

Arizona State University Official Visit Policy

I. Arizona State University's Recruiting Philosophy.

The core principles of Arizona State University's Sun Devils Athletics department (SDA) are Championship Performance, Integrity, and Graduation. These principles serve as the starting point for the commitment that Sun Devils Athletics and its sports programs have made to excel on the playing field, in the classroom, and in the community. SDA's recruiting philosophy is designed to further that commitment by attracting young men and women who have character and whose conduct is consistent with the expectations of ASU, the Pac-12 Conference, and the NCAA.

II. Policy Development and Maintenance.

ASU's recruiting policies were originally drafted in 2004. At the request of ASU's former athletics director, a committee was convened to review existing sport-specific policies, research best practices, and draft the policy along with its related forms. The committee, which was comprised of various members of SDA's administrative and coaching staffs, created a draft policy that was reviewed and approved by SDA senior administration. The policy was forwarded to the Pac-10 Conference and subsequently approved by ASU's President in November 2004.

In accordance with NCAA legislation, four years later in 2008, another committee was designated and convened to review and update, as necessary, ASU's policy. The updated policy and forms were reviewed by the Vice President for University Athletics, Faculty Athletics Representative, Head Coaches, Student-Athlete Advisory Committee, Office of Risk Management, and Office of General Counsel. The updated policy was forwarded to the Pac-10 before official visits began in September. After receiving conference approval, the policy was signed by ASU's President.

During the summer of 2012, ASU's policy was again reviewed and updated. An initial draft was completed by the Athletics Compliance Office and presented to SDA Senior Administration, the Office of General Counsel, the Faculty Athletics Representative, and each of ASU's sport programs. The policy was also submitted to the Pac-12 Conference on August 2, 2012. Once approved, the policy will be forwarded to ASU's President for his signature.

III. Official Visit Experience.

The main purpose of the official visit at ASU is to provide prospective student-athletes (PSAs) a comprehensive view of what their lives would be like if they chose to become an ASU student-athlete. To accomplish that goal, components of an official visit at ASU may include:

- Meetings with the academic coach assigned to a PSA's sport and other members of the Office of Student-Athlete Development;
- Meetings with faculty members in areas of academic interest;
- Meetings with coaching staffs and members of athletics teams;
- Tours of academic facilities (e.g., computer lab, quiet study and tutoring rooms, structured study lab, tutorial coordinator area, etc.);
- Campuses, residential housing, and athletics facilities tours; and/or
- Attendance at Sun Devil Athletics events and practices.

IV. Official Visit Guidelines.

Hosts. Only current student-athletes who are enrolled full-time (unless approved as part-time under NCAA legislation) will be allowed to act as student-athlete hosts. If possible, student-athlete hosts will be of the same gender and participate in the same sport of the PSAs. Additionally, ASU may allow students who are designated in a manner consistent with ASU's policy for providing campus visits or tours to conduct on-campus tours for PSAs.

Transportation. Only coach-class commercial flights will be used to transport PSAs to and from ASU's campus. Transportation on the official visit at ASU will be provided only by the use of standard vehicles, including institutional, SDA staff member, and student-athlete automobiles and golf carts. If necessary, larger automobiles (without added amenities) may be rented to transport multiple PSAs and their parent(s) or legal guardian(s). In no case, will a PSA or a PSA's parent(s) or legal guardian(s) be permitted access to any of these vehicles on their own.

Lodging. ASU will provide standard lodging for PSAs and their parent(s) or legal guardian(s) within a 30-mile radius of ASU's Tempe campus ("30-mile radius of ASU"). Standard lodging is defined as a normal hotel room with no special accessories or upgrades (e.g., jacuzzis, suites, etc.). Additionally, with the exception of men's basketball visits, ASU may only pay for lodging expenses for parents or legal guardians that occur within the 48-hour visit period, regardless of whether they arrive with the PSA before the 48-hour time period begins.

Meals. Meals provided to PSAs and their parent(s) or legal guardian(s) will be comparable to those provided to student-athletes during the academic year. A reasonable snack (e.g., pizza, hamburger, etc.) may be provided in addition to three meals per day. Additionally, host entertainment money may be used for additional PSA meals. All meals must occur within a 30-mile radius of ASU.

Entertainment. Entertainment activities on official visits are permitted only within a 30-mile radius of ASU. A student host is provided a maximum of \$40 per day to be used to cover entertainment expenses for the PSA and his/her parent(s) or legal guardian(s). A student host may be provided an additional \$20 per day for each additional PSA he/she entertains. Although other student-athletes may assist in hosting activities, only one host is permitted to receive a complimentary meal. The host money will not be used to purchase, or otherwise provide the PSA or anyone accompanying

him/her, gifts of value (e.g., souvenirs, t-shirt, hat, etc.) At no time is a student host permitted to give cash to a PSA or anyone accompanying the PSA.

