# 2013-14 EAST CAROLINA UNIVERSITY STUDENT-ATHLETE HANDBOOK

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University Mission Statement

To be a national model for student success, public service and regional transformation, East Carolina University:

Uses innovative learning strategies and delivery methods to maximize access;

Prepares students with the knowledge, skills and values to succeed in a global, multicultural society;

Develops tomorrow’s leaders to serve and inspire positive change;

Discovers new knowledge and innovations to support a thriving future for eastern North Carolina and beyond;

Transforms health care, promotes wellness, and reduces health disparities; and

Improves quality of life through cultural enrichment, academics, the arts, and athletics.

We accomplish our mission through education, research, creative activities, and service while being good stewards of the resources entrusted to us.

Note – approved by the BOT in July, 2013; submitted to UNC-General Administration for BOG approval
Student Development

Mission Statement

East Carolina University Student Development is committed to the success and graduation of our student-athletes by providing extensive services and diverse experiences in order to promote the development of academic achievement, leadership, and personal growth.

Our Commitments:

- To assist with the transition into college through academic advising, orientation, and social activities
- To support the efforts of every student-athlete to earn a degree
- To encourage the development of values, emphasizing leadership qualities
- To enhance interpersonal relationships and communication skills
- To provide opportunities that instill life skills and ethics
- To facilitate the fulfillment of career and personal goals of each student-athlete while in school and beyond
- To safeguard the academic integrity of the University by ensuring compliance with all regulations put forth by the University and the NCAA
Academic Services

Academic Advising – Student-athletes at East Carolina University have both an academic advisor in their major and an academic coordinator in athletics. Both take an individualized, proactive approach with each student-athlete. Each semester Athletics Academic Coordinators recommend, in conjunction with major advisors, courses that consider both institution and NCAA eligibility standards while guiding student-athletes through their program of choice. Coordinators closely monitor academic progress throughout the semester and assist in the communication between student-athletes, faculty, major advisors and coaches. The Office of Student Development works hard to instill the skills and values that encourage student-athletes to take ownership of their academic experience.

Priority Registration – To better accommodate the demands of practice and travel, priority registration allows student-athletes to acquire courses at the times needed to ensure minimal conflict. Academic Coordinators work with student-athletes to develop a schedule and also facilitate the registration process each semester.

Progress Reports – The Office of Student Development monitors academic progress by issuing progress reports twice a semester. Faculty submit grade updates and comments regarding student-athlete performance allowing Academic Coordinators to review and make adjustments to study habits, study hall, academic support, or behavior. Class attendance is mandatory for all student-athletes and is also noted on these reports.

Study Hall – Study hall is a structured time designed to aid student-athletes in their coursework. Time in study hall is objective based, meaning student-athletes create specific and measurable objectives (e.g. reading, creating note cards or outlines, completing quizzes, meeting with tutors) that must be completed at the end of each week. Study halls are supervised by Academic Coordinators and graduate student study hall leaders. During study hall, student-athletes work independently on objectives but may also use the time to meet with mentors and tutors.
**Learning Specialist** – The Learning Specialist on staff assists students with learning strategies and techniques to be successful at the collegiate level. The Learning Specialist can perform a variety of academic screenings to gain feedback on a student’s current level of performance and also coordinates referral for additional testing. In addition, the Office of Student Development’s Learning Specialist serves as the liaison to the Office of Disability Support Services and assists students in requesting and utilizing university approved accommodations.

**Study Skill Seminars** – Study skill development is available for individuals who may require extra training in time management, note taking skills, or test taking skills. These seminars are offered on an as needed basis at the request of a student-athlete, academic coordinator, or coach.

**Mentor and Tutor Program** – The Office of Student Development’s mentor and tutor program offers student-athletes access to a variety of academic support to help them succeed at ECU. Every student-athlete is offered the services of mentors and tutors. Both mentoring and individual and group tutoring are provided to our student-athletes at no cost. Academic mentors help student-athletes develop positive study habits and organizational skills. Tutors provide support in a variety of academic courses with the goal of ultimately enabling student-athletes to experience success when working independently. The program staff is selected from among the top students at ECU, who undergo a structured training program to ensure that the highest quality of services are provided.

**NCAA Requirement Tracking** – Academic Coordinators monitor the compliance of each student-athlete with NCAA Academic Requirements for Continuing Eligibility.

**Career Development** – In addition to the University Career Center, student development professionals are available to assist with career advising, career planning, and resume and cover letter critiques.

**Computer Labs** – Student-athletes have exclusive access to the Pat Draughon Study Center in the Ward Sports Medicine Building. This location provides a quiet study area with wireless access for laptop use as well as printing. Two additional computer labs for student-athletes are located in the Ward Sports Medicine Building and Scales Field House. Each computer is connected to the Internet, a printing station, and is equipped with programs needed for classes. Scanning stations are also offered in both the Ward and Scales computer labs.

**Travel Laptop Program** – Student-athletes may borrow laptops for use during travel for competition. The Office of Student Development has wireless laptops available for check out to assist student-athletes with completing papers, assignments, and accessing Blackboard while on the road.
Textbook Scholarship Policies and Procedures

Student-athletes who have been awarded books as part of their athletics grant-in-aid may receive required course-related textbooks at no charge. The scholarship book program is managed through the Office of Student Development and textbooks are provided through the Dowdy Student Store located on main campus. Supplies and equipment such as pens, paper, flash drives, optional texts, etc. are not included in the grant-in-aid. Any questions related to permissible items should be directed to the Office of Student Development.

