



Student Athlete
Handbook
2019

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WELCOME CRUSADERS

The Athletic staff welcomes each of you to North Greenville University. We are looking forward to providing you with a positive and memorable experience as a student-athlete. Athletics is an integral part of your educational experience at NGU. You will work to earn your degree, compete for championships and have opportunities to grow in the Christian faith.

It is a privilege for our athletic staff to work at NGU with our student athletes. It is also a privilege and not a right as a student-athlete to represent the Crusaders. As a team member you are encouraged and expected to represent your team and the institution in a manner that displays sportsmanship and supports one another with respect, dignity and integrity.

The athletic handbook is designed to assist you in understanding athletic department procedures and regulations, as well as those established by the NCAA Division II and our current conference membership in Conference Carolinas and the Gulf South Conference.

THE BEST TO YOU!! GO CRUSADERS!

ATHLETIC STAFF DIRECTORY

	Name	Position	Phone (864)	Cell	Email
Admin Staff	Jan McDonald	Director Of Athletics	977-7151	864 238-1780	jan.mcdonald@ngu.edu
	Micah Sepko	Associate Athletic Director/Crusader Club	977-7157	864 905-6155	micah.sepko@ngu.edu
	Dustin Fuls	Senior Asst Athletic Director - Internal Ops	977-7254	864 320-2346	dustin.fuls@ngu.edu
	Zack Epting	Asst Athletic Director - External Ops	977-7150	864 354-6362	zach.epting@ngu.edu
	Jayne Arledge	Senior Woman Administrator	977-7154	864 380-6149	jayne.arledge@ngu.edu
	Jeff Briggs	Faculty Athletic Representative	977-7257	864 884-5400	Jeff.Briggs@ngu.edu
	Robbie Gawrys	Sports Information Director - Gulf South	977-7150	864 907-9531	robbie.gawrys2@ngu.edu
	Alan Kahaly	Sports Information Director - Conference Carolinas	977-7150	803 465-1682	alan.kahaly@ngu.edu
	Dana Roark	Administrative Asst Athletics/Athletic Ins. Coordinator	977-7150	864 608-5223	dana.roark@ngu.edu
	Sue Good	Assist Athletic Secretary	977-7150	864 483-8583	sue.good@ngu.edu
	Emily Pittman	Assistant to Crusader Club Director	977-7187	864 906-6313	emily.pittman@ngu.edu
	Dawn Torkelson	Athletic Trainer	977-7150	864 436-1824	dawn.torkelson@ngu.edu
	Nicole Clinton	Asst Trainer	977-7150	864 313-1592	nicole.clinton@ngu.edu
	James Anderson	Asst Trainer	977-7150	864 608-6485	james.anderson@ngu.edu
Younts Fitness Center	David Braden	Manager Younts Fitness Center	663-0265	864 368-1208	david.braden@ngu.edu
Intramural Sports	Billy Watson	Coordinator of Intamural Activities	977-7126	864 380-9491	william.watson@ngu.edu
Baseball	Landon Powell	Head Baseball Coach	977-7707	919 606-9479	landon.powell@ngu.edu
	Jon Coutlangus	Assistant Baseball Coach	977-7150	561 401-2172	jon.coutlangas@ngu.edu
	Tyler Jackson	Assistant Baseball Coach	977-7150	803 459-3781	tyler.jackson@ngu.edu
Basketball/Men	Chad Lister	Head Men Basketball Coach	977-7155	864 423-9249	chad.lister@ngu.edu
	Josh Milner	Asst Basketball Coach	977-7110	864 569-9599	josh.milner@ngu.edu
Basketball/Women	Kelvin Long	Head Women's Basketball Coach	977-7150	865 771-0271	kelvin.long@ngu.edu
		Asst Women's Basketball Coach	977-7150		
Cheerleading	Katie Sepko	Cheerleading	977-7150	864 593-8634	katie.sepko@ngu.edu
Cross Country	Cameron Stober	Head Coach men and women XC	977-7150	864 553-1775	cameron.stober2@ngu.edu
	David Pickett	Assist Track Coach	977-7150	828-335-6269	david.pickett@ngu.edu
Football	Jeff Farrington	Head Football Coach	977-7112	864 593-6584	jeff.farrington@ngu.edu
	Brad Robbins	Offensive Coordinator /Quarterbacks	977-7150	276 393-5028	brad.robbins@ngu.edu
	Will Shuler	Offensive Line	977-7150	910 331-3062	will.shuler@ngu.edu
	Malcolm Dixon	Wide Receivers	977-7150	864 906-7745	malcolm.dixon@ngu.edu
	Greg Harris	Outside Linebackers	977-7150	864 498-9314	greg.harris@ngu.edu
	Brian Volz	Defensive Line	977-7117	864 569-1454	brian.volz@ngu.edu
	Maurice Duncan	Defensive Backs	977-7150	864 901-9721	maurice.duncan@ngu.edu
Golf	Robbie Edwards	Head Golf Coach	977-7150	864 509-8587	robbie.edwards@ngu.edu
Lacrosse/Men	Corey Struss	Head Men's Lacrosse Coach	977-7150	864-283-2008	corey.struss@ngu.edu
		Assist Men's Lacrosse Coach	977-7150		
Lacrosse/Women	Brianna Temples	Head Women's Lacrosse Coach	977-7150	864 907-9489	brianna.hoffman@ngu.edu
		Assist Women's Lacrosse Coach	977-7150		
Soccer/ Men	Bill Martin	Head Men's Soccer Coach	977-7150	864 979-7413	bill.martin@ngu.edu
	Brett Baker	Assistant men's soccer coach	977-7150	706 892-8850	bret.baker@ngu.edu
Soccer/ Women	Andy Robinson	Head Women's Soccer Coach	663-0055	864 320-9287	andy.robinson@ngu.edu
	Andy Aulick	Assistant women's soccer coach	663-0055	864 569-2848	andrew.aulick@ngu.edu
Softball	Sarah Hall	Head Softball Coach	977-7150	864 569-8047	sarah.hall@ngu.edu
		Assistant Softball Coach	977-7150		
Strength & Conditioning	Joe Novotasky	Head Strength & Conditioning Coach	977-7150	864 735-4176	joe.novotasky@ngu.edu
	Sam Fiedler	Assist Strength & Conditioning Coach	977-7150		sam.fiedler@ngu.edu
Tennis	Mark Smith	Head Tennis Coach	977-7150	864 448-6156	mark.smith@ngu.edu
Track	Cameron Stober	Head Track Coach	977-7150	864 553-1775	cameron.stober2@ngu.edu
	David Pickett	Assist Track Coach	977-7150	828-335-6269	david.pickett@ngu.edu
Volleyball/Women	Greg Mosely	Head Women's Volleyball Coach	977-7150	864 252-6984	greg.mosely@ngu.edu
Volleyball/Men	Fred Battenfield	Head Men's Volleyball Coach	977-2076	864 517-2424	fred.battenfield@ngu.edu

