



**Indiana University Northwest  
RedHawk Athletics  
Handbook**



# INDIANA UNIVERSITY NORTHWEST

OFFICE OF ATHLETICS

## *A Message from the Office of Athletics*

Welcome to Indiana University Northwest! The opportunity to represent our RedHawk Athletics Program requires commitment, determination and self-discipline. It is a valuable experience that demands the development of time management and communication skills in order to achieve both academic and athletic success.

Our office is committed to providing you with high quality academic support, coaches, trainers, facilities and equipment. Your collegiate experience is important to us, and we are here to support your individual goal of earning an undergraduate degree from Indiana University Northwest!

As a student-athlete representing IU Northwest and the RedHawk Athletics Program, we have high expectations of you, both in the classroom and during competition. It is your responsibility to represent our program, the NAIA and the university in a positive way throughout your undergraduate career.

This student-athlete handbook was developed in order to help you understand the responsibilities attached to your commitment as an IU Northwest student-athlete. Please review the following handbook thoroughly and familiarize yourself with the content.

Remember, the Office of Athletics is here to assist you in order to overcome the challenges ahead. Please take advantage of the resources throughout our campus in order to fully ensure a successful collegiate experience.

**GO REDHAWKS!**

Sincerely,

Director of Athletics

## QUICK FACTS

Location .....	3400 Broadway, Gary, IN 46408
Athletics Department Phone .....	219-980-6944
Athletics Department Fax .....	219-981-4233
Athletics Web Site .....	<a href="http://www.iunredhawkathletics.com">www.iunredhawkathletics.com</a>
Chancellor .....	Dr. William Lowe
Vice Chancellor of Student Affairs and Enrollment Management .....	Dr. Montevirgen
Faculty Athletics Representative .....	Dr. Charles Gallmeier
Registrar .....	Peter Zachocki
Director of Athletics .....	Ryan Shelton
Director of Student Activities .....	Scott Fulk
Assistant Athletic Director.....	Anna Villanueva
Coordinator of Recreational Sports.....	Javier Heridia
Head Women's Volleyball Coach.....	Dawn Barnes
Head Women's Basketball Coach.....	Ryan Shelton
Head Men's Basketball Coach.....	Javier Heridia
Head Men's & Women's Cross Country Coach.....	Nicole Hartford
Head Men's & Women's Golf Coach.....	Ryan Bishop
Athletic Trainers .....	Peter Bruzas
Enrollment.....	5,400
Mascot.....	RedHawks
Colors.....	Red, White, Black
National Affiliation.....	National Association of Intercollegiate Association (NAIA)
Conference Affiliation .....	Association of Independent Institutions (AII)

## Table of Contents

Mission Statements .....	4
IU Student Code of Conduct.....	6-7
Participation in Athletics.....	8
Student-Athlete .....	9
Champions of Character .....	9
Live 5 .....	9
Class Attendance.....	9-10
Athletic Scholarships .....	10
NAIA Eligibility .....	11-14
Hardship Requests .....	15
Recruitment.....	15
Transfer Procedures .....	15-16
Ejection Policy .....	16
Substance Abuse .....	17
Hazing Policy.....	18
Social Media .....	18-20
Athletic Equipment.....	20
Team Travel.....	21
Progress Reports .....	21-22
Physicals .....	23
Insurance Coverage.....	23
Training Room.....	23
Training/Injury Policy.....	23
Concussion Management .....	24
Emergency Care.....	24
Pregnancy Policy .....	24-25
Coach’s Jurisdiction.....	26-27
Grievance and Appeal Policy.....	27-28
Discrimination and Harassment Policy.....	28
Title IX.....	28-29
Equal Opportunity Policy .....	29-31
Handbook Agreement .....	32

## **IU Northwest Mission Statement**

The mission of Indiana University Northwest, a regional campus of Indiana University, is to provide a high-quality and relevant education to the citizen of Northwest Indiana, the most diverse and industrialized are off the state. The institution strives to create a community dedicated to the pursuit of knowledge and intellectual development, leading to undergraduate and selected graduate degrees in the liberal arts, sciences, and professional disciplines. The campus is strongly dedicated to the value of education, lifelong learning, diversity, celebration of cultures and opportunity for all, as well as participating in the sustainable economic development of the region and of the state. Indiana University Northwest is committed to the health and well-being of the communities it serves.

## **Student Affairs Mission Statement**

**The Student Affairs mission at Indiana University Northwest is to foster student success.**

As an integral partner in fulfilling the academic mission of Indiana University Northwest, the Division of Student Affairs places students, student learning, and the development of the whole student first and foremost. Among other things, we activate access for motivated students, set high expectations, encourage campus and community engagement, and present a necessary balance of challenge and support. Through our programs, services, and partnerships, we facilitate our students' transformation and enrich their education

## **RedHawk Mission Statement**

The Indiana University Northwest Athletic Program will function as an integral part of the academic and social environment within our university. We offer student-athletes an opportunity to continue their educational and athletic experiences at the intercollegiate level. RedHawks athletics promote the development of individual leadership qualities and interpersonal skills in preparation for life beyond graduation. We are committed to recruiting student-athletes who value self-discipline, integrity, teamwork, commitment, and determination in both competition and in the classroom

## **RedHawk Vision Statement**

Develop a unified and competitive athletics program with an emphasis on increased enrollment, student retention and campus involvement. Create and develop an athletics program in which every individual is given an opportunity to find success. Promote an atmosphere that encourages growth in academics, athletics and in each individual's personal life. This program will strive to create an experience that is inviting to future student-athletes.

## IU STUDENT CODE OF CONDUCT SUMMARY

Code of Student Rights, Responsibilities, and Conduct Summary:

Individual rights are best protected by a collective commitment to mutual respect. Our responsibilities and obligations to one another preserve our individual rights and freedoms, and promote our collective values. The “Code of Conduct” is intended to identify the basic rights, responsibilities, and expectations of all students and student groups and serve as a guide for the overall student experience at Indiana University.

### **Student Responsibilities**

A student who accepts admission to Indiana University agrees to:

- Be ethical in his or her participation in the academic community,
- Take responsibility for what he or she says and does,
- Behave in a manner that is respectful of the dignity of others, treating others with civility and understanding, and
- Use university resources and facilities in appropriate ways consistent with their purpose and in accordance with applicable policies.

### **Student Rights**

Indiana University recognizes its responsibility to support and uphold the basic freedoms and citizenship rights of all students. Within that context, students have the following rights.

- Rights in the pursuit of education.
- Right to be free from discrimination.
- Right to be free from harassment, including sexual harassment, harassment based on sexual orientation, and racial harassment.
- Right to access their academic records and university facilities.
- Right to freedom from association, expression, advocacy, and publication.
- Right to contribute to university governance.
- Right to accommodation for individuals with disabilities.
- Rights in the judicial process, including the right to file a complaint if a student believes his/her rights, as defined in the Code, have been violated.
- Rights as University employees.

The University community will not tolerate inappropriate behavior. The University Police and staff will enforce policies that protect individual rights and freedoms.

Inappropriate behavior includes, but is not limited to:

### **Academic Misconduct**

- Cheating
- Fabrication
- Plagiarism\*
- Interference\*\*
- Violation of course rules
- Facilitating academic dishonest

\*A student must not adopt or reproduce ideas, opinions, statements, etc. of another person without appropriate acknowledgment.

\*\*A student must not steal, change, destroy or impede another student's work.

Faculty members are in charge of their classrooms and, as such, will establish acceptable behavior, and will initiate Academic Misconduct proceedings when appropriate.