Receiving Books
- At the start of the semester, student-athletes on book scholarship should go to the Dowdy Student Store located in Wright Annex to obtain books required for class. Student-athletes gather their own books from the bookshelves and use the text book list generated on OneStop to determine what books are required for each course. To purchase the books, student-athletes must have a copy of their schedule, their OneStop book list, and their ECU 1 Card.
- During the regular academic year, one register at Dowdy Student Store is designated for scholarship students. At that register, student-athletes’ names will be checked to verify textbook scholarship. The textbooks will be charged to the athletics department. If the student store does not have a required textbook in stock, student-athletes should go to the University Book Exchange (UBE), on Cotanche Street. The same check-out procedure is used at UBE as at Dowdy Student Store. The designated register at UBE is located upstairs. For textbooks not found at Dowdy Student Store or UBE, students should contact The Office of Student Development.

Returning Books
- Student-athletes are responsible for returning books received through their athletics grant-in-aid. Books should be returned by the last exam day of the semester and can only be returned to the Book Room located in Scales Field House during posted hours. Book Room hours will be publicized by the Office of Student Development prior to the exam period. Academic coordinators and coaches will also be notified of Book Room hours and distribute the information via email. A student-athlete who does not return books during the designated times will be tagged at the end of the next semester’s drop/add period. Tags on a student-athlete’s record will restrict changes to a student-athlete’s schedule and effect registration for upcoming semesters. Tags will only be removed upon receipt of outstanding books or equivalent monetary value.
- Records tagged for outstanding books prohibit further registration at East Carolina University or receipt of transcripts until restitution is made.
- If a student-athlete obtains a book or books for a class that is then dropped during the drop/add period, the student-athlete should return the book(s) to the store in which purchased. If a class is dropped after the drop/add period, the student-athlete should return the book(s) to The Office of Student Development as soon as possible after the drop.
University Class Attendance Policy

Attendance and Participation
A student’s participation in the work of a course is a precondition for receiving credit for the course. Students are expected to attend punctually all lecture and laboratory sessions and field experiences and to participate in course assignments and activities as described in the course syllabus. Absences are counted from the first class meeting after the student registers. Students registering late are expected to make up all missed assignments in a manner determined by the instructor.

Each instructor shall determine the class attendance policy for each of his or her courses as long as the instructor’s policy does not conflict with university policy. The instructor’s attendance policy will be provided to the class on a syllabus distributed at the first class meeting. Class attendance may be a criterion in determining a student’s final grade in the course if the instructor provides a written statement to this effect in the course syllabus.

Students should consult with their instructors about all class absences. It is the responsibility of the student to notify the instructor immediately about class absences, to provide appropriate documentation for an absence, and discuss any missed class time, tests, or assignments. Except in the case of university excused absences, it is the decision of the instructor to excuse an absence or to allow for any additional time to make up missed tests or assignments. Excused absences should not lower a student’s course grade, provided that the student, in a manner determined by the instructor, is able to make up the work that has been missed and is maintaining satisfactory progress in the course.

Student Health Services do not issue official written excuses for illness or injury, but will upon request at the time of the visit, provide a note confirming that the student has received care. In the event that the student is seriously ill or injured at the time of final examinations, Student Health Services on request by the student, may recommend a medical incomplete. A student who receives medical care from another licensed medical provider may take this or her instructor a note from that provider indicating that the student was too ill or injured to attend class, and listing the date(s) for which the student was unable to attend. The instructor may choose to accept these notes as evidence of excused absences.

The Dean of Students may authorize a university-excused absence in the following situations:
- Student participation in authorized activities as an official representative of the university (i.e. athletic events, delegate to regional or national meetings or conferences, participation in university-sponsored performances).
- Participation in other activities deemed by the Dean of Students to warrant an excused absence, such as required military training.
- An extreme personal emergency about which the student is unable to speak directly to the instructor.
- The death of an immediate family member (such as parent, sibling, spouse or child).
- Student participation in religious holidays.
It is the student’s responsibility to obtain verification of a university-excused absence by contacting the Dean of Students. Requests for university-excused absences should be submitted, whenever possible, to the Dean of Students at least a week prior to the scheduled absence. Requests submitted after the fact will be disapproved unless circumstances made prior approval impossible.

Instructors are expected to honor valid university excused absences and to provide reasonable and equitable means for students to make up work missed as a result of those absences. Students who anticipate missing 10% or more of class meeting time as a result of university-excused absences are required to receive approval from the instructor at the beginning of the semester. Student experiences that cannot be made up should be discussed at the onset of the course to ensure that continued enrollment is feasible while there is still the opportunity to drop the course within the schedule change period.

A student who believes that he or she has been treated unfairly concerning absences or has been misinformed by the instructor regarding that instructor’s absence policy shall have the right to appeal. The appeal shall be in writing to the instructor’s department chair or school director, and in the event the resolution is not satisfactory, the final decision rests with the academic dean.

**Disruptive Academic Behavior**

East Carolina University is committed to providing each student with a rich, distinctive educational experience. To this end, students who do not follow reasonable standards of behavior in the classroom or other academic setting may be removed from the course by the instructor following appropriate notice. Students removed from a course under this policy will receive a grade of “drop” according to university policy and are eligible for tuition refund as specified in the current tuition refund policy.

*Taken from Academic Regulations of the ECU Undergraduate Catalogue, [http://catalog.ecu.edu](http://catalog.ecu.edu)*

**Department of Athletics Class Attendance Policy**

The Athletics Department has an obligation to every students-athlete, the student-athlete’s family, and our university’s integrity to insure that ECU student-athletes have the very best opportunity to achieve academic success. In order to meet this obligation, GRADUATION MUST BE EVERY STUDENT-ATHLETE’S, EVERY COACH’S, EVERY ADMINISTRATOR’S TOP PRIORITY.

