MESSAGE FROM THE ATHLETIC DIRECTOR

Dear Student Athlete:

On behalf of the entire St. Thomas Aquinas College Athletic Department Staff, I would like to welcome back those of you who are returning for yet another exciting year of academics and athletics here at STAC. To the newest members of both the Spartans and Lady Spartans we welcome you and hope your first year with us is both enjoyable and rewarding.

One of the goals of this Athletic Department is to develop successful student-athletes and teams that represent the college well, both on and off the field, court or track. In order to do that, we must all work together to carry on the traditions of St. Thomas Aquinas.

Your academic success at STAC is our first priority. We will do everything we can to help create an environment that allows you to succeed in the classroom as well as on the playing fields. Ultimately it is up to you to find the right balance between studies, athletic commitments and your social life.

This handbook was created to help you better understand your role as a student-athlete, while you are under contract with our department. It will give you an idea of what we expect from you on a regular basis. As a student-athlete, you are one of the most important representatives of this college. Your conduct both on and off campus goes a long way toward shaping public perception of St. Thomas Aquinas and its athletic department.

There are many people in this department who are here to help you throughout your college experience. This handbook explains Athletic Department policies and identifies key resources available to deal with your questions and concerns.

Once again, I welcome those who are stepping through our doors for the first time and hope that your transition from high school to college can be smooth and free of stress. I encourage all student-athletes, whether you are a rookie or a seasoned veteran, to stop by my office if you have any questions or concerns. On behalf of our department staff, we look forward to providing each of you with the finest athletic and academic experience possible.

Best wishes to all of our student-athletes on their continued success.

Sincerely,
Gerald A. Oswald
Director of Athletics

ATHLETIC DEPARTMENT DIRECTORY

Area Code 845

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ST. THOMAS AQUINAS COLLEGE
MISSION STATEMENT

St. Thomas Aquinas College is an independent liberal arts college, which provides education at the undergraduate and graduate levels for students from all traditions. In continuing its Catholic heritage and the spirit of its founders, the Dominican Sisters of Sparkill, the College is committed to the principle of enlightening the mind through truth, as exemplified by Thomas Aquinas, and to the Classical and Judeo-Christian ideals, which have contributed to the development of humanity. Accordingly, the College is dedicated to the development of each student consistent with the individual’s resolve to work and ability to achieve.

Consistent with its commitments, the College requires each undergraduate to attain a broad foundation in the liberal arts and sciences. The College provides a range of undergraduate majors and graduate programs to assist students to prepare for careers or for further education through a deeper focus in a major field of study.

The College creates a welcoming, caring and challenging environment for learning. Intensely student-centered academic activities and vigorous student-life programs are purposefully combined to enhance the educational process and to foster intellectual, moral, social and spiritual growth.

Within this environment, St. Thomas Aquinas College assists each student in the effort to develop as an articulate and independent member of society who uses a reasoned approach to all issues, who strives to become a responsible citizen and leader in shaping the diverse world community, who lives in a manner exemplifying the principles of service, mutual respect, and individual responsibility, and who appreciates the value of learning as a lifelong endeavors.

DEPARTMENT OF ATHLETICS
MISSION STATEMENT AND PHILOSOPHY

The Mission of the Athletic Department of St. Thomas Aquinas College lies within the broader mission of the college. It is our philosophy to conduct a successful intercollegiate athletic program under the NCAA’s fundamental principles of sportsmanship, ethical conduct, and rules compliance. The Athletic Department is committed to provide a wide variety of intercollegiate, club, intramural and recreational programs. The student-athletes will have every opportunity to develop their abilities in an environment supporting their holistic development and characterized by high moral character, high standards of academic scholarship, leadership and loyalty to the College.

The College is committed to provide to our coaches and administrative staff the opportunity to grow professionally and personally. Our commitment is also to share our experience beyond the Department of Athletics to the College Community, Board of Trustees and Alumni. The intramural and recreational programs offer the opportunity for athletic participation by all members of the College Community.

Central to our mission and philosophy, the Department of Athletics embraces and promotes gender and cultural diversity among staff, coaches and student-athletes. These programs will strive for broad participation and competitive excellence.
NCAA DIVISION II STATEMENT OF PHILOSOPHY

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational welfare of the participating student-athlete is of primary concern.