PHILOSOPHICAL FOUNDATIONS

North Greenville University Core Values

Christ-Centered, Biblically Faithful, Academically Excellent, and Mission-Focused.

Purpose Statement For Athletics

The purpose of the intercollegiate athletic program at North Greenville University is to provide institutional support for competitive athletic experiences for qualified students. The institution and the athletic department strives to provide a value-added, Christ-centered educational experience for student-athletes in a holistic manner—intellectually, physically, socially, emotionally, and spiritually. Athletics at North Greenville University provides equitable opportunities for women and minorities and instills sportsmanship and ethical values and principles while maintaining compliance with NCAA regulations.

Philosophy Statement For Athletics

The philosophy of the intercollegiate athletics program at North Greenville University is to enhance the overall education and development of student-athletes while integrating challenging academic experiences, enriched social opportunities and competitive athletic programming in a supportive, faith-based environment that promotes Christian values. The North Greenville University Crusader Club undergirds the intercollegiate athletic program by creating awareness and soliciting financial support for athletic scholarships, programs and facilities.

INTERCOLLEGIATE AFFILIATIONS

North Greenville University athletics is a member of the NCAA Division II and an associate member of the National Christian College Athletic Association. All athletic teams are members of the Conference Carolinas with the exemption of football, who is a member of the Gulf South Conference.

NCAA Division II

Division II Philosophy Statement

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution I, members of Division II believe that a well –conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is a primary concern.

Higher education has lasting importance on an individual’s future success. As such, Division II supports the educational mission of college athletics by fostering a balanced approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. Division II athletics programs also are committed to establishing an inclusive culture in which persons of all backgrounds are respected and given the opportunity to provide input and to participate.

NCAA Core Values

The Association – through its member institutions, conferences and national office staff – shares a belief in and commitment to:

- The collegiate model of athletics in which students participate as an avocation, balancing their academic, social and athletics experiences.
- The highest levels of integrity and sportsmanship.
- The pursuit of excellence in both academics and athletics.
- The supporting role that intercollegiate athletics plays in the higher education mission and in enhancing the sense of community and strengthening the identity of member institutions.
- An inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.
- Respect for institutional autonomy and philosophical differences.
- Presidential leadership of intercollegiate athletics at the campus, conference and national levels.

Division II supports the educational mission of college athletics by fostering a balanced and inclusive approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. The Division II experience not only provides student-athletes the opportunity to earn scholarships based on their academic, athletic and leadership abilities, but it also offers the best championships-participant ratio among the NCAA's three divisions, and it prioritizes preparation for life beyond graduation. Division II gives student-athletes the unique opportunity to compete in the classroom, on the field, in their career, for their causes, and on their terms.

Conference Carolinas

Mission Statement

The mission statement of the Conference Carolinas is to unite independent colleges and universities with a comparable liberal arts focus that provides institutionally controlled intercollegiate athletic opportunities that enhance the educational experience of all students and promote the mission of member institutions.



Conference Carolinas Members

www.conferencecarolinas.com

<p>North Greenville University Tigerville, SC Nickname: Crusaders Colors: Red and Black nguathletics.com</p>	<p>Erskine College Due West, SC Nickname: Flying Fleet Colors: Maroon and Gold erskinesports.com</p>
<p>Barton College Wilson, NC Nickname: Bulldogs Colors: Royal Blue and White bartonbulldogs.com</p>	<p>King University Bristol, TN Nickname: Tornados Colors: Navy, Scarlet and White kingtornado.com</p>
<p>Belmont Abbey College Belmont, NC Nickname: Crusaders Colors: Red and White abbeyathletics.com</p>	<p>Lees-McRae College Banner Elk, NC Nickname: Bobcats Colors: Forest Green and Bright Gold lmcbobcats.com</p>
<p>Chowan University Murfreesboro, NC Nickname: Hawks Colors: Blue and White gocuhawks.com</p>	<p>Limestone College Gaffney, SC Nickname: Saints Colors: Royal Blue and Gold golimestonesaints.com</p>
<p>Converse College Spartanburg, SC Nickname: Valkyries Colors: Purple and Gold govalkyries.com</p>	<p>Southern Wesleyan University Central, SC Nickname: Warriors Colors: Blue and White swuathletics.com</p>
<p>Emmanuel College Franklin Springs, GA Nickname: Lions Colors: Cardinal and Gold goecsaints.com</p>	<p>University of Mount Olive Mt. Olive, NC Nickname: Trojans Colors: Green and White umotrojans.com</p>

Gulf South

Football is an affiliate member to the Gulf South.

