDAY 12

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TUESDAY 13

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WEDNESDAY 14

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THURSDAY 15

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DECEMBER 2016

DECEMBER						
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26	27	28	29	30	31	

The spirit of sports gives each of us who participate an opportunity to be creative. Sports knows no sex, age, race or religion. Sports gives us all the ability to test ourselves mentally, physically and emotionally in a way no other aspect of life can. For many of us who struggle with 'fitting in' or our identity – sports gives us our first face of confidence. That first bit of confidence can be a gateway to many other great things! - Dan O'Brien

MONDAY 19

DECEMBER.....

TUESDAY 20

DECEMBER.....

WEDNESDAY 21

DECEMBER.....

THURSDAY 22

DECEMBER.....

FRIDAY 23

DECEMBER.....
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SATURDAY 24

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DECEMBER 2016/JANUARY 2017

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MONDAY 26

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TUESDAY 27

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WEDNESDAY 28

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THURSDAY 29

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FRIDAY 30

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SATURDAY 31

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SUNDAY 1

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The way a team plays as a whole determines its success. You may have the greatest bunch of individual stars in the world, but if they don't play together, the club won't be worth a dime. - Babe Ruth

MONDAY 2

JANUARY

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TUESDAY 3

JANUARY

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WEDNESDAY 4

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THURSDAY 5

JANUARY

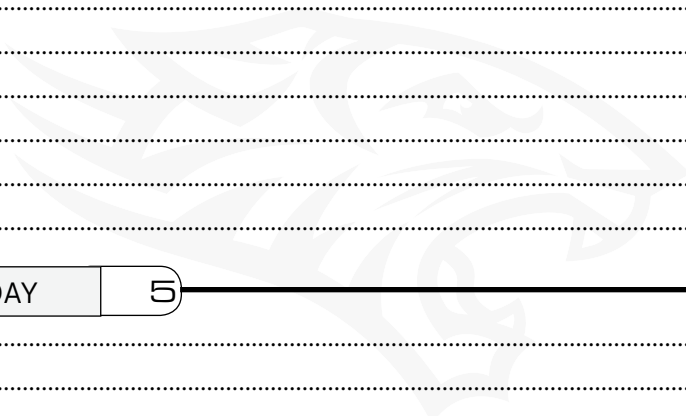
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FRIDAY

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SATURDAY

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JANUARY 2017

It's not the size of the dog in the fight, but the size of the fight in the dog! - Archie Griffin

JANUARY						
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MONDAY 9

JANUARY

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TUESDAY 10

JANUARY

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WEDNESDAY 11

JANUARY

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THURSDAY 12

JANUARY

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FRIDAY 13

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SATURDAY 14

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JANUARY 2017

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30	31					

You have to have the mentality of executing your game when you don't feel like there's a lot of hope. I think the best feeling is when somebody pushes you to the limit and you dig down a little bit extra. By the same token, you also need a little luck. Sometimes they come together . - Andre Aggasi

MONDAY 16

JANUARY

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TUESDAY 17

JANUARY

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WEDNESDAY 18

JANUARY

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THURSDAY 19

JANUARY

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JANUARY 2017

One of the most important parts of your life is to know who your true friends are...in good times and bad. - Coach Brian Yaniger

JANUARY						
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MONDAY 23

JANUARY

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TUESDAY 24

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WEDNESDAY 25

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THURSDAY 26

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JANUARY/FEBRUARY 2017

A set back is nothing but a set up for a comeback!! - Drew Brees

FEBRUARY						
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27	28					

MONDAY 30

JANUARY

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TUESDAY 31

JANUARY

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WEDNESDAY 1

FEBRUARY

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THURSDAY 2

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FRIDAY

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FEB

FEBRUARY 2017

Believe in yourselves the way we believe in you! - Coach Doug Neagle

FEBRUARY						
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27	28					

MONDAY 6

FEBRUARY

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TUESDAY 7

FEBRUARY

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WEDNESDAY 8

FEBRUARY

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THURSDAY 9

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FEBRUARY 2017

FEBRUARY						
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27	28					

When everything seems to be going against you, remember that the airplane takes off against the wind, not with it. - Henry Ford