To pursue success in athletics, student-athletes must attend and be on time for every practice and meeting while respecting the team’s policies and procedures as well as individual teammates and coaches. That is also the expectation for student-athletes academically – to attend and be on time for every class and academic appointment while respecting the university’s policies and procedures as well as their individual classmates, professors and academic coaches. To maintain focus on this top priority, the Athletics Department has implemented several policies to assist in the monitoring of each student-athlete’s progress.
Class Attendance
Regular attendance in class sessions is a critical component of a student-athlete's academic progress and success. This class attendance policy requires student-athletes to attend classes daily and complete all assigned academic work to avoid academic failure. Student-athletes must be on time for their classes and prepared with all necessary textbooks and course assignments.

To assist the student-athlete in complying with this policy, the following procedures will be implemented:

- Within the first week of each semester, student-athletes will communicate with their individual course instructors regarding class sessions that will be missed as a result of team travel. During this time, each student-athlete should present his/her instructor with a copy of the “team travel letter” provided by the Office of Student Development. Student-athletes must make arrangements with instructors for completing any missed work and must communicate any changes in their travel schedule to instructors as soon as possible.

- A student-athlete will be considered absent if he/she is not present when the class is checked. The student-athlete is responsible for reporting each missed class and late arrival in class to their assigned coach and the Office of Student Development.

- Class attendance will also be monitored through direct communication with professors and through progress reports. **Students are to arrive on time for each class and to remain for the duration of class.**

- **Other than team-related travel, excused absences are based on the University's attendance policy.** If a student-athlete is ill and unable to attend class or a scheduled academic appointment, he/she is expected to contact his/her athletic trainer and academic coordinator immediately. If a student-athlete has a family emergency, he/she should contact his/her assigned coach and his/her athletics academic coordinator.

- A head coach may impose additional penalties for unexcused absences as long as the penalties are provided in writing and are distributed to all student-athletes at the beginning of each academic year. The head coach must also provide a copy of the additional penalties to his/her sport administrator.

- **Student-athletes should also be mindful that some academic departments have a much stricter unexcused absence policy.** It is the responsibility of the student to know and adhere to each academic department’s policy in addition to the Athletics Department’s policy on class attendance.

Failure to meet academic expectations as it pertains to class attendance will result in specific actions.
Disciplinary Actions
This policy applies to all terms including summer.

- **1 Unexcused Absence:**
  - E-mail warning from the sport administrator to coach and student-athlete.

- **2 Unexcused Absences in the same class:**
  - E-mail warning from the sport administrator to coach and student-athlete.
  - Miss the next practice session.

- **3 Unexcused Absences in the same class:**
  - E-mail from sport administrator to student-athlete, coach.
  - Suspension from next scheduled competition.
  - Notification will be sent to parents informing them about the sanctions for the next two violations, e.g. suspension from additional competitions and possible scholarship cancellation.

- **4 Unexcused Absences in the same class:**
  - Suspension from next competition(s) as follows:
    - 1 competition – cross country, football, golf, soccer, swimming, track
    - 2 competitions – basketball, tennis, volleyball
    - 3 competitions – baseball, softball
  - E-mail from sport administrator to student-athlete and coach.

- **5 Unexcused Absences in the same class:**
  - Suspension for the remainder of season (practice and competition).
  - May result in cancellation of scholarship for next semester (Letter sent from the Director of Athletics).
  - Meeting occurs with student-athlete, sport administrator, coach, Assistant Athletics Director for Student Development).

**NOTES:**
- Three tardies in the same class equals one absence.
- Student-athletes are allowed to appeal a reported absence according to the procedures outlined in the System for Monitoring Student-Athlete Attendance. Students who falsify an appeal will have their appeal denied and will receive two levels of disciplinary action – one for the missed class and one for fabrication and falsification of the appeal.
- Missed classes accumulate within each semester (fall semester; spring semester). For summer session I and summer session II, the count will start over for each session.
- If the maximum violation occurs in the fall semester, then the scholarship may be revoked for the following spring semester.
- If the maximum violation occurs in the spring semester, then the scholarship may be revoked for the following summer session.
- If the maximum violation occurs in the summer session, then the scholarship may be revoked for the following fall semester.
Monitoring Process
The athletics department uses three primary methods for monitoring the class attendance of its student-athletes as follows:

1. University Starfish Alerts
2. Student-Athlete Progress Reports
3. Athletics Department Class Checkers

In addition, the department may use any other credible reporting sources in determining student-athlete class attendance.
The communication process for reporting student-athlete absences is outlined in the System for Monitoring Student-Athlete Attendance document and is provided to all head coaches and sport administrators.

Travel Letters for Missed Class Due to Athletics Competition

At the beginning of each semester, the Office of Student Development provides teams with letters that list the days the team may miss due to competition. Student-athletes are responsible for presenting these letters to their faculty during the first week of classes. Student-athletes are then expected to remind faculty prior to each missed class. Students should remind faculty in enough time for faculty to make arrangements for missed work to be completed prior to travel.

C-USA Visiting Student Access Program

The Visiting Student Access program was developed to ensure that the academic support needs of Conference USA student-athletes involved in away-from-home competitions were being met. The program affords visiting student-athletes access to libraries, computers and (if available) exam proctors as a result of travel to another member institution for practice and/or competition. ECU Academic Coordinators work with coordinators at member institutions to arrange the needed services.
NCAA Academic Requirements for Continuing Eligibility

To ensure athletics eligibility and progress toward graduation, the Office of Student Development in conjunction with the University Registrar tracks for NCAA continuing eligibility. Following are the minimum guidelines defining satisfactory progress toward a degree for student-athletes:

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**Year 1 – Freshman**
- Complete a minimum of 6 hours each semester for eligibility the next semester.

**By the beginning of Year 2**
- Complete 18 hours during the regular academic year (fall and spring semesters).
- Complete 24 hours before the start of the third semester of enrollment.
- Earn at least a 1.80 cum GPA.

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**Year 2 – Sophomore**
- Complete a minimum of 6 hours each semester for eligibility the next semester.
- Maintain at least a 1.80 cum GPA through the third semester for eligibility the next semester.