Gulf South Conference Football Playing Member Institutions

2018-19 GSC Official Members

Shorter University Hawks Location: Rome, Georgia	University of West Florida Argonauts Location: Pensacola, Florida
Delta State University Statesmen Location: Cleveland, Mississippi	University of West Georgia Wolves Location: Carrollton, Georgia
Mississippi College Choctaws Location: Clinton, Mississippi	Florida Institute of Technology Panthers Location: Melbourne, Florida
Valdosta State University Blazers Location: Valdosta, Georgia	North Greenville Crusaders Location: Tigerville, South Carolina
University of West Alabama Tigers Location: Livingston, Alabama	

NCCAA

Mission Statement

The NCCAA is an association of Christ-centered collegiate institutions whose mission is to use athletic competition as an integral component of education, evangelism and encouragement. We serve our members by setting association standards, developing communication resources, providing regional/national competition and partnering in outreach to our communities and the world. We are committed to equipping student-athletes and coaches to make a positive impact for Christ.

Ethical Conduct and Sportsmanship

Standards of Conduct

It is a privilege to be a member of a North Greenville University intercollegiate athletic team, but it also carries a tremendous responsibility. Student-athletes behavior should reflect the standards of honesty, honor, dignity, and good sportsmanship. A NGU student-athlete represents not only himself or herself, but is a visible representative of North Greenville University, the department of Athletics and his/her coaches and team. All student-athletes should be aware that they are public figures and their behavior reflects on others as well as themselves. Therefore, it is always important that student-athletes show good sportsmanship and conduct themselves in a manner that brings pride to North Greenville University.

All student-athletes are expected to abide by the community standards as stated in the North Greenville University student handbook, the student-athlete handbook and any additional standards established by their coaches.

Any student-athlete who violates department policies, university regulations, rules in a particular sport, conference rules, NCAA regulations, or local or federal laws assumes the risk of disciplinary action by the athletic department, university, local or state law enforcement authorities. This could include immediate suspension from the team or university and the potential loss of athletic grant-in-aid.

All violations of the university student handbook will be investigated and adjudicated by the Office of Student Engagement. The following areas are considered major by North Greenville University: the use of alcohol, drugs, physical and emotional assault or abuse, sexual misconduct, unauthorized visitation, violation of outside law and outstanding disciplinary fines. Please refer to the NGU Student Handbook for further information.

Procedures for Concerns or Issues

The university allows all students access to register concerns or issues through a chain of command. The student is asked to first approach the coach, faculty member or staff member with whom the student may have an issue. If the issue is not resolved, the student can then take the issue to the athletic director, dean or director responsible in the appropriate area. If the issue is still not resolved, the student can take the issue to the vice-president responsible for the appropriate area. In cases involving major discipline, a student can appeal to the Vice-President of Student Engagement. For issues involving appeal of grades or academic suspension, students may appeal to the Admissions, Financial Aid and Academic Standing Committee. Students may also appeal financial aid awards to the committee and student-athletes may appeal athletic grant-in-awards to the Athletic Committee.

North Greenville University Athletics Policy Regarding The National Anthem

North Greenville University student-athletes, coaches and all athletic personnel are direct representatives of the university and therefore shall not display personal political viewpoints or protests while representing NGU at both home and away events. Therefore, all student-athletes, coaches and athletic staff while representing North Greenville University as a team will stand at attention during the playing of the National Anthem.

Reference respect for the flag: US Code Title 36, Subtitle I, Part A Chapter 3 section 301:
<https://www.law.cornell.edu/uscode/text/36/301>

North Greenville University athletic teams are not a platform for individual protests of any kind.

Infractions of the above policies will result in game suspensions

NCAA and Conference Carolinas Responsibilities

All student-athletes are required to adhere to applicable NCAA rules. Rule violations can bring great embarrassment on the student-athlete, his/her family, and the university and cause the involved student-athlete to forfeit athletic eligibility. When in doubt, the student-athlete should consult with the appropriate athletics administrator.

In addition, the student-athlete must adhere to all Conference Carolinas regulations. The Conference Carolinas Code of Conduct provides that each member institution has the primary responsibility to cultivate and maintain maximum sportsmanlike conduct in all athletic events.

Title IX

Title IX of the Educational Amendments of 1972, prohibits discrimination based on sex. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination prohibited by this federal law. Both men and women can be victims of sex discrimination. North Greenville University prohibits sexual discrimination and harassment of its employees and students in any form. In maintaining this policy, the University seeks to assert basic Christian precepts, to affirm ethical standards universally accepted in the workplace, classroom and other locations, and to uphold existing applicable federal and state law. All forms of prohibited conduct under this policy are regarded as serious University offenses, and violations will result in discipline, including potential separation from the University. Some forms of prohibited conduct may also violate state and federal laws, and criminal prosecution may occur independently of any disciplinary action imposed by the University. For any complaints, email or call the Title IX Coordinator.

