# AMHERST COLLEGE STUDENT-ATHLETE HANDBOOK

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Transfer Release

FORMS

- Prospective Student-Athlete Agreement
- Medical Hardship Waiver
- Sports Injury Policy
- Sports Insurance Accident Claim
- NCAA ADHD Medical Exemption Documentation Reporting Form
- Concussions and Amherst’s Testing Mechanisms
- Insurance Coverage for Athletes
- New ADHD Regulations
- NCAA Self-Release Form
Dear Student-Athlete,

Welcome! Amherst is very fortunate to attract top notch student-athletes like you who are driven in both academics and athletics. It is the goal of the Athletics Department to support all student-athletes as they work to become the best person, student and athlete they can – in that order. This commitment will help you to achieve excellence in all aspects of your personal, academic, and athletic lives.

We have developed a student-athlete handbook to provide you with some valuable information you will need to know relating to Athletics Department, Amherst College, NESCAC and NCAA policies and procedures. I ask that you review this handbook and use it as an additional resource when needed. Please note that this handbook does not replace or supersede the Amherst College Student Code of Conduct or other applicable policies and procedures of the college.

Representing Amherst College in intercollegiate varsity athletics is a privilege, and comes with heightened responsibilities and expectations (as set forth below). As a member of the Amherst College athletics family you are agreeing to represent Amherst College in only a positive manner, whether it is in the classroom, on the playing field, or in the community. By adhering to the College’s Code of Conduct, as well as the Athletics Department policies set forth in this handbook, you are helping to maintain a safe, healthy, and successful campus environment.

If you have any questions about the information included in this handbook, please consult your head coach or contact my office and I will be happy to be of assistance.

Again, welcome to Amherst College and I look forward to watching you succeed.

Sincerely,

Don Faulstick
Director of Athletics
DEPARTMENT CONTACT INFORMATION

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266 South Pleasant Street
Amherst, MA 01002

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HEAD COACH INFORMATION

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MISSION STATEMENT

Amherst College educates men and women of exceptional potential from all backgrounds so that they may seek, value, and advance knowledge, engage the world around them, and lead principled lives of consequence. The Department of Physical Education and Athletics promotes this mission through the offering of recreational, intramural, club and intercollegiate activities that encourage students to shape their education within and beyond the curriculum. Academic excellence, high ethical standards, good sportsmanship and equal opportunities are the foundations of the Department’s commitment to the health and well-being of the students and of the greater campus community.

PHILOSOPHY

The Amherst College Athletics Three Pillars for Student – Athlete Excellence

It is the goal of the athletic department to support all student-athletes as they work to become the best person, student and athlete they can – in that order. This commitment to our student-athletes will help them achieve excellence in all aspects of their personal, academic, athletic and social lives, which in turn will strengthen the entire campus community and enrich their total Amherst College experience.

Becoming the Best Person:

- Provide mandatory sexual respect training, bystander training, hazing awareness, and alcohol awareness for all varsity and club student-athletes.
- Student Life Inclusion - encourage our students-athletes to take full advantage of residential and student life offerings on campus and beyond.
- Campus Inclusion Awareness - encourage students to embrace race, color, religion, sexual orientation, gender, socio-economic differences throughout the campus and community.
- LEADS program – a leadership development program that provides a comprehensive and educational view of leadership that can be used both during and after a student-athlete’s experience at Amherst.
- Community Engagement – reinforcement of giving back to the community participating as a team or individually through the CCE and or ATELS.
- Career Initiatives - coaches will organize career nights that are held in Boston and NYC with former alumni.
- Personal Wellness - Mental Health Task Force, Student Support Network, Eating Disorder Task Force are just a few examples of committees committed to supporting our student body.
- Life Mentoring – helping student-athletes become better spouses, parents, co-workers, and community members after their life at Amherst. Coaches will meet with student-athletes to discuss personal, academic, individual and team goals.

Becoming the Best Student:

- Taking advantage of the open curriculum – Amherst has the best professors in the world wanting to teach undergrads. Intellectual curiosity is a must and is reinforced by coaches.
- Faculty Liaison Program - Each team has a faculty liaison that is genuinely interested in the student-athlete’s academic goals as well as showing interest in them as a person. There is a goal of having departmental and or senior and junior faculty liaisons giving student-athletes even more support in and out of the classroom.
- Advising – Each student is assigned a faculty advisor that can play a crucial role in the academic pursuits of student-athletes. Students are also encouraged to make connections with other faculty members.
• Academic Support – a variety of services is available to support students’ academic efforts. The Writing Center and the Moss Quantitative Center can be extremely beneficial. Peer tutoring is also available and requests can be made through the Dean of Students office.
• Amherst College Career Center - the Career Center is a great place to learn of the many different options available upon graduation. Getting involved early with internships and or summer jobs is crucial to employment after Amherst. It is important to make an appointment with a Peer Career Advisor or a staff advisor.
• Campus Integration - being committed to Amherst as a larger community can be important in the quality of academic and social life and is strongly encouraged by coaches and staff.
• Mentoring by Coaches – Coaches are constantly reminding student-athletes that academics is their number one priority. Academics will always come before practice or a game. Students must familiarize themselves with the Missing Class guidelines, found in the Amherst College Student Code of Conduct, and are personally responsible for speaking with professors well ahead of potential conflicts. Time management is extremely important for student-athletes. Coaches will reinforce the importance of the utilization of the Moss Quantitative Center, Writing Center, student study groups, peer tutors and professor’s office hours.

**Becoming the Best Athlete:**

• Hiring the Best Coaches – you will be exposed to some of the best coaches in the country who understand the Amherst student-athlete. Student-athletes will be exposed to different styles of film and sport analysis along with state of the art preparation and strategies. The fields and courts are our classrooms. Coaches are meant to “take you where you can’t take yourself”.
• Sports Medicine – working alongside Health Services, our sports medicine staff works tremendously hard at evaluating, treating and rehabilitating student-athletes in and out of season.
• Strength and Conditioning – our mission is to achieve excellence by supplementing the Amherst College students’ experience by safely enhancing their athletic performance. We pursue this objective through diligence, integrity, education, and sound strength and conditioning practices.
• Overall Wellness – coaches and sports medicine staff continually remind our student-athletes about making healthy choices. Sports psychologists may also be involved with teams.

**NON-DISCRIMINATION POLICY**

Amherst College does not discriminate in admission, employment, or in the administration of its programs and activities on the basis of race, national or ethnic origin, color, religion, sex or gender (including pregnancy, sexual orientation, gender expression, and gender identity), age, disability, genetic information, military service, or any other characteristic or class protected under applicable federal, state, or local law. Amherst College complies with all state and federal laws that prohibit discrimination, including Title VII of the Civil Rights Act, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and the Age Discrimination in Employment Act.

**TITLE IX**

Title IX of the Education Amendments of 1972 ("Title IX") prohibits discrimination on the basis of sex in any federally funded education program or activity. Sexual harassment, which includes sexual violence, is a form of sex discrimination. Amherst College is committed to providing an environment free from discrimination, including discrimination based upon sex. Amherst provides support and resources to students, faculty, and staff to address concerns related to sex discrimination and have appointed Laurie Frankl as its Title IX Coordinator. As Title IX Coordinator, she has the following responsibilities:
- Oversee overall Title IX compliance
- Support Deputy Title IX Coordinators
- Ensure prompt and equitable resolutions
- Establish a centralized reporting process for all sexual harassment/misconduct allegations on campus
- Conduct on-going and annual climate checks/tracking/monitoring of sexual harassment/misconduct allegations on campus
- Coordinate all training, education and prevention efforts

You may reach Laurie Frankl at 413-542-5707 or by email at lfrankl@amherst.edu.
STATEMENT ON SPORTSMANSHIP

Friends:

New England serves as the proud home to eight NCAA Division III athletic conferences comprised of more than 80 colleges and universities. Our eight conferences provide intercollegiate athletic experiences which support the academic missions of each of our member institutions for thousands of student-athletes.

As Division III conference commissioners, we strive to ensure that our conferences are providing positive athletic opportunities as an integral aspect of the educational experience of student-athletes. We place the utmost importance on sportsmanship, personal conduct, and safe and collegial environments in which our student-athletes compete.

Good sportsmanship and a positive participatory experience are not just words and catchphrases, but values to which student-athletes, coaches, athletics administrators, game officials and spectators must be fully committed in order to provide a positive climate for athletics competition. We must all work together and be fully committed to fostering the principles of good sportsmanship and positive game environments for which we all strive.

The member institutions from each of the conferences listed here are choosing to make a commitment to enhance the experience of all participants by joining the New England Division III Sportsmanship Initiative. The philosophy behind this initiative is based upon the simple commitment to fair and respectful conduct toward all participants and supporters. Each conference will put its own stamp on this program with a shared commitment to:

- Athletics Administrators and Contest Managers ensuring that all coaches and student-athletes are aware of the importance of good sportsmanship and holding them accountable for their conduct.
- Coaches educating assistant coaches and student-athletes about the importance of ethical behavior and being a positive role model.
- Student-Athletes serving as exceptional representatives of their team and their institutions and making a commitment to always acting in a proper manner.
- Conference Office Personnel reinforcing the importance of ethical behavior and good sportsmanship with institutional personnel, student-athletes and game officials.
- Game Officials firmly addressing issues of unsporting behavior and negative actions and exhibiting the highest level of professionalism.
- Spectators cheering for their team's student-athletes, and refraining from cheering against opponents.

As conference commissioners, we hope that you will join us in our combined effort to promote good sportsmanship and positive game environments.

Thank you for your support.

Gregg M. Kaye, Commissioner, The Commonwealth Coast Conference
Joe Walsh, Commissioner, Great Northeast Athletics Conference
Jonathan C. Harper, Commissioner, Little East Conference
Angela Baumann, Commissioner, Massachusetts State Collegiate Athletic Conference
Del Malloy, Commissioner, New England Collegiate Conference
Andrea Savage, Executive Director, New England Small College Athletic Conference
Patrick Summers, Executive Director, New England Women’s and Men’s Athletic Conference
Julie Muller, Commissioner, North Atlantic Conference
TRANSGENDER POLICY

The language below is based on current NCAA policy related to transgender student-athlete participation and medical exceptions for the use of banned drugs. The policies below clarify participation of transgender student-athletes undergoing hormonal treatment for gender transition:

- A trans male (FTM) student-athlete who has received a medical exception for treatment with testosterone, for purposes of NCAA and NESCAC competition may compete on a men’s team, but is no longer eligible to compete on a women’s team without changing that team status to a mixed team.
- A trans female (MTF) student-athlete being treated with testosterone suppression medication, for the purposes of NCAA and NESCAC competition may continue to compete on a men’s team but may not compete on a women’s team without changing it to a mixed team status until completing one calendar year of testosterone suppression treatment.

Any transgender student-athlete who is not taking hormone treatment related to gender transition may participate in sex-separated sports activities in accordance with his or her assigned birth gender.

- A trans male (FTM) student-athlete who is not taking testosterone related to gender transition may participate on a men’s or women’s team.
- A trans female (MTF) transgender student-athlete who is not taking hormone treatments related to gender transition may not compete on a women’s team.

The use of an anabolic agent or peptide hormone must be approved by the NCAA before the student-athlete is allowed to participate in competition while taking these medications. The NCAA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exceptions may be granted for substances included in the following classes of banned drugs: anabolic agents*, stimulants, beta blockers, diuretics, anti-estrogens, beta-2 agonists and peptide hormone*.