MONDAY 13

FEBRUARY

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TUESDAY 14

FEBRUARY

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WEDNESDAY 15

FEBRUARY

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THURSDAY 16

FEBRUARY

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FRIDAY

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SATURDAY

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Even if you're on the right track, you'll get run over if you just sit there. - Will Rogers

MONDAY 20

FEBRUARY

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TUESDAY 21

FEBRUARY

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WEDNESDAY 22

FEBRUARY

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THURSDAY 23

FEBRUARY

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FRIDAY

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SATURDAY

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SUNDAY

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THURSDAY FRIDAY SATURDAY SUNDAY

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MARCH

2017

A leader brings out the best within others by sharing the best within themselves. - Jon Gordon

MARCH						
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MONDAY 27

FEBRUARY

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TUESDAY 28

FEBRUARY

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WEDNESDAY 1

MARCH

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THURSDAY 2

MARCH

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MARCH

2017

MARCH						
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27	28	29	30	31		

Champions aren't made in gyms. Champions are made from something they have deep inside them - a desire, a dream, a vision. They have to have last-minute stamina, they have to be a little faster, they have to have the skill and the will. But they must be stronger than the skill. - Muhammad Ali

MONDAY 6

MARCH

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TUESDAY 7

MARCH

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WEDNESDAY 8

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THURSDAY 9

MARCH

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MARCH

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MARCH						
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27	28	29	30	31		

We don't have to be superstars. All we have to do is learn to rise to every occasion, give our best effort, and make those around us better as we do it. - **John Wooden**

MONDAY 13

MARCH

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TUESDAY 14

MARCH

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WEDNESDAY 15

MARCH

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THURSDAY 16

MARCH

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FRIDAY

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SATURDAY

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SUNDAY

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Remember the five P's; proper preparation prevents poor performance.
- Unknown

MONDAY 20

MARCH

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TUESDAY 21

MARCH

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WEDNESDAY 22

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THURSDAY 23

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THURSDAY	FRIDAY	SATURDAY	SUNDAY
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MARCH/APRIL 2017

Leaders inspire and teach their people to focus on solutions, not complaints. (The No complaining Rule!) - Jon Gordon

APRIL						
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MONDAY 27

MARCH

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TUESDAY 28

MARCH

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WEDNESDAY 29

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THURSDAY 30

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APRIL

2017

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

Some of the best lessons we ever learn, we learn from our mistakes and failures. The error of the past is the success and wisdom of the future. -

Tyron Edwards

MONDAY

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TUESDAY

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APRIL.....
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WEDNESDAY

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THURSDAY

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APRIL

2017

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MONDAY 10

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TUESDAY 11

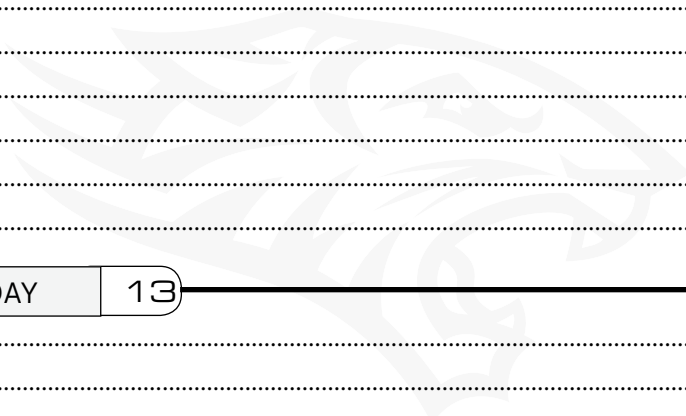
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WEDNESDAY 12

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THURSDAY 13

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APRIL

2017

Leadership is not just about what you do but what you can inspire, encourage and empower others to do. - Jon Gordon

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MONDAY 17

APRIL.....
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TUESDAY 18

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WEDNESDAY 19

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THURSDAY 20

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APRIL

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Long-range goals keep you from being frustrated by short-term failures. - J.C. Penney, Retailer