### **Personal Misconduct**

- Dishonesty, including initiating a false report
- Assuming another person's identity
- Violation of technology policies
- Disorderly or obscene conduct
- Actions which endanger self, others, or the academic process
- Failure to comply with the directions of authorized university officials
- Damage to university property
- Acting with violence, encouraging or participating in a riot
- Harassment
- Physical or verbal abuse
- Stalking or hazing
- Unauthorized possession or use of alcoholic beverages or illegal drugs
- Unauthorized use or entry of university facilities
- Unauthorized taking or possession of university property or property of others
- Unauthorized setting of fires or unauthorized use or interference with fire equipment
- Unauthorized possession, use, etc. of incendiary devices
- Possession or sale of any weapon or potential weapon on campus
- Intentionally obstructing access to university facilities, property or programs
- Violation of disseminated university policies (e.g. housing policies), state or federal law
- Acts that threaten or intimidate any potential participant in a judicial process

### **Disciplinary Procedures**

A student who allegedly commits a violation of the "Code of Student Rights, Responsibilities, and Conduct" will be notified of such in writing by the appropriate student judicial officer and must meet to discuss the situation. The judicial conference is the student's opportunity to provide his/her version of the incident. The judicial officer will determine if the alleged wrongdoing occurred and, if warranted, the appropriate sanctions. Students may appeal any sanction within a certain period of time.

**Student-athletes should remember that there is no distinction between being on campus or off campus when it comes to violations of the student-code, including team-sponsored trips.**

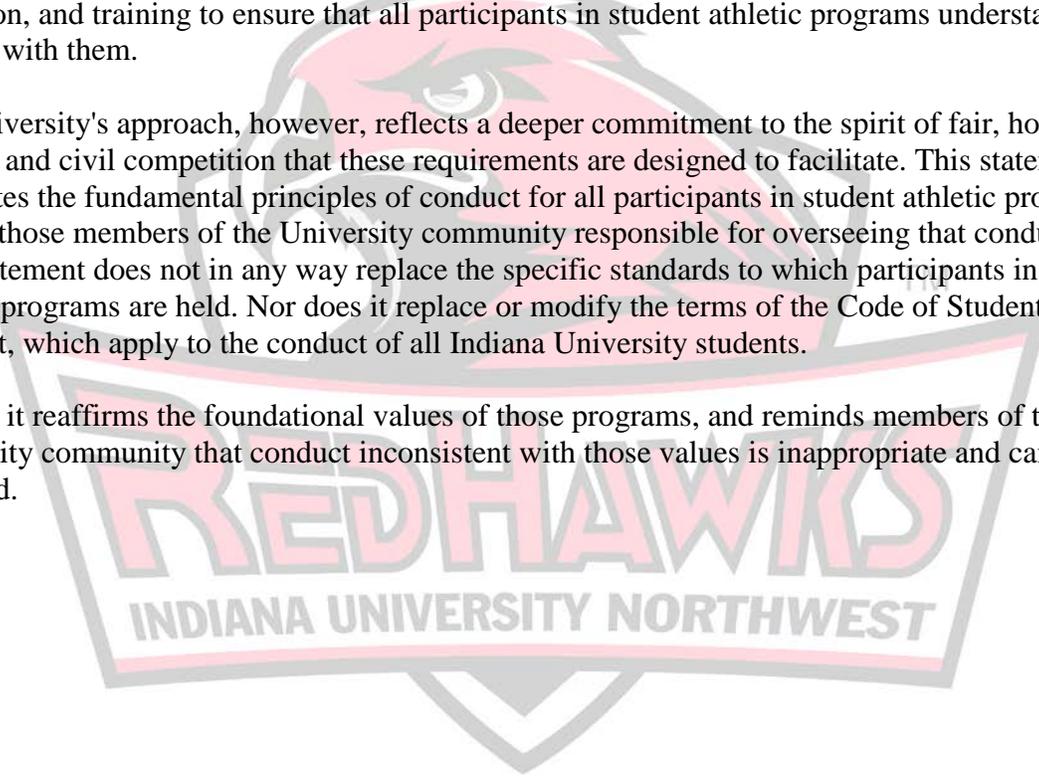
Refer to the "Code of Student Rights, Responsibilities, and Conduct" for complete information on the rights, responsibilities, and conduct expected of all students. The "Code of Student Rights, Responsibilities, and Conduct" may be accessed at <http://www.iu.edu/~code> . The "Student Complaint and Disciplinary Procedures" may be accessed at <http://www.ius.edu/studentaffairs/codeprocedures.cfm>.

**IU NORTHWEST ATHLETICS**  
**STATEMENT OF PRINCIPLES ON PARTICIPATION IN ATHLETICS**

Student athletic programs are a longstanding and integral part of Indiana University Northwest. Participants in the University's athletic programs—students, coaches, and other faculty and staff (collectively "participants")—are covered by the laws, regulations, policies, and procedures applicable to other members of the University community. In addition, these participants and the IU Northwest are subject to a wide variety of requirements outlined by Indiana University, the National Association of Intercollegiate Athletics, and the Association of Independent Institutions, professional coaches' and sports' organizations, and federal and state government authorities (collectively "requirements") designed to protect student athletes, ensure the integrity of the University's athletic programs, and promote fair competition. Indiana University is committed to full compliance with all of these requirements, and engages in extensive oversight, education, and training to ensure that all participants in student athletic programs understand and comply with them.

The University's approach, however, reflects a deeper commitment to the spirit of fair, honest, skillful, and civil competition that these requirements are designed to facilitate. This statement articulates the fundamental principles of conduct for all participants in student athletic programs and for those members of the University community responsible for overseeing that conduct. This statement does not in any way replace the specific standards to which participants in student athletic programs are held. Nor does it replace or modify the terms of the Code of Student Conduct, which apply to the conduct of all Indiana University students.

Instead, it reaffirms the foundational values of those programs, and reminds members of the University community that conduct inconsistent with those values is inappropriate and cannot be tolerated.



## STUDENT-ATHLETE

### Definition of Student-Athlete

A student becomes a student-athlete when he or she signs a letter of intent, receives a letter of acceptance from the Office of Admissions, and is enrolled in 12 credits or more in the upcoming semester.

It is the responsibility of each student-athlete and student participant to abide by the policies and procedures established by each head coach, the Athletic Department, IU Northwest, AII, and NAIA.

### Champions of Character

Indiana University Northwest is a firm believer in the NAIA's Champions of Character initiative which emphasizes the five core values of *respect, responsibility, integrity, servant leadership and sportsmanship*. Because of that belief, we ask that each student-athlete, coach and administrator strive to be a great representative of the institution, their team and themselves.

#### The Five Core Values:

- Show **Integrity** by standing by your word, being honest and following the rules.
- Show **Respect** to the opponent, the officials, your teammates, your coach, yourself and the game.
- Take **Responsibility** for your actions in all areas of your life.
- Show **Sportsmanship** by holding yourself to the highest of standards of play and reacting positively even when others do not.
- Be a **Servant Leader** by serving others while striving to be a personal and team leader.

#### NAIA Live 5

The NAIA Live 5 program teaches student-athletes how they apply the five core values of Champions of Character to everyday life both on and off the field. Student-athletes will take short, interactive courses through the NAIA Academy and are responsible for completing all required courses. ([naia.learnpointlms.com](http://naia.learnpointlms.com)).

### Class Attendance Policy

There is an expectation that student-athletes attend all scheduled class meetings. Athletes are **NOT** allowed to miss classes for conditioning, practices, team meetings, or other non-competition events. Students may only miss class for a regularly scheduled athletic competition with instructor approval.

It is expected that student-athletes meet with their academic advisors early to plan for class scheduling to eliminate as many competition conflicts as possible.

Student-athletes are expected to meet with faculty members at the beginning of the semester to discuss potential class and competition conflicts. The instructor does reserve the right to not excuse student-athletes from class. It is not acceptable to notify an instructor of a competition-related absence after the fact. Athletes are required to make up missed work, assignments and notes when missing class due to competitions.

### **Athletics Scholarships (if applicable)**

This letter is to notify you of your athletics grant-in-aid award (“Award”)—a year-to-year commitment, which will begin for the [insert academic year] academic year and, if applicable, continue through any such later academic year(s) by IUN as long as you remain enrolled full-time at IUN and remain an eligible member of the [sport] team. This Award will be honored by IUN only after you have satisfactorily met all IUN and National Association of Intercollegiate Athletics (NAIA) academic requirements and admissions standards.