Curfew/unstructured time. It is at each sport's discretion to set a curfew for the PSA and student host to follow during an official visit.

Prohibited activities. The following are prohibited during an official visit:

- The use of alcohol or illegal substances [Note: If a parent or legal guardian of a PSA wishes to consume alcohol at a meal, a separate bill will be obtained and paid from the sport's foundation account];
- The use of strippers, gentlemen's clubs, or their equivalent;
- The use of sexual activity as a recruiting device;
- Activities that violate Arizona or federal law;
- Gambling or gaming activities;
- The use of personalized recruiting aids (e.g., personalized jerseys, personalized audio/video scoreboard presentations, and decorative items or special additions to any location the PSA will visit regardless of whether the items include the PSA's name or picture.); and
- Game-day simulations (e.g., running onto the field with the team during pregame introductions).

V. Responsibilities of Coaches and Student Hosts.

Under NCAA and ASU rules and regulations, head coaches are responsible for the recruiting activities of their staffs. With respect to ASU's recruiting policies, head coaches are expected to educate their personnel, student-athletes, and PSAs regarding the recruiting guidelines for official visits that are included in this policy. Head coaches are also responsible for their staff's adherence to the policy.

Before an official visit, coaches are required to review this policy with the student-athlete host. At that time, the coach and host will sign ASU's *Official Visit – Student Host Guidelines* form acknowledging that the policy was reviewed. During the visit, coaches will meet with each PSA, and if possible, any accompanying family members, to explain ASU's official visit policy. Coaches will review the *Official Visit – Prospective Student-Athlete Guidelines* form with the PSA, and the PSA and coach will sign the form confirming the review.

VI. Official Visit Paperwork.

Before an official visit, the following documents must be provided to ASU's Athletics Compliance Office:

- Completed *Prospective Student-Athlete Official Visit Request* form;
- Academic transcripts;
- SAT/ACT or PSAT/PACT scores;

- PSA travel itinerary (if applicable); and
- Official visit itinerary – At least a tentative plan of scheduled events and locations.

After the Compliance Office confirms registration with the NCAA Eligibility Center and reviews the above documentation, it will approve the visit and communicate its approval to the sport and Athletics Business Office. The Compliance Office will forward the approved documentation and an academic evaluation to the sport. It will also forward the approved *Prospective Student-Athlete Official Visit Request* form to the Athletics Business Office.

Once the official visit has ended, the following documents must be provided to the Athletics Business Office:

- Official Visit Itinerary – an itinerary of actual events and locations;
- All receipts for expenses – in accordance with ASU policy, the *Business Meals and Related Expenses* form must be turned in for all meals and include everyone who received each meal;
- Completed *Official Visit –Student Host Guidelines* form;
- Completed *Official Visit - Prospective Student-Athlete Guidelines* form;
- Prospective Student-Athlete’s Flight Itinerary, if applicable;
- *Official Visit – Prospective Student-Athlete Reimbursement* form, if applicable; and
- *Travel Expenses Claim* form.

After the Athletics Business Office logs the paperwork, it will be forwarded to the Compliance Office, which will review all documentation and expenses from the official visit to verify compliance with ASU’s policy and NCAA and Pac-12 legislation. Once approved by the Compliance Office, all paperwork will be forwarded to the Athletics Business Office for a second review and final approval of all documentation and expenses.

VII. Sanctions/Penalties.

Depending on their nature and circumstances, violations of ASU’s recruiting policy may lead to penalties dispensed at the discretion of the head coach, sport administrator and/or Vice President of University Athletics. Penalties for student-athletes may include community service, the loss of athletics aid, suspension from practice and/or competition, or expulsion from the team. Penalties for a PSA may include immediate termination of the visit or the PSA’s recruitment temporarily or in its entirety. Penalties for coaches, staff members and other individuals involved with recruiting visits may include letters of admonishment or reprimand, the temporary loss of recruiting privileges, or the loss of employment. In addition, the sport may have the number of official visits reduced for an academic year. All violations of NCAA and Pac-12 legislation will be reported to the Pac-12 Conference.

POLICY APPROVAL

I have reviewed and approve the institution's Official Visit Policy involving the recruitment of prospective student-athletes.

Signature _____

Michael M. Crow, President

Date