NCAA Regulations, Eligibility and Compliance

1. NCAA Consent Forms

Before participation in intercollegiate competition each academic year, student-athletes are required to sign forms regarding eligibility, recruitment, financial aid, amateur status, drug tests and any gambling activities as mandated by the NCAA II bylaws. These forms will be administered to each student-athlete by the athletics director or the athletics director's designee.

2. Eligibility Requirements

A. Good Academic Standing

Good academic standing is defined by institutional policy. GPA is only certified once a year, unless institutional policy requires more frequency. Review waiver directives and exceptions that might be available. The student-athlete can regain eligibility by rectifying a deficiency following a term or contiguous terms.

According to the North Greenville University catalog, a student must be in good academic standing at the end of each semester or be subject to probation or exclusion. In order to be in good academic standing at North Greenville University, students must achieve the following minimum cumulative grade point averages:

Total Semester Hours Attempted	Minimum Cumulative GPA
0-29	1.5
29.5-59.5	1.75
60 and above	2.0

The Financial Aid Office reviews academic standing at the end of each school year and the failure to be in good academic standing can jeopardize any financial aid. To receive financial aid, a student must also successfully complete a specified number of credit hours.

DID YOU KNOW?

After completing the second year of enrollment at the certifying institution, a student-athlete could be certified by earning 48 cumulative degree applicable credit hours during the first two years of enrollment.

ADVISING STUDENT ATHLETES

FALL

- The student-athlete must be in good academic standing
- If enrolled full time, the student-athlete must earn nine credit hours
- The student-athlete must meet the 18 credit-hour requirement following the fall/spring terms

SPRING

- The student-athlete must be in good academic standing
- If enrolled full time, the student-athlete must earn nine credit hours
- The student-athlete must meet the 18 credit-hour requirement following the fall/spring terms
- The student-athlete must be enrolled in enough hours to meet the annual 24 credit-hour requirement following the summer terms
- The student-athlete must be on track to meet the 2.000 minimum GPA

B. Progress Toward Degree

Summary of Division II Progress-Toward-Degree Requirements (Effective August 1, 2016)

Entering Second Year of Collegiate Enrollment	Entering Third Year of Collegiate Enrollment	Entering Fourth Year of Collegiate Enrollment	Entering Fifth Year of Collegiate Enrollment
<ul style="list-style-type: none"> • Nine credits in the last full-time term of enrollment • 18/27 credits earned during regular academic year (not including summer) • 24 semester/36 quarter hours • 2.0 Cumulative GPA 	<ul style="list-style-type: none"> • Nine credits in the last full-time term of enrollment • 18/27 credits earned during regular academic year (not including summer) • 24 semester/36 quarter hours or 48/72 following second year of collegiate enrollment • 2.0 Cumulative GPA • Designation of degree program 	<ul style="list-style-type: none"> • Nine credits in the last full-time term of enrollment • 18/27 credits earned during regular academic year (not including summer) • 24 semester/36 quarter hours • 2.0 Cumulative GPA 	<ul style="list-style-type: none"> • Nine credits in the last full-time term of enrollment • 18/27 credits earned during regular academic year (not including summer) • 24 semester/36 quarter hours • 2.0 Cumulative GPA

Minimum NCAA requirements may not meet requirements of North Greenville University. See the paragraph below.

IMPORTANT PROGRESS TOWARDS DEGREE INFORMATION:

Student-athletes in their first four semesters of full-time collegiate enrollment may apply credit earned towards any degree at the university for the NCAA Progress Towards Degree Requirements. However, once a student-athlete enters their fifth full-time semester of collegiate enrollment, the only credit hours going towards their declared degree(s) and minor concentrations (up to six credit hours towards a declared minor each semester) count from their total earned credit hours for NCAA Progress Towards Degree purposes. By the beginning of your fifth semester, you must have declared a major and all courses from that point on must fulfill the major requirements. If a student-athlete earns a D in a major course which requires a minimum grade of C, those credit hours cannot be used to satisfy progress towards degree requirements. For example, a student-athlete making a “D” in their major course that requires a “C” could only count this towards the NCAA PTD at North Greenville University in their first four semesters and would not be able to count this in their fifth semester on. Also, students in their fifth semester or later should be wary of their elective hours – once the elective hours are used up for a student’s declared degree(s), any further elective courses that do not go towards their declared degree(s) would not count for the NCAA PTD. Any student-athlete transferring in or bringing in dual credit/AP/CLEP credits should carefully review their schedules for progress towards their declared degree(s), particularly beginning with their fifth semester of full-time collegiate enrollment. Student-athletes may work with their academic advisor, the faculty athletic rep, and/or compliance office to ensure their schedule is setting them up for success towards their degree at North Greenville University in addition to meeting the NCAA requirements for continuing eligibility.

3. Countable Athletically Related Activities (CARA)

Playing and Practice Season Time Limits

COUNTABLE ATHLETICALLY RELATED ACTIVITIES (CARA) include any required activity with an athletics purpose, involving student-athletes and at the direction of, or supervised by, any member or members of an institution’s coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations under Bylaws 17.1.6.1 and 17.1.6.2. Academic and compliance meetings shall not be considered as CARA; however, the following activities are considered as CARA: team practice, individual skill sessions, conditioning, weights, watching film, discussing game plans, etc.

