Cheyney University Policy OP-AACC-2014-0102

Policy on Certification of Off-Campus Recruiters

Approved by: Athletic Academic Compliance Committee, 9/17/2014
President’s Cabinet, 10/29/14

History: Issued- 10/29/14
Revised-

Related Policies:

Additional References:

A. Purpose

The purpose of this policy is to ensure that all off campus recruiters are certified as per NCAA Bylaw 13.01.3

B. Scope:

This policy applies to all coaches (Head, assistant and volunteer) as well as all athletic department staff members.

C. Key Word(s) & Phrases:

NCAA Bylaw 13.01.3 Off Campus Recruiting; In person, off campus recruiting is limited to authorized athletic department staff members, and limitations may be placed on the number of staff members who are permitted to recruit off campus.

NCAA Bylaw 13.1.2.1.1 Off Campus Recruiters; An institutional staff member is not permitted to recruit off campus until he or she has been certified on an annual basis as to the knowledge of applicable recruiting rules as per Bylaw 11.5.11

NCAA Bylaw 11.5.1.1 Annual Certification Requirement. Only those coaches who have been certified may contact or evaluate any prospective student-athletes off campus. Certification must occur on an annual basis. (Adopted: 1/10/92 effective 8/1/93)

NCAA Bylaw 11.5.1.1.1 Certification Administration. Such certification procedures shall be established by the NCAA national office in a standardized format and administered for its member institutions by the member conferences of the Association or, in the case of an independent institution, by the NCAA national office or the conference office that administers the National Letter of Intent for that institution. Such certification procedures shall include a requirement that the coaches shall have passed a standardized national test covering NCAA recruiting legislation, including Bylaw 13 and other bylaws [e.g., Bylaws 15.3 (terms and conditions of awarding institutional financial aid) and 14.3 (freshman academic requirements)] that relate to the recruitment of prospective student-athletes as a condition
for being permitted to engage in off-campus recruiting. *(Adopted: 1/10/92 effective 8/1/93, Revised: 1/16/93)*

**D. Policy & Procedures:**

Coaches and athletic department staff members are required to be certified by August 1st preceding the academic year. Any participants that do not pass the test prior to August 1st will receive additional training and will be administered the test after a 30 day waiting period (Note: participants are not authorized to participate in any off-campus recruitment activities during that 30 day wait period).