In the event that the student-athlete and the physician (in coordination with sports-medicine staff at the student-athlete's institution) agree that no appropriate alternative medication to the use of the banned substance is available, the decision may be made to continue the use of the medication. However, the use of an *anabolic agent or peptide hormone must be approved by the NCAA before the student-athlete is allowed to participate in competition while taking these medications. The institution, through its director of athletics, may request (to the NCAA) an exception for use of an anabolic agent or peptide hormone by submitting to the NCAA medical documentation from the prescribing physician supporting the diagnosis and treatment.
FACULTY LIAISONS PROGRAM

The Faculty Liaisons program was created to foster support for student-athletes to reach his/her goal of excellence in both academic and athletic endeavors. Intercollegiate athletic teams are partnered with a member of the faculty to create a stronger support network as well as a resource for student-athletes. Faculty Liaisons will serve as mentors and role models to student-athletes by providing additional academic counseling, assisting in balancing academic responsibilities with their athletic commitments, and serve as a mediator to help with any issues or conflicts when they arise.

FACULTY LIAISON LISTING – 2017-2018

<table>
<thead>
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<th>SPORT</th>
<th>NAME – COACH</th>
<th>NAME - LIAISON</th>
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<td>Austin Sarat</td>
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<td>Greg Call</td>
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<td>David Hixon</td>
<td>Ben Lieber</td>
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<td>Molly Mead</td>
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<td>Sandi Burkett</td>
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10
AMHERST COLLEGE CODE OF STUDENT CONDUCT

All students – including student-athletes – are bound by the Honor Code, as well as the policies and procedures of Amherst College. Most such policies and procedures are set forth in the Amherst College Student Code of Conduct (https://www.amherst.edu/offices/student-affairs/community-standards/student-code-of-conduct). Student-athletes are responsible for familiarizing themselves with the entire Amherst College Student Code of Conduct, including, without limitation:

- The Statements on Intellectual Responsibility and Respect for Persons
  https://www.amherst.edu/offices/student-affairs/community-standards/college-standards/honor-code
- The Alcohol and Other Drugs Policy
- The Hazing Policy
  https://www.amherst.edu/offices/student-affairs/community-standards/college-standards/hazing
- The Community Standards Adjudication Process
- The Sexual Misconduct Policy
- The Sexual Misconduct Adjudication Process

ATHLETICS DEPARTMENT POLICIES

In addition to the generally-applicable policies of Amherst College, the Athletics Department has specific policies on the following:

- Academic / Athletic Conflicts
- Social Media
- Student-Athlete Conduct
- Out of Season Activities
- Overnight Recruiting Visits

ACADEMIC / ATHLETIC CONFLICTS

- Academic commitments should always take priority over athletic participation.
- Attendance at all academic and skills classes is expected. Away and home contests can, at times, result in a loss of classroom time. Therefore, unnecessary skipping of class should not be the decision of choice.
- Classes, meetings or examinations cannot be missed for scrimmages or practice.
- Because intercollegiate schedules are established before academic registration, conflicts will be evident before classes begin. Students are expected to communicate any potential absences from class with their professor. Depending upon the circumstances, instructors may be willing to work out a solution, but in those instances when this is not possible, the academic commitment must always take precedence. All such discussions should take place at the earliest possible moment in the semester and, whenever possible, in the
office hours of the faculty member. It is unacceptable to leave the request of absence until the day of the game. Coaches and faculty liaisons can also notify professors of any potential conflicts though a letter when necessary.

- When establishing academic schedules, students should give consideration to athletic participation but should never avoid taking a course simply to avoid conflicts with a sport.

Please remember that this is the Department of Physical Education and Athletics’ policy and thus may not always conform to faculty members’ policies for their classes.

SOCIAL MEDIA

Student-athletes may not author, forward, or post vulgar or offensive notes, texts, photographs, or other content that reflect negatively on themselves, their team, other individuals, or Amherst College, or that conflict with the spirit or intent of the policies in the Amherst College Student Code of Conduct (including the Honor Code) and/or this Student-Athlete Handbook. Whenever possible, student-athletes are expected to discourage others from posting text or photographs that could be deemed unflattering or damaging to their reputation, others’ reputations, or the reputations of the team or Amherst College.

STUDENT-ATHLETE CONDUCT

The number one and most important reason student-athletes attend Amherst College is for the education. Academic success and being a positive, contributing member of the campus community are expected. Athletics are part of education and require much self-discipline from the student-athlete in regards to balance, priorities and time-management. Student-athletes must understand that they are leaders and as such need to always represent Amherst College in a positive manner.

OUT-OF-SEASON ACTIVITIES

NESCAC institutions support all students in their desire to engage in activities that promote health and fitness. Students at NESCAC schools who participate in varsity athletics will often look to engage in athletic activity out-of-season. Most have played year-round before coming to college; therefore, it is natural and healthy for them to remain physically active. At the same time, our schools offer a wonderful array of opportunities and those on teams deserve the chance to explore new and different options. Activity out-of-season is viewed positively so long as it abides by NESCAC regulations and one’s participation is never seen as a condition for making a team.

NESCAC rules state that all out-of-season activities must be **strictly voluntary** and should never conflict with any academic obligation.

The following guidelines have been developed to assist member institutions in the implementation and application of the Conference policy governing out-of-season activities:

- All out-of-season activities must be **strictly voluntary** and should never conflict with any academic obligation.
- There can be no scripting of activity, no attendance taken, no reporting back to the coaching staff, no implication that participation is or might be a condition of making a team, and no involvement of any kind by any member of the coaching staff.
- Team captains and members may not coach or direct practices on or off campus. These activities are to be structured in as a “free play” environment. They are not to duplicate a practice that would be led by a coach. If a pick-up game is open to the rest of the student body, team members may participate.
• Facilities may not be reserved for a team activity out-of-season. In a multipurpose facility (i.e. field house) this rule would not preclude scheduling of activity limitations for safety reasons. In such instance, however, the activity may not be restricted to varsity candidates and must be open to all members of the student body. Procedures established for the general college community must be followed in the scheduling of such facilities.
• Off-campus facilities may not be rented or reserved for a varsity team activity, however, an institution may arrange for off-campus space for recreational activities.
• Students may not use or be issued college-owned apparel or equipment out-of-season, unless it is available to the college community in general.
• Voluntary strength and conditioning programs are permitted. Coaches may design voluntary workout programs for their players. Sport coaches are not permitted to require, direct, or supervise these activities out-of-season. Strength and conditioning personnel may monitor voluntary individual workouts for safety purposes.
• There are to be no contests or scrimmages by teams against outside competition out-of-season.
• Insurance policies written to provide coverage for accidents occurring from intercollegiate athletics may only cover accidents that occur when students participate in events that are permitted as an in-season activity under NESCAC guidelines. Also, students injured in out-of-season activities will not be covered by NCAA catastrophic injury insurance.
• Permissible out-of-season activities include team community service activities, educational programming including leadership, alcohol and hazing education. Students may volunteer to work in sport-based clinics for youth provided clinics are conducted when classes are not in session, and students work no more than two days in any given sport in an academic year.

OVERNIGHT RECRUITING VISITS

HOST RESPONSIBILITIES

There may be times when your coach will ask you to serve as a host to a prospective student-athlete during his or her visit to campus. This is a very serious responsibility and must be treated as such. Please be sure to discuss with your coach any questions or concerns you may have prior to agreeing to this responsibility. The role of the student-host is to provide the necessary support so that the prospective student-athlete has a positive and safe experience during their time on campus. Student-hosts must accompany the prospective student-athlete at all times. While hosting prospective student-athletes, team members are not to provide the recruit with alcoholic beverages. Amherst students that provide underage recruits with alcohol may be subjected to the College’s disciplinary actions and the recruit(s) that are involved in the underage consumption of alcohol may jeopardize their opportunity to attend Amherst College.

PROSPECTIVE STUDENT-ATHLETE RESPONSIBILITIES

While visiting Amherst College, prospective student-athletes are expected to adhere to Amherst College policies and procedures. These can be found in the Amherst College Student Code of Conduct. Prospective student-athletes and their parent or guardian must sign the “Prospective Student Agreement” upon arrival for their overnight visit. While on campus, the prospective student-athlete will be responsible for their behavior and understand that any negative behavior may jeopardize their opportunity to attend Amherst College.
CONSEQUENCES

Participation in athletics at Amherst College is a privilege that comes with heightened responsibilities and expectations. Any violation or alleged violation of NCAA or NESCAC rules/policies, Amherst College policies (including the Honor Code) or community standards, Athletics Department policies, and/or team rules may result in athletics-related consequences – up to and including dismissal from the team or temporary or permanent loss of the privilege of representing Amherst College in intercollegiate varsity athletics. Team-related consequences may be imposed on an entire team or individual members of a team by that team’s coach and/or the Director of Athletics, in their sole discretion. Permanent loss of participation in Amherst College intercollegiate varsity athletics may be imposed by the Director of Athletics, in his sole discretion, upon consultation with the head coach.

Note that any athletics-based consequences are entirely separate from any discipline or disciplinary process that may be applicable under the Amherst College Code of Student Conduct. Athletics-based consequences are not contingent upon any outcome or process under the Amherst College Code of Conduct.

COACH EVALUATIONS

At the end of each playing season, student-athletes will be asked to complete an evaluation of their coaching staff as well as their athletic and academic experience of their time at Amherst College. This information is gathered annually to serve as a systemic way of understanding the experience of students in our athletic program over time. Student-athletes will also have the option to meet with the Director of Athletics to discuss in more detail their experiences with being a student-athlete.

LEADERSHIP IN THE CAMPUS & COMMUNITY

AMHERST LEADS


Educating Amherst College Student-Athletes in the Classroom of Athletics.

Strong Leadership Development Enhances Academic and Athletic Success.

Amherst LEADS is a leadership development program that provides a comprehensive and educational view of leadership that can be used both during and after a student-athlete’s experience at Amherst. Designed specifically for the varsity student-athlete, the program features a variety of symposia, workshops, speakers, and interactive experiences to educate the college’s student-athletes about becoming strong, ethical and influential leaders.
Three Tailored Programs Build Leadership Experience throughout Amherst Career

Customized curriculum for each of its three programs provides the building blocks for a successful leader. The program grows with each student-athlete during their career at Amherst College. During the 2013 – 2014 academic year, there were over 400 student-athletes enrolled in the program.

- **FYI Program** - The FYI Program includes all First-Year varsity student-athletes, empowers the student-athletes to think deeply about their role as first year team members and to lead themselves. The program discusses what is expected of student-athletes on campus, teaches the proud history of Amherst College, and impresses upon them a set of responsibilities as Amherst College student-athletes.

- **Futures Program** - The Futures Program prepares student-athletes for the challenges that await them as team leaders. Participants, who include Amherst sophomore and junior student-athletes, will assess their own strengths and weaknesses, examine different leadership styles, learn effective communication skills, as well as develop strategies to continue to grow into future leaders.

- **Captains Program** - The Captains Program is designed specifically for the captains of Amherst’s 27 varsity teams and serves as the capstone program of Amherst LEADS. Beginning with the Captains Symposium in the fall, our student-athletes share in their successes and lessons learned as they navigate their ultimate leadership role. Our captains are challenged to become leaders on and off the field, as well as in their lives after Amherst College.

For more information, please contact Justin Serpone at 413-542-2956 or jserpone@amherst.edu.

COMMUNITY ENGAGEMENT

The Center for Community Engagement works in partnership with the Athletics Department to create a sustainable culture of engagement throughout Amherst’s community of student-athletes. From adopting honorary team members to supporting weekly after-school clubs, Amherst’s student-athletes are actively committed to their local community.

