Cheyney University Policy OP-AACC-2014-0111

Policy on Academic-Eligibility-Monitoring Full-Time Status

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

History: Issued- 10/29/14

Reviser-

Related Policies:

Additional References:

A. Purpose

The purpose of this policy is to ensure that all student-athletes maintain full-time status during their playing and practice season(s).

B. Scope:

This policy applies to all student-athletes.

C. Key Word(s) & Phrases:

NCAA Bylaw 14.01.2 Academic Status. To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall be enrolled in at least a minimum full-time program of studies, be in good academic standing and maintain progress toward a baccalaureate or equivalent degree. (Revised: 5/12/09)

Credit Hours (Cheyney University Student Handbook)

A student may enroll in eighteen (18) credit hours. For more than 18 semester hours, a student must have an average of “B” or better for the previous semester, and the written permission of the Provost and Vice President for Academic Affairs. Students on probation are limited to 12 hours; and those employed for more than 4 hours a day may carry 12 to 15 semester hours unless they have had an average of “B” or better the previous semester. In order to receive federal financial aid, students must be enrolled in at least 12 semester hours and be eligible for aid.

D. Policy & Procedures:

In order to represent Cheyney University in intercollegiate practice and competition, all student-athletes are required to carry for credit a minimum of 12 semester hours at all times. If a student-athlete drops below 12 semester hours at any time during the academic year, she/he is immediately ineligible to practice, travel or compete.
*NCAA Exception – Final Semester:* A student-athlete with eligibility remaining may practice and compete while enrolled part-time, provided she/he is in the final semester of her/his baccalaureate program and that Cheyney University of PA. The Compliance Coordinator certifies, through the appropriate academic department, that she/he is carrying (for credit) all courses necessary to complete degree requirements.

**Procedures for Monitoring Full-Time Status**

1. The Compliance Team utilizes the eligibility checklists on the NCAA Compliance Assistant system to mark each individual as an athlete on the University’s electronic records system through the Power Campus system. This process will be updated any time a student-athlete is added or removed from a sport team.

2. The Compliance Team will check all rosters multiple times at the start of each semester and prior to each team competition to ensure full-time status.

3. Student-athletes are coded within the institution’s records system as a student-athlete under the Associations tab. If a student-athlete attempts to drop a course, which would put them below 12 credits, they will be prohibited from doing so, and an alert is forwarded from the Registrar’s Office.

4. The Compliance Team must first clear the student in order for the drop to occur. **If this action would put the student-athlete at part-time status, the Compliance Team will not approve the drop, and will notify the student-athlete and Head Coach of the change in status.**

5. If the student-athlete chooses to go through with the drop he/she will be deemed ineligible and will be removed from the roster immediately.

6. It is the Head Coach’s responsibility to ensure that the student-athlete does not practice, travel or compete until notified by the Compliance Team that the student-athlete has once again enrolled full-time.