**The amount of this Award may be reduced or cancelled during the period of the Award if you are ever determined to be ineligible for intercollegiate participation or athletics aid, or if you are dismissed from IUN or the team.** In addition, the amount of this Award may be reduced or cancelled if:

- 1) You voluntarily leave/withdraw from the team;
- 2) You become ineligible, including academic ineligibility per IUN’s requirements
- 3) You violate any rule or policy, including the IU Code of Conduct and the IUN Student-Athlete Handbook, of the [sport] team, the IUN Department of Athletics, the University, or the NAIA;
- 4) You omit or misrepresent any information on your application to IUN, letter-of-intent, or tender;
- 5) You do not maintain compliance with your Student-Athlete Academic Progress Plan; or
- 6) You do not maintain compliance in all phases of the NAIA Student-Athlete Learning Academy.

Your Award amount will not be reduced due to your injury, illness, or physical or mental condition, nor on the basis of ability, performance, or contribution to the team’s success.

## NAIA Eligibility Requirements

At the beginning of each semester, personnel in the Registrar's Office in conjunction with the Faculty Athletic Representative and the Director of Athletics will certify that each student-athlete meets the academic standards established by the NAIA.

It is the responsibility of each student-athlete to make sure all data regarding the student's NAIA eligibility is submitted as soon as possible to the NAIA. Eligibility must be met before the first scrimmage or official competition. Failure to meet this timetable may result in a student-athlete being temporarily ineligible. This timeframe was selected to afford timely preparation, proofing, and submission of documents to the National NAIA Office.

A student may participate four (4) seasons in one sport in 10 semesters, 12 trimesters, or 15 quarters of attendance if otherwise eligible. The 10 semesters need not be consecutive. During the ninth or tenth semester, or equivalent, the student may participate in any sport in which the student has not already used four seasons of competition.

The following is a short listing of criteria that needs to be met to be eligible to represent a member institution in any manner (scrimmages, intercollegiate competitions):

**1. An entering freshman\*** must be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution and meets two of the three entry level requirements. (\* An entering freshman is defined as a student who upon becoming identified with an institution has not been previously identified with an institution(s) of higher learning for two semesters or three quarters (or equivalent).

- Achieve a minimum of 18 composite score on the ACT or 860 on the SAT (Critical Reading and Math), if taken before March 2016; 940 on the SAT (Evidence-Based Reading and Writing + Math), if taken in March 2016 or after. The ACT/SAT test must be taken on a national or international testing date and certified to the institution prior to the beginning of each term in which the student initially participates (residual tests are not acceptable).
- Graduate in the top half of your high school graduating class
- An overall high school grade point average of 2.000 or higher on a 4.000 scale.

**2. YOU MUST** be making normal progress toward a recognized baccalaureate degree and maintain the grade points required to remain a student in good standing, as defined by the institution you are attending.

**3. YOU MUST** be identified and enrolled in 12 credit hours at the time of participation. Should participation take place between terms, you must have been identified with the institution the term immediately preceding the date of participation.

**4. YOU MUST**, if a second term freshman, have accumulated a minimum of nine institutional credit hours BEFORE identification for the second term of attendance.

**5. YOU MUST** have accumulated a minimum of 24 institutional credit hours the two immediately previous terms of attendance. Up to 12 institutional credit hours earned during the summer and/or non-term may be applied to meet the 24-hour rule, provided such credits earned AFTER one of the two immediately previous terms of attendance. However, if you are transferring from a two-year institution, and if you have not been identified with an institution of higher learning for more than five semesters or seven quarters, have been identified with a four-year institution, and have met graduation requirements for an associate degree from a junior college, you may be exempt from the 24-hour rule for the first term you are enrolled at an NAIA member institution. You must have passed all hours required for graduation and, in the last two terms of attendance, you must have needed fewer than 24 hours to complete graduation requirements.

**6. YOU MUST** be eligible according to your affiliated conference standards.

**7. YOU MUST**, if a transfer student from a four-year institution, have eligibility remaining at the institution from which you are transferring to be eligible for further intercollegiate competition. For eligibility purposes, the NAIA does not recognize the NCAA “five year rule” or age-limitations regulations.

**8. YOU MUST**, if a transfer student having participated in intercollegiate athletics at a four-year institution, reside for 16 consecutive calendar weeks, (112 calendar days), not including summer sessions, at the transferred institution before becoming eligible for intercollegiate competition in any sport in which you participated while attending the previous four-year institution. Exceptions to the 16 calendar weeks’ residency will be explained by the institution’s faculty athletics representative.

**9. YOU MUST** be within your first 10 semesters, 12 trimesters, or 15 quarters of attendance as a regularly enrolled student. Beginning August 1, 2004, a term of attendance is any semester, trimester, or quarter in which you enroll for 12 or more institutional credit hours and attend any class. Summer sessions are not included, but night school, extension or correspondence courses are applicable to this ruling.

**10. YOU MUST**, upon reaching junior academic standing as defined by the institution, have a cumulative grade point average of at least 2.0 on a 4.0 scale as certified by the institutional registrar.

**11. YOU MUST**, to participate the second season of sport, have accumulated at least 24 semester/36 quarter institutional credit hours.

**12. YOU MUST**, to participate the third season in a sport, have accumulated at least 48 semester/72 quarter institutional credit hours.

**13. YOU MUST**, to participate the fourth season in a sport, have accumulated at least 72 semester/108 quarter institutional credit hours. These hours must include at least 48 semester/72 quarter hours in general education and/or your major field of study.

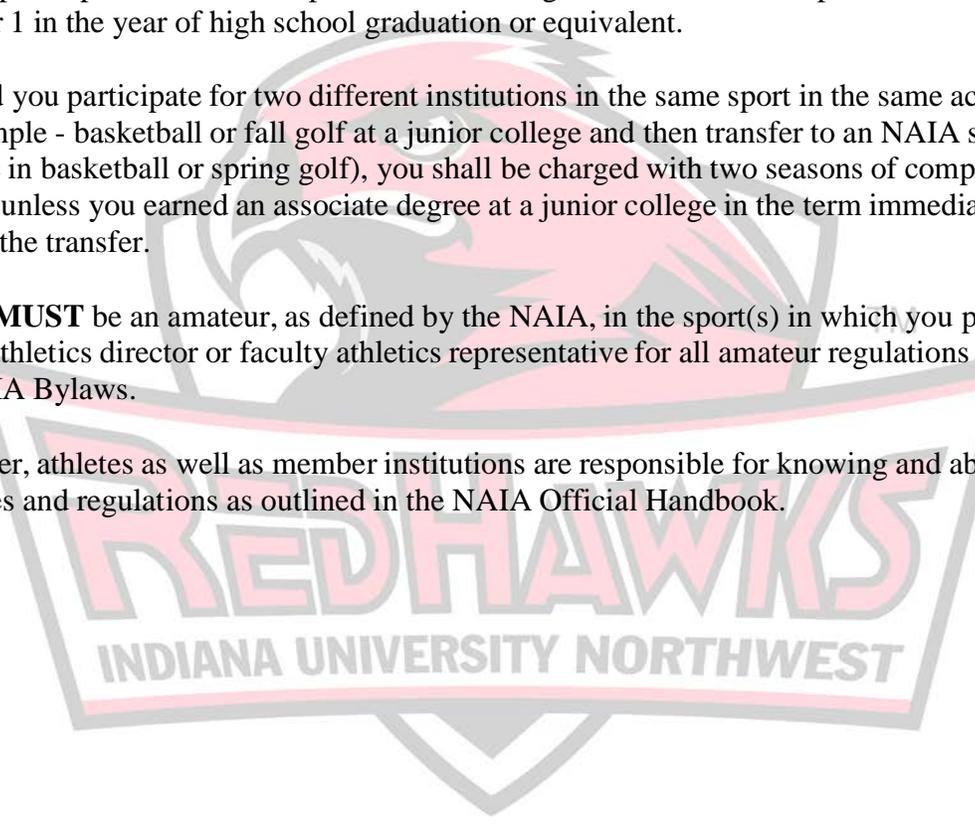
**14. YOU MUST**, to participate the third and/or fourth season in a sport, have and maintain a total cumulative grade point average of at least 2.0 on a 4.0 scale.

