Cheyney University Policy SA-2010-3014

Policy on Fall Sports Camps

Approved by: Student Affairs Council/ President's Council

History: Issued -- 4-22-2010

Related Policies: n/a

Additional References: n/a

A. Purpose
To provide housing for student athletes and coaches of the Cheyney University fall sports training programs. The time frame is from early August to 3 days before residence halls open for freshmen in late August.

B. Scope
The Cheyney University teams involved in the fall training camp include men’s sports (football, cross country) women’s sports (cross country, field hockey, volleyball, soccer) and cheerleaders.

C. Definition(s)

D. Policy and Procedure(s)
Initial contract is made with the Athletic Director in mid to late May by the Associate Director of Housing and Residential Services for Hall operations concerning location of sports camps, dates and times for arrival of sports camps.
By June 30, letters are sent to the Athletic Director outlining the locations of men’s sports camps and women’s sport camps as well as the following items:

a. Number of participants (including coaches and assistants)
b. Contact persons in case of emergencies
c. Room rosters (locations for where each sport camp will reside in the residence halls)
d. Pre check-in, picking up from housing office the room keys, blank rosters and housing contracts.
e. Check-in – Distribute keys, signing interim housing contracts, and room assignments.
f. Post check-in – Return completed room rosters (with permanent fall room assignments, housing contracts, unused keys and key packets by the following Monday after check-in
g. Check out- Checking out by the Wednesday before freshmen check-in between 8-9 a.m. The athletes return keys to the main desk and those athletes who live on campus can place their belongings in their permanent room assignments for the fall. They can not check-in until Saturday afternoon (the day of freshmen check-in) between 2-3 p.m.
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h. Facility damages- There will be a daily assessment of facility damages and composite list of damages will be sent to the Athletic Director by the 2nd week in September.

All items above to be returned completed by late July.