SAAC – STUDENT-ATHLETE ADVISORY COMMITTEE

The Amherst College SAAC provides a voice for student-athletes within the Amherst College Community, represents the interests of student-athletes to the administration, undertakes projects that benefit all members of the community, and fosters a positive student-athlete image. We are eagerly looking forward to helping promote the interest of all student-athletes well into the future.

If you would like to become involved with SAAC and their projects, please contact Jen Hughes, Staff Point Person at 413-542-2362 or by email to jhughes@amherst.edu.

CAPTAINS’ COUNCIL

Captains of in-season sports will meet twice a month with the director of athletics to discuss current issues and events as they relate to their teams, to the department of athletics and to the Amherst College community. Issues such as leadership, team-building, campus-wide initiatives and the continuing development of the ideal Amherst College student-athlete profile are central themes for discussion. Captains are directly involved in the decision-making process necessary to continue our program’s elevation.
**STUDENT-ATHLETE SERVICES**

**SPORTS MEDICINE**

The Sports Medicine Department offers evaluation and care of sports related injuries as well as the commitment to student-athlete education and well-being. They want you to feel at home in their facilities and encourage you to seek their advice whenever you feel they may be of some assistance. Their doors are always open and you are always welcome.

**MISSION STATEMENT**

The Amherst College Sports Medicine Department is comprised of Athletic Trainers who specialize in preventing, recognizing, managing, and rehabilitating injuries that result from physical activity. Our staff includes Massachusetts Licensed, NATA Certified Athletic Trainers operating under the supervision of the Director of Health Services.

We are committed to providing the best possible care for all of our student-athletes. The supervising physicians and the NCAA Sports Medicine Handbook serve as the basis for policy decisions. The main Sports Medicine Facility is located in Alumni Gymnasium. There are satellite rooms in Orr Rink and the field house located at the Pratt / Gooding Complex.

**STAFF**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Rello</td>
<td>Director</td>
<td>413-542-8467</td>
<td><a href="mailto:mnrello@amherst.edu">mnrello@amherst.edu</a></td>
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<tr>
<td>Matt Cook</td>
<td>Assistant Athletic Trainer</td>
<td>413-542-5303</td>
<td><a href="mailto:mcook@amherst.edu">mcook@amherst.edu</a></td>
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<tr>
<td>Kathy Jekanowski</td>
<td>Assistant Athletic Trainer</td>
<td>413-542-5284</td>
<td><a href="mailto:kjekanowski@amherst.edu">kjekanowski@amherst.edu</a></td>
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<td>Mark Klingensmith</td>
<td>Assistant Athletic Trainer</td>
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<td>Andrea Sulavik</td>
<td>Assistant Athletic Trainer</td>
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<tr>
<td>Evan Ostrowski</td>
<td>Assistant Athletic Trainer</td>
<td>413-542-5736</td>
<td><a href="mailto:eostroski@amherst.edu">eostroski@amherst.edu</a></td>
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**HOURS OF OPERATION**

Monday - Friday --- 9 a.m. to 7 p.m.
Weekends --- Open for games and practices only
*Accommodations will be made for early morning and evening practices and games as needed.

**PROPER ATTIRE**

All students must be properly attired in the Sports Medicine Facilities. Proper attire for men and women includes a shirt and shorts; this includes when a student is in a whirlpool. Students in spandex, sports bras, undergarments, etc. will not be permitted in any Sports Medicine Facility. Please plan accordingly.

**STUDENT-ATHLETE WELL-BEING**

In addition to providing athletic injury care, the Sports Medicine department at Amherst College is dedicated to student-athlete health and well-being. We are equally committed to providing an inclusive environment for all members of the Amherst College Community. To this goal, we work with the Athletic Department at large as well with other trained members of the Amherst College community to provide workshops on such areas as:
STATEMENT ON CONCUSSIONS

Please refer to our site on the Athletic Department’s website for comprehensive information regarding our policy and procedure regarding diagnosis, treatment, and return to play guidelines regarding concussion.

A concussion can occur when a person receives a traumatic force to the head or upper body that causes the brain to shake inside of the skull. The injury is defined as a concussion when there is a change in mental status such as loss of consciousness, amnesia, disorientation, confusion or mental fogginess.

Following a concussion, there is a period of change in brain function that varies in severity and length with each individual. During this time the brain is vulnerable to more severe or permanent injury. If the person sustains a second concussion during this time period, the risk of more serious brain injury increases.

Chronic traumatic encephalopathy (CTE), the degenerative brain disease caused by (repeated) head trauma, was initially diagnosed in professional boxers. Diagnosing CTE in athletes from other sports has gained increased attention as researchers learn more. Those of us who are responsible for the welfare of student-athletes have an obligation to follow the research closely, to use the most sophisticated assessment tools in the training room, and to continue to communicate with governing authorities and the public regarding the best thinking of our medical professionals.

Mainstream neurodiagnostic techniques, such as CT scan and MRI, though invaluable in discerning more serious intracranial pathology (e.g. skull fracture, hematoma), are generally insensitive in measuring the subtle effects of concussion. Symptoms indicative of brain impairment can be understated and may go unnoticed by the athlete, team medical staff, parents, and/or coaches.

Therefore, Amherst uses additional neurodiagnostic tools for assessing and monitoring concussive events. At the forefront of proper concussion management is the implementation of baseline and/or post-injury neurocognitive testing. Such evaluation can help to objectively assess the concussed athlete's post-injury condition and track recovery for safe return to play, thus preventing the cumulative effects of concussion. Varsity athletes in contact sports, as well as all club rugby and wrestling participants, are required to undergo baseline neurocognitive testing prior to competition.

A return to play decision is based on the evaluation of all of this information and is made with the best professional judgment that returning an athlete to participation is medically prudent and in the student’s best interest. ImPACT helps medical staff to identify deficits and make appropriate decisions about when it is safe for an athlete to return to play. The biggest risk of returning an athlete to athletics before their concussion is completely resolved is the athlete’s susceptibility to “second impact syndrome.” Second Impact syndrome results from acute, potentially fatal, brain swelling that occurs when a second concussion is sustained before complete recovery from a previous concussion.

The Amherst Sports Medicine staff of certified athletic trainers adheres to the most up-to-date protocols in assessing, treating and monitoring all injuries; with particular attention to head, neck and spine injuries. These protocols are reviewed regularly in conjunction with the Amherst Health Services Director.
SICKLE CELL/ EXERTIONAL HEAT ILLNESS

Please refer to our site on the Athletic Department’s webpage for comprehensive information regarding our policy and procedures regarding sickle cell trait and risk of sudden death in athletes.

Sickle cell trait is the inheritance of one gene for sickle hemoglobin and one for normal hemoglobin. Sickle cell trait will not turn into the disease. Sickle cell trait is a life-ling condition that will not change over time. The NCAA mandates sickle cell testing or the signing of a waiver for all varsity athletes competing in NCAA sanctioned sports. Preventing collapse due to exertional heat exhaustion, with or without sickle cell trait can be prevented. The NCAA provides the following recommendations:

- Know your sickle cell trait status
- Engage in a slow and gradual preseason conditioning regimen
- Build up your intensity slowly while training
- Set your own pace. Use adequate rest and recover between repetitions
- Avoid pushing with all-exertion longer than 2-3 min. without rest
- If you experience symptoms such as muscle pain, abdominal weakness, undue fatigue or breathlessness, stop activity immediately and notify your Athletic Trainer or Coach.
- Stay well hydrated at all times, especially in hot and humid conditions.
- Avoid using high-caffeine energy drinks or supplements, or other stimulants, as they may contribute to dehydration.

INSURANCE

Please refer to our page on the Athletic Department’s website for comprehensive information regarding our policy and procedures regarding insurance coverage for athletes.

In the event that during the academic year, you sustain a sports injury that requires medical evaluation, treatment, and/or services outside of the Sports Medicine Department or the Student Health Service (such as a referral to an Orthopedic Specialist, an MRI, Bone or CT scan, and/or Orthopedic Bracing), we wanted to make you aware of potential limitations of private coverage. Many times during the year, a student without proper insurance coverage will have one or more of these services delayed or denied due to the service being “out of network”. Although all intercollegiate and club sport athletes may qualify for additional benefits under the Sports Injury Insurance which is purchased by the college, this coverage is only applicable when the injury is sustained during a sanctioned and supervised contest or practice (i.e. captains’ practices and unsupervised lifting/workout sessions are not covered). Additionally, the Athletics Insurance policy has a $500.00 deductible. Students who do not carry the Student Medical Insurance are responsible for meeting the deductible with either a primary insurance or out of pocket payment.

Sports Injury Medical Insurance is provided by the College to all intercollegiate and club sport athletes.

The Student Medical Insurance Plan is designed to work in conjunction with the Sports Injury Insurance Policy by satisfying the policy’s $500 deductible. If a student waives the Student Medical Insurance Plan, the $500.00 Sports Injury deductible will be the responsibility of the student. In order to access this secondary insurance coverage, a claim form must be completed and signed by the student athlete and submitted by the Sports Medicine or Health Center Staff. Without a claim form submitted in a timely fashion, coverage will be denied. If you sustain an injury during a sanctioned supervised session for which you seek treatment outside of Amherst College, you must work with Sports Medicine or Health Services to ensure proper procedure is followed.
NCAA ADHD REGULATIONS

Please refer to our site on the Athletic Department’s webpage for comprehensive information regarding our policy and procedures regarding ADHD regulations.

Any student who tests positive for ADHD medication during drug testing must immediately provide documentation including a comprehensive clinical evaluation, recording observations and results from ADHD rating scales, a physical exam and any lab work, previous treatment for ADHD, and the diagnosis and recommended treatment. If a student-athlete has not undergone an evaluation and/or cannot produce documents at the time the positive test is confirmed with the institution, the student-athlete must be declared ineligible until 1) the documentation can be produced or 2) a drug-test appeal is heard and approved.

FORMS

The following forms and reading material can be found under the Forms section of this handbook:

- Sports Injury Policy
- Sports Insurance Accident Claim
- NCAA ADHD Medical Exception Documentation Reporting Form
- Concussions and Amherst’s Testing Mechanisms
- Insurance Coverage for Athletes
- New ADHD Regulations

STRENGTH & CONDITIONING

Amherst College provides the community with a clean, safe, and well-equipped facility to achieve fitness and performance goals. Wolff Fitness Center is located at the heart of Amherst’s gymnasium complex and continues to receive upgrades in equipment and receives constant maintenance to provide the community with the necessary tools to be fit and healthy. The Head Strength and Conditioning Coach is responsible for the development and implementation of the strength and conditioning programs for Amherst’s 25 varsity athletic programs. Other duties include instruction and supervision of strength and conditioning programs for athletes, teaching fitness classes to the campus community, counseling athletes and students on strength, fitness and nutrition, supervision of fitness center and weight room, equipment maintenance, purchasing of equipment, supervising and training of personnel.

HOURS OF OPERATION

Monday – Thursday: 6:00am – 11:00pm
Friday: 6:00am – 8:00pm
Saturday: 7:00am – 6:00pm
Sunday: 7:00am – 10:00pm

Hours of operation will be adjusted during winter break and spring break.
RULES

Use of the Wolff Fitness Center and equipment is at your own risk. Amherst College is not responsible for injuries or aggregated health conditions that are the result of improper use of the facility or equipment.