Members of Division II support the following principles in the belief that these objectives assist in defining the division and the possible differences between it and other divisions of the Association. This statement shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.

A member of Division II:

(a) Believes in offering intercollegiate athletics participation to as many of its students as possible, whether or not these students are athletically recruited or financially assisted;

(b) Believes in striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, and developing positive societal attitudes in all of its athletics endeavors;

(c) Believes in scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit;

(d) Recognizes the dual objectives in its athletics program of serving both the campus (participants, student body, faculty-staff) and the general public (community, area, state);

(e) Believes in offering opportunity for participation in intercollegiate athletics by permitting athletically related financial aid for its student-athletes; and

(f) Believes that all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II.
PARTICIPATION IN ATHLETICS
St. Thomas Aquinas College adheres to all current NCAA Division II Rules and Regulations.

• You have elected to play. You don’t have to be part of the program! However, if you are to be part of the program, you must follow our guidelines, our rules and your coaches’ request. Any deviation from this pattern could mean dismissal from our teams.

• The Athletic Department staff prefers to communicate with you, the student-athlete, on all issues related to athletics and your role as a student-athlete. We prefer not to speak to your parents. Speak to your coach or athletic administrator if an issue arises.

• If you elect to transfer out of St. Thomas Aquinas College, you may or you may not be granted a one-time waiver by us that would allow you to participate at your next institution. You have a right to a meeting regarding this if we do not grant you permission.

• Once you are part of an athletic program you are recognized as an athlete and you will be treated differently, good and bad, by faculty, administration, fans, alumni, campus security, etc. Therefore, we expect you to always conduct yourself in a professional manner.

• We, the Athletic Department, expect no problems from you anywhere - not in dormitories, the dining hall, classrooms and off campus in places such as bars, restaurants, dance clubs, etc…

• The Athletic Department will not condone your use of drugs or alcohol while you are a part of, or associated with, our program. If you are caught breaking any regulations, you may be dismissed.

• If you have coaches that don’t support departmental efforts as to correct behavior, speak to them and speak to the Vice President of Student Development or Director of Athletics.

• As you should all know by now, eligibility is extremely important. You must know what you are doing regarding satisfactory progress and a selection of major as well as meeting the minimum G.P.A requirements.

• All athletic scholarships are contractual for one academic year only. NCAA Division II Bylaws 15.3.3, 15.3.3.1, 15.3.3.1.1, 15.3.3.1.2 & 15.3.3.1.3

• As athletes, you must go to class! GO TO CLASS!!

PARTICIPATION IN ATHLETICS

• As athletes, when you travel and you miss class to travel, you must notify your professors well in advance as to the conflict. Let them know where you’re going and why.
If a problem occurs call the Director of Athletics.

• Your Student Athletic Advisory Committee (SAAC) can be your voice and your team’s voice for issues you feel affect you and your teammates! SAAC is extremely important, so be active.

• The College is attempting to give you an opportunity to participate and to provide you with equal and competitive opportunities. However, this administration is not obligated to extend budgets or make exceptions for anyone. You will get officials at games (big cost), practice gear, game equipment, transportation (vans, buses, and planes), meal money and an opportunity for championships. You have coaches, trainers (full time) and other support personnel. You’re luckier than most.
• Some coaches, parents or alumni work harder for their sport than others do, and therefore, teams may get the benefit. As an example, fundraising for special trips, special contracts for equipment, an upgraded media guide, etc… Therefore, there may be some difference; however, we keep things within reason and attempt to be fair to all.

• The Director of Athletics will decide if the department will submit eligibility waivers for student-athletes.

• The bottom-line is this: When you are part of our program, we expect much higher levels of behavior, leadership, academics, and participation on campus, as well as on the field or on the court. Be winners and make news for all the right reasons, not the wrong ones.

RESPONSIBILITIES OF THE ATHLETE
The student-athlete shall uphold all NCAA, ECC, and St. Thomas Aquinas College rules, as well as other policies or procedures imposed by the College, Athletic Department, or Coaches. The athlete is responsible for being aware of NCAA and College rules as they affect athletic eligibility and satisfactory progress toward a degree. The athlete is a representative of St. Thomas Aquinas College and, therefore, should represent the College with the utmost integrity, honor, dedication, and pride.