PLAYING SEASON: A student-athlete’s required participation in CARA during the playing season is limited to a maximum of 20 hours per week with no more than four hours per day. All competition and any associated CARA on the day of competition shall count as three hours regardless of the actual duration of activities. In addition, all countable athletically related activities are prohibited during one calendar day per week, except during conference and postseason championships. Daily and weekly hour limitations do not apply to countable

athletically related activities occurring during preseason practice before the first day of classes or the first scheduled contest, whichever is earlier.

OUTSIDE OF SEASON: A student-athlete's required participation in CARA outside of the championship playing season is limited to a maximum of eight hours per week, of which not more than two hours per week may be spent on team activities (i.e. practices, skill instruction). In addition, all countable athletically related activities are prohibited during two calendar days per week. It should also be noted that all sports not in season are required to cease all CARA one week prior to the beginning of final exams each semester.

NON-CHAMPIONSHIP SEGMENT: This segment typically is during the semester opposite of when the championships are declared (i.e. fall semester for baseball and spring semester for soccer) that permits teams to practice in addition to other CARA activities when "out of season". The following sports have a non-championship segment at North Greenville University: baseball, men's and women's cross country, men's and women's golf, men's and women's soccer, softball, men's and women's tennis, and women's volleyball. The NCAA instituted new legislation effective beginning with the 2018-19 Academic Year for the non-championship segments in these sports.

For baseball, cross country (if not participating in track and field), soccer, softball, and volleyball the new legislation permits a 45 day window to practice and participate in up to 15 hours per week of CARA, which is limited to up to 4 hours per day while requiring two days off per week.

4. Student-Athlete Advisory Committee (SAAC)

The student-athlete advisory committee (SAAC) is a committee made up of student-athlete representatives. Each team at North Greenville University designates two representatives and selects alternates to ensure that each team is represented with two (2) members at all SAAC Meetings. This is an excellent means to promote communication between athletics administration and student-athletes. Most athletic programs have a wealth of information that needs to be routinely distributed to the student-athletes, and at the same time, most programs are interested in receiving more feedback from their student-athletes about department policies and procedures.

The following points reflect the primary purpose of the SAAC:

- Generate a student-athlete voice within the institution
- Solicit student-athlete response to proposed NCAA legislation
- Suggest potential NCAA legislation
- Organize community service efforts
- Create a vehicle for student-athletes representing on campus-wide and conference-wide committees

Along with offering valuable input on institutional, Conference, and NCAA national issues, the North Greenville University SAAC works diligently in the local community. Most notably, SAAC supports the Make-A-Wish Foundation and provides an increasing amount of financial support on

an annual basis to this charity. Since 2003, NCAA Division II student-athletes have raised more than \$4.7 Million for the Make-A-Wish Foundation.

More than 500 “wishes” have been granted through Division II contributions. These wishes can serve as a game changer in children’s fights against their illnesses, helping them feel better, and in some cases even get better.

ACADEMICS AND SUPPORT SERVICES

1. Class Attendance

- Since class attendance is an important ingredient in college success, all students at North Greenville University are expected to attend class regularly. Specific regulations governing class attendance will be made by the instructor, often in conjunction with college-specific policies, and issued in writing in the course syllabus with thorough explanation to the students in each class during the first week of the semester.
- Students who miss class for any reason will be marked absent.
- Students who are absent for unforeseeable emergencies should contact the office of the Provost for Academics and the respective instructors as soon as possible. The University has the prerogative of requesting documentation for medical absences.
- Students who enter classes after the add period of any academic session should have the approval of the Vice President for Academics, as well as the approval of each professor. Any class periods missed because of late registration count as absences. Work missed under these circumstances must be made up. The number of classes that can be missed for the remainder of the session will be determined by the instructor in conjunction with college-specific policies.
- Out of state and international students should make travel arrangements well in advance in order to arrive on campus before the first day of classes.
- A student may be dropped for cause from any course at any time upon recommendation of the instructor and approval of the Provost for Academics. Sufficient causes include excessive, non-approved absences, lack of preparation, neglect, improper conduct in the classroom, medical reasons, and family emergencies.
- Only students maintaining twelve (12) or more semester hours (full-time status) will be permitted to occupy residence halls.
- Since most financial aid is awarded based on full-time enrollment, students should consult with the Financial Aid office before dropping below twelve (12) hours.

A. Missed Class Time for Competition

- Student-Athletes representing the University for Athletic Events will occasionally be required to miss a scheduled class. Any student who is absent from class because of athletic events must inform the instructors whose classes are involved prior to absence. Ordinarily, a printed excuse list will be distributed to all faculty members listing names, day(s), and time students will be off campus.
- Faculty members will see that these students are not penalized for representing the University by assisting them to make up missed work or rescheduling a missed examination whenever possible and reasonable.
- Arrangements should be made for the student who is absent because of athletic events to make up any missed class work, tests, or written assignments. The student is responsible for seeing that all assignments are completed as arranged with the instructor. Students representing the university are not expected to be penalized **if they make prior arrangement with the instructor.**
- If students are missing class excessively to represent the university, faculty should contact university personnel responsible to see what other arrangements can be made. Students should not be absent from class for personal reasons without the professor's prior approval.
- This policy does not provide students with license to miss classes without penalty whenever they wish.