**15. YOU MAY NOT** participate for more than four seasons in any one sport. A season of competition is defined as participation in one or more intercollegiate contests, whether as a freshman, junior varsity, or varsity participant or in any other athletic competition in which the institution is represented during a sport season or participation in any competition or training for which the participant receives compensation including remuneration for expenses after September 1 in the year of high school graduation or equivalent.

**16.** Should you participate for two different institutions in the same sport in the same academic year (example - basketball or fall golf at a junior college and then transfer to an NAIA school and participate in basketball or spring golf), you shall be charged with two seasons of competition in that sport, unless you earned an associate degree at a junior college in the term immediately preceding the transfer.

**17. YOU MUST** be an amateur, as defined by the NAIA, in the sport(s) in which you participate. See your athletics director or faculty athletics representative for all amateur regulations as printed in the NAIA Bylaws.

\*Remember, athletes as well as member institutions are responsible for knowing and abiding by NAIA rules and regulations as outlined in the NAIA Official Handbook.



**RED HAWKS**  
INDIANA UNIVERSITY NORTHWEST

## NAIA Eligibility Center

The NAIA Eligibility Center is responsible for determining the NAIA eligibility of first-time student-athletes. Any student playing NAIA Championship sports for the first time must meet the eligibility requirements. Students must have their eligibility determined by the NAIA Eligibility Center, and all schools are bound by the center's decision.

### High School Students

**If you will graduate from high school this spring and enroll in college this coming fall, the requirements are simple.** High school graduation, plus **two out of three** of these requirements:

**An entering freshman** must be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution and meets two of the three entry level requirements. **1)** Achieve a minimum of 18 composite score on the ACT or 860 on the SAT (Critical Reading and Math), if taken before March 2016; 940 on the SAT (Evidence-Based Reading and Writing + Math), if taken in March 2016 or after. **2)** Graduate in the top half of your high school graduating class. **3)** An overall high school grade point average of 2.000 or higher on a 4.000 scale.

### Transfer Students

**If you're transferring from a two- or four-year college,** the Eligibility Center will determine your eligibility based on academic records received directly from the previous institution(s).

In most cases, you will need to have completed 24 semester (36 quarter) hours of degree credit in your last two semesters or three quarters of enrollment prior to transfer. [Some exceptions are available to graduates of two-year colleges and students who have not yet played college sports.]

If you will be transferring as a junior or senior, you will need to have a cumulative 2.00 grade point average. If you have already used one or more of your four seasons of competition in college sports, you will need to show completion of the following numbers of academic credits:

- Prior to your second season: 24 semester/36 quarter credit hours
- Prior to your third season: 48 semester/72 quarter credit hours
- Prior to your fourth season: 72 semester/108 quarter credit hours (including 48 semester/72 quarter hours in general education or your major field of study)

### Have you taken time off?

Some students will also need to provide more detailed information about their participation in sports outside the college setting. This information will be required if you:

- Graduated from high school and did not enroll in college full-time the following fall
- Did not maintain continuous enrollment in college (e.g., withdrew from college for one or more semesters/quarters)
- Did not participate in college sports for one or more years during your collegiate enrollment

## Hardship Requests

Hardships deal only with season of competition. A hardship request is a request for an exception to the season of competition regulation.

Hardship requests will be considered only if the following criteria are met:

1. The injury or illness is beyond the control of the student-athlete and/or coach, and incapacitates that student-athlete from competing further during the sport season as verified by an M.D. or D.O. who must have examined the student during the sport season in question.
2. Participation after being examined by a physician and before receiving written medical clearance shall nullify hardship consideration.
3. The athlete shall not have participated in more than the Association's allowable number of contests or dates, excluding scrimmages, recognized by the NAIA during the sports season.

## Recruitment of an Enrolled Student-Athlete

Once you have started your overall college experience by enrolling and/or attending classes at any postsecondary institution, representatives from an NAIA institution cannot initiate contact with you. Even if you have not started classes yet, but have drawn equipment and begun organized practice, no one representing an NAIA school can initiate any communication with you. Once you have become identified with a postsecondary institution, there are some things to know should you ever want to consider transferring to an NAIA member institution. Because the NAIA institution cannot contact you, you'll probably want to contact them. If you do, the NAIA institution cannot respond to your contact until the athletics director or faculty athletic representative at that institution has notified, in writing, the athletics director or faculty athletic representative at the school which you are enrolled.

*\*The NAIA institution has 10 days from your contact to write that letter. The NAIA institution does not necessarily need to receive permission to respond to your contact, but they must notify your identified school as described.*

## Transfer Procedures

While we strive to assure that all of our student-athletes have a positive experience at Indiana University Northwest, we realize that there will be some student-athletes who will consider a transfer to another college. In those circumstances, it is very important to remember the following information:

1. You should inform your coach or the athletics director that you are considering a transfer. (Any four-year institution must inform us that you have contacted them about a potential transfer, so there is no way to keep your transfer "secret".)

2. IU Northwest does not issue blanket letters giving a student-athlete his/her release for eligibility purposes.
3. A student-athlete will need to contact the institution(s) he/she is considering and ask that IU Northwest officially be informed of the student-athlete's interest in pursuing a transfer. That official contact should be directed to the IU Northwest athletics director.
4. Once IU Northwest has been contacted by another institution indicating a student-athlete's interest in transferring, that institution is free to interact with the student-athlete. At some levels of the NCAA, IU Northwest will need to sign a form to approve any interaction.
5. Before eligibility can be established at another institution, IU Northwest will need to receive a transfer release form. The decision on whether or not to sign the release will be made between the IU Northwest athletics director and the appropriate head coach. In most cases, signing the release form will allow the student-athlete to compete immediately at the other institution. If the decision is made not to sign the form, the student-athlete will be ineligible to compete during his/her first semester at the new institution.

***Any questions concerning a possible transfer should be directed to the athletics director. Failure to follow the proper procedures could affect your eligibility.***

### **Policy on Ejections for Fighting**

Any student-athlete ejected on one or more occasions while representing IU Northwest in competition shall be subject automatically to the following penalties. Understand that at coach's discretion, their penalties can supersede these policies if he/she feels it is necessary:

- a. Suspension for the next contest after the student-athlete is ejected for the first time (in one sport) in a single season. A student-athlete ejected for **fighting** for the first time, as reported by the game official, shall be automatically suspended for two contests.
- b. Suspension for the next two contests if a student-athlete accumulates two ejections (in one sport) in a single season. This includes post-season play and may carry over to the following year depending on when the ejection occurs. A student-athlete ejected for fighting for the second time, as reported by the game official, shall be automatically suspended for three contests.
- c. Ineligibility for the remainder of all regular-season and post-season participation if a student-athlete accumulates three ejections (in one sport) in a single season. Should the third ejection occur in either of the last two contests of the year, the coach or returning student-athlete will be suspended for the first two contests of the following year.

\*Policy provided by the NAIA

## Substance Abuse

IU Northwest athletics will not tolerate abuse of drugs and alcohol by student-athletes. Athletes under the age of 21 who drink alcohol will be disciplined. Any athletes over the age of 21 who supply alcohol to minors will also be disciplined. Any athlete who is arrested on drug and/or alcohol related charges will face discipline. Any athlete who uses performance enhancing drugs will face penalties.

All student-athletes are advised that it is the policy of the Indiana University Northwest Department of Athletics that no athletes will use any illicit or sport enhancing substances, nor will any athlete abuse prescribed medications.