GENERAL REQUIREMENTS

- Consult with your physician before beginning any exercise program.
- Persons using the Fitness Center shall be at least 16 years old to enter.
- Persons 16 years old shall be closely supervised by an adult
- The College and fitness center are not responsible for lost or stolen items
  - Personal items of value should not be brought to the fitness center
- Music played within the facility shall be suitable for everyone and kept at a respectable volume
  - Music that is considered inappropriate or offensive will be turned off
  - Personal iPods with headphones shall be used for noncompliant music
- Be considerate of clients;
  - Allow others to work-in or through during multiple sets
  - Personal hygiene should not be offensive to others
  - Loud and obnoxious noises are distracting to others
  - There is a 30 minute limit on use of cardio equipment during peak hours

ATTIRE

- Persons using the fitness center must wear appropriate athletic attire, which includes clean shirts, shorts or sweats, socks and athletic shoes or sneakers.
  - Casual clothing and outdoor shoes or sneakers are not permitted (a change of footwear is required to keep the equipment operational)
  - Bare feet are not permitted within the facility

EQUIPMENT

- When using any fitness equipment, follow manufacturer’s instructions.
- Persons unfamiliar with equipment must ask monitor/trainer for assistance
- Do not use broken, damaged or out-of-service equipment.
  - Report broken or damaged equipment to the monitor to prevent injuries

HEALTH & HYGIENE

- Equipment, mats, stability balls and weights must be cleaned after each use
- Injuries that include bleeding must be covered and cleaned up immediately
- Persons who are ill with fever or other potentially contagious illness should not utilize the facility until they are symptom-free for 24 hours

WEIGHTS

- Use of a “spotter” is required when lifting heavy weight
- Weights must be returned to the racks, and not left on the bars or floor
- Weights, including on the machines shall not be banged or dropped
- Amherst College reserves the right to refuse admittance to the Fitness Center for non-compliance with the above requirements
- Emergency - Serious illness and injury must be reported to the fitness center monitor and/or Amherst College Police Department (413) 542-2111
EQUIPMENT ROOM

Equipment rooms are located in the lower level of the Alumni Gymnasium and in the field house located at the Pratt / Gooding complex. Hours of operation are Monday – Friday from 9:00am – 5:00pm and as needed by coaches request. Inventory of all gear and equipment is kept by the Equipment Managers. Equipment and practice gear will be issued at the beginning of the season to student-athletes. Once the gear and equipment are assigned it becomes the responsibility of the student-athlete. Practice gear is laundered on a daily basis; therefore, gear should be returned to the equipment room within one hour after practice has ended. Game gear is issued prior to each scheduled event and must be returned immediately following the scheduled event.

After the last event of the season all equipment and practice gear must be returned to the equipment room according to the procedures outlined by the Equipment Managers. A student-athlete who fails to return any items that were distributed will have their student account charged until the items have been returned.

RESOURCES

ACADEMIC SUPPORT

Amherst College offers a variety of services to support students’ academic efforts. In addition to taking advantage of our faculty’s teaching and advising, students can augment their academic work through these services:

The Moss Quantitative Center
202 Merrill Science Center
413-542-8331

Office of Student Affairs
201 Converse Hall
413-542-2337

The Writing Center
101 Charles Pratt Hall
413-542-2139

Frost Library
61 Quadrangle Drive
413-542-2373

OTHER SUPPORT SERVICES

Campus Police
Service Building
413-542-2291

Career Center
College Hall, 1st Floor
413-542-2265

Counseling Center
Scott House, 14 Hitchcock Road
413-542-2354

Center for Women & Community – UMass Amherst
180 Infirmary Way, New Africa House
413-545-0883

Keefe Health Center
95 College Street
413-542-2267

Queer Resource Center/LGBTQQIAA
Morrow Residence Hall
413-542-5114

Religious Life
Cadigan Center
413-542-8149

Multicultural Resource Center
Keefe Campus Center, Room 112
413-542-5372

Title IX Coordinator, Laurie Frankl
Converse Hall, Room 105-E
413-542-5707

Center for Community Engagement
Keefe Campus Center, Room 102
413-542-5140

Women’s and Gender Center
Keefe Campus Center, Room 103A
413-542-5667
Academic Year 2017-18

Summary of NCAA Regulations – NCAA Division III

For: Student-athletes.

Purpose: To summarize NCAA regulations regarding eligibility of student-athletes to compete.

DISCLAIMER: THE SUMMARY OF NCAA REGULATIONS DOES NOT INCLUDE ALL NCAA DIVISION III BYLAWS. FOR A COMPLETE LIST, GO TO WWW.NCAA.ORG. YOU ARE RESPONSIBLE FOR KNOWING AND UNDERSTANDING THE APPLICATION OF ALL BYLAWS RELATED TO YOUR ELIGIBILITY TO COMPETE. CONTACT YOUR INSTITUTION'S COMPLIANCE OFFICE OR THE NCAA IF YOU HAVE QUESTIONS.

TO: STUDENT-ATHLETE

This summary of NCAA regulations contains information about your eligibility to compete in intercollegiate athletics.

This summary has two parts:

1. Part I is for all student-athletes.
2. Part II is for new student-athletes only (those signing the Student-Athlete Statement for the first time).

If you have questions, ask your director of athletics (or his or her official designee) or refer to the 2017-18 NCAA Division III Manual. These forms are available via the NCAA website (www.ncaa.org/compliance?division=d3). The references in brackets after each summarized regulation show you where to find the regulation in the Division III Manual.

Part I: FOR ALL STUDENT-ATHLETES.

This part of the summary discusses ethical conduct, amateurism, financial aid, academic standards and other regulations concerning your eligibility for intercollegiate competition.

1. Ethical Conduct – All Sports.
   a. You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]
b. You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1-(a)]

c. You are not eligible to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition, solicit a bet on any intercollegiate team, accept a bet on any team representing the school or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]

d. You are not eligible to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by gambling. [Bylaw 10.3]

e. You are not eligible to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaw 14.01.3.3]

2. Amateurism – All Sports.

a. You are not eligible for participation in a sport if after full-time collegiate enrollment you have ever:

   (1) Taken pay, or the promise of pay, for competing in that sport;

   (2) Agreed (orally or in writing) to compete in professional athletics in that sport;

   (3) Competed on any professional athletics team (as defined by the NCAA) in that sport [Bylaw 12.02.5], or

   (4) Used your athletics skill for pay in any form in that sport. (Prior to collegiate enrollment, an individual may accept prize money based only on his or her place finish or performance from the sponsor of an open athletics event, the United States Olympic Committee or the appropriate national governing body. An individual may also accept actual and necessary expenses associated with the individual's practice and competition on a professional team.) [Bylaws 12.1.3 and 12.1.5]

b. You are not eligible in a sport if you ever have accepted money, transportation or other benefits from an agent agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3.1]
c. You are not eligible in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service or allow your name or picture to be used for promoting a commercial product or service, unless:

(1) The individual became involved in such activities for reasons independent of athletics ability;

(2) No reference is made in these activities to the individual's involvement in intercollegiate athletics; and

(3) The individual's remuneration under such circumstances is at a rate commensurate with the individual's skill and experience as a model or performer and is not based in any way on the individual's athletics ability or reputation. [Bylaw 12.5.1.3]

(4) You are not eligible in any sport if, because of your athletics ability, you were paid for work you did not perform, or were paid at a rate higher than the going rate. [Bylaw 12.4.1]

3. Delayed Collegiate Enrollment.

The following rules are applicable to all Division III student-athletes first entering a collegiate institution on or after August 1, 2014:

- If you did not enroll in college as a full-time student by the next opportunity after a one calendar year period following the graduation of your high school class or if you discontinued full-time high school enrollment and you participated in any of the activities listed below, you have used a season of intercollegiate competition for each calendar year or sport season in which you participated in such activities. [Bylaw 14.2.4.4]

(1) Activities Constituting Use of a Season.

(a) Any team competition or training in which pay in any form is provided to any of the participants above actual and necessary expenses;

(b) Any individual competition or training in which the individual accepts pay in any form based on his or her place finish or any competition or training in which the individual accepts pay in any form above actual and necessary expenses;
(c) Any competition pursuant to the signing of a contract for athletics participation or entering a professional draft; or

(d) Any competition funded by a representative of an institution's athletics interest that is not open to all participants. [Bylaw 14.2.4.4.2]

(2) If you have used a season(s) of participation according to the regulations above, you must also fulfill an academic year in residence prior to being eligible to represent your school in intercollegiate competition. [Bylaw 14.2.4.4.1]

4. Competition Exceptions (for delayed collegiate enrollment).

- If you participated in organized competition while enrolled in a postgraduate college preparatory school during the initial year of enrollment, you did not use a season of competition. In addition, a maximum one-time one-year exception is applicable for participation in the Olympic Games tryouts and competition, and other specified national and international competition. [Bylaw 14.2.4.4.2.1]

5. Seasons of Participation – All Sports.

a. A student-athlete must count a season of participation when he or she practices or competes during or after the first contest following the student-athlete's initial participation at that school. [Bylaw 14.2.4.1]

b. A season of participation shall not be counted when a student-athlete participates in a preseason scrimmage or preseason exhibition conducted prior to the first contest in the traditional segment following the student-athlete's initial participation at that school, or when a student-athlete participates in the one date of competition during the nontraditional segment in baseball, field hockey, lacrosse, soccer, softball and volleyball. [Bylaw 14.2.4.1.1]

c. A season of participation shall not be counted when a student-athlete practices in the nontraditional sports segment. [Bylaw 14.2.4.1]

6. Financial Aid – All Sports.

a. You are not eligible if you receive financial aid other than the nonathletics financial aid that your school distributes. However, it is permissible to receive:

(1) Financial aid from anyone on whom you are naturally or legally dependent. [Bylaw 15.2.3.3]
(2) Financial aid that has been awarded to you on a basis other than athletics leadership, ability, participation or performance. [Bylaw 15.2.3.4]

(3) Financial aid from an entity outside your school that meets the requirements specified in the Division III Manual. [Bylaw 15.2.3.2]

b. You must report to your school any financial aid that you receive from a source other than your school. However, you do not need to report financial aid received from anyone on whom you are naturally or legally dependent. [Bylaw 15.2.3.1]

7. Academic Standards – All Sports.

a. Eligibility for Practice.

(1) You are eligible to practice if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of your school. If at any point you drop below full time you are unable to practice. [Bylaw 14.1.8.1]

(2) You are eligible to practice during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies, you are no longer enrolled at your previous school and you are eligible under all school and NCAA requirements. [Bylaw 14.1.8.1.6.5]

(3) You also are eligible to practice while enrolled in less than a minimum full-time program of studies if you are enrolled in the final semester or quarter of a baccalaureate program and your school certifies that you are carrying (for credit) the courses necessary to complete your degree requirements. [Bylaw 14.1.8.1.6.1]

b. Eligibility for Competition.