EDUCATION
Completing your education and receiving your degree should be your (and is our) first priority! The NCAA requires that a minimum of 12 graded hours per semester (no audit hours) be attempted each semester. If the academic course load drops below 12 hours at any time, the athlete’s scholarship and/or eligibility will be in jeopardy. The athlete must notify his/her faculty advisor and the Athletic Department of any classes added or dropped after registration or after classes have begun. This will ensure athletic eligibility and normal academic progress. Student-athletes must maintain a GPA of 2.0; those who fall below a 2.0 GPA will become ineligible to participate in intercollegiate athletics and may lose their financial aid packages. This standard is higher than the NCAA’s. Once a major is selected, the athlete is responsible for meeting with the faculty advisor within his or her major. Remember, a specific major must be declared by the beginning of the fifth semester.

CLASS ATTENDANCE AND ATHLETICS
Athletes are expected to attend all classes. The athlete must notify professors of any absences due to intercollegiate competition. There may be a duplication of efforts on your behalf by the Athletic Department, but it is extremely important that you show initiative in this area. This notification must be done in advance of the competition. The athlete remains responsible for all work missed and should make sure it is completed promptly. Athletes should be on time for all appointments, classes, tutors and academic advisory meetings. What you must understand is that you are a student first, and an athlete second!

As a student athlete at St. Thomas Aquinas you will take the same number of classes as other students. Time will be at a premium for you. You have athletic commitments, classes, socializing, and studying. All of these will take pieces of your daily schedule. You must learn to manage your time, not let time manage you.

Here are the general policies and procedures to help you stay on course towards your goal of graduation:

1. Attendance
Regular and prompt attendance at all classes is required. Responsibility for attendance at classes rests with the student. Instructors may specify particular academic penalties for infractions of the attendance policy. Students who are absent because of religious beliefs will be given an opportunity to make up any missed examination or work requirements.
2. Academic Honesty

Ethical behavior is an important component of the College experience. Students will develop values and moral standards, which they will be able to apply to various situations throughout their lives. Honesty and trust are also necessary for learning to be attained fairly and assessed fairly. Otherwise, one’s education loses its value and meaning.

Academic integrity is essential to St. Thomas Aquinas College’s mission to educate in an atmosphere of mutual understanding, concern, and cooperation. All members of the College community are expected to possess academic integrity, which we define as: the pursuit of knowledge. Academic dishonesty is any behavior, which violates this principle.

St. Thomas Aquinas College strictly prohibits academic dishonesty. Any student who engages in academic dishonesty will be subject to sanctions as deemed appropriate by the College, ranging up to and including immediate dismissal from the College.

Examples of Academic Dishonesty include: Cheating, Plagiarism, and Deception

3. Declaring a Major

NCAA rules dictate that at the end of four semesters, a student-athlete must declare a major to indicate they are making progress towards a degree. Once students decide on an area of interest, they are assigned to faculty advisers in that major. Majors are declared by obtaining a form from and returning it to the Office of Academic Advisement.

4. Making Satisfactory Academic Progress

It is imperative that students continue to make satisfactory academic progress toward graduation and the acquisition of their baccalaureate degree. The college provides a variety of academic support services to assist students who are having - or wish to avoid - academic difficulties. To learn more about these services, please contact the Office of Academic Services.

However, students who do not continue to make satisfactory academic progress are subject to being placed on probation, being suspended from the college, or being dismissed from the college. The following material states the college’s criteria for judging satisfactory academic progress and the conditions, which result from a student’s failure to maintain satisfactory progress. Some academic programs have requirements in addition to those below. Students pursuing such programs must satisfy the additional requirements as determined by the relevant program director. Students who sign academic contracts as a condition of admission to the college and who do not fulfill the conditions of the contract may be placed on probation, suspended, or dismissed independent of the following criteria.

SATISFACTORY ACADEMIC PROGRESS

Full-time students (and equivalent part-time students) are considered to be making satisfactory progress toward graduation and their degree if they have achieved:

• A semester grade point index in the most recently completed semester of at least 1.8, and

• A cumulative grade point index of at least: 1.8 upon completion of one academic year of full-time college enrollment (24 credit hours for part-time students);

• 2.0 upon completion of two academic years of full-time college enrollment (48 credit hours for part-time students) and thereafter.