### **NAIA Drug Education and Testing Policy:**

Beginning in 2015-16 academic year, the NAIA is expecting all NAIA student-athletes to begin the drug education component of the National Drug Education program. Testing at NAIA National Championships is expected to begin in 2016-17. Please visit [www.naia.org/learn](http://www.naia.org/learn) to complete your required substance abuse education from the NAIA Academy. The full drug testing policy is available at [www.naia.org](http://www.naia.org)

### **NAIA Banned Drugs:**

The NAIA conducts random drug tests at National Championships to ensure safety and fairness of competition. If there is a concern of whether a medication could be banned, the student athlete should consult a member of the athletic medicine staff immediately. A positive drug test could result in loss of eligibility for one calendar year. A list of NAIA banned substances can be found on their website:

[http://www.naia.org/fls/27900/1NAIA/membership/isb/NAIA\\_DrugEdTestAdHocExecSumm-DrugList.pdf?DB\\_OEM\\_ID=27900](http://www.naia.org/fls/27900/1NAIA/membership/isb/NAIA_DrugEdTestAdHocExecSumm-DrugList.pdf?DB_OEM_ID=27900)

Attention Deficit Hyperactivity Disorder (ADHD) is treated with stimulant medication that may be banned. As with all medications, it should be documented in the student athlete's medical chart.

### **Nutritional Supplements:**

Due to the lack of federal regulation, nutritional supplements are potentially dangerous. With there being no guarantee that what is on the label is actually in the product the student-athlete may be subject to a positive drug test, which could cause them to lose eligibility. For that reason, the IU Southeast Athletic department does not endorse the use of nutritional supplements.

If a student-athlete has a question of whether or not a particular supplement is safe, they can ask a member of the athletic medical staff or access the Resource Exchange Center (REC) for more information free of charge at [www.drugfreesport.com/rec/](http://www.drugfreesport.com/rec/)

Ultimately, the student athlete is responsible for what they put into their body. Ignorance is not an excuse.

### **NAIA Resource Exchange Center (REC):**

Are you taking dietary supplements? Do they list banned ingredients? The REC has the ANSWERS! If a student-athlete has a question of whether or not a particular supplement is safe, they can ask a member of the athletic medical staff or access the Resource Exchange Center (REC) for more information free of charge at [www.drugfreesport.com/rec/](http://www.drugfreesport.com/rec/)

## **Hazing Policy**

Indiana state law and the Indiana University Code of Conduct prohibit hazing. Hazing is defined as any conduct which subjects another person, whether physically, mentally, emotionally or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Anyone associated with IU Northwest athletics may not participate in any form of hazing or initiation. Any activity of this nature is strictly prohibited and allegations will be thoroughly investigated by the Vice Chancellor of Student Affairs and Enrollment Management.

## **Social Media Policy**

Representing Indiana University Northwest and the athletic department is an honor and a privilege provided to a select group of individuals. Along with that privilege comes a set of expectations and responsibilities as an IU Northwest student-athlete or staff member. You are held to a higher standard and are recognized both locally and nationally because you choose to represent this University and your respective sport.

Through social media, you are now being monitored by more individuals than ever before including IU Northwest fans, fans of opposing teams, and members of the media. Everything you do in these forums should positively represent the RedHawk logo on the front of your jersey. Used responsibly, social media can be a great way to interact with friends, fans, and the public to promote your sport and the University. Used irresponsibly it can be a quick way to destroy your reputation in 140 characters or less!

While we respect your right to free speech, the World Wide Web is a public forum, so information is easily accessible. You are strongly encouraged to limit the amount of personal information that you put online for others to see and to read.

As an athlete, you need to be aware that anything you post on a social networking site or on the internet can and will be viewed by your coaches and the athletic staff. Anything posted to a student-athlete's profile which is a violation of team rules, the IU Student Code of Conduct, or Indiana state law is subject to disciplinary procedures. Be aware that this applies to anything posted on the internet or social networking sites by other individuals.

Remember that what you post on the internet is never "private". Understand that many different people can access this information and the information posted to an online profile can be used in a multitude of unintended ways.

The Expectation is to provide the athletic department with all personal social media outlets.

This resource provides some tips and suggestions for using social media responsibly and effectively.

DO set your security setting so that only your friends (follows) can see your account.

DON'T accept friend or follow requests if you are not sure who they are coming from.

DO understand that who you have listed as Followers or Friends is a reflection of you.

DON'T put anything on social media that you would not want your family, your future employers, those reading the front page of the paper, or the whole world to see.

DO think before you post, tweet, or retweet - - Will this positively reinforce my brand?

DON'T post offensive language, personal attacks or racial comments.

DO talk to your sports information director about how to use social media to your advantage.

DON'T post when you are emotional, like right after a game. You are more likely to say something you will regret.

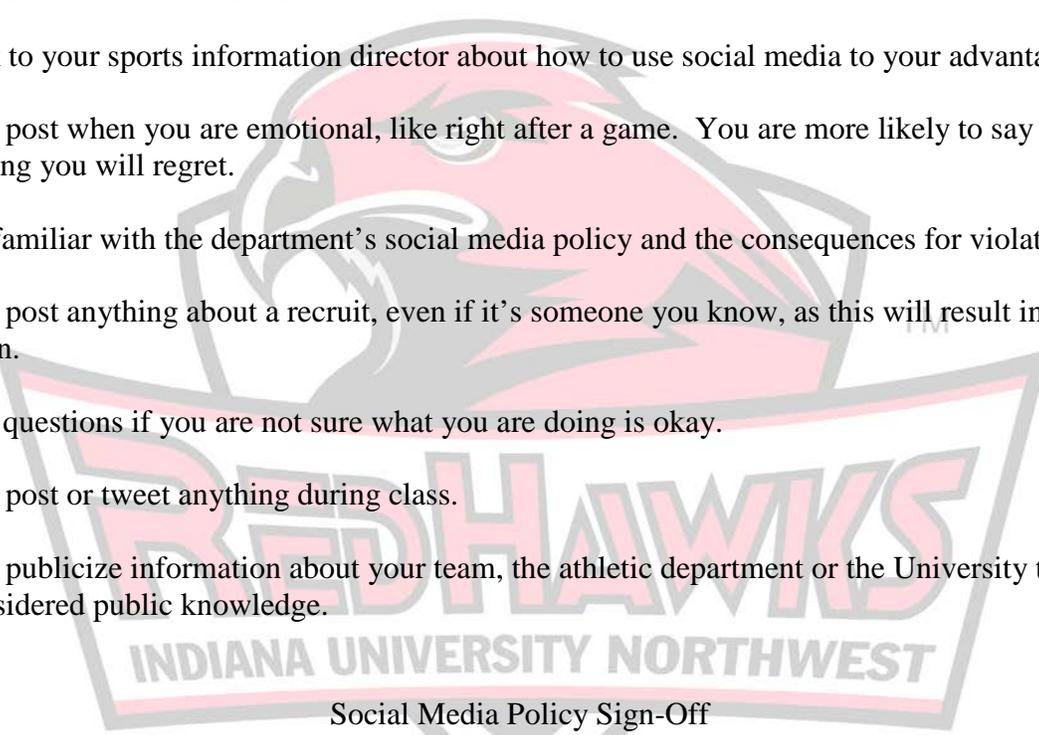
DO be familiar with the department's social media policy and the consequences for violating it.

DON'T post anything about a recruit, even if it's someone you know, as this will result in a violation.

DO ask questions if you are not sure what you are doing is okay.

DON'T post or tweet anything during class.

DON'T publicize information about your team, the athletic department or the University that is not considered public knowledge.



### Social Media Policy Sign-Off

Indiana University Northwest and the IU Northwest Athletics Department object to postings on social media sites which are offensive or are violation of state or federal law, institutional policies or NAIA rules. Student-Athletes are considered representatives of the institution and their participation in social media forums is subject to intense scrutiny. The conduct of student-athletes on these sites reflects upon the reputation of the athletics department and the institution as a whole. In light on this, the athletics department has an interest in ensuring the conduct of student-athletes on social media sites is appropriate and permissible.

**Any posting on social media site which is offensive, in violation of state or federal law, in violation of institutional policies, or in violation of NAIA is prohibited and may be subject to disciplinary action as outlined below.**

1. Student-athletes are provided Social Media Guidelines which outline appropriate uses of social media and those uses which may violate the athletic department's social media policy.