**By the beginning of Year 3**
- Complete 18 hours during the regular academic year (fall and spring semesters).
- Declare or designate a major.
- Complete 40% of degree requirements.
- Earn at least a 1.90 cum GPA.

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**Year 3 – Junior**
- Complete a minimum of 6 DA hours each semester for eligibility the next semester.
- Maintain at least a 1.90 cum GPA through the fifth semester for eligibility the next semester.

**By the beginning of Year 4**
- Complete 18 DA hours during the regular academic year (fall and spring semesters).
- Complete 60% of degree requirements.
- Earn at least a 2.00 cum GPA.

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**Year 4 – Senior**
- Complete a minimum of 6 DA hours each semester for eligibility the next semester.
- Maintain at least a 2.00 cum GPA through the seventh semester for eligibility the next semester.

**By the beginning of Year 5**
- Complete 18 DA hours during the regular academic year (fall and spring semesters).
- Complete 80% of degree requirements.
- Earn at least a 2.00 cum GPA.
Academic Integrity and Ethical Conduct

**Principle of Academic Integrity**
Academic integrity ensures that students derive optimal benefit from their educational experience and their pursuit of knowledge. Violating the principle of academic integrity damages the reputation of the university and undermines its educational mission. Academic honor is the responsibility of every ECU student and faculty member.

**Academic Integrity Violations**
Academically violating the Honor Code consists of the following:

- **Cheating.** Unauthorized aid or assistance or the giving or receiving of unfair advantage on any form of academic work.
- **Plagiarism.** Copying the language, structure, ideas, and/or thoughts of another and adopting same as one’s own original work.
- **Falsification/Fabrication.** Statement of any untruth, either spoken or written, regarding any circumstances relative to academic work.
- **Multiple Submission.** The submission of substantial portions of the same academic work for credit more than once without authorization from the faculty member who receives the later submission.
- **Violation Assistance.** Knowingly helping or attempting to help someone else in an act that constitutes an academic integrity violation.
- **Violation Attempts.** Attempting any act that if completed would constitute an academic integrity violation as defined herein.

The faculty member has original jurisdiction in all suspected violations related to class requirements. In cases of an academic integrity violation not related to a class requirement or activity, the matter will be referred directly to the University Academic Integrity Board.

*Taken from the ECU Student Handbook, [http://www.ecu.edu/cs-studentlife/policyhub/academic_integrity.cfm](http://www.ecu.edu/cs-studentlife/policyhub/academic_integrity.cfm)*

**Ethical Conduct**
Student-athletes are expected to conduct themselves in an ethical manner in accordance with NCAA, conference and university policies. Unethical conduct may include, but is not limited to, the following:

- Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual’s institution;

- Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

- Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;
• Knowingly furnishing or knowingly influencing others to furnish the NCAA or the individual’s institution false or misleading information concerning an individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;

• Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative of an agent or advisor (e.g., “runner”);

• Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per Bylaw 31.2.3.5; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal law;

• Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or an institution’s admissions office regarding an individual’s academic record (e.g., schools attended, completion of coursework, grades and test scores);

• Fraudulence or misconduct in connection with entrance or placement examinations;

• Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or

• Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution’s athletics department regarding an individual’s amateur status.

Engaging in unethical conduct can result in a permanent loss of athletics eligibility.

*Taken from the NCAA Division I Operating Manual, Bylaw 10.1*
The Pirate Experience

The Office of Student Development offers East Carolina student-athletes a variety of opportunities intended to foster development of values, skills and personal growth, assist with transitions as a freshmen and graduating senior, recognize academic success, and contribute to life experience.

Freshman First Year Experience
The Office of Student Development realizes the difficult transition student-athletes must make between high school and college. In an effort to ease freshmen anxiety and create a smooth transition, the Freshmen First Year Experience Program was created. Student-athletes participate in a variety of events and activities geared towards making their first year at East Carolina a success.

Freshmen Orientation – Freshmen orientation is specifically designed to help student-athletes acclimate to their new environment. Orientation covers topics including:

- Student Life
- Campus Living
- Cultural Diversity
- Social Networking
- Faculty Relations
- Academic Integrity

COAD 1000 – All incoming freshmen student-athletes have the opportunity to take the COAD 1000 class during their first semester at ECU. The class focuses on the development of academic skills, learning processes, career decision-making and personal attributes essential for student success.

Freshman Study Hall – All freshmen student-athletes attend a freshman study hall designed to ease the transition from high school to college. Having freshmen from all teams together, who are taking similar classes and having similar experiences, allows for a comprehensive program for study and freshmen skills development. Throughout the semester regularly scheduled study skills seminars are held within the study hall and include such topics as learning styles, time management, goal setting and test taking skills. Tutoring labs are available in the study hall and are tailored toward foundations curriculum support.

Academic Integrity Education Program – The Office of Student Development supports the East Carolina University principle of academic integrity as a cornerstone value within the educational setting. The value of such a principle ensures that students derive the highest possible benefit from their pursuit of academic knowledge, places a high value on degrees received from the institution, and assures a positive reputation for the university. All freshmen student-athletes take part in an interactive, engaging educational program that promotes each student’s understanding and commitment to academic integrity. Having a strong educational program for the student-athletes reinforces the university policy, supports East Carolina’s enduring values of
authenticity and accountability, and enhances understanding of NCAA regulations as they pertain to academic honesty.

**Student-Athlete Affairs Program**
The NCAA Student-Athlete Affairs Program was developed to help student-athletes bridge the gap from college to career and in the process, make meaningful contributions to their communities. The mission of this program is to provide student-athletes opportunities for personal development and ultimately help them realize higher academic achievement, a higher level of maturity, a sense of self-responsibility, and greater overall success. ECU is dedicated to carrying out all of the program’s goals and committed to the five areas viewed as critical for personal growth:

- Academic Excellence
- Athletic Excellence
- Personal Development
- Career Development
- Service

**Personal and Career Development Programming**
Seminars are offered throughout the year as part of the program. While some topics are offered every year, other topics vary from year to year depending on the needs and requests of student-athletes. Following is a sample of programs offered.

