

Office of Compliance Services

NCAA, Pac-12 Conference, and University of Colorado rules governing student-athletes can be extensive and complex. Listed below are parts of NCAA legislation you will need to understand. Please be sure to always ask a member of your coaching staff or a Compliance staff member if you have a question or problem, and be sure to do this before you act. The Office of Compliance Services is here to educate student-athletes, your parents, coaches, administrators, donors/boosters and friends of CU about the NCAA and Pac-12 Conference rules & regulations. We are here to help prevent errors that could jeopardize your eligibility, financial aid or team success. You will be held accountable for knowing the rules; the NCAA does not accept ignorance as an excuse. Call or visit the Office of Compliance Services:

Jill Keegan
Assistant Athletic Director of Compliance
4th Floor Champions Center
(303) 492-6155
Jill.Keegan@Colorado.edu
www.cubuffs.com/ComplianceCorner

Amateurism

- You cannot receive payment of any kind for athletics participation. However, in certain situations, exceptions are made for your “actual and necessary expenses” (transportation, lodging, meals, entry fee). Check with Compliance before accepting any prize money.
- Do not sign a contract, accept any benefit from, or even orally agree to be represented now or in the future by someone acting as an agent or financial advisor. “Payment” can be anything; a ride, a meal, small gift from the agent, preferential treatment, free or discounted services, etc. Do not ever meet or talk with an agent prior to visiting with your coach and/or the Office of Compliance Services. The same would also be recommended for your parents/legal guardian or family members as well—be sure you fully understand what is permissible before you make any contact with an agent.
- You may not receive preferential treatment because of your reputation, skill or payback potential as a professional athlete.

Eligibility

Failure to meet the requirements listed below may make you temporarily or permanently ineligible to compete for CU.

- Each year you must sign the NCAA “Student-Athlete Statement” and “Drug Testing Consent Form” **before** you practice or compete. This includes pre-season conditioning.
- You must gain approval from the Office of Compliance Services and your coach before competing for an outside team or in an event outside of your activities as a CU student-athlete. Certain sports have limits as to the number of student-athletes that can participate on the same outside team. Soccer and volleyball student-athletes cannot compete on outside teams until May 1st of each year. Ask before you compete!

Employment

If you intend to work at any time during your college tenure, including summer or winter break, NCAA rules require you to complete paperwork in advance of your employment. This paperwork must be completed even if you are volunteering or if it is an unpaid internship. Visit Jo Marchi or go online to fill out an employment form in advance of starting your job. Failure to do so may render you ineligible and/or require you to pay back any money earned to that point. Be smart....ask questions in advance.

- The compensation you receive from your employer is subject to several rules. Most importantly, it must be only for work that is actually performed and at a rate commensurate with the “going rate” in that locality for similar services. Be sure to do the actual work you are being paid to do and that your time sheet reflects the actual date/time/hours worked.
- Camp/Clinic employment—several specific rules apply to your potential employment at camps, clinics or any job where your athletic skill or reputation is involved. For example, you cannot conduct your own camp. You can provide lessons for a fee (except golf), if you obtain prior approval from the Office of Compliance Services, and do not advertise these lessons. They can only be advertised via word of mouth and campus facilities cannot be used.

Extra Benefits

You are not allowed to accept gifts, money, transportation, meals, loans, lodging gifts, professional services (e.g. lawyer, tax accountant, dental work, etc.) or special benefits from anyone (e.g. donors/boosters of CU) due to your status as an athlete. This rule also applies to your family and friends.

You will hear the term “extra benefits” used with regard to this rule. An extra benefit is any special arrangement by an institutional employee or representative of athletics (booster/donor) to provide you, your relatives or your friends with something **not** provided in general to the student body.

The point is, nothing can be provided to you free or at a reduced rate or arranged for you because you are a student-athlete. For example, extra benefits include, but are not limited to:

- A special discount, payment arrangement, or credit on purchase (e.g., airline ticket, clothing, nutritional supplements, tax prep consultation) or services (e.g., tattoo service, laundry, auto repair, attorney fees).
- A loan of money or guarantee of bond at a special rate (even if the loan is for a very short period of time).
- Use of an automobile belonging to a coach, staff member, donor/booster, etc.
- Receipt of free or discount meals or services at a commercial establishment.
- Benefits connected with off-campus housing (e.g., TVs, internet services, summer storage, used furniture given away free of charge by a donor/booster, etc.).
- Signing or co-signing of a note by a coach, staff member, booster, etc. to help you arrange a loan.
- Use of personal property of a department employee or booster (e.g., stereo, house sitting, use of a moped, etc.)

