Integral to ASU’s focus on integrity is athletics compliance—following the rules of the NCAA and PAC-12 Conference.

• Welcome Back
• ACS – CARAs/Practice Hours
• ACS – Complimentary Admissions
• Official Visits
• Financial Aid
• Managers, Directors of Ops, and Noncoaching Staff Members
Welcome to the 2013-14 Academic Year

Existing process reminders.
- Outside consultants.
- Outside income.

Processes implemented for fall 2013.
- Camps and clinics.
- Facilities usage.
- Cancelations, nonrenewals, and reductions of financial aid.

Processes on the horizon.
- Online official visits.
- Donations.
- Sideline management.
- Complimentary admissions.
ACS
CARA Logs

Record hours in ACS.

Hours are due by 5 pm every Monday.

Late submissions are included in weekly SMT and annual athletic director’s metrics reports.
CARAs/Practice Logs – under the Team Manager tab.

Team Manager
ACS Team Manager

Athletes
Manage your athlete database.

Competition Schedule
Competition Schedule.

CARA/Practice Logs
CARA/Practice Logs.

Correspondence Manager
Create Email, Letter, Text Message templates to efficiently communicate with your athletes. Track and view statuses on all correspondence campaigns that have been sent. Schedule correspondence in advance through campaigns. Automatically send birthday messages.

Comp Tickets - Event List
Comp Tickets - Event List.

Comp Ticket - Guest List
Comp Ticket - Guest List.

System Configuration

Training Materials
Select week from dropdown.
Select displayed athletes or selected athletes.

Enter practice activity, e.g., practice, conditioning, or team meeting. Remember to enter start and end time.

Check box next to the athlete’s name.
Reminders

Process.
- Student-athletes create season-long Guest List.
- The Compliance Office reviews each guest.
- Before each competition, student-athletes must complete their request for complimentary tickets.

Best practices.
- Student-athletes should fill out Guest List before the season.
- Submit game requests as early as possible.
Official Visits
Official Visit Request

No changes to the request process yet.

- Official visit request form.
- Transcripts and test scores.
- Visit itinerary.
- Airline itinerary.

*Soon to be an automated workflow in ACS.*
Student Host

The student host:

- Must engage in traditional hosting duties (i.e., tasks that require specific interaction with the prospect (e.g., entertaining, escorting)).
- Must be a current student-athlete or active member of Sun Devil Advocates (e.g., student managers are not permitted to host prospects).
Basketball

A prospect’s parents or legal guardians (up to 2 people) may be provided actual round-trip travel expenses to accompany the prospect on his or her official visit.

- Men’s basketball: A prospect may take an official visit as early as January 1 of his junior year of high school.

- Women’s basketball: A prospect may take an official visit as early as the Thursday following the Final Four of her junior year of high school.
Financial Aid
Academic Honor Awards

New American University (NAmU).
  – Dean’s Award.
  – President.
  – Provost.
  – University.

ASU Academic Achievement.
If a freshman does not have one of the following, the student-athlete’s athletics aid will be reduced by the amount of the academic award.

– 3.5 cumulative GPA; or
– 105 ACT or 1200 SAT; or
– Top 10% of graduating class.
A student-athlete must achieve an ASU cumulative GPA of $\geq 3.0$.

If a student-athlete drops below a 3.0, the academic aid will count against the team limits.

A student-athlete’s athletics aid will be reduced by the amount of the academic award.
Please remember to check the shared drive for financial aid information, including:

- Pell Grant v. EFC chart.
- 2013-14 grant-in-aid figures.
- Athletics financial aid FAQs.
- International financial aid treaties.
- Arizona residency classification guidelines.
Managers, Directors of Ops, and Noncoaching Staff Members
An ASU student-athlete who:

- Has exhausted eligibility in the sport or is injured and unable to practice/compete ever again.
- Is enrolled as a full-time undergraduate student in his or her first degree; and
- Receives no compensation/remuneration except for financial aid and expenses incurred on road trips that are received by all student-athletes.
Undergraduate Student Assistant Coach

Undergraduate assistant coaches may not (among other things):

- Perform recruiting functions:
  - Contact and evaluate prospects off campus; or
  - Make telephone calls to prospects or their family members.
- Scout opponents.
Student Manager

Must:

– Perform traditional managerial duties (e.g., equipment, laundry, hydration).
– Be a full-time undergraduate or graduate student.

May:

– Participate in limited on-court or on-field activities during practice (e.g., assist with drills, throw batting practice) or competition (e.g., assist with warm-up activities) involving student-athletes;

Cannot:

– Provide instruction to student-athletes;
– Participate in CARAs (e.g., as practice players); and

In baseball, the individual forfeits any remaining eligibility in the sport at the institution.
A noncoaching staff member with sport-specific responsibilities (e.g., director of operations, administrative assistant) may:

- Participate in organized activities involving only the coaching staff, and
- Perform administrative duties (e.g., attend meetings involving coaching activities, analyze video, and track statistics during practice or competition).
A noncoaching staff member with sport-specific responsibilities (e.g., director of operations, administrative assistant) **may not:**

- Participate in instructional activities with student-athletes and any on-court or on-field activities (e.g., assist with drills, throw batting practice), or
- Participate with or observe student-athletes in the staff member’s sport who are engaged in nonorganized voluntary athletically related activities (e.g., pick-up games).
A Sun Devil Athletics staff member (e.g., compliance officer, administrative assistant for multiple sports, academic advisor) may not:

- Engage in any on- or off-field coaching activities (e.g., hit fungoes, attend meetings involving coaching activities, analyze video);
- Recruit off-campus; or
- Scout opponents.
Ask Before You Act!