- **Learning How To Learn**: Covers methods for improving study skills as they relate to one’s personal learning style.

- **Pirates Party Smart**: Addresses drug and alcohol awareness through a variety of approaches: health related issues, law enforcement, judicial, and safety issues.

- **So You’re Freaking Out**: Targets junior and senior student-athletes. Topics covered at this event include: resume writing, interviewing, the job search, and additional career development resources.

- **Stress Management**: Explores different ways of managing stress, particularly during exam time.

- **True Colors**: Analyzes different personalities in order to provide insight on how to better relate to others in a diverse environment. The True Colors personality assessment is administered to all students at this session.

- **Being Nice Matters**: Focuses on sportsmanship both on and off the field.

- **The Healthy Pirate**: Provides students with tips for better eating and quick, healthy options for meals on the go.
Community Service
East Carolina University student-athletes are highly regarded role models within the community and proudly represent and strive to encompass the vision of leadership and service instilled by the University. Participation in community outreach allows student-athletes the opportunity to fulfill the tasks set forth in East Carolina’s Vision; to open doors, improve lives, transform the present, and serve the community. Through the student-athlete community outreach program, Pirates work hard to affect positive change and provide assistance to those in need in the Greenville area.

Teams and individual student-athletes have volunteered their time at various community events and nonprofit organizations such as: Pitt County Schools, The Food Bank of Eastern NC, The Pitt County Boys and Girls Club, Swim Across America, Habitat for Humanity, Building Hope Community Life Center, The American Cancer Society, and many others.

Each year the Student-Athlete Advisory Committee sets a community service hour goal for the student-athlete body and pushes for 100% participation.

Student-Athlete Advisory Committee
The Student Athlete Advisory Committee (SAAC) is a committee made up of current student-athletes assembled to provide insight on the student-athlete experience. SAAC representatives serve as liaisons between the athletic department administration and teammates and coaches.

2013-2014 SAAC Executive Board
President: Ben McKinzie
Vice President: Jill Jelnick
Parliamentarian: Joseph Samuels
Secretary: Anne Workman

Committee Roles and Responsibilities – ECU’s SAAC acts as the voice of the student-athlete body and is influential in promoting and protecting student-athlete well-being. SAAC provides input on rules, regulations, policies and programming that affect the lives of student-athletes as well as plans and implements numerous activities and community service events. Committee members also serve as ambassadors for the athletics department. Each year, SAAC is involved in the Freshman First Year Experience Program by helping plan and implement the freshmen orientation and the fall freshmen social gathering. SAAC also adopts a service project each year, plans an annual holiday party for underprivileged children, and conducts a canned food drive as part of their service initiatives. They are also responsible for setting the community service goal for the student-athletes and encouraging outreach participation by all team members.
C-USA and NCAA Involvement – ECU SAAC has been an active member of C-USA and National SAAC with both former and current ECU SAAC members holding office positions at both levels.

Jarrett Newby – Jarrett Newby, a former member of the Track and Cross Country teams, was the President of ECU SAAC from 2007-2009 and the national SAAC representative for C-USA from 2008-2010. Following his stint as National SAAC representative, Jarrett served as an intern with the NCAA’s Governance Office.

Jill Jelnick – Jill Jelnick, a member of the Softball team, is currently the Vice President of ECU SAAC. Jill was the Vice President of C-USA SAAC from 2012-2013 and currently serves as the President of C-USA SAAC.

The Student Development Award
The Student Development Award is presented on a yearly basis to the team that excels in the areas of academics, community service, and personal and career development. The award winner is determined by ranking each of the defining areas and adding up the total number of points received. The scoring is calculated as follows:

Academic Excellence – Academic excellence is measured by ranking semester GPA’s of each of the 17 teams.
Community Service – Service to the community is measured by ranking the average number of hours served in the community per team member.
Personal and Career Development – Personal and career development is measured by ranking percentage of attendance at Student-Athlete Affairs workshops.

Academic Recognition

East Carolina University’s student-athletes are recognized throughout the year for their exceptional achievements in academics, leadership, and community involvement. It is in the spirit of accomplishment that they are honored for excellence both on and off the field of competition.

University Recognitions

Breakfast of Champions – The annual Breakfast of Champions, sponsored by PotashCorp Aurora, recognizes East Carolina University’s outstanding student-athletes for their unparalleled commitment to academics, athletics, and community involvement. Several postgraduate scholarships are awarded, the year’s All-Academic team is recognized, and the Outstanding Male and Female Scholar-Athlete of the Year are announced.

The Potash Outstanding Male and Female Scholar-Athlete of the Year – This is the highest honor given to a male and female student-athlete at ECU. The student-athlete who demonstrates the highest level of commitment to academics, athletics, and community involvement is presented this honor.
Kristi Overton Outstanding Female Freshmen Award – The Kristi Overton Female Scholar-Athlete Award was established by the Parker Overton family in honor of Kristi Overton, who has achieved national prominence in the sport of water skiing. This endowment was created to honor an outstanding female athlete from the state of North Carolina who has excelled during her freshman year at ECU. The award winner is honored for her outstanding athletic ability, academic achievement, and service to the community.

Pat Draughon Postgraduate Scholarship – The Pat Draughon Postgraduate Scholarship Award was established by the Draughon family for a student-athlete who competed in football, men’s basketball, or baseball. The award recipient is selected on basis of outstanding character and his dedication, loyalty, persistence, and the spirit of competition on and off the field.

Walter and Marie Williams “Spirit of the East” Award – The prestigious “Spirit of the East” Posteligibility Scholarship Award is presented to a student-athlete who demonstrates outstanding commitment to the spirit of East Carolina University. Recipients exemplify the qualities of dedication, loyalty, persistence, and the spirit of competition on and off the field.