(1) To be eligible to compete, you must:

(a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your school;

(b) Be in good academic standing according to the standards of your school; and
(c) Be enrolled in at least a minimum full-time program of studies leading to baccalaureate or the equivalent (not less than 12-semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the school for all graduate students) or be enrolled and seeking a second baccalaureate degree at your school. [Bylaws 14.01.2, 14.1.8.1 and 14.1.8.1.6.2]

(2) If you are enrolled in less than a full-time program, you are eligible to compete only if you are enrolled in the last term of your baccalaureate or graduate degree program and are carrying credits necessary to finish your degree requirements. [Bylaw 14.1.8.1.6.1]

(3) You are eligible to compete during the official vacation period immediately before initial enrollment, provided you have been accepted by your school for enrollment in a regular, full-time program of studies and at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.1.6.5]

(4) If you are a returning student, you are eligible to compete between terms, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately before the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.8.1.6.6]

8. Other Rules Concerning Eligibility – All Sports.

a. You are not eligible to participate in more than four seasons of intercollegiate participation. [Bylaw 14.2]

b. You are not eligible after 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the school, except for any extensions that have been approved in accordance with NCAA legislation. [Bylaw 14.2.2]

c. You are eligible if you are seeking a second baccalaureate or equivalent degree or you are enrolled in a graduate or professional school provided you received your undergraduate degree from the same school, you have seasons of participation remaining and your participation occurs within the applicable 10 semesters or 15 quarters. You are also eligible for postseason events that occur within 60 days of
the date you complete the requirements for your degree. [Bylaws 14.1.9 and
14.1.8.1.6.7]

d. You are not eligible in your sport for the rest of your season if, after enrollment in
college and during any year in which you were a member of an intercollegiate team,
you competed as a member of any outside team in any noncollegiate, amateur
competition in the sport during your college team's playing season. Competing in
the Olympic Games, tryouts and competition and other specified national and
international competition is permitted. [Bylaws 14.7.1 and 14.7.3]

9. Transfer Students Only.

a. You are considered a transfer student if:

   (1) You were officially registered and enrolled in a minimum, full-time
       program of studies in any quarter or semester of an academic year, as
       certified by the registrar or admissions office and attended class; or

   (2) You reported for a regular squad practice (including practice or
       conditioning activities that occurred before certification), announced by the
       institution through any member of its athletics department staff, before the
       beginning of any quarter or semester, as certified by the athletics director.
       [Bylaw 14.5.2]

b. If you are a transfer student from a four-year school, you are not eligible during
   your first academic year in residence unless you meet the provisions of one of the
   exceptions specified in Bylaws 14.5.5.1.1, 14.5.5.1.2 or 14.5.5.1.3.

c. If you are a transfer student from a two-year institution, you are not eligible during
   your first academic year in residence at your new institution unless you meet the
   academic and residency requirements specified in Bylaw 14.5.4.1 or the exception
   specified in Bylaw 14.5.4.2.

d. If you wish to correspond with another NCAA institution about your opportunity
to transfer, the institution must have permission to contact you before any
   correspondence may occur.

   (1) To contact another NCAA Division III school, you may seek permission
       from your director of athletics, or you can grant other NCAA Division III
       institutions permission to contact you. To grant another NCAA Division III
       school permission to contact you about a potential transfer (or for you to be
       able to contact the school), complete the Permission to Contact: Self-
       Release form that is provided by the NCAA national office. The form and

(2) To contact Division I or Division II schools, you must seek permission from your director of athletics.

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Part II: FOR NEW STUDENT-ATHLETES ONLY.

This part of the summary contains information about your recruitment, which is governed by Bylaw 13 of the Division III Manual.

- Recruitment.
  a. Offers – All Sports.
    (1) You are not eligible if, before you enrolled at your school, any staff member of your institution or any other representative of your school's athletics interests offered to you, your relatives or your friends any financial aid or other benefits that NCAA rules do not permit.
    (2) During your recruitment, it was permissible for you to be employed in any department outside of intercollegiate athletics provided the employment is arranged through normal institutional employment policies and procedures. [Bylaws 13.2.1 and 13.2.4.1]
  b. Contacts – All Sports.
    (1) For purposes of this section, contact means "any face-to-face encounter between a prospective student-athlete or the prospective student-athlete's relatives, guardian(s) or individual of a comparable relationship and an institutional athletics department staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged (e.g., positions himself/herself in a location where contact is possible) or that takes place on the grounds of the prospective student-athlete's educational institution or at the site of organized competition or practice involving the prospective student-athlete or the prospective student-athlete's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of the conversation that occurs." [Bylaw 13.02.3]
(2) You are **not eligible** if any athletics staff member of your school or any other representative of your school’s athletics interests contacted you (as defined above), your relatives or your legal guardians in person off your high school’s campus before you completed your sophomore year in high school (except for students at military academies). [Bylaw 13.1.1.1]

c. **Source of Funds – All Sports.**

- You are **eligible** for intercollegiate competition if prior to initial full-time collegiate enrollment, you received normal and reasonable living expenses from an individual with whom you had an established relationship (e.g., high school coach, nonscholastic athletics team coach, family of a teammate), even if the relationship developed as a result of athletics participation, provided:

  (a) The individual is not an agent;
  
  (b) The individual is not an athletics representative of a particular school involved in recruiting the prospective student-athlete; and
  
  (c) Such living expenses are consistent with the types of expenses provided by the individual as a part of normal living arrangements (e.g., housing, meals, occasional spending money, use of the family car). [Bylaw 12.1.3.1]

d. **Sports Camps.**

- You are **not eligible** if, before you enrolled at your school, the school, members of its athletics staff or a representative of its athletics interests gave you free or reduced admission privileges to attend its sports camp or clinic after you had started classes for the ninth grade. [Bylaw 13.11.3.2]

e. **Visits, Transportation and Entertainment – All Sports.**

(1) You are **not eligible** under Bylaws 13.5, 13.6 or 13.7 if, before you enrolled at your school, any of the following happened to you:

  (a) Your school paid for you to visit its campus more than once;
  
  (b) Your one expense-paid visit to the campus lasted longer than 48 hours;
(c) Your school paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expense-paid visit;

(d) Your school entertained you, your parents (or guardians) or your spouse outside a 30-mile radius of the campus during your expense-paid visit; or

(e) Your school entertained you, your parents (or guardians) or your spouse excessively during your expense-paid visit, or entertained your friends or other relatives at any site.

(2) You are not eligible if your school paid for you to visit its campus before January 1 of your junior year in high school. [Bylaw 13.6.1.1.1]

(3) You are not eligible if, when you were being recruited, staff members of your school or any representatives of its athletics interests paid the transportation costs for your relatives or friends to visit the campus or elsewhere other than the one paid visit. [Bylaw 13.5.2.8]

(4) You are not eligible if any person, (other than your parents or legal guardians) at his or her own expense, paid for you to visit your school once and did not accompany you on the visit or paid for you to visit more than once. [Bylaw 13.6.1.1.1]

(5) You are not eligible if, at any time that you were visiting your school's campus at your own expense, your school paid for anything more than the following:

(a) Transportation, when accompanied by a staff member, to see off-campus practice and competition sites and other facilities. [Bylaw 13.5.3]

(b) A meal at the dining hall of your school or a meal at an off-campus site if all institutional dining halls were closed and the school normally provides similar meals to all visiting prospective students. [Bylaw 13.7.2.1.1]

(c) Housing at your school that is generally available to all visiting prospective students. [Bylaw 13.7.2.1.2]

(6) You are not eligible if, when you were being recruited, a staff member of your school's athletics department spent money, other than what was
necessary, for the staff member’s (or representative’s) personal expenses during an off-campus visit with you. [Bylaw 13.13.2]

f. Preecollege or Postgraduate Expenses – All Sports.

- You are not eligible if your school, or any representative of its athletics interests, offered you money, directly or indirectly, to pay for any part of your educational expenses or other expenses during any period of time before you enrolled at your school. This applies to your postgraduate education as well. [Bylaw 13.14.1]
2017-2018 BANNED DRUGS

2017-18 NCAA Banned Drugs

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA bans the following classes of drugs:

1. Stimulants.
2. Anabolic Agents.
3. Alcohol and Beta Blockers (banned for rifle only).
4. Diuretics and Other Masking Agents.
5. Illicit Drugs.
7. Anti-Estrogens.

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

2. Gene Doping.
3. Local Anesthetics (under some conditions).
4. Manipulation of Urine Samples.
5. Beta-2 Agonists permitted only by prescription and inhalation (i.e., Albuterol).

NCAA Nutritional/Dietary Supplements WARNING:

Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff.

1. Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test result.
2. Student-athletes have tested positive and lost their eligibility using dietary supplements.
3. Many dietary supplements are contaminated with banned drugs not listed on the label.
4. Any product containing a dietary supplement ingredient is taken at your own risk.

Check with your athletics department staff prior to using a supplement.
Some Examples of NCAA Banned Substances in Each Drug Class.

THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES.
Do not rely on this list to rule out any label ingredient.

Stimulants:
amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; methamphetamine;
methylphenidate (Ritalin); synephrine (bitter orange); methylhexanamine (DMAA); “bath salts” (mephedrone); Octopamine; DMBA; phenethylamines (PEAs); etc.
exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstatriene-19-ol):
Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; testosterone;
etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione;
stanazolol; stenbolone; trenbolone; SARMS (ostarine, ligandrol, LGD-4033); etc.

Alcohol and Beta Blockers (banned for rifle only):
alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:
humetamide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid;
spiroloactone (canrenone); triamterene; trichlormethiazide; etc.

Illicit Drugs:
heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2,
JWH-018, JWH-073)

Peptide Hormones and Analogue:]
growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO);
IGF-1 (colostrum); etc.

Anti-Estrogens:
anastrozole; tamoxifen; formestane; ATD, clomiphene; SERMS (nolvadex); Arimidex;
clomid; evista; fulvestrant; aromatase inhibitors (Androst-3,5-dien-7,17-dione), etc.

Beta-2 Agonists:
bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcocaurine; etc.

Any substance that is chemically related to one of the above classes,
even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained
by contacting Drug Free Sport AXIS, 877-202-0769 or www.drugfreesport.com/axis
password ncaas, ncaas2 or ncaas3.

It is your responsibility to check with the appropriate or designated athletics staff
before using any substance.
TRANSFER RELEASE

A student-athlete participating at a Division III institution may issue, on his or her own behalf, permission for another Division III institution to contact the student-athlete about a potential transfer. The student-athlete shall forward this form to the director of athletics at the institution of interest.

FORMS

Prospective Student-Athlete Agreement

Medical Hardship Waiver

Sports Injury Policy

Sports Insurance Accident Claim

NCAA ADHD Medical Exemption Documentation Reporting Form

Concussions and Amherst’s Testing mechanisms

Insurance Coverage for Athletes

New ADHD Regulations

NCAA Self-Release
OVERNIGHT RECRUITING VISITS

HOST RESPONSIBILITIES

There may be times when your coach will ask you to serve as a host to a prospective student-athlete during his or her visit to campus. This is a very serious responsibility and must be treated as such. Please be sure to discuss with your coach any questions or concerns you may have prior to agreeing to this responsibility. The role of the student-host is to provide the necessary support so that the prospective student-athlete has a positive and safe experience during their time on campus. Student-hosts must accompany the prospective student-athlete at all times. While hosting prospective student-athletes, team members are not to provide the recruit with alcoholic beverages. Amherst students that provide underage recruits with alcohol may be subjected to the College’s disciplinary actions and the recruit(s) that are involved in the underage consumption of alcohol may jeopardize their opportunity to attend Amherst College.

PROSPECTIVE STUDENT-ATHLETE RESPONSIBILITIES

While visiting Amherst College, prospective student-athletes are expected to adhere to Amherst College policies and procedures. These can be found in the Amherst College Student handbook. Prospective student-athletes and their parent or guardian must sign the “Prospective Student Agreement” upon arrival for their overnight visit. While on campus, the prospective student-athlete will be responsible for their behavior and understand that any negative behavior may jeopardize their opportunity to attend Amherst College.
INFORMATION FOR OVERNIGHT VISITORS TO AMHERST COLLEGE

Welcome to Amherst College! We are excited about your upcoming stay and pleased that you have chosen to visit our campus and meet our students. Campus visits are a great opportunity to learn more about the College while experiencing firsthand life as a member of the Amherst community. We value the entire Amherst community and have high standards for the behavior of all its members – including students, members of the faculty and staff of the College, residents of Amherst, and all visitors to our campus.