UNSATISFACTORY ACADEMIC PROGRESS

Full-time students (and equivalent part-time students) who do not fulfill the conditions for satisfactory academic progress are judged to be making unsatisfactory progress toward graduation and are subject to the following conditions.
PROBATION
Students on academic probation may not carry more than 12 credits a semester. And they may be further limited in their college activities. Students on probation must attain a semester grade point index of at least 2.0 for the current semester or be subject to suspension or dismissal.

Students may be placed on probation if: The cumulative grade point index falls below 1.8 but not below 1.5 during the first year of full-time enrollment; or if:
The cumulative grade point index falls below 2.0 but not below 1.8 during the second and subsequent years of full-time enrollment.

Students on academic probation must attend the Center for Academic Excellence on a weekly schedule (typically 2 hours per week) determined either by the student’s academic advisor or the Vice President for Academic Affairs. In addition, students on academic probation must make an appointment with their academic advisor within the first week of the term, in order to arrange a schedule of periodic meetings with the advisor throughout the semester.

SUSPENSION
Students placed on suspension at the end of an academic semester may not attend the college for the subsequent semester. Suspended students may attend summer and in-ter-session courses. Readmission to the college following the semester of suspension may normally be gained by appealing in writing to the Director of Academic Advisement and indicating evidence of greater academic maturity.

Students may be suspended from the college if while on probation, the student achieves at least a 1.8 semester grade point index but less than a 2.0 grade point index; or if the semester grade point index falls below 1.5; or if the cumulative grade point index falls below 1.5 during the first year of full-time enrollment; or if the cumulative grade point index falls below 1.8 but not below 1.5 during the second and subsequent years of full-time enrollment.

DISMISSAL
Students dismissed from the college may not register to attend it. There is no expectation that a dismissed student will be successful in appealing to return. Students may be dismissed from the college if while on probation, the student does not achieve at least a 1.8 semester grade point index; or if the cumulative grade point index falls below 1.5 in any semester of full-time enrollment after the second semester; or if a student is eligible for suspension for the second time.

GRADING SYSTEM (EFFECTIVE JUNE 2012)

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<th>Grade</th>
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<td>A-</td>
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**R Repeated Course.** Indicates that the student has repeated a course in which a grade of D or F had been received. Original grade is not counted towards GPA. Students may only
repeat a course in which they have earned a grade of D or F. To repeat a course more than once, a student must obtain the permission of the Director of Academic Advisement or the Registrar. Repeated courses may not be taken as courses-by-appointment. Repeated courses MUST BE taken at STAC so that the original grade may be replaced in the cumulative grade point. The original grade is not counted toward GPA.

**W Withdrawal up to mid-semester.** No credit granted.

**INC Incomplete.** Students who, because of an extraordinary circumstance, request an Incomplete must do so prior to the last day of class. A form must be completed by the student, signed by the instructor, and forwarded to the Registrar with the grade sheet.

Incompletes are given at the discretion of the faculty member. For courses other than practicums/ internships/ field study, no grade higher than a B (except in extenuating circumstances and then only with the permission of the Director of Academic Advisement and the Registrar) may be granted for an incomplete. All work must be submitted by the date stipulated by the instructor (but not later than one month prior to the end of the following semester), or the Incomplete becomes an F.

**PASS/FAIL** Pass indicates that the student has satisfied the requirements for the course. A Fail indicates that the course goals have not been attained. No quality points are assigned to a Pass/Fail. Only those courses so indicated in the course listings may be taken on a Pass/Fail basis.

**NS No Show.** Student never reported to class. No credit granted. No academic penalty.

**AUDIT** Students may audit courses. Students who audit courses receive neither credit nor quality points for the course. Audited courses do not satisfy degree requirements nor are they counted in determining student load.