2. In the event that a student-athlete's social media account is found to be in violation of the policy either through (a) review of the student-athlete's social media page by an athletic department staff member or (b) a posting which is otherwise brought to the attention of the athletics department (for example by a media entity or alumni), the athletics department reserves the right to impose discipline which may include one or more of the following:

- a. A conference with the student-athlete's coach to discuss the infraction;
- b. A conference with the student-athlete's coach to review the Social Media Guidelines;
- c. A conference with the Athletics Director to discuss the infraction;
- d. A written reprimand;
- e. A suspension from competition;
- f. A suspension from all team activities;
- g. Removing the student-athlete from the team.

The severity of the discipline will be based on the seriousness of the infraction and whether there have been previous offenses by the student-athlete. By signing below, you acknowledge that you have reviewed the IU Northwest Athletics Social Media Policy and have reviewed a copy of the IU Northwest Athletics Social Media Guidelines. You acknowledge that your social media activities reflect upon the reputation of the athletics department and the institution as a whole.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

### **IU Northwest Athletic Equipment**

Equipment, especially that belonging to the athletic department, is one of the most abused aspects of an athletic program. It is necessary that each person involved be responsible and use good judgment in handling and utilizing equipment.

Each student-athlete is responsible for university-owned equipment assigned to them while in their possession. This is especially important for uniforms. The student-athlete maintains responsibility for their uniform until it is submitted for laundering. All uniform components must be properly checked and accounted for at the time of laundering.

Student-athletes who lose university-owned equipment while in their possession or who do not return equipment at the end of the season will have the replacement cost charged to their student account.

## Team Travel to Games

While on the road, IU Northwest expects our athletes to travel and to stay together as a team and under the supervision of IU Northwest personnel. Unless prior arrangements are made with the approval of the coach and Director of Athletics, athletes are expected to travel with the team both to and from an event. While at an event, athletes are expected to eat all meals with the team and participate in team functions.

When the team is traveling by bus or van to away games, it is expected that all athletes will ride the university provided transportation\*. While at an event, athletes are expected to participate in all team functions. The Student Code of Conduct and Athletic Code of Conduct policies on drugs and alcohol apply on all team travel.

With the permission of the coach, an athlete may be excused from a team function or meal to be with their parents/legal guardians. With prior permission of the coach and the Director of Athletics, students may be allowed to travel home from an event with their parents/legal guardians. Under no circumstance will an athlete be allowed to travel, have a meal, or participate in a function with somebody other than their parents/legal guardians.

When prior arrangements are made to travel to or from an event by themselves or with parents/legal guardians, the Assumption of Risk and Release from Liability Form must be completed.

## Progress Reports

RedHawk Athletics Academic Progress Reports are due at the conclusion of the 5 and 10 week mark of each semester. Each **student-athlete** is required to submit a hard copy form to each professor (if an electronic copy is requested please contact the Office of Athletics) prior to the due date. Each **student-athlete** is responsible for the completion of this form and **must follow up** with each professor and the Office of Athletics to ensure **ALL** forms are completed on time.

# INDIANA UNIVERSITY NORTHWEST

OFFICE OF ATHLETICS

## RedHawk Athletics Academic Progress Report

Dear Professor,

The IU Northwest Athletics Department is committed to the academic success of our student-athletes. It is important for them to realize that their primary purpose for attending this university is to receive an education. We use this form to monitor their academic progress throughout each semester. Please take a moment to complete the questions below. Your participation will contribute to our overall academic initiative and toward the individual success of our students.

Please call/email the Director of Athletics if you have any questions or concerns. Thank you for your assistance.

Course \_\_\_\_\_ Section \_\_\_\_\_ Credits \_\_\_\_\_ Report  8weeks  12weeks

Instructor \_\_\_\_\_

Students' Name \_\_\_\_\_ ID# \_\_\_\_\_

1. What grade has the student earned at this time? (circle one)

A B C D F PASS NO PASS NA

2. Does the student attend class regularly: YES NO

If not, how many class periods has the student missed? \_\_\_\_\_

3. Please evaluate the student's current participation in your class.

Satisfactory Unsatisfactory Cannot Evaluate

Please note any concerns that you have regarding this student's performance.

Instructors' comments:

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Professor's signature \_\_\_\_\_ Date \_\_\_\_\_

## **Physicals**

All student-athletes must have an annual physical examination recorded on the Indiana University Northwest Physical Evaluation form prior to participation of any IU Northwest athletic related activities.

The athletic department of IU Northwest requires that every student-athlete have on file a “physician-signed” physical examination form and the Athletic Department’s screening form before they will be allowed to practice. All physical examinations are required to be administered under the direction of the team physician.

## **Insurance Coverage**

Any athletic-related health expenses incurred by a student-athlete should be submitted first to the carrier with whom he/she has health coverage. The coverage provided through Indiana University serves as “secondary coverage.” Any bills not paid by your carrier should be submitted to Indiana University Northwest for **consideration** of payment under our policy. The University cannot guarantee payment of any medical expenses.

Whenever possible, student-athletes should check with the Team Physician, Athletic Trainer, or his designee before obtaining medical treatment.

## **Athletic Training Room**

Our athletic training/treatment center is available to all student athletes at specific times. The Athletic Training Room is located in the lower level of Savannah Center near the Ticket Booth. Athletic training room hours are dependent upon practice/game schedules. Schedules may vary during breaks, between semesters, and during the summer.

All athletic injuries and illnesses are to be reported immediately to the head athletic trainer for evaluation, care, and referral.

It is the student-athlete’s responsibility to report back to the athletic trainer with information from the appointment and for follow-up care. For additional information on services provided, emergency medical plans, and professional information please see the Head Athletic Trainer.

## **Training and Injury Policy**

If any medical professional or coach deems a student-athlete not fit for conditioning, practice, and/or competition, then the student will not be allowed to participate until released. Return to play status will be re-evaluated on a daily basis by the athletic trainer or team physician. The athlete will be taken through a functional progression of exercises to determine their playing status. A physicians order is the final say in return to play status and must be followed by the athletic trainer, athlete, and coaching staff. During away game competition, on site athletic trainers have the authority to prohibit injured athletes from playing in the game.

## **Concussion Management**

All varsity athletes will be given a baseline ImPACT test prior to competition. Returning student-athletes, who have not completed the baseline ImPACT test, will be required to before the first day of competition. The baseline ImPACT test will be updated every two years for each student-athlete. This baseline testing will be used as a reference point when evaluating the student-athlete recovery from a head injury.

In any circumstance where a concussion is suspected in a student-athlete, the first priority is to remove the student-athlete from further competition until a thorough sideline evaluation can be performed. If the student-athlete is asymptomatic they may be allowed to continue participation if symptoms do not occur following return to play. If the student-athlete fails any portion of the sideline evaluation they must be disqualified from practice/competition immediately. Referral to the team physician for further evaluation will occur following the concussion. Return to play decisions following a concussion will be a collaborative effort between both the team physician and the Athletic Trainer using the ImPACT test and a gradual return to play protocol.

## **Emergency Care**

In the event of an emergency, first call 9-1-1 or IU Northwest campus police 6501. Report name, phone number, location, type of emergency, and whether an ambulance is needed for transportation to the hospital.

## **Pregnancy Policy**

This policy has been developed to establish protection for the pregnant student-athlete and her unborn child. The procedures outlined in the policy will allow the student-athlete to make the best decisions concerning her pregnancy and her future as a collegiate athlete.