It is permissible to have an occasional meal at the home of a donor/booster or Athletics Department employee, if the meal is not excessive (well beyond what you'd be served on campus). It is permissible for the individual to give you a ride from campus or your home and back for the meal within a 30 mile radius of Boulder. A donor/booster and staff member could also provide an occasional meal in on-campus facilities. Also, an institutional staff member (but not mentor, booster, scholarship donor or CU fan) can occasionally take you to a restaurant in Boulder and pay for your meal, and provide transportation to do so. An occasional meal request form must be completed prior to accepting any invitation for a meal from a donor/booster.

Financial Aid

You may be withheld from competing if you receive financial aid in excess of a full grant-in-aid (tuition, fees, room and board, books and other expenses related to attendance) and you will be required to pay back the impermissible amount of financial aid over awarded. Many types of aid are included in this limit, such as government grants, institutional and outside scholarships and grants, gifts, loans, and professional sports stipends. Any amount exceeding a full grant-in-aid has to be refunded or withheld from your financial aid with the exception of Pell grants and some outside scholarships/grants. It is best to speak with Rob Drybread in the Office of Financial Aid (Regent Hall) if you have any questions or concerns about your financial aid package.

For those student-athletes on athletic scholarship including books, CU pays the cost of required textbooks but not supplies. All SAs are responsible for paying for their own supplies, whether it is through personal funding or through a full grant-in-aid, of which supplies is a line item.

The cost of a team's training table meal must be withheld from your board money, unless you are on a dorm 19-meal plan and not eating that meal in the dorm. A non-scholarship student-athlete or a student-athlete on scholarship that doesn't include board must pay for the training table meal in advance. See Senior Associate Athletic Director Ceal Barry for additional information on training table.

Some student-athletes may qualify for the Student Assistance Fund (SAF). Go to the Compliance Corner website for more details, or see Jill Keegan to discuss your needs.

Ethical Behavior

- Do not place a bet or wager on a collegiate, amateur or professional sports contest, nor provide information concerning a college competition to someone involved in organized gambling activities.
- Do not lie or refuse to give information in an Office of Compliance Services or NCAA investigation of a possible rule violation.
- Cheating on exams or copying other student's work can result in expulsion from CU.

Game Tickets

You may receive up to four complimentary admissions for home and away games in your sport. This is done by pass list only, and all guests must present photo ID. You may not sell a place on your pass list or exchange it for anything of value. No CU staff member or booster can provide professional sports game tickets to you directly or arrange for you to receive them. Only your coach can secure and receive the game tickets into the professional event. You and your family members cannot buy tickets or any other item from a staff member or booster/donor/mentor, even at full value. They must be purchased directly from the appropriate ticket office for that event.

Each student-athlete on the current roster may receive one complimentary admission to any home, CU intercollegiate athletic competitions (if the contest is not in your sport), via your BuffOne card.

Playing & Practice Season Rules

Participation in countable athletically-related activities (CARA) shall be limited to a maximum of 4 hours per day and 20 hours per week during the season. Each program must keep a log of practice hours. A team member signs the log as a representative of the team.

- **Competition Day:** All competition and any associated athletically-related activities directed by your Coach, on the day of competition shall count as 3 hours regardless of the actual duration of the activity.
- **Practice:** Practice may not be conducted at any time (including vacation periods) on the same day following competition, except between contest rounds or events during multi-day or multi-event competition. This includes individual/team meetings, chalk talks, discussions about your performance and the like in hotel rooms following competitions. In addition, a Coach may not schedule practice or competition between the hours of midnight and 5am. Your activity can continue into this time frame if started prior to midnight. For example, a basketball game that tips at 10:30pm and concludes at 1am is permissible as it started before the midnight requirement. A student-athlete could not be required to engage in an early morning workout prior to 5am.
- **Preseason Practice:** Daily and weekly hour limits do not apply to countable athletically-related activities during preseason practice before the first day of class or first scheduled contest, whichever is first.
- **Vacation Periods and Between Terms:** Daily and weekly hour limits do not apply to countable athletically-related activities during official vacation periods.

- **Weekly Hour Limits Outside of Playing Season:** Participation in limited activities is permitted up to 8 hours per week, but not more than 2 hours may be spent on individual skill workouts in all sports but football. You may not participate in countable athletically-related activities outside the playing season during institutional vacation periods.
- **Required Day Off:** During the season it is required that each student-athlete receives one day per week off from required athletic activities. Outside of your playing season a student-athlete must receive two days off per week.
- **Voluntary Activities:** Student-athletes can participate in voluntary activities at any time. In order for an activity to be considered voluntary, the following must occur: 1) A coaching staff member cannot be present; 2) Student-athletes cannot be required to report back to a coach regarding the activity; 3) The activity must be requested and initiated solely by the student-athlete; 4) Participation in, or lack of participation in voluntary activities cannot be rewarded or punished; and 5) Attendance is not taken during voluntary activities.
- **Golf Practice Round Exemption:** A practice round of golf may exceed 4 hours, but the weekly limit of 20 hours remains in effect. A practice round played on the day prior to the start of a collegiate golf tournament at the tournament site shall count as 3 hours, regardless of the actual duration.