B. Missed Class Time For Practice Activities

- Student-Athletes are **not allowed** to miss classes for practice activities.

2. Faculty Athletics Representative

The Faculty Athletics Representative is involved in the monitoring and maintenance of the personal well-being and academic success of the student-athletes. For example, the FAR can assist with situations involving missed-class policies, difficulties with class scheduling, and in waiver or appeals procedures. The FAR is available to answer questions related to general education requirements, degree programs, and NCAA legislation as it pertains to academic eligibility. The FAR also assist with certifying student-athletes as eligible for practice or intercollegiate competition. Finally, the FAR plays a central role in any major institutional inquiries into alleged or suspected rules violations and is involved in the preparation of written reports of infractions that are made to the conference or to the NCAA.

3. Athletic Academic Liaison

Support Services Academic Monitoring

All student-athletes' academic performance and attendance are monitored through various means, including progress reports distributed to faculty. Each head coach will receive a copy of the completed academic progress reports.

Student Success Center

Academic support programming and services are provided to students by the Student Success Center, located in Neves. Services include peer tutorials and academic advising and counseling. Tutorial services are free for all students and are available for student-athletes experiencing difficulty with academic subject areas.

4. Faculty Academic Advisors

Academic advisors are available to assist students with the selection of an educational program and appropriate courses. Advisors also assist students with long-range program planning. Every North Greenville University student is required to meet with an advisor before being permitted to register for classes. Advisors can also help enhance the student's collegiate experience by informing them of various valuable services.

5. Scheduling Classes

A student's first responsibility is to graduate with his/her degree in a timely period. With that in mind, the selection of courses should be carefully planned with your advisor. During your competitive season, you should try to plan your classes around your practice and contest schedules. In those instances, where your class schedule conflicts with practice times, you should meet with your coach to resolve any problems. At no time should you place your academic progress in jeopardy because of practice times. Furthermore, you should never miss class to attend a practice. During the out-of-season semester, you should plan wisely and schedule classes that fit best for your academic progress. Coaches are aware that schedules are difficult to construct, especially for upper level classes, and they want their student-athletes to make adequate progress toward their degrees.

A. Course Load Requirement

In order to participate in intercollegiate athletics, you must be registered as a full-time student, be in good academic standing, and maintain satisfactory progress toward a baccalaureate or equivalent degree. A student-athlete must be enrolled in a minimum of 12 hours of coursework at all times during each semester. If at any time during the semester a student-athlete falls below 12 hours, he/she immediately becomes ineligible for athletic participation.

Student-athletes typically carry between 12-18 credit hours per semester, depending on each student's capabilities and chosen field of study. It is recommended that student-athletes enroll in at least 15 credit hours each semester. This gives student-athletes an opportunity to drop a three-hour course if they do not like a course or feel their workload is too heavy; however, student-athletes must be enrolled at all times in at least 12 credits in order to practice or compete.

A student-athlete enrolled in the final semester of the baccalaureate program may compete while enrolled in less than 12 hours, provided that the Registrar's Office certifies that the student-athlete is carrying the courses necessary to complete the degree requirements (see NCAA Bylaw 14.1.7.1.7.3). Also, a student may represent the institution while enrolled fulltime and seeking a second baccalaureate degree at the same institution (see 14.1.8). In either of these situations, the student-athlete must secure permission from the Associate Director of Athletics prior to starting the semester.

B. Schedule Changes

A student-athlete should not drop below 12 semester hours of coursework at any time during the semester. Student-athletes in violation of this regulation jeopardize their athletic scholarships, cannot practice or compete, and may make their team forfeit past competition.

Permission to drop a class must be obtained in the following manner:

1. Obtain necessary course change forms at the Registrar's Office.
2. Obtain signature of academic advisor and FAR. The Provost for Academic Affairs may approve a drop in the absence of the FAR.
3. Process completed form for final approval at Registrar's Office.

FINANCIAL AID

Financial aid is any scholarship, grant, loan, or employment offered to help a student meet university expenses. The amounts and types of financial aid that a student receives are based on federal, state, and institutional guidelines. Any inquiries about financial aid should be directed to the Financial Aid Office in the Hayes Ministry Center.

All student-athletes are required to complete the free application for federal student aid (FAFSA) each year, no later than June 30. Forms are available at the Financial Aid Office and any questions relative to the application process should be directed to the Financial Aid Office.

Financial Aid Satisfactory Academic Progress Standards

Students who are enrolled in a degree seeking program at NGU must meet Satisfactory Academic Progress (SAP) standards to maintain eligibility for any form of financial aid. The Financial Aid Office reviews academic standing at the end of each term (fall, spring, and summer). The SAP evaluation process involves a review of three specific components: cumulative grade point average (GPA), academic progression (PACE), and maximum timeframe. The purpose of this review is to determine whether a student is adequately progressing toward degree completion in a timely manner. Students will be notified of their SAP status by the Financial Aid Office.

1. **GPA:** students must maintain a cumulative GPA that falls within the range outlined below:

<u>Credit Hours Attempted</u>	<u>Cumulative GPA</u>
0-29.5	1.50
24-59.5	1.75
60+	2.00

2. **PACE:** students must earn at least 67% of his/her total coursework attempted.
3. **Maximum timeframe:** the timeframe component limits the length of time that a student can receive federal student aid. A student will not be permitted to receive federal aid after exceeding 150% of the length of their degree program.