**CLASSIFICATION OF STUDENTS**

Students are classified according to the number of semester hours of credit they have earned and the number of semester hours carried. Listed below are the requirements for the respective classifications:

**Full-Time:** A student carrying 12 or more credits.

**Part-Time:** A student carrying fewer than 12 credits

**Freshman:** An enrolled student who has not completed 30 credits.

**Sophomore:** A student who has successfully completed 30+ credits.

**Junior:** A student who has successfully completed 60+ credits.

**Senior:** A student who has successfully completed 90+ credits and has a cumulative GPA of at least 2.0 (C average).

**Non-matriculated:** A student who has not been accepted by the College as a degree candidate.

**HOW TO BE SUCCESSFUL AT ST. THOMAS AQUINAS**

1. Go to class
2. Turn all assignments in on time
3. Practice good time management
4. Get to know your professors
5. Set goals and plan around them
6. Get involved on campus
7. Recopy your notes within 24 hours of class
8. Stay focused and take advantage of your opportunities
9. Get motivated
10. Be yourself and don’t compromise your values and beliefs

ELIGIBILITY FOR PRACTICE & COMPETITION

I. All students must have a physical assessment each year prior to any participation. (See Athletic Training)

II. All students must be certified as eligible before they may practice or compete.

A. Freshmen Students
   1. Must be certified as academically eligible by the NCAA Eligibility Center.
   2. Must have their amateurism status evaluated and certified by completing an Amateurism Questionnaire with the NCAA Eligibility Center.
   3. Must be registered as a full time student (12 or more credits)

B. Transfer Students
   1. Must have their amateurism status evaluated and certified by completing an Amateurism Questionnaire with the NCAA Eligibility Center.
   2. Must meet NCAA & ECC transfer requirements as certified by Admissions Compliance Officer.
   3. Must be registered as a full time student (12 or more credits).
   4. Must declare a major when entering the 5th full time semester.

C. Continuing Students
   1. Must be in good academic standing as defined by St. Thomas Aquinas College (Required GPA: 2.0).
   2. Must meet progress toward degree requirements as defined by both the NCAA and St. Thomas Aquinas College.
   3. Must declare a major at the start of the 5th full time semester.
   4. Must be registered as a full time student (12 or more credits).
   5. Must have their amateurism status evaluated and certified by completing an Amateurism Questionnaire with the NCAA Eligibility Center.

III. All students must sign the following papers administered by the athletic administration (Now Located on Front Rush):

A. NCAA Student-Athlete Statement
B. NCAA Drug Testing Consent Form
C. St. Thomas Aquinas Drug Testing Consent Form
D. HIPAA Form
E. Student Information Form

CONDUCT AND COMPLIANCE

INTRODUCTION OF THE ST. THOMAS AQUINAS COLLEGE ATHLETIC DEPARTMENT STUDENT-ATHLETE CODE OF CONDUCT (ETHICS)

The success of any organization is directly related to its code of ethics. The Code of Ethics of the St. Thomas Aquinas College Department of Athletics states that every student-athlete and staff member is responsible for both the integrity and the consequences of his or her own actions. The highest standards of honesty, integrity, and fairness must be followed by each student-athlete and/or staff member when engaging in any activity concerning St. Thomas Aquinas College, particularly in relationships with students, faculty, the public, our competitors, other team members, and members of other Spartan athletic teams. We expect that no
team or staff member will engage in any activity that is, or gives the appearance of being, improper, illegal, immoral, or which could in any way harm or embarrass St. Thomas Aquinas College and the Department of Athletics.

The Student-Athlete Conduct Committee (SACC) will consist of the Senior Woman Administrator, the Compliance Coordinator, and the head coach of the student-athlete in question. In the event that an athlete in question is a member of a team that a committee member is a coach; the member will take the role of the head coach in question and an outside member will be selected from the St. Thomas Aquinas College Athletic Department professional staff on a rotating basis to fill that position. It will not be permissible for two members of the committee to be involved in the sport of the athlete in question.

FIRST OFFENSE: The SACC will review the offense in a timely fashion and recommend appropriate action. Such action could include suspension, probation, or counseling depending upon the nature of the offense.

SECOND OFFENSE: The student-athlete may be immediately suspended from practice, competition, and/or athletic facilities until further notice. This would result in the student-athlete being in athletics facilities only to attend classes in which the student-athlete is officially enrolled or to have necessary treatment in the training room. The decision regarding the student athlete’s future will be made by the SACC.

NCAA COMPLIANCE MATERIALS

Prior to participation in any athletically related activities, each academic year all student-athletes must complete and sign NCAA documents related to:

1. Their overall eligibility to participate;
2. Their recruitment to St. Thomas Aquinas College
3. The athletically related financial aid they have or will receive;
4. Their amateur status;
5. Their involvement in gambling activities and;
6. A consent form for the testing of banned substances.