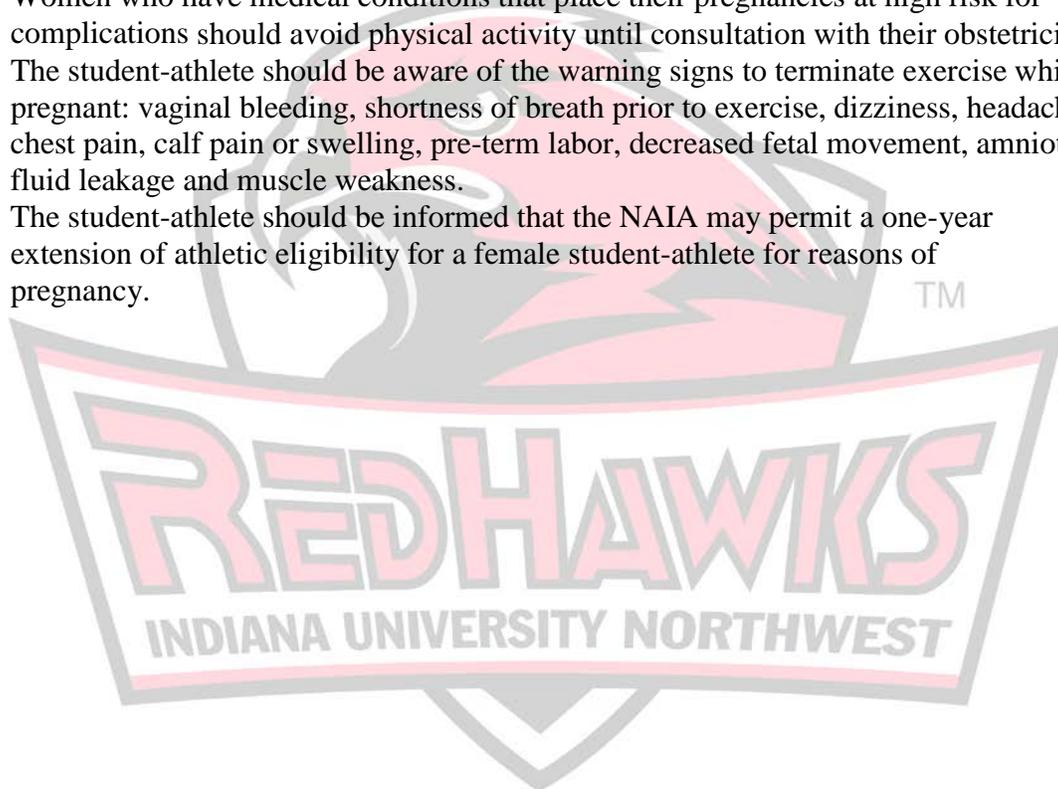
Procedure: The student-athlete should inform the athletic trainer at the earliest known date of pregnancy – although we cannot require you to inform us if you become pregnant, we trust that you will do what is in your own best interest and that of your unborn child. The athletic trainer will then notify the appropriate athletic administrator and coach – it is the responsibility of the student athlete to notify her physician. A student-athlete **MUST** first **BE CLEARED** by her own OB/GYN before she may participate in ANY athletic activity; this includes the signing of an informed consent by the involved physicians, the student-athlete, and a member of the IU Northwest administrative staff. The student- athlete may be able to continue to participate in competitive activity up to the 14th week of pregnancy, depending on the sport\* in which she is involved. She may continue cardiovascular and weight lifting workouts past that date only as advised/ and cleared by a physician. The student-athlete must also be cleared by a physician before returning to athletic activity, post-partum. (\*Each case will be evaluated on an individual and sport basis, and treated as appropriate.)

IU Northwest looks to provide guidance and support to the student-athlete (to facilitate the application for another year of eligibility, to facilitate the continuation of the academic process,

or to offer solicited advice on any decision related to the situation) should she seek it. IU Northwest can offer assistance through Personal Counseling, an athletic administrator, the athletic trainer, and the individual's coach.

Although the NAIA does not include recommendations for pregnancy, the NCAA Sports Medicine Handbook includes the following guidelines:

- The safety to participate in each sport must be dictated by the movements and physical demands required to compete in that sport. Many medical experts recommend that women avoid participating in competitive contact sports after the 14th week of pregnancy. Athletic activities associated with a high risk sport (per NAIA guidelines) should be avoided during pregnancy.
- Women who have medical conditions that place their pregnancies at high risk for complications should avoid physical activity until consultation with their obstetrician.
- The student-athlete should be aware of the warning signs to terminate exercise while pregnant: vaginal bleeding, shortness of breath prior to exercise, dizziness, headache, chest pain, calf pain or swelling, pre-term labor, decreased fetal movement, amniotic fluid leakage and muscle weakness.
- The student-athlete should be informed that the NAIA may permit a one-year extension of athletic eligibility for a female student-athlete for reasons of pregnancy.



## Coach's Jurisdiction

The head coach is responsible for the total conduct of his or her team. This responsibility must be within the limits of authority defined by university and athletic department policies and rules and the regulations of the NAIA and the Association of Independent Institution.

Policies established by coaches are in the best interest of the student-athlete and shall be enforced without prejudice. All training rules and standards of conduct are established by the coach and shall be clearly stated. These rules should be distributed to all team members at the beginning of the season and a copy turned into the Director of Athletic's office. Any consequences, especially removal of the student-athlete from the sports program, must be specifically defined. Any coach who wishes to require student-athletes to sign a contract regarding team rules must do so prior to the beginning of the season. A coach does have the right to withhold a student-athlete from competition for health or safety reasons as determined by their own discretion with consultation from athletic trainers, team doctors or other personnel as available.

### Competition and Good Sportsmanship

- All team members will wear issued equipment/uniforms so that the team is dressed in a unified manner. All equipment issued should be returned promptly after competition or a trip.
- Refrain from all types of behavior that would result in an unsportsmanlike conduct penalty.
- Be respectful of officials. No arguing with or name-calling of officials. Do not taunt the crowd.
- Focus your efforts on competing against your opponent.
- Congratulate opponents graciously, regardless of the outcome of the contest.
- Treat facilities (both home and away) with respect.
- Help with any cleanup of the team area after competition.
- Show support for your teammates during competition.
- Prepare properly for competition.
- Maintain sportsmanlike behavior at all times.
- When talking to the media, keep all team issues/problems confidential.

### The University will not tolerate any of the following behaviors:

- Physically abusing an official, athlete, opponent or spectator
- Throwing objects at an individual, spectators or across a field or arena
- Seizing equipment or cameras from officials or the news media
- Inciting players or spectators to violent action or any behavior that insults or defiles an opponent's traditions
- Encouraging our fans to boo an opposing team when introductions are made
- Using obscene or inappropriate language or gestures to officials, opponents, team members or spectators
- Making public statements which are negative, controversial or not in compliance with the athletic department's policy on media relations / social media.

- Violating generally recognized intercollegiate athletic standards or the values and standards associated with the university as determined by your head coach and approved by the Director of Athletics.

Your coach may have more specific expectations concerning behavior, dress or sportsmanship. If so, he or she will inform you of these. Support your coach and concentrate on playing well. Good sportsmanship comes easily if you are proud of your performance.

### **Student-Athlete Dismissal Policy**

As a student-athlete, you may be held out of competition or suspended from all team activities by your coach at any time for disciplinary reasons. Additionally, as a student-athlete, you may be dismissed from your team for disciplinary reasons. In the event a coach proceeds with dismissing a student-athlete from a team, the coach must inform his/her sport supervisor and athletic director about the pending dismissal. The sport supervisor will then review all pertinent documentation/information from the coach and any other parties involved. The student-athlete then has a right to discuss the dismissal with the sport supervisor before a final decision is made by the University.

### **Grievance Policy for Athletic Concerns**

Student-athletes have the right to file an appeal regarding any disciplinary action or decision. If a student wishes to appeal a decision, they should be provided a copy of these procedures.

Some decisions may not be appealed. The Director of Athletics will NOT consider situations involving playing time or decisions involving the amount of an initial scholarship offer. Student-Athletes are not to use this grievance procedure to voice their concerns about issues that pertain to the coach's expertise (i.e., playing time, recruitment, or game strategy).

#### **APPEALS PROCESS:**

Indiana University Northwest expects fair and equitable treatment of all student athletes. The university also expects compliance with any and all departmental, university, National Association of Intercollegiate Athletics (NAIA), state, and federal regulations and policies. If you feel that there is a situation where you were not treated correctly, you are encouraged to seek an explanation of any actions taken. At Indiana University Northwest, this process involves the following steps:

1. In the event that a Student-Athlete has a grievance/concern that they are unable to resolve on their own, they should first consult their head coach or athletic department staff member with which they have a grievance (if you are uncomfortable with going to your head coach, please go to the Director of Athletics or the Dean of Students). Student-Athletes are not to use this grievance procedure to voice their concerns about issues that pertain to the coach's expertise (i.e., playing time, recruitment, or game strategy).