The Student Handbook outlines Standards of Conduct we use to help guide students as they navigate their time as members of the Amherst community. In order to help you understand our expectations of you and to ensure that your visit to Amherst is safe, productive, and enjoyable, there are a few points relating to our Standards of Conduct which we feel are particularly important to your visit and which we would like to highlight here:

1. Students are responsible for their individual actions.
2. Students must respect the rights of others, their persons and their possessions. They must refrain from any disturbances to the peace of the College and community.
3. The College does not give students protection from the consequences of violations of federal, state, and local laws, including those pertaining to alcohol and drug use. Amherst College prohibits the abuse of alcohol and drugs and expects members of the community to abide by federal, state, and local regulations.

While a host is provided to help coordinate your stay, your host will not be supervising your behavior at all times and you will ultimately be held responsible for your actions. You are subject to the Standards of Conduct throughout your visit and any violation may jeopardize your admission decision.

We ask that you and your parents complete and sign the attached form and return it immediately upon your arrival to the coach who is helping coordinate your visit. Your signature shows that you understand our Standards of Conduct and agree to adhere to them throughout your stay at Amherst. We also ask that you provide us with contact information in case of an emergency. We sincerely hope you will enjoy your visit to Amherst and truly welcome you to get the most out of your Amherst experience.
AMHERST COLLEGE
Department of Athletics

AMHERST COLLEGE ATHLETICS VISITOR POLICY & AUTHORIZATION

ALCOHOL POLICY

Under Massachusetts State Law:

1. A person must be 21 years of age to purchase or be served alcohol.

2. Purchase of an alcoholic beverage by a person under the legal drinking age or any arrangement with another person to procure such drinks is a crime punishable by a mandatory $300 fine.

At Amherst College, guests of any age may attend parties. However, if a party will use public space, be advertised, and/or use college funds and serve alcohol, then the party must be registered with the College. The party must have a student sponsor who ensures that underage persons are not served alcoholic beverages. Trained student security employees who will ensure that College policy is enforced will monitor the party. Campus Police Officers may make random inspections of parties to ensure that College policy and Massachusetts State Law are being adhered to. Non-alcoholic beverages are available at all College-sponsored parties. The sponsor of the party may have legal liability concerning the actions of guests; however, individuals are also responsible for their choices and actions. We encourage you to seek non-alcoholic beverages, which shall be equally accessible if you do attend a party.

Please be mindful that you are ultimately responsible for your own behavior and actions. Amherst coaches evaluate a recruit's character and citizenship and are responsible for recruiting individuals who will share the College's commitment to the highest standards of behavior and character. We expect that you uphold our standards of behavior throughout your visit because we do not want any action or violation to negatively influence your possible admission to Amherst College. To familiarize yourself with expected standards for behavior on campus, you should review the details of Amherst's Honor Code at https://www.amherst.edu/campuslife/deanstudents/code/code.

Thank you for your good judgment.

IMPORTANT NUMBERS FOR GUESTS

Office of Department of Athletics Front Desk: (413) 542-8266 (Open Monday - Friday from 8:30 a.m. - 4:30 p.m.)
Office of Department of Athletics Fax: (413) 542-2026
Dean of Students Office: (413) 542-2337
Campus Police Business Line: (413) 542-2291
Amherst Police, Fire, or Ambulance Emergency Line: (413) 542-2111 or Dial 911
Student Health Services: (413) 542-2266

NOTE: Campus Police should be called first for all on campus emergencies. Campus Police maintain direct communication with Amherst Emergency Services and will summon the appropriate service. Campus Police offices are located on the first floor of the Physical Plant Building and they are available 24 hours a day.

College Operator and Police Dispatch: The Campus Police Dispatchers also act as the college operators. Telephone numbers and general information may be sought by dialing zero (0) from any campus telephone or 413-542-2000 from other telephones. The Communications Center is located within the Campus Police offices and is open 24 hours a day. Operators and Dispatchers are not police officers, but will refer you to the on duty police officers to answer any questions or concerns regarding College policy or Massachusetts Laws. Operators and Dispatchers are also very familiar with the operation of the College and may refer you to the appropriate department or individual for specific information.

We hope your visit to Amherst College will be a pleasant and safe one. However, in the event of a problem, please make use of the information above.
AMHERST COLLEGE
Department of Athletics

EMERGENCY CONTACT INFORMATION

Today's Date: __________________________
Visiting Student Name: __________________________
Arrival Date: __________________________ Departure Date: __________________________
Parent(s)/Guardian(s) Name: __________________________
Home Address: __________________________
Home Phone Number: __________________________ Cell/ Evening Phone: __________________________

Special medical problems, allergies to medications or food:

________________________________________

Emergency Contact Name: __________________________ Relationship to You: __________________________
Emergency Contact Phone Number: __________________________

AUTHORIZATION

I have carefully read and reviewed the Amherst College Alcohol Policy, and the emergency contact information I have listed above. I hereby release, indemnify, and hold harmless Amherst College, its trustees, officers, agents, and employees from all liability, damage, or claim of any nature arising from my child's participation in the Amherst College Overnight Hosting Program. In case of an emergency and we cannot be reached, I, the undersigned parent or guardian of the above-named child, authorize a representative of Amherst College to consent to any medical treatment or care deemed advisable.

________________________________________ Date
Parent/Guardian

________________________________________ Date
Student Signature

________________________________________ Date
Host Signature

________________________________________ Date
Coach Signature

Please retain a copy of this form for your records and return a signed copy of the EMERGENCY CONTACT & AUTHORIZATION page to the Amherst College Department of Athletics.
NESCAC
MEDICAL HARDSHIP WAIVER REQUEST FORM
Per NCAA Bylaw 14.2.5 of NCAA Division III Manual

Hardship waiver requests should be submitted after the season in question is completed.

Applicant Information
Student-Athlete’s Name: 

Member Institution: 

Sport for which additional season of participation is being requested: 

Current Year in School (Fy, Soph, Jr, Sr): 

Date of Matriculation at your institution: 

If a transfer, date of matriculation at first institution: 

List years of enrollment and participation by the student-athlete (include all institutions and academic terms of residence)

<table>
<thead>
<tr>
<th>Academic Yr</th>
<th>Enrolled Fall (Y/N)</th>
<th>Enrolled Spring (Y/N)</th>
<th>Institution</th>
<th>Practiced with Team (Y/N)</th>
<th>Competed (Y/N)</th>
</tr>
</thead>
<tbody>
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</table>

Injury/Illness Information

Date of injury: 
Season being petitioned (e.g. 2010-11): 

Date student-athlete was cleared to return to competition: 

Name of Physician who diagnosed injury/illness as season-ending: 

Date Physician diagnosed injury/illness as season-ending: 

Provide brief description of injury/illness: 

Participation for season waiver requested:

Number of contests/dates of competition in which the student-athlete participated (including the one in which the injury occurred, if applicable). Attach schedule and statistics for the season in question noting participation.

Maximum number of contests/dates of competition permitted by the NCAA for the specific sport (see Figure 14-1 of the NCAA Manual for "standard denominator")

Indicate One-third of Contests or Dates of Competition (see Figure 14-1 of the NCAA Manual)

Appendix IV – August 2016
Did the injury/illness occur before the first half of the institution's season?  
_____ Yes  _____ No

Did the season-ending injury/illness occur before the student-athlete competed in more than one-third of the maximum number of contests/dates of competition for that sport (see figure 14-1 in NCAA Manual)?
_____ Yes  _____ No

Did the student-athlete play in the second half of the season?
_____ Yes  _____ No

If this waiver is granted, will the student-athlete exceed 10 semester eligibility limit?
_____ Yes  _____ No

Did the student participate in any practices after the first game of the season?
_____ Yes  _____ No

Did the student participate in any practices after the injury/illness?
_____ Yes  _____ No

Did the student remain on the team after the injury/illness?
_____ Yes  _____ No

Required Information

1. Cover Letter - Please provide a cover letter requesting the hardship, including background information on the injury.

2. Contemporaneous Medical Documentation from Attending Physician
   
   Documentation (e.g. medical records, not letters) from attending physician must be from the time of the Injury and include information below.
   • Date of injury or onset of illness
   • Diagnosis of injury or illness
   • Description of how injury occurred
   • Treatment prescribed and clinical course
   • Medical reason student-athlete was withheld from further competition for remainder of season
   • MD's opinion on illness/injury regarding ability to complete the season

   Note: Athletic trainers may provide supplemental information, but medical records from MDs are required. If the student-athlete withdrew from school, documentation from appropriate institutional authority (e.g. Dean of the College, Registrar) should be submitted indicating date of withdrawal and date student re-enrolled.

3. Statistics for season in question, and contests in which the student-athlete participated.

4. Team's Schedule for Season in Question.

I hereby certify that the above information is complete and accurate. Based on the above and attached information, we feel the identified student-athlete meets all requirements for granting a medical hardship for the year in question per bylaw 14.2.5 of the NCAA Manual. As such, the institution is requesting approval of this medical hardship petition.

__________________________  _______________________
Director of Athletics Signature  Date

__________________________  _______________________
Head Coach Signature  Date

__________________________  _______________________
Compliance Coordinator Signature  Date

Appendix IV – August 2016
In the event that an Amherst College student-athlete sustains a sports related injury that will require outside medical treatment the college has purchased an Excess Athletic Insurance policy. A Sports Injury Claim form will be submitted on behalf the student-athlete to Gallagher Student Health & Special Risk, the Insurance Broker who handles Amherst College’s Excess Athletic Accident Insurance policy. Please be advised that this policy does not replace your primary insurance – all claims must be submitted to primary insurance first, as this policy pays on an excess basis.

It is each athlete’s responsibility to initially provide his/her primary health insurance information at the time of treatment, as well as the excess insurance information. The Excess Athletic Accident policy will pay the remaining balance of expenses not covered by the primary insurance (co-pays, deductibles, coinsurance, etc.) once the $500 deductible on the plan has been met. The Excess Sports Accident deductible can be satisfied by primary insurance payments or by out of pocket payments.

To ensure that claims are covered under the Excess Athletic Accident Insurance student-athletes are asked to give the billing information to each medical provider prior to every medical treatment and/or service for an athletic related injury. However, if this is not done and a bill ensures, the following actions must be fulfilled by the student-athlete in order to pay the claim:

1. **Call the medical provider's Billing Department.**
   (Telephone number found on statement)

2. **Inform the Billing Department that you have an excess insurance policy.**

3. **Give the Billing Department the excess insurance policy information:**
   - **Claims Company:** BMI Benefits (c/o Gallagher Student Health)
   - **Mailing Address:** PO Box 511
   - Matawan, NJ 07747
   - **Phone Number:** (800) 445-3126
   - **Fax Number:** (732) 583-9610
   - **ID Number:** AMH201516
   - **Group Number:** Amherst Athletics

4. **Instruct the Billing Department to send the following to BMI Benefits:**
   a. HICF-1500 or UB04 Form (for the date(s) of service listed on statement/bill)
   b. Primary insurance BOB (for the date(s) of service listed on statement/bill)

5. **For reimbursement of bills already paid out of pocket, forward all receipts and/or proof of payment to Gallagher Student Health along with the above documentation.**

Please Note: you may contact Gallagher Student Health at (877) 345-8928. Gallagher is the broker that manages Amherst’s Excess Athletic Accident Insurance. The representatives are specialized in Amherst College’s policy and can help answer any questions that you may have.
**HOW TO FILE A CLAIM:**

1. Complete the form within 60 days.
2. Attach pertinent bills and Primary Care Statements.
3. Mail to BMI Benefits, LLC, P.O. Box 511, Morristown, NJ 07960-0511.