MONDAY 24

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TUESDAY 25

APRIL.....
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WEDNESDAY 26

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THURSDAY 27

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THURSDAY	FRIDAY	SATURDAY	SUNDAY
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MAY

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People forget what you said. People forget what you did, but people will never forget how you made them feel. - Maya Angelou

MONDAY 1

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TUESDAY 2

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WEDNESDAY 3

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THURSDAY 4

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FRIDAY 5

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SATURDAY 6

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SUNDAY 7

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MAY

MAY

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If you fail to prepare, you're prepared to fail. - Mark Spitz

MONDAY 8

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TUESDAY 9

MAY

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WEDNESDAY 10

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THURSDAY 11

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MAY

2017

MAY						
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You can't put a limit on anything. The more you dream, the farther you get. - Michael Phelps

MONDAY 15

MAY

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TUESDAY 16

MAY

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WEDNESDAY 17

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THURSDAY 18

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MAY

2017

The definition of insanity is doing the same thing over and over again and expecting different results. - Albert Einstein

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MONDAY 22

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TUESDAY 23

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WEDNESDAY 24

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THURSDAY 25

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THURSDAY	FRIDAY	SATURDAY	SUNDAY
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NOTES.....

MAY/JUNE 2017

One person can make a difference and every person should try.

- John F. Kennedy

JUNE						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MONDAY 29

MAY.....
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TUESDAY 30

MAY.....
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WEDNESDAY 31

MAY.....
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THURSDAY 1

JUNE.....
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JUNE

2017

JUNE						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

You miss 100% of the shots that you never take. - Wayne Gretzky

MONDAY 5

JUNE.....
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TUESDAY 6

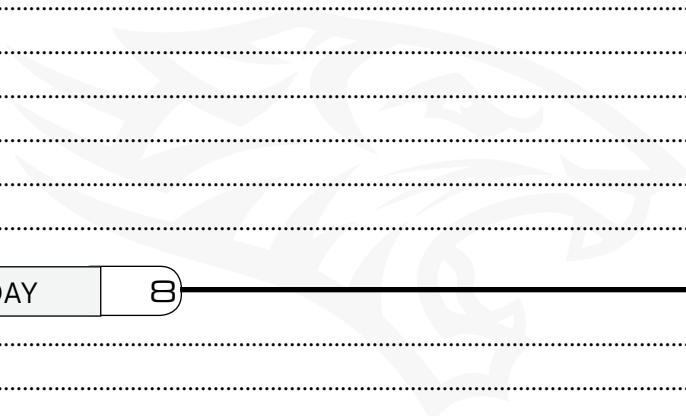
JUNE.....
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WEDNESDAY 7

JUNE.....
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THURSDAY 8

JUNE.....
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JUNE

2017

JUNE						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

When you can't change the direction of the wind, adjust your sails.

- Unknown

MONDAY 12

JUNE.....
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TUESDAY 13

JUNE.....
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WEDNESDAY 14

JUNE.....
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THURSDAY 15

JUNE.....
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JUNE

2017

Things turn out best for people who make the best of the way things turn out - Unknown

JUNE						
M	T	W	T	F	S	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MONDAY 19

JUNE.....
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TUESDAY 20

JUNE.....
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WEDNESDAY 21

JUNE.....
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THURSDAY 22

JUNE.....
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THURSDAY	FRIDAY	SATURDAY	SUNDAY
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13.....	14.....	15.....	16.....
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27.....	28.....	29.....	30.....

NOTES.....

JUNE/JULY 2017

JULY						
M	T	W	T	F	S	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MONDAY 26

JUNE.....
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TUESDAY 27

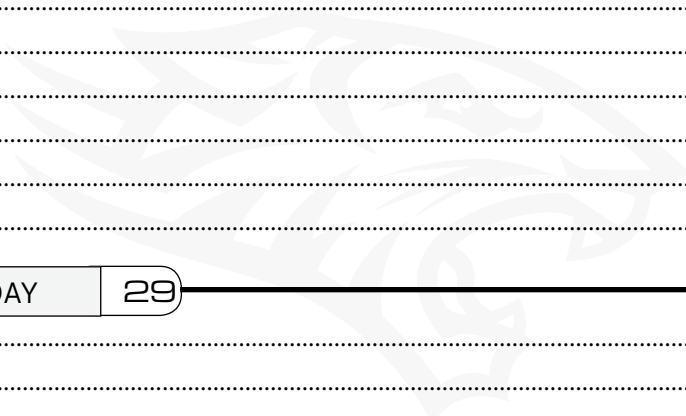
JUNE.....
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WEDNESDAY 28