2. If speaking with the party with which they have a grievance does not resolve the situation or an agreement is not reached, the Student-Athlete should request a meeting, in writing, with the Director of Athletics and coach/athletic department staff member. If an agreement is reached, all parties will be notified of the solution. Any grievances involving the Director of Athletics should be brought to the Dean of Students' if speaking with the Director of Athletics does not resolve the situation.

3. If an agreement is not reached through arbitration with the Athletic Director, then the Director of Athletics will make a decision on the issue following a meeting with both parties

4. If, after meeting with the Director of Athletics (with both parties), the student-athlete continues to believe that his or her concerns have not fully been resolved, he or she should render a written appeal to the Dean of Students. The Dean of Students' decision will be final.

### **Grievance Policy for Discrimination & Harassment**

IU Northwest is committed to eliminating discrimination and harassment, including sexual harassment, on the basis of age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation or veteran status. The IU Northwest Office of Affirmative Action exists primarily to ensure institutional compliance with federal and state nondiscrimination legislation, executive orders, guidelines and regulations. Any IU Northwest student or employee who believes that he or she has been discriminated against or harassed on the basis of any of the above factors has access to procedures for filing a complaint with the affirmative action officer.

**The IU Northwest Deputy Title IX Coordinator is located in Raintree 213.** Student-athletes are also encouraged to contact the Director of Athletics.

### **Title IX**

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving Federal financial assistance. (20 U.S.C. Section 1681)

IU Northwest prohibits discrimination on the basis of sex or gender in its educational programs and activities, including athletics. Pursuant to Title IX, the University's Sexual Misconduct Policy governs the university's response to discrimination based on sex or gender, and all forms of sexual misconduct (which includes sexual harassment, sexual assault, dating violence, domestic violence, sexual exploitation and stalking). You are encouraged to read the Sexual Misconduct Policy & Procedures ([policies.iu.edu](http://policies.iu.edu)) to understand how the University addresses sexual misconduct, and also visit [StopSexualViolence.iu.edu](http://StopSexualViolence.iu.edu) to learn what to do if you or someone you know has experienced sexual misconduct.

If you have any questions about Title IX or the Sexual Misconduct Policy, contact your Deputy Title IX Coordinator located in Raintree 213.

## Equal Opportunity Policies

**Equal Opportunity-** Indiana University is committed to equal opportunity. IU will not exclude any person from participation in its programs or activities on the basis of race, color, sex, gender identity, sexual orientation, marital status, national origin, ethnicity, religion, age or veteran status.

**Harassment-** Indiana University does not tolerate harassment that targets an individual based upon race, color, sex, gender identity, sexual orientation, marital status, national origin, ethnicity, religion, age or veteran status. Students who believe they have been harassed should report such incidents to at least one of the following:

- **Your coach**
- **Executive Director of Athletics**
- **IU Northwest Deputy Title IX Coordinator**
- **IU Office of Affirmative Action and Equal Opportunity, Title IX Coordinator**

**Sexual Harassment & Sexual Violence-** Sexual harassment and sexual violence are violations of Title IX of the Education Amendments of 1972. Indiana University does not tolerate sexual harassment or sexual violence, and will take immediate steps to stop the behavior.

### Definitions

- **Consent:** Consent is expressed through affirmative, voluntary words or actions mutually understandable to all parties involved. Consent is given for a specific sexual act at a specific time and can be withdrawn at any time. Consent cannot be coerced or compelled by duress, threat or force. Consent cannot be given by someone who for any reason cannot understand the facts, nature, extent or implications of the sexual situation occurring, including, but not limited to, those who are under the legal age of consent, asleep, unconscious or mentally or physically impaired through the effects of drugs or alcohol. Consent cannot be assumed based on silence, the absence of “no” or “stop,” the existence of a prior or current relationship or prior sexual activity.
- **Sexual Harassment:**
  1. When an instructor, coach or administrator punishes or rewards a student based on a willingness to go along with requests for sexual favors or makes sexual behavior a term or condition of participation in a school sponsored program.
  2. A pattern of sexual behaviors by an instructor, coach, administrator or peer(s) that creates a climate that unreasonably interferes with a student’s performance or participation in a program.
- **Sexual Violence:** Physical sexual acts perpetrated against a person’s will or when a person is incapable of giving consent. This includes rape, sexual assault, sexual battery, sexual coercions, forcible fondling and sodomy.

- **Sexual Assault:** Physical sexual activity engaged without the consent of the other person or when the other person is unable to consent to the activity. The activity or conduct may include physical force, violence, threat, intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol or taking advantage of the other person's incapacitation (including voluntary intoxication).
- **Dating Violence:** Abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
- **Domestic Violence:** Abuse committed against an adult or a minor who is a spouse or former spouse, cohabitant or former cohabitant, or someone with whom the abuser has a child, or has had a former dating or engagement relationship.
- **Stalking:** Behavior in which a person repeatedly engages in conduct directed at a specific person that places that person in reasonable fear of his or her safety or the safety of others.

**Reporting-** The university strongly encourages students to report sexual harassment, sexual violence, sexual assault, dating violence, domestic violence and/or stalking (collectively referred to as "sexual harassment or sexual violence") to appropriate officials. Students who experience any such sexual harassment or sexual violence may contact one of the offices listed above in the Harassment section of this policy and/or the local police department where such harassment or violence occurred. In addition, the following resources are available for incidents of sexual violence:

- **IU Northwest Police Department** - Dispatch: 219-980-6501
- **Counseling Services** - Counseling services, 219-980-6741

Any administrator, supervisor, manager, faculty member, coach or instructor who has knowledge, should have had knowledge, learns or is aware of conduct constituting sexual harassment or sexual violence must report it to:

- **Deputy Title IX Coordinator**  
IU Northwest, Raintree Hall 213
- **IU Title IX Coordinator**  
Office of Affirmative Action and Equal Opportunity  
Poplars 825, 400 E. 7th Street  
[iub.edu/~affirm](http://iub.edu/~affirm)

**Retaliation-** Students, staff and faculty have the right to raise the issue of discrimination, sexual harassment and/or sexual violence. Further harassment or retaliation against complainants or others who participate in the investigation of a complaint will not be tolerated.

**Disability-** The University provides reasonable accommodations and services to qualified students with disabilities. These services are provided based on the individual student's need and academic requirements. Students who wish to request assistance with a disability should contact the Disability Services Coordinator Larry Scott at 765-973-8446, Hayes Hall, Room 064.

**Religion-** Indiana University respects the right of all students to observe their religious holidays

and practices and will, upon request, make reasonable accommodations. Students who would like to request accommodations should contact their coach or the Academic and Student Development Services office as soon as possible to make arrangements.



# STUDENT ATHLETICS HANDBOOK AGREEMENT

## The Student-Athlete Agrees:

- To fully participate in attending all activities of his or her respective team, including team meetings, conditioning, workouts, practices, games, tournaments and all related requirements of the coach, whether these activities occur before, during or after the season.
- To compete to the best of his or her ability in all team functions, including conditioning, workouts, practices, games, tournaments and all related requirements of the coach, whether these activities occur before, during or after the season.
- That he or she received, read and understands the IU Northwest student-athlete handbook and any questions he or she may have had were answered to his or her satisfaction.
- To be a representative of the mission of IU Northwest, which he or she understands and accepts.

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**STUDENT, PRINTED NAME (*LEGIBLY*)**

I have read the Indiana University Northwest Athletics Department Handbook for student-athletes. I do hereby agree to abide by the rules and policies set forth if selected to compete on any of the athletic teams for the \_\_\_\_\_ school year.

I understand that if I sustain an injury during the athletic season, the Certified Athletic Trainer may disclose injury information to the specific coach (or designated member of that coaching staff), the Athletic Administration, and/or any treating physicians.

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**STUDENT SIGNATURE**

**DATE**