Students that fail to meet the standards stated above will be placed on financial aid warning for one semester. If a student fails to meet SAP standards by the end of the financial aid warning period, they will become ineligible for all forms of financial aid (federal, state and institutional). Eligibility for financial aid can be regained in a future term once the student is able to successfully achieve SAP standards.

Under certain circumstances, students who fail to meet SAP standards after the financial aid warning period may submit a written appeal to the Financial Aid Office. If approved, the student will be placed on probation for one additional semester or a specified time period while they attempt to achieve SAP standards.

For more information regarding the SAP policy, please visit our website:

<https://www.ngu.edu/satisfactory-academic-progress-page.php>.

All questions may be directed the NGU Financial Aid Office at finaid@ngu.edu or 864-977-7056.

NCAA rules define the general principles of financial aid received by any student-athlete. Student-athletes should not accept any financial aid other than from parents (or legal guardians) or the North Greenville University Financial Aid Office without first consulting the Associate Director of Athletics. All financial aid received by a student-athlete must be reported to the Financial Aid Office. Questions relative to the interpretation and clarification of these rules can be addressed to the Director of Financial Aid and/or the Associate Director of Athletics.

1. Scholarship Renewal

Athletics grants-in-aid are awarded on a yearly basis. Renewal is not automatic. The renewal of an athletics grant-in-aid is based on the student-athlete's academic eligibility and the head coach's recommendation to the Director of Athletics that the award be renewed. A student-athlete is not permitted to receive athletics aid in excess of a full grant-in-aid. A full grant-in-aid includes tuition, general fees, and room and board (double occupancy). Student-athletes are personally responsible for any additional fees.

Renewal of institutional athletics grants-in-aid will be determined on or before the third week in April (per institutional policy; the NCAA deadline in July 1) prior to the academic year for which the award is to be effective. The Financial Aid Office will notify in writing each student-athlete who has received an award the previous academic year and who has eligibility remaining

for the ensuing academic year whether their grant has been renewed or not for the next year. All student-athletes who receive nonrenewal or reduction of aid notices have the right to appeal.

2. Scholarship Non-Renewal

The head coach may recommend to the Director of Athletics that a student-athlete's athletics grant-in-aid be reduced or not be renewed for any of the following reasons:

1. Failure to comply with team rules;
2. Failure to comply with the rules and regulations of the Department of Athletics;
3. Failure to comply with student conduct rules of the University;
4. Failure to comply with Conference Carolinas or NCAA rules; or
5. Failure to maintain academic eligibility or to perform at a satisfactory academic level; or
6. Failure to meet reasonable standards of commitment set by the head coach and approved by the Director of Athletics.

It is the coach's prerogative to dismiss a student-athlete from a team. A student-athlete may appeal this decision.

3. Scholarship Reduction/Cancellation

NCAA legislation allows cancellation or reduction of athletically related financial aid during the period of the award if the student-athlete:

1. Renders himself or herself ineligible for intercollegiate competition;
2. Fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement;
3. Engages in serious misconduct warranting substantial disciplinary penalty;
4. Voluntarily withdraws from a sport at any time for personal reasons;
5. Does not retain amateur standing;
6. Does not abide by NCAA or Conference Carolinas rules; or
7. Does not immediately report any attempt to have himself or herself or a teammate take part in the fixing of a game or any unusual request for information about one's team.

Athletically related financial aid may not be increased, decreased, or canceled during the period of award based on:

1. A student athlete's ability, performance or contribution to a team's success;
2. An injury that prevents the recipient from participating in athletics; or
3. Any other athletics reason.

4. Appeal Process

If North Greenville University decides to cancel or reduce an athletics grant-in-aid during the period of award or not renew or reduce an award, the student-athlete can request a hearing. Appeal procedures will be enclosed with the letter notifying the student-athlete of the change in award.

NGU ATHLETIC POLICY ON TRANSFERRING

Regarding: NCAA Bylaw 14.5.5.3.9 One-Time Transfer Exception
NCAA Bylaw 13.1.1.2 Four-Year College Prospective Student-Athletes

- As a general rule set by the NCAA in bylaw 14.5.5.1, a transfer student from a four-year institution shall not be eligible for intercollegiate competition at a NCAA member institution until the student has fulfilled a residence requirement of one full academic year (two full semesters or three full quarters) at the certifying institution. There are, however, exceptions for this general rule.
- North Greenville University Department of Athletics will review on a case-by-case basis transfer requests for all sports. University policy is to not grant a one time transfer exemption to an institution that competes in the same region as the student-athlete's sport participates in or to an institution in which NGU is scheduled to play in the following academic year. The Department of Athletics reserves the right to deny all transfer requests. Any student-athlete interested in transferring to another institution shall contact the NGU Compliance Office and request permission in writing to contact other institutions and/or be added to the Transfer Portal to attend another institution.
- NGU will respond to the written request(s) within 14 days of receipt, and if the request for permission to speak and/or the one time transfer is denied, the student-athlete has 14 days from receiving notice of the denial to request a hearing for an appeal. Once the appeal request is received by the NGU Athletic Compliance Office, the institution has 30 days to set up a formal hearing for the student-athlete. The appeal committee consists of the Faculty Athletics Representative, members of the faculty and staff and the FAR may also select student-athletes to serve on the committee. Once a student-athlete has selected an institution to transfer to, they shall have the Athletic Compliance Office at that institution send a tracer to NGU or ask for information to be updated to the Transfer Portal by the NGU Athletic Compliance Office.
- Please note that in order to be eligible to receive the one-time transfer exception, student-athletes must leave NGU in Good Academic Standing while eligible to compete in athletic competition. Those not eligible for competition upon departure are not eligible for the one-time transfer exception per NCAA Bylaw 14.5.5.3.9.