ANY PERSON WHO KNOWINGLY AND/OR WITH INTENT TO INJURE, DEFRAUD OR DECEIVE AN INSURANCE COMPANY OR OTHER PERSONS FILES A STATEMENT OF CLAIM CONTAINING FALSE, INCOMPLETE OR MISLEADING INFORMATION, MAY BE GUILTY OF INSURANCE FRAUD AND SUBJECT TO CRIMINAL AND SUBSTANTIAL CIVIL PENALTIES.

This part must be completed and signed by an official of the policyholder or the claim cannot be processed.

### PART 1A: POLICYHOLDER

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>School/Organization</td>
<td>Amherst College</td>
</tr>
<tr>
<td>Policy #</td>
<td>SR19326-YBYKPE01</td>
</tr>
<tr>
<td>School/College Address</td>
<td>Alumni Gym-2230, PO Box 5000</td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>Amherst, MA 01002-5000</td>
</tr>
<tr>
<td>Date of Injury</td>
<td></td>
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<tr>
<td>Time of Injury</td>
<td></td>
</tr>
<tr>
<td>Type of Sport</td>
<td></td>
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<tr>
<td>Part of Body Injured</td>
<td></td>
</tr>
<tr>
<td>How Old/How Old was the Injured Student?</td>
<td></td>
</tr>
<tr>
<td>Sport Designation</td>
<td>Intercollegiate, Club, Social, Fraternity, Other</td>
</tr>
<tr>
<td>At the time of the injury, was the injured involved in an activity sponsored and supervised by the policyholder?</td>
<td>YES</td>
</tr>
<tr>
<td>Name of Supervisor</td>
<td></td>
</tr>
<tr>
<td>Was there a witness to the accident?</td>
<td>YES</td>
</tr>
<tr>
<td>Signature of Supervisor/Official</td>
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</tbody>
</table>

### PART 1B: INJURED PERSON'S INFORMATION

**The injured person’s Social Security number must be provided as required by the Center for Medicare Services.**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>Injured Person’s Social Security Number</td>
<td></td>
</tr>
<tr>
<td>Injured Person’s Home Address (Street, City, State, Zip)</td>
<td></td>
</tr>
<tr>
<td>Is the Injured Person Employed?</td>
<td>YES</td>
</tr>
<tr>
<td>If yes, please fill out Section A below.</td>
<td></td>
</tr>
<tr>
<td>Is the Injured Person Married?</td>
<td>YES</td>
</tr>
<tr>
<td>If yes, please fill out Section B below.</td>
<td></td>
</tr>
<tr>
<td>Is the Spouse Employed?</td>
<td>YES</td>
</tr>
<tr>
<td>If yes, please fill out Section B below.</td>
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<tr>
<td>Are you covered by any other insurance policy, either as a dependent, group, individual, automobile medical or liability?</td>
<td>YES</td>
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</table>

### PARENT/GUARDIAN INFORMATION

<table>
<thead>
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<th>Field</th>
<th>Details</th>
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<tbody>
<tr>
<td>Father/Guardian Name</td>
<td></td>
</tr>
<tr>
<td>Mother/Guardian Name</td>
<td></td>
</tr>
<tr>
<td>Address (Street, City, State, Zip)</td>
<td>Address (Street, City, State, Zip)</td>
</tr>
<tr>
<td>Home Phone</td>
<td>Home Phone</td>
</tr>
<tr>
<td>Is the Father Employed?</td>
<td>YES</td>
</tr>
<tr>
<td>Is the Mother Employed?</td>
<td>YES</td>
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</table>

### SECTION A (INSURED/FATHER)

<table>
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<tr>
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<tbody>
<tr>
<td>Employer</td>
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<tr>
<td>Address (Street, City, State, Zip)</td>
<td>Address (Street, City, State, Zip)</td>
</tr>
<tr>
<td>Business Phone</td>
<td>Business Phone</td>
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<tr>
<td>Insurance Company</td>
<td>Policy</td>
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</table>

### SECTION B (SPOUSE OR MOTHER)

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<th>Field</th>
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<tr>
<td>Address (Street, City, State, Zip)</td>
<td>Address (Street, City, State, Zip)</td>
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<tr>
<td>Business Phone</td>
<td>Business Phone</td>
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<tr>
<td>Insurance Company</td>
<td>Policy</td>
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**MEDICAL INFORMATION AUTHORIZATION AS A SUBMITMENT OF BENEFITS:**

You are hereby authorized to release all pertinent medical information concerning the injured person to BMI Benefits, LLC or any other insurance company, or other person or entity, or agency or person, to whom or through Whom the policyholder now or hereafter provides such information.

Any person knowingly and willfully to release any medical information or to destroy, alter, or mutilate any written or recorded information, or to obstruct the investigation of this claim, or to otherwise interfere with the release of such information, is guilty of an offense.

You are hereby authorized to release all pertinent medical information of the claimant contained in this claim to BMI Benefits, LLC or any other insurance company, or other person or entity, or agency or person, to whom or through Whom the policyholder now or hereafter provides such information.

**Claimant or Authorized Person’s Signature**

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</table>
NCAA Medical Exception Documentation Reporting Form

to Support the Diagnosis of Attention Deficit Hyperactivity Disorder (ADHD)
and Treatment with Banned Stimulant Medication

- Complete and maintain (on file in the athletics department) this form and required documentation supporting the medical need for a student-athlete to be treated for ADHD with stimulant medication.
- Submit this form and required documentation to Drug Free Sport in the event the student-athlete tests positive for the banned stimulant (see Drug Testing Exceptions Procedures at www.ncaa.org/drugtesting).

To be completed by the Institution:

Institution Name:__________________________________________________________

Institutional Representative Submitting Form:

Name _________________________________________________________________
Title _________________________________________________________________
Email _________________________________________________________________
Phone _________________________________________________________________

Student-Athlete Name ___________________________________________________
Student-Athlete Date of Birth _____________________________________________

To be completed by the Student-Athlete’s Physician:

Treating Physician (print name): ____________________________________________
Specialty: ____________________________________________________________________________
Office address ________________________________________________________________
Physician signature: ___________________________ Date _____________________________

Physician documentation (letter, medical notes) to include the following information:
- Diagnosis.
- Medication(s) and dosage.
- Blood pressure and pulse readings and comments.
- Note that alternative non-banned medications have been considered, and comments.
- Follow-up orders.
- Date of clinical evaluation: ___________________________

**Attach written report summary of comprehensive clinical evaluation:**
- The evaluation should include individual and family history, address any indication of mood disorders, substance abuse, and previous history of ADHD treatment, and incorporate the DSM criteria to diagnose ADHD. Attach supporting documentation, such as completed ADHD Rating Scale(s) (e.g., Connors, ASRS, CAARS) scores.
- The evaluation can and should be completed by a clinician capable of meeting the requirements detailed above.

DISCLAIMER: The National Collegiate Athletic Association shall not be liable or responsible, in any way, for any diagnosis or other evaluation made, or exam performed, in connection herewith, or for any subsequent action taken, in whole or in part, in reliance upon the accuracy or veracity of the information provided hereunder.

http://documentcenter.ncaa.org/insaa/HealthAndSafety/FormsTemplates/01052012ADHDreportingform.docx/RHB
CONCUSSION OVERVIEW:

A concussion can occur when a person receives a traumatic force to the head or upper body that causes the brain to shake inside of the skull. The injury is defined as a concussion when there is a change in mental status such as loss of consciousness, amnesia, disorientation, confusion or mental foginess.

Following a concussion, there is a period of change in brain function that varies in severity and length with each individual. During this time the brain is vulnerable to more severe or permanent injury. If the person sustains a second concussion during this time period, the risk of more serious brain injury increases.

Chronic traumatic encephalopathy (CTE), the degenerative brain disease caused by (repeated) head trauma, was initially diagnosed in professional boxers. Diagnosing CTE in athletes from other sports has gained increased attention as researchers learn more. Those of us who are responsible for the welfare of student-athletes have an obligation to follow the research closely, to use the most sophisticated assessment tools in the training room, and to continue to communicate with governing authorities and the public regarding the best thinking of our medical professionals.

Mainstream neurodiagnostic techniques, such as CT scan and MRI, though invaluable in discerning more serious intracranial pathology (e.g. skull fracture, hematoma), are generally insensitive in measuring the subtle effects of concussion. Symptoms indicative of brain impairment can be understated and may go unnoticed by the athlete, team medical staff, parents, and/or coaches.

Therefore, Amherst uses additional neurodiagnostic tools for assessing and monitoring concussive events. At the forefront of proper concussion management is the implementation of baseline and/or post-injury neurocognitive testing. Such evaluation can help to objectively assess the concussed athlete’s post-injury condition and track recovery for safe return to play, thus preventing the cumulative effects of concussion. Varsity athletes in contact sports, as well as all club rugby and wrestling participants, are required to undergo baseline neurocognitive testing prior to competition.

TESTING MECHANISMS:

SAC Testing: The SAC (Standard Assessment of Concussion) is a brief screening instrument designed for the neurocognitive assessment of concussion that takes about 5 minutes to administer. The SAC includes measures of orientation, immediate memory, concentration and delayed recall. The SAC scores these constructs on a 30 point scale. This test is used as a side line measure of concussion and the score is compared to a preseason base line score.

ImpACT: ImpACT (Immediate Post-concussion Assessment and Cognitive Testing) is a computerized neurological test battery developed specifically for the evaluation of sports concussions. It is currently being used by the NFL, Major League Baseball, USA Hockey, US Soccer, and hundreds of high schools and colleges around the country including many of the schools that Amherst competes against. Amherst began using this tool several years ago to assess student-athletes’ post concussion status. The ImpACT test is composed of 6 modules and a symptom questionnaire:
Module 1: (Word Discrimination)
- Evaluates attentional processes, verbal recognition, and memory.
- 12 words are listed and then the question is asked “Was _____ one of the words?” After Module 6 is completed, the same questions are asked again to test delayed recall.

Module 2: (Design Memory)
- Evaluates attentional processes, visual recognition, immediate and delayed recall.
- Designs are shown and then the question is asked “Was _____ one of the designs?”

Module 3: (Xs and Os)
- Evaluates visual working memory, visual processing speed, and visual memory.
- Instructions are given—“right click when you see a circle and left click when you see a square” then a memory question is given (e.g., Xs are given in a pattern and then the question is asked “Was _____ the pattern?”

Module 4: (Symbol Matching)
- Evaluates visual processing speed, learning and memory.
- The student-athlete is shown a variety of symbols with corresponding numbers (e.g., ^ 3), they are then given the symbol and asked to click on the appropriate number. He/she is then asked to remember the list of symbols and numbers.

Module 5: (Color Matching)
- Evaluates reaction time and impulse control.
- Student-athletes are first tested for color blindness.
- Student-athlete is shown a color word in colored ink (e.g., “blue” written in red ink), he/she is then to click on the word only when the color and word match.

Module 6 (Three Letters)
- Evaluates working memory and visual motor speed.
- Student-athlete is first asked to click on numbers 1-25 in reverse order.
- Upon completion of this task, 3 letters appear on the screen.
- Student-athlete is then asked to click on numbers 1-25 in reverse order.
- Upon completion of this task they are asked to recall the 3 letters in the appropriate order.