Promotional and Charitable Activities

The NCAA restricts promotional activities of student-athletes. You cannot endorse, directly or indirectly, any commercial product, including yourself, if you are the commercial product (singer, author, artist, real estate work, etc.). This would include directly or indirectly endorsing a commercial product on your Twitter account (e.g., “I love Pasta Jay’s Food—best in Colorado!”). Often, a student-athlete does not remember that they cannot mention products like Nike, restaurants, sporting goods stores, golf clubs, tennis racquets, and Insane Training Workout programs, and get something in return, as NCAA legislation considers this to be “endorsing that product”.

Promotional Activity Appearances: Any use of a student-athlete’s name, picture, or appearance to support CU, a charitable, educational or non-profit activity requires prior written approval from the Athletic Department. Never make an appearance or allow your name or picture to be used in any manner, without first checking with Kevin Prochaska in the Office of Compliance Services.

When you are approved to make an appearance, remember;

- You **cannot miss class** for such an activity, even if you ask permission from your professor.
- You may accept legitimate and normal expenses from CU, the Pac-12 Conference Office or the charitable, educational or nonprofit agency related to participation in such activity (i.e, meals, transportation).
- An authorized representative of the charitable, educational or nonprofit agency must sign a release statement ensuring that your name, image or appearance is used in a manner consistent with NCAA rules.
- You may not permit use of your name or picture in a “name the player” contest conducted by a commercial business to promote the business.
- If you are involved in an institutional promotion on a television station or radio network, you cannot make a reference to the station or network as part of the promotion.

Recruiting

- All student-athlete hosts must go through a student-host certification program prior to hosting a recruit.
- Know and abide by NCAA rules and the CU Campus Visit Recruiting Policy when you host prospective student-athletes visiting CU, or whenever you run into them off-campus. If you violate NCAA rules, **your eligibility** may be in jeopardy. Your Coach will review the CU Campus Visit Recruiting Policy with you in great detail prior to you hosting a recruit.
- You can call or write to CU’s recruits at your own expense or initiative, but not at the direction or expense of your coaches.
- If you host a prospect, coaches can give you up to \$40 per day to entertain that prospect. You cannot buy souvenirs for recruits with that money. Never give prospect cash.
- You cannot use your own money to exceed the \$40 host money per day limit.
- You cannot take CU recruits more than 30 miles from the CU Boulder campus.

Sportsmanship

CU is committed to excellence in academic and athletic achievement earned with integrity and sportsmanship. The Pac-12 Conference can penalize staff or students for inappropriate behavior, including derogatory comments about opponents, staff, fans or officials and derogatory remarks made to the media or during a press conference and can impose suspension penalties.

Retention of Apparel and Equipment

A student-athlete may retain athletics apparel at the end of the individual's collegiate participation. Used equipment (golf clubs, tennis racquets, skis, boots, etc.) may either be purchased by the student-athlete at the end of their athletic career on the same cost basis as by any other individual interested in purchasing such equipment, returned back to the sport program, or there is potential for student-athletes to retain their used equipment at no charge, pending approval from the Equipment Room and Coaching Staff.

NCAA rules say that the apparel you wear during competition, as well as in pre and postgame activities, including press conferences, may have only one manufacturer's logo (the Nike swoosh) or trademark per article of clothing and that the logo/trademark cannot exceed 2.25 square inches in size. See the staff in the Equipment Room if you have questions. If you only wear CU issued apparel from the Equipment Room, you will not have to worry about this issue.

Vehicle and Housing Registration

If you own or operate a motor vehicle, you must complete the CU Vehicle Registration Information Sheet. This is a one-time requirement (unless you get a new vehicle). You must also register your housing arrangement--you cannot receive free or reduced rent housing from a CU donor/booster or staff member at any time (even summer) or "house sit" for a member of the athletics department.

Personal Automobiles for Practice and Competition

University insurance does not cover non-University vehicles. For those student-athletes who drive their own personal vehicle to and from practice sites, to and from competition sites, and to and from DIA to depart for official competition, the driver's automobile coverage will be primarily for themselves and any passengers that they are transporting in the event of an accident. Any liability or property claims are the responsibility of the auto owner and their personal automobile policy.

This list is not all-inclusive. You can visit the Office of Compliance Services website to see many more policies, such as the transfer policy, drug testing policy and financial aid appeals policy.