JUNE.....
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THURSDAY 29

JUNE.....
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JULY

2017

JULY						
M	T	W	T	F	S	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MONDAY 3

JULY

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TUESDAY 4

JULY

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WEDNESDAY 5

JULY

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THURSDAY 6

JULY

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JULY

2017

JULY						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

People with goals succeed because they know where they're going.
- Earl Nightingale

MONDAY 10

JULY

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TUESDAY 11

JULY

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WEDNESDAY 12

JULY

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THURSDAY 13

JULY

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JULY

2017

JULY						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MONDAY 17

JULY

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TUESDAY 18

JULY

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WEDNESDAY 19

JULY

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THURSDAY 20

JULY

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JULY

2017

If you are going to be a champion, you must be willing to pay a greater price. - Bud Wilkinson

JULY						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MONDAY 24

JULY

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TUESDAY 25

JULY

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WEDNESDAY 26

JULY

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THURSDAY 27

JULY

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TM

- Parking Information Kiosk
- Pay & Display Visitor Parking

- Loading/Unloading (Free Meter)
- Restricted Parking

- Construction areas

Please refer to www.towson.edu/construction for the most up-to-date information

- Electric Vehicle Charging Station

- Academic and Administrative Buildings**
- AD Administration Building - E6
 - AH Auburn House - E2
 - BU Burdick Hall - B5
 - CA Center for the Arts - C4
 - CC Child Care Center - E2
 - CK Cook Library - D7
 - ES Enrollment Services Ctr - A4
 - FH Field House - C2
 - GS General Services - A5
 - HH Hawkins Hall - C6
 - LH Lecture Hall - C6
 - LA College of Liberal Arts - C6
 - LI Linthicum Hall - C7
 - LS Landscapes Services - D1
 - MC Media Center - D7
 - OP Towson City Center - E8 (One-Climate Plaza - lowest level)
 - PP Power Plant - C7
 - PS Public Safety - B6
 - PY Psychology Building - C6
 - SA Stephens Annex - D7
 - SB Softball field - D1
 - SF Soccer Field - C1
 - SM Smith Hall - C6
 - SP Schuetz Park - B5
 - ST Stephens Hall - D7
 - TA SECU Arena - D1
 - TC Towson Center - D2
 - TD Terrace Dale - E7 (lowest level)
 - TM Towson University Marriott Conference Hotel - C8
 - TN Tennis Courts - D1
 - US Johnny Unitas Stadium - D2
 - UV University Union - C5
 - VB Van Bokkelen Hall - D6
 - WC West Village Commons
 - WM Health & Counseling Centers at Ward & West
 - YR 7800 York Road - E6
 - YZ 7400 York Road - E4
- Residence Buildings**
- AT Glen Complex (A Building) - C5
 - BA Barron House - A4
 - BT Glen Complex (B Building) - C5
 - CT Glen Complex (C Building) - D5
 - DO Douglass House - A3
 - DD Glen Complex (D Building) - D5
 - GD Glen Dining Hall - C5
 - NH Millennium Hall - B4
 - NE Newell Hall - D7
 - ND Newell Dining Hall - D7
 - PH Picea House - A4
 - PR Pretzman Hall - D8
 - RT Residence Tower - C7
 - SC Scarborough Hall - D7
 - SB Scarborough Hall - D8
 - TU Tolman House - A3
 - TR Towson Run Apartments - A3

← To Charles St. and 1695 Towsontown Blvd.

Towsontown Blvd.

Cross Campus Dr.

Osler Dr.

→ To Stevenson Ln.



Fall 2015

Where should I park?
Don't waste time searching for parking. Depending on where you arrive on campus, you may find a range of these icons.



1 2 3 4 5 6 7 8



ROAD