The symptom questionnaire is merely a subjective checklist of the student-athletes symptoms at the time of the test. The test has been repeatedly checked for validity and reliability and has been corrected as needed. For further information, please refer to the ImPact website: www.impacttest.com.
**Amherst’s use of the ImPACT Test:** It is important to note that this test is meant to assist and supplement the medical staff’s judgment with regard to returning an athlete to play. In addition to having the student-athlete who has sustained a head injury take the ImPACT Test, Amherst medical staff takes a detailed history of the incident in question as well as previous history of head injury. Sports Medicine personnel question the athlete about issues surrounding their daily routine (e.g., are they sleeping well; are they having trouble concentrating in class; has their appetite changed; do they have headaches...). Our medical staff assesses them clinically (e.g., assess their pupil reaction, test their balance and coordination; assess their basic memory and cognitive function), and when appropriate, they exercise-test them.

A return to play decision is based on the evaluation of all of this information and is made with the best professional judgment that returning an athlete to participation is medically prudent and in the student’s best interest. ImPACT helps medical staff to identify deficits and make appropriate decisions about when it is safe for an athlete to return to play. The biggest risk of returning an athlete to athletics before their concussion is completely resolved is the athlete’s susceptibility to “second impact syndrome.” Second Impact syndrome results from acute, potentially fatal, brain swelling that occurs when a second concussion is sustained before complete recovery from a previous concussion.

The Amherst Sports Medicine staff of certified athletic trainers adheres to the most up-to-date protocols in assessing, treating and monitoring all injuries; with particular attention to head, neck and spine injuries. These protocols are reviewed regularly in conjunction with Amherst Health Services Director Dr. Warren Morgan. The College also employs a team physician, Dr. David Doctor ’82. Medical decisions relative to athletes are the exclusive purview of medical staff.
WHAT YOU NEED TO KNOW ABOUT INSURANCE COVERAGE FOR ATHLETES

INSURANCE COVERAGE AND ATHLETICS
In the event that during the academic year, your child sustains a sports injury that requires medical evaluation, treatment, and/or services outside of the Sports Medicine Department or the Student Health Service (such as a referral to an Orthopedic Specialist, an MRI, Bone or CT scan, and/or Orthopedic Bracing), we wanted to make you aware of potential limitations of private coverage. Many times during the year, a student without proper insurance coverage will have one or more of these services delayed or denied due to the service being “out of network”. Although all intercollegiate and club sport athletes may qualify for additional benefits under the Sports Injury Insurance which is purchased by the college, this coverage is only applicable when the injury is sustained during a sanctioned and supervised contest or practice (i.e. captains’ practices and unsupervised lifting/workout sessions are not covered). Additionally, the Athletics Insurance policy has a $300.00 deductible. Students who do not carry the Student Medical Insurance are responsible for meeting the deductible with either a primary insurance or out of pocket payment. To ensure that you have the proper insurance coverage, we encourage you to read the following information.

MAKE SURE YOU'RE ADEQUATELY COVERED.
Massachusetts State Law requires that your insurance be equivalent to or better than the State’s minimum standards, it is your responsibility to make this determination. Amherst College’s Student Medical Insurance Plan exceeds minimum standards and is designed to meet Amherst College students’ needs. This Plan will function as primary coverage except in the event that the student is also covered as an employee under an employer group medical plan.

BEFORE YOU WAIVE COVERAGE under the Amherst College Student Medical Insurance Plan, check your current policy carefully, especially with respect to any Health Maintenance Organization (HMO) or a managed care plan that has limited or no benefits in the Five College area. Additionally, some plans require providers of counseling and mental health services to belong to specific provider networks that have no members in the Five College area. Make certain that the student will be fully covered to see local providers while on campus and throughout the policy year for inpatient and outpatient hospitalization, diagnostic testing and x-ray services, prescription drugs, counseling, and mental health services. Also be aware of any deductibles required by your current plan.

Employer groups are increasingly ending dependent coverage at age 19. Generally, students who have reached the age of 21 years or are married, are no longer covered as dependents under their parent’s health insurance policy.

Finally, some students declare financial independence to gain eligibility for financial aid programs. This may mean that the student is ineligible for coverage as a dependent under a parent’s policy regardless of the student’s age.

Insured Students can have more than one insurance plan. The Amherst College Student Medical Insurance Plan is primary, leaving other insurance, if available, to cover co-payment or uninsured expenses in excess of the Student Medical Insurance Plan. Many students choose this option for convenience and security.
STUDENT MEDICAL INSURANCE PLAN
The Student Medical Insurance Plan is designed to supplement the health care services provided by the Amherst College Student Health Service. This Plan provides coverage only for treatment of injuries and sicknesses that are beyond the scope of the services provided at the Student Health Service. Many services provided at the Student Health Service are done at no charge (except co-payments for prescription drugs). The Student Health Service functions as an insured Student’s primary medical provider. It also incorporates managed care practices in order to keep the coverage as affordable as possible. Therefore, when the Student Health Service is accessible, an Insured Student must receive a referral to receive “outside care” (i.e. non-Student Health Service) benefits through the Student Medical Insurance Plan.

The comprehensive fee covering tuition, room and board provides basic medical care at the Amherst College and University of Massachusetts Health facilities. If a student needs more extensive testing or treatment, additional charges may apply and will be billed to a student’s health insurance carrier. Massachusetts law requires that all college students carry adequate health insurance.

A fee for Amherst College’s Student Accident and Sickness Insurance Program appears on the tuition bill as an additional charge. If a family or student has other equivalent coverage for the student, the student may submit information confirming the coverage via the Koster Insurance online waiver form, and if the coverage is acceptable, the insurance charge will be waived. (Visit www.gallagherkoster.com and follow instructions.) Paper waivers are no longer accepted.

SPORTS INJURY INSURANCE
Sports Injury Medical Insurance is provided by the College to all intercollegiate and club sport athletes. The Student Medical Insurance Plan is designed to work in conjunction with the Sports Injury Insurance Policy by satisfying the policy’s $500 deductible. If a student waives the Student Medical Insurance Plan, the $500.00 Sports Injury deductible will be the responsibility of the student. A separate sports insurance brochure is available through Gallagher Koster Insurance Agency.

QUESTIONS?
NEED MORE INFORMATION?
For information regarding the insurance coverage that the college may purchase, refer to the Insurance section of the Student Handbook at:
www.amherst.edu/campuslife/deansstudents/handbook/campuslife/insurance.

For the complete Student Medical Insurance Plan, general information on benefits, on how to enroll, or service issues, please contact:

Gallagher Koster
500 Victory Road
Quincy, MA 02171
617-769-6004 or 800-379-6183
Email: AmherstStudent@Kosterins.com
Website: www.gallagherkoster.com

This information may also be found on the Amherst College Sports Medicine website:
www.amherst.edu/athletics/sportsmed
SUBJECT: New NCAA Medical Exception Policy  
Re: Reporting Guidelines for banned ADHD Medications

Effective August 2009, the NCAA will begin to implement the stricter application of the Medical Exception Policy for the use of banned stimulant medications to treat Attention Deficit Hyperactivity Disorder (ADHD). As the use of ADHD medications has become more prevalent in recent years, the NCAA has set forth new guidelines that must be met by the student-athletes who are being treated with these banned medications. This applies to all student athletes who may undergo drug testing during NCAA Championships.

Any student-athlete who does not abide by these new guidelines puts themselves in a position to either lose a year of eligibility (team sports such as basketball), have team championships taken away (sports such as track and swimming) or both.

Please click on the link below as it outlines what steps must be taken in order to successfully meet the documentation that is necessary. The Sports Medicine Department strongly suggests that student-athletes consult with their prescribing physicians in order to obtain all necessary information.

This information can be found at [NCAA Drug Testing Resources](https://www.ncaa.org)  
Click on 2014-15 Drug-Testing Exceptions Procedures (Medical Exceptions)

Sincerely,

The Sports Medicine Staff
Permission to Contact: Self-Release – NCAA Division III

<table>
<thead>
<tr>
<th>For:</th>
<th>Student-athletes.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action:</td>
<td>Complete form, sign and send to the director of athletics at institution where you wish to discuss a possible transfer.</td>
</tr>
<tr>
<td>Authorized by:</td>
<td>NCAA Division III Bylaw 13.1.1.2.1.</td>
</tr>
<tr>
<td>Purpose:</td>
<td>To grant NCAA Division III student-athletes permission to contact other NCAA Division III institution’s athletics department staff about a possible transfer.</td>
</tr>
<tr>
<td>Period of Release:</td>
<td>This permission to contact will be in effect for 30 days from the date this document is signed.</td>
</tr>
</tbody>
</table>

NAME OF STUDENT-ATHLETE: ____________________________

Name of institution you wish to contact: ____________________________

Use this form so you may contact another NCAA Division III college or university's athletics staff members (including coaches) about a possible transfer. This form does not allow you to contact athletics department staff members at NCAA Division I or NCAA Division II institutions.

Bylaw 13.1.1.2 states that:

"An athletics staff member or other representative of the institution's athletics interests shall not make contact in any manner (e.g., in-person contact, telephone calls, electronic communication, written correspondence) with the student-athlete of another NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining written permission to do so, regardless of who makes the initial contact. If permission is not granted, the second institution shall not encourage the transfer. If permission is granted, all applicable NCAA recruiting rules apply. Written permission may be granted by:

(a) The first institution's athletics director (or an athletics administrator designated by the athletics director); or

(b) The student-athlete, if the student-athlete attends a Division III institution."

1. This form gives you permission to have contact with the athletics staff at another NCAA Division III college or university to discuss a potential transfer. It also gives another college or university permission to contact you. This form does not include any information about your academic or athletics eligibility; however, in order to be immediately eligible to compete at the new institution, you must not have an unfulfilled residence requirement and have been both academically and athletically eligible for athletics had you stayed at your current institution.

2. This form is effective for 30 days from the date of signature. While the form is effective, the new institution may contact you or you may contact the new institution. If this is the first time you have sent this form to a particular institution, then that institution must preserve the privacy of this contact and any further communication. If you desire, this privacy can be waived by checking the...
box on Page No. 2 of this form. At the end of the 30-day period, if you decide to transfer, your new institution must notify your current institution within a seven-day period of the form's expiration date that this form was issued.

3. If you decide not to pursue the transfer, the new college or university is not allowed to notify your current institution of the contact at any time. If you are undecided at the end of the 30-day period, you must send a new copy of this form to have additional contact with the college or university. Further, because this second release is beyond the first 30-day period, the new college or university must notify, within seven days, your current institution that a second release was issued.

4. By signing this form, you agree that you permit the named college or university to contact you for a 30-day period from the date this document is signed. You also agree that if you decide to transfer, or if you send a second self-release, the new college or university will notify your current institution of these facts. Institutions in receipt of this form are not allowed to notify your current institution of this release, unless:

   a. You have granted permission for that notification to occur by checking the box near the end of this form;

   b. You notify the institution in receipt of the form that you have decided to transfer to that institution; or

   c. You have issued a second self-release.

__________________________    __________________________
Signature of Student-Athlete    Date

__________________________    __________________________
Name (please print)            Name of current institution

__________________________
Sport(s) of interest

__________________________
Contact information (telephone number, email address, or physical address)

☐ Check this box if this is the first release issued to this institution.

☐ Check this box if you give the named college or university permission to notify your current institution of this permission to contact during the 30 days this form is effective.

What to do with this form: Sign and send this form to the director of athletics at the college or university you would like to contact about a possible transfer. You may send this form via facsimile, email or standard mail, but the form must include a signature. If this form is emailed, it still must include a scanned signature.

This form is to be kept in the director of athletics' office for six years.