SPORTS MEDICINE

1. Service

The North Greenville University sports medicine staff seeks to provide student-athletes with complete athletic training services and care. Athletic training is vital to intercollegiate athletics competition. Services include assessment, evaluation, care, rehabilitation, education and prevention of injuries. Athletic training rooms are located in Hendricks Athletic Center and Hayes Gym and are available to all student-athletes for the prevention, treatment and rehabilitation of athletic injuries by our certified athletic training staff. Athletic training room hours and procedures are posted at each training room entrance.

2. NCAA Policy

The NCAA states that the Department of Athletics is responsible for medical services administered to student-athletes who are injured in a practice or competition that was under the coach's supervision. The work "injury" only applies to those injuries that are caused by participation in a practice or competition.

3. Health and Safety Issues

The sports medicine staff is responsible for institutional awareness of health and safety and sports medicine policies. All student-athletes are required to have a yearly physical examination administered by university team physicians before they are eligible to participate in intercollegiate athletics. Student-athletes have the direct responsibility for reporting all injuries and illnesses to the sports medicine staff or team physicians. Student-athletes who seek outside medical treatment/surgery without knowledge and approval by the NGU sports medicine staff will be responsible for all medical bills.

As a student-athlete, you should understand that all athletic activity presents some inherent risk of personal injury.

4. Sports Medicine Forms/Insurance

All athletic and sports medicine forms must be read and signed before intercollegiate athletic participation may begin.

NGU provides a secondary insurance policy for student-athlete injuries which will cover the remaining balance of any medical expense sustained while participating in intercollegiate athletics at NGU after the student-athletes primary insurance has been billed. **Therefore, all student-athletes are required to carry primary insurance coverage that covers athletic injuries and must provide proof of insurance coverage before any participation/practice in**

a sport may begin. Unfortunately, some primary insurance policies do not work with secondary insurance policies. Those include Medicaid and military funded insurance such as Tricare, Christian Ministry Insurance, self-funded insurances, short-term plans and accident plans.

Further information regarding sports medicine forms, insurance information, and insurance claim procedure may be found on the NGU athletic website.

STRENGTH AND CONDITIONING

The Kelly Strength and Conditioning Center may only be used by student-athletes. Strength and Conditioning activities for student-athletes must be developed and carried out under the direction of the head strength and conditioning coach and the assistant strength and conditioning coaches in conjunction with the coaching staff of each team.

TEAM TRAVEL

Team travel plans should include the necessary number of student-athletes for competition, but not necessarily all members of the team. In particular, student-athletes who are injured should not travel unless they have a specific team function to perform.

Student-athletes will use only university-arranged transportation to competition and must return under the direction and supervision of the head coach. The only exception is with written permission from a player's parent to drive on their own, to be released with a parent, or to ride with another student-athlete. **Student-athletes, who drive on their own, with parents, with another student-athlete, or others, assume liability for any accidents or injuries, etc.**

All student-athletes are expected to conduct themselves in an exemplary fashion while representing the University, including while traveling to and from competition or practice sites. **Conduct in hotels, restaurants, and other public places should be above reproach.** Student-athletes who behave in a manner unacceptable to the University may be barred from future trips, dismissed from the team, and/or face disciplinary action from the University. In addition, each team's coach may develop their own team rules in addition to Department of Athletics and University rules. Each coach will explain what he/she expects from their team members. In the event that the team rules are more stringent than department or University rules, the team rules have precedence. Student-athletes incurring extra charges while at hotel (e.g. movies, room service, or damage cost) are responsible for those charges. All student-athletes should have clean and neat appearance when representing the University. Coaches may establish dress

requirements for their teams. In addition, coaches will establish curfew and/or other requirements.

SPORTS INFORMATION AND SOCIAL MEDIA

The purpose of the sports information office is to increase the visibility of North Greenville University athletic teams and student-athletes in the upstate, the state of South Carolina and nationally. The sports information office serves as a liaison between the NGU athletic department and the media. The sports information office also provides coverage of NGU home events to media outlets, writes news releases, compiles statistics, reports to the conference and NCAA, maintains the athletic web page and other athletic social media sites and produces web broadcasting for selected home events.

Student-athletes are to only speak with a news reporter if arranged by the sports information office or coach. Do not accept reporter calls or texts. Please refer them to the sports information office or your coach. If you get the opportunity to do an interview, you should view it as a chance to promote yourself, your team and North Greenville University.

Student-athletes are expected to utilize discretion and appropriate judgement when posting verbiage, pictures and other information on all social networking sites including, but not limited to, facebook, twitter, Instagram, snapchat and other internet based sources. Any materials displayed via the internet that negatively depict the university, are detrimental to the university and are not in keeping with the positive image of our student-athletes may result in disciplinary consequences. If the athletic department becomes aware of violations of this policy, action may be taken against the student(s) involved. For such rule violations, the student(s) would be subject to applicable sanctions outlined in the North Greenville University Student Handbook.

Website: www.nguathletics.com

Twitter: Crusader_sports

Facebook: facebook.com/NGcrusaders

Instagram: NGUAthletics