Pirate Service and Leadership Postgraduate Scholarship – The Service and Leadership Postgraduate Award was established by the Department of Athletics to recognize a student-athlete who has shown excellent leadership skills and outstanding service to the community. The Department of Athletics promotes the development of a lifelong habit of volunteerism and strongly believes in giving back to the local community which has been so supportive of the university.

Potash All-Academic Team – The PotashCorp Aurora All-Academic Team is comprised of a junior or senior student-athlete from each team with the highest cumulative GPA, exemplifying a commitment to academic achievement.

The Athletic Director’s Honor Roll – The Athletic Director’s Honor Roll is announced after every fall and spring semester. The members of the honor roll are student-athletes who achieved a 3.0 GPA the prior semester.
Conference Recognitions

**Institutional Academic Excellence Award** – This honor is awarded to the institution with the highest overall student-athlete GPA in Conference sponsored sports.

**C-USA Sport Academic Award** – The Sport Academic Award is given to the team in each Conference sponsored sport with the highest GPA for the current academic year.

**C-USA Scholar Athlete Award** – The Scholar Athlete Award is presented to the top student-athlete in each Conference sponsored sport as determined by the Faculty Athletics Representatives. The award is based on academic achievement, athletic achievement, and service.

**Jim Castaneda Postgraduate Scholarships** – Twelve scholarship awards are presented each year. The Faculty Athletic Representatives determine the recipients.

**Commissioner’s Academic Medal** – This honor is awarded to student-athletes in Conference sponsored sports who have achieved a 3.75 cumulative GPA or above.

**Commissioner’s Honor Roll** – This award is presented to student-athletes in Conference sponsored sports who have achieved a 3.00 cumulative GPA or above.
Athletics

Mission, Vision and Core Values

THE PIRATE CREED

WE ARE UNDAUNTED...

- In our PASSION
- In our SERVICE
- In building LEADERS
- In winning CHAMPIONSHIPS

WE ARE THE PIRATES OF ECU!

THE PIRATE CODE

Pirates First...
Family
Integrity
Respect
Student-Athletes
Teamwork
Student-Athlete Code of Conduct

Student-athletes enrolled at East Carolina University are expected to uphold, at all times, standards of integrity and behavior that will reflect credit upon themselves, their families, and East Carolina University. Student-athletes are also expected to behave with propriety and to respect the rights and privileges of others. They are expected to abide by the laws of the city, state, and nation and by all rules and regulations of East Carolina University, Conference USA, and the NCAA. Failure to do so may result in suspension from the university. Scholarship athletes risk having all or part of their grant-in-aid revoked for any infraction of this code of conduct.

Each coach of the East Carolina athletics program has a set of team training and conduct rules. The athletics administration will fully support disciplinary action taken by a coach. However, student-athletes who wish to appeal a disciplinary action may do so by following procedures outlined in the department’s appeals and grievances policy provided in this handbook.

Situations that involve law enforcement agencies will be evaluated on a case-by-case basis. Final determination of an individual’s status will be made following the completion of impending court and/or university action.

Conference USA - Principles and Standards of Sportsmanship

In addition to following the Department of Athletics’ Code of Conduct, student-athletes are also expected to abide by the Conference USA Code of Conduct as follows:

Conference USA member institutions value the principles of sportsmanship and the ideal of pursuing victory with honor in intercollegiate athletics. The Conference believes that athletics should be conducted in a way that reflects positively on the individual participants and institutions. The standards of sportsmanship below are written to emphasize the basic expectations of the Conference related to sportsmanship and provide the Commissioner with broad authority to ensure that Conference activities are consistent with these principles.

The essential elements of sportsmanship and ethics in sports are embodied in the concept of character building and six core principles: respect, responsibility, fairness, honesty, integrity and good citizenship. The highest potential of sports is achieved when competition reflects these six principles.
Standards of Conduct

Member institutions’ student-athletes, coaches and staff shall conduct themselves in an appropriate manner in connection with all intercollegiate sporting events in which they participate ("Events"). They shall conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants, and comment about other institutions, coaches and student-athletes only in a positive manner.

- Behavior that is not considered sportsmanlike or appropriate in connection with Events includes, but is not limited to, the following:
  - Striking (e.g., kicking, hitting, throwing objects at) or other acts of violence, attempted acts of violence or attempts to incite violence;
  - Obscene, profane, demeaning or unduly provocative language, gestures or actions directed towards an opposing team, institution, contest official, staff member or spectator;
  - Public criticism of or publicly disparaging statements about an opposing team, institution, contest official, staff member, or spectator;
  - All other actions, as determined by the Commissioner, in violation the principles and standards of sportsmanship.

Competitive Environment

- The management and conduct of Events is the responsibility of the hosting institutions. In their discharge of this responsibility, through the appropriate seating of students and the provision of adequate support personnel and security, all member institutions shall ensure a competitive environment that is safe, fair, and consistent with the principles and standards of sportsmanship.

- All ancillary support groups subject to institutional control (e.g., spirit squads, bands, mascots) shall conform to the principles and standards of sportsmanship.

- Institutions are responsible for the conduct of spectators at Events they are hosting. Spectators whose conduct is abusive to officials, participants or spectators, or that violates reasonable social standards of conduct, should be removed from the Event.

- Spectators should not be permitted on the court or the field of play until the visiting team and officials have made safe transition to the locker room.
Athletics Grant-In-Aid

Athletics grants-in-aid are awarded within the guidelines established by the NCAA. Grants-in-aid may be full or partial and are awarded for a period not exceeding one year. A full grant for tuition, fees, room, board, and books will pay whatever these services cost.