INITIAL ELIGIBILITY FOR ATHLETIC PARTICIPATION – INCOMING FRESHMAN ATHLETES

If you are an incoming freshman athlete to St. Thomas Aquinas College, there may be limitations placed on your ability to participate depending on your qualification status. Incoming freshman athletes are classified as qualifiers, partial-qualifiers or non-qualifiers. Note that the qualification status of all incoming freshman student athletes must be certified by the NCAA Eligibility Center.

NCAA Bylaw 14.02.10.1 – Qualifier:

A qualifier is defined as one who is a high school graduate and who has presented the following minimum academic qualifications: (a) a minimum cumulative grade-point average of 2.000 in a successfully completed core curriculum of at least 16 academic courses per NCAA Bylaw 14.3.1.2 and (b) has achieved a minimum combined score on the SAT verbal and math sections of 820 (note the writing section of the new SAT is not considered,) or a minimum sum score of 68 on the ACT. Qualifiers are eligible for athletically related financial aid, practice and competition during the first academic year in residence.

NCAA Bylaw 14.02.10.2 – Partial Qualifier:

A partial qualifier is a student who does not meet the requirements for a qualifier but who, at the time of graduation from high school, presents one of the following academic requirements: (a) a minimum cumulative grade-point average of 2.000 in a successfully completed core curriculum of at least 16 academic courses per NCAA Bylaw 14.3.1.2 or (b) has achieved a minimum combined score on the SAT verbal and math sections of 820
(note the writing section of the new SAT is not considered,) or a minimum sum score of 68 on the ACT. Partial Qualifiers are eligible for athletically related financial aid and “on-campus” practice, but may not compete during the first academic year in residence.

NCAA Bylaw 14.02.10.3 – Nonqualifier:

A nonqualifier is a student who has not graduated from high school or who, at the time specified in the regulation (See NCAA Bylaw 14.3,) presented neither the core-curriculum grade-point average and SAT/ACT score required for a qualifier. Nonqualifiers are not eligible for athletically related financial aid, practice, or competition during the first academic year in residence.

NCAA AMATEURISM CERTIFICATION

The NCAA Eligibility Center will include an amateurism certification process that will be used to determine the amateur status of domestic and international freshman and transfer prospective student-athletes initially enrolling at NCAA Divisions I and II member institutions on or after August 1, 2007.

Prospective student-athletes may register with the Eligibility Center via the Internet at the beginning of their junior year in high school. As part of the amateurism certification process, each prospect will be asked to answer several questions regarding his or her sports participation history. Early registration with the Eligibility Center and the completion of the athletics participation questions will allow institutions to have preliminary information regarding a prospect’s amateurism status, which will promote consistency in the recruiting process. Final certifications of amateur status will occur at the end of the prospective student-athlete’s senior year of high school or approximately two to three months prior to initial full-time enrollment at an NCAA Division I or II institution.

Selected amateurism rules to be certified by amateurism certification include:

- Contracts with a professional team
- Salary for participating in athletics
- Prize money above actual and necessary expenses
- Play with professionals
- Tryouts, practice or competition with a professional team
- Benefits from an agent or prospective agent
- Agreement to be represented by an agent
- Organized-competition rule

CONTINUING ELIGIBILITY – PROGRESS-TOWARD-DEGREE REQUIREMENTS

NCAA Bylaw 14.4.1 – Progress-Toward-Degree Requirements:

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall maintain progress toward a baccalaureate or equivalent degree at that institution as determined by the regulations of that institution…

To satisfy progress-toward-degree requirements at St. Thomas Aquinas College and to be eligible for athletically-related financial aid, practice and competition during each academic year after a student-athlete’s initial year in residence or after a student-athlete has used one season of eligibility in a sport, students:

(A) Must be in Good Academic Standing as noted on their Official Academic Transcript.

(B) Satisfactory completion of six hours of academic credit the preceding regular academic term (fall or spring) in which the student-athlete has been enrolled full time at any collegiate institution.

(C) Satisfactory completion, before each fall term, of a cumulative total of academic semester hours equivalent to an average of at least 12 semester hours during each of
the previous academic terms in which the student-athlete has been enrolled; or satisfactory completion of 24 semester hours of academic credit since the beginning of the previous fall term (i.e. 24 credits after year one and 48 credits after year two). No transfer credits prior to full time enrollment in