



**SUN DEVIL**  
COMPLIANCE

SDA COACHES AND STAFF  
COMPLIANCE EDUCATION  
MAY 17, 2016

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

- Forms for 2016-17
- Navigating Financial Aid
- Videos
- Camp Logistical Issues
- Parent-Coach
- Reminders for Incoming Prospects

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Forms for 2016-17

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**FORMS FOR 2016-17**  
CHART

Form name	Location	Due date	Compliance contact
Playing and practice season declaration and competition schedule	ACS	7/29/16	Katie
Coaching staff declaration	ACS	7/29/16	Katie
Team roster	ACS	7/15/16	Susanna
Participation data	ACS	ASAP	Susanna

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**NAVIGATING FINANCIAL AID**  
FINANCIAL AID SPREADSHEET

Navigating Financial Aid

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- NAVIGATING FINANCIAL AID**  
FINANCIAL AID SPREADSHEET
- Please review and complete your financial aid roster for 2016-17 ASAP with Erika.
  - Your sport supervisor(s) must also review and approve.
  - Any reduction/cancellation/nonrenewal must include reason(s) for the change.
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 **NAVIGATING FINANCIAL AID**  
DIFFERENT RULES

A returner who signs a renewal for 2016-17 falls under the new rule regarding nonrenewal of athletics aid. The aid:

- Cannot be nonrenewed for any reason including an athletics reason.
- Can only be nonrenewed if the student-athlete:
  - o Voluntarily quits team,
  - o Engages in serious misconduct (ASU code of conduct),
  - o Becomes ineligible for competition, or
  - o Does not meet a nonathletically related condition (e.g., team rules violation).

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 **VIDEOS**  
SHOW OR PROVIDE TO PROSPECTS

Videos

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 **VIDEOS**  
SHOW OR PROVIDE TO PROSPECTS

- Videos can only be shown or provided to prospects as long as they are not created for recruiting purposes.
- Coaches and staff must work with Kate Janczewski relating to any videos you want to create.

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## Camp Logistical Issues

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### CAMP LOGISTICAL ISSUES RULE

- Coaches and staff may call a prospect regarding institutional camp/clinic logistical issues even if a prospect is not yet of contactable age.
- Note: This telephone call is a violation unless a coach can prove it's not by providing contemporaneous documentation.

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### CAMP LOGISTICAL ISSUES EXAMPLES

- Incomplete, insufficient, or illegible payment info;
- Incomplete or unsigned paperwork or forms;
- Questions regarding accommodations;
- Questions regarding required vs. optional items to bring to camp;
- Questions regarding transportation or meal options at camp; or
- Medical questions.

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 **CAMP LOGISTICAL ISSUES**  
PROCESS

When calling someone under this exception, an SDA coach or staff member must with detailed information regarding content:

- Note the call in the ACS app; or
- Notify the Compliance Office (Erika Torrez) in writing.

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 **PARENT-COACH**

Parent-Coach

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 **PARENT-COACH**  
VERIFICATION PROCESS

- Coaches should send the Compliance Office a screen shot or photo of information indicating a parent is a coach.
- The Compliance Office will verify the information and upload the document to the prospect's ACS profile.

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## Reminders for Incoming Prospects

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### REMINDERS FOR INCOMING PROSPECTS

- Final transcripts and test scores should be sent to ASU and the NCAA.
- Final amateurism should be completed with the NCAA Eligibility Center.
- Appeal letters should be submitted for students who are not admitted yet.

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### REMINDERS FOR INCOMING PROSPECTS

- Immunization records (e.g., MMR) must be completed before prospects can register for classes.
- Citizenship verification must be completed before financial aid can be disbursed.
- Housing agreements must be completed so Bill Kennedy can assign rooms.

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