A student-athlete’s grant-in-aid may be immediately reduced or canceled during the period of the award if the student-athlete:

- Becomes ineligible for intercollegiate competition; or
- Fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement; or
- Engages in serious misconduct warranting substantial disciplinary penalty; or
- Voluntarily withdraws from a sport at any time for any reason; or

Questions regarding athletics grants-in-aid should be addressed to your coach or the director of compliance.

Student-athletes who wish to appeal non-renewal or gradation of a financial aid award should review the appeals and grievances policies provided in this handbook and then contact the director of compliance.

Reduction or Cancellation of Athletics Grant-in-Aid

A student-athlete whose athletics grant-in-aid has been reduced or canceled for the upcoming academic year will receive official notification from the Financial Aid Office. Appeal information is provided at that time. A student-athlete wishing to appeal a reduction or cancellation decision must notify the Financial Aid Office in writing within two weeks after receipt of the notification letter. Prior to the beginning of the academic year, a hearing will be conducted by the Student Scholarships, Fellowships, and Financial Aid Committee. The decision of the committee is final.

A student-athlete whose athletics aid is reduced or canceled during the period of the award will also be provided written notice of an opportunity for a hearing. The appeal hearing will be scheduled as soon as possible after receipt of the student-athlete’s request to appeal.

Summer School Athletics Aid

A limited amount of athletics financial aid is available for summer school enrollment. A student-athlete must request summer school athletics grant-in-aid from his or her respective coach.

Students should not anticipate an automatic guarantee of summer school funding. However, each application for aid will be considered on an individual basis.
NCAA rules state that only student-athletes on athletics grant-in-aid during the previous academic year are eligible for summer athletics grant-in-aid. NCAA rules also state that the summer aid must be proportionate to the amount of aid received by the student the previous academic year.

Students must complete a Summer School Request Form obtained from their coach. The form also requires that an academic profile be completed by their academic coordinator.

Students should return the form to their coach for submission to the Executive Associate Director of Athletics at least two weeks prior to the pre-registration period for summer sessions. Requests submitted after the two week period will be reviewed as soon as possible but a decision prior to pre-registration cannot be guaranteed.

After review of the summer school athletics grant-in-aid request, a written response of approval or denial will be sent to the respective coach. Copies will also be sent to the Assistant Athletics Director for Student Development and the Director of Compliance.

If a student-athlete is approved for summer school athletics aid, the coach must then submit a Grant-In-Aid Application Form to the Athletics Business Office.

**Fifth-Year Aid Policy**

Decisions regarding financial aid beyond the usual eight semesters, once eligibility is exhausted are based on merit and individual circumstances.

Student-athletes are expected to graduate in four years. Additional semester funding once eligibility is exhausted is not guaranteed. However, each application for aid will be considered on an individual basis.

Student-athletes applying for fifth-year aid after their eligibility has been exhausted are responsible for being in good academic standing as defined by the University.

Each student-athlete, in conjunction with departmental and athletics counselors, is required to develop an academic plan of action. This plan is considered a flexible working document and guide toward graduation. Based on this plan, the student-athlete is advised regarding the best options for additional aid; i.e., an additional semester or an additional year.

Recruits and parents should be informed of this policy during the recruiting process. It is important to understand that fifth-year aid is generally equivalent to an additional semester, not an additional year. In addition, student-athletes selecting double majors must begin these programs by the beginning of their junior year.

Student-athletes must complete applications for fifth-year financial aid and submit the application to their coach. The coach evaluates the request and makes a recommendation to the Executive Associate Director of Athletics who issues a decision. In the event a request is not
approved, the student-athlete may submit an appeal to a committee chaired by the Faculty Athletics Representative.

**Appeals and Grievances Policy**

The Department of Athletics is committed to providing student-athletes with clear directions and written procedures for all possible grievances and appeals. The information below directs student-athletes according to the grievance or appeal topic.

The following topics for possible grievances or appeals apply for all university students:
- sexual harassment
- discrimination
- conflict of interest
- equal opportunity complaints
- code of conduct issues
- issues of assigned course grade
- residency appeals

Any grievances or appeals in these areas may be brought to the attention of either the Executive Associate Athletics Director or Senior Woman Administrator by the student-athlete for review.

As appropriate, the Executive Associate Athletics Director or Senior Woman Administrator will work with the appropriate campus officer who oversees the relevant complaint for all students and will provide the student-athlete with written indication of the necessary steps to be taken for the case. The athletics officer will remain in contact with the campus officer and the student-athlete until the case is resolved.

If the topic or issue concerns:
- disciplinary actions by coaches
- requests to transfer

The procedures below should be followed:

### Disciplinary Action

Within the Department of Athletics, disciplinary action may be taken by a coach for a student-athlete’s failure to comply with training or conduct rules. Student-athletes may appeal a disciplinary action by contacting the Executive Associate Athletics Director or Senior Woman Administrator, depending on the sport involved, to discuss the situation. Information is compiled from the student-athlete(s), coach, and other parties involved before making a decision. If the student-athlete wishes to appeal the decision, the Athletics Director will hear the appeal and issue a final decision.
Request to Transfer

Student-athletes desiring a transfer may or may not be granted permission. If a coach denies permission, the Executive Associate Athletics Director discusses the situation with the coach. The Executive Associate Athletics Director and Athletics Director then make a final decision based on the circumstances. The Transfer Release Committee will conduct a hearing for any student-athlete whose request is denied and wishes to appeal.

Employment

Student-athletes may receive earnings from on-campus or off-campus employment. Such earnings are exempt and are not counted in determining the student-athlete’s cost of attendance or in the institution’s financial aid limitations provided:

• The student-athlete’s compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of publicity, reputation, fame, or personal following that he/she has obtained because of athletic ability;
• The student-athlete is compensated only for work that is actually performed; and
• The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

Student-athletes wishing to obtain employment must complete the appropriate permission forms available from the Office of Compliance.

Media Relations

The media relations office, serving as the liaison between the athletics department and the media, coordinates publicity on each intercollegiate sport and develops and maintains files on all student-athletes. The media relations office also creates media guides for each sport and provides releases to the media when necessary. All athletics department information is released through the media relations office.

Every athlete who participates in a varsity sport at East Carolina University will be required to complete a player information questionnaire supplied by the media relations office. The information provided will generate copy for media guide biographies.

Athletes are asked to cooperate fully with the media relations staff for pictures and interviews. All interviews should be scheduled through the media relations office. The media relations staff is available to help student-athletes with interviews by newspaper writers, radio announcers, and television announcers.
Promotional Activities Involving Student-Athletes

One of the important aspects of being a student-athlete at East Carolina University is involvement in promotional and community service activities. The Athletics Department’s staff and coaches encourage and support the student-athlete’s participation in these activities. NCAA regulations permit participation in specified promotional activities for East Carolina University, Conference-USA, recognized entities thereof (e.g., fraternity, sorority or student government organization), or a non-institutional charitable, educational or nonprofit agency. This participation may involve using a student-athlete’s name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete’s participation in intercollegiate athletics. Such activities are permissible provided the following conditions are met:

• The student-athlete receives written approval to participate from the Athletics Director or designated non-coaching staff member;

• The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement or promotion by a commercial agency;

• The name or picture of a student-athlete with remaining eligibility may not appear on an institution’s printed promotional item (e.g., poster, calendar) that includes a reproduction of a commercial product officially registered regular trademark or logo also appears on the item;

• The student-athlete does not miss class;

• All moneys derived from the activity or project go directly to the member institution, member conference or the charitable, educational or nonprofit agency;

• The student-athlete may only accept actual and necessary expenses from the member institution, member conference or the charitable, educational or nonprofit agency related to participation in such activity;

• The student-athlete’s name, picture or appearance is not utilized to promote the commercial ventures of any nonprofit agency;

• Any commercial items with names, likenesses or pictures of multiple student-athletes may be sold only at the member institution at which the student-athlete is enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event);

• The student-athlete and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring that the student-athlete’s name, image or appearance is used in a manner consistent with NCAA requirements.
Sports Agents

The NCAA has strict rules regulating a student-athlete’s interaction with agents. A student-athlete shall be ineligible for participation in an intercollegiate sport if he or she ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport.

The Office of Compliance handles initial correspondence between agents and student-athletes with remaining eligibility. Before an agent may have any contact with an East Carolina University student-athlete, the agent is required to submit information to the Office of Compliance. Likewise, student-athletes should contact the Office of Compliance before engaging in any activity with an agent or an agent’s representatives.

Professional Sports Counseling Panel

The Department of Athletics has created a Professional Sports Counseling Panel available to advise student-athletes regarding a professional sports career. The panel consists of university individuals with expertise in legal contracts and financial planning. The NCAA allows the panel to:

- Advise a student-athlete about a future professional career;
- Assist a student-athlete with arrangements for securing a loan for the purpose of purchasing insurance against a disabling injury or illness and with arrangements for purchasing such insurance;
- Review a proposed professional sports contract;
- Meet with the student-athlete and representatives of professional teams;
- Communicate directly (e.g., in person, by mail or telephone) with representatives of a professional athletics team to assist in securing a tryout with that team for a student-athlete;
- Assist the student-athlete in the selection of an agent by participating with the student-athlete in interviews of agents, by reviewing written information player agents send to the student-athlete and by having direct communication with those individuals who can comment about the abilities of an agent (e.g., other agents, a professional league’s players’ association); and
- Visit with player agents or representatives of professional athletics teams to assist the student-athlete in determining his or her market value (e.g., potential salary, draft status).

Student-athletes interested in meeting with the panel should contact the Faculty Athletics Representative or the Office of Compliance.
Gambling Activities

The NCAA opposes all forms of legal and illegal sports wagering. Student-athletes cannot place a wager on any college or professional sporting event in which the NCAA conducts a championship. This includes:
  • wagers for items such as cash, meals or apparel,
  • fantasy sports leagues, or
  • sports pools such as March Madness bracket contests.

Additionally, student-athletes, coaches and athletic department staff may not share information that could be used to wager on sports, including:
  • injury updates,
  • team disciplinary actions, or
  • new plays or schemes.

Penalties for student-athletes who engage in sports wagering include:
  • Loss of eligibility.
  • Jail Time. With the exception of a small number of government-sponsored lotteries and parlay betting programs, sports wagering is illegal in every state except Nevada. Additionally, internet gambling is illegal and a federal crime.
  • Threats and possible harm. Student-athletes who wager on sports are viewed by organized gambling as easy marks for obtaining inside information or affecting the outcome of a game.
  • Financial hardship.
  • Media scrutiny.
  • Loss of future employment.
Drug Education and Testing Program

East Carolina University is determined to help all students and employees avoid the hazards of improper drug use, through its established policies on drug abuse that apply to all members of the academic community. The Department of Athletics Drug Education and Testing Program is based on the premise that drugs and athletics do not mix. First, many drugs, when used in conjunction with athletic activities or physical conditioning programs, can pose serious risks to the health of the athlete and may endanger other persons in contact with the drug user. Symptoms of illness, temporary or permanent injury, and even death can be caused by such drug use. Second, the use of certain drugs temporarily may improve some types of athletic performance and thereby create an unfair competitive advantage for the person using them. Such uses of drugs violate the basic principles of sportsmanship. Finally, intercollegiate athletes frequently become highly publicized role models and their abuse of drugs can negatively influence other young people as well as damage the reputation of the institution.

All ECU student-athletes must comply with the terms of Athletic Department’s program on drug education, screening, and counseling. The full program document can be found at the following link: http://www.ecupirates.com/auto_pdf/p_hotos/s_chools/ecu/genrel/auto_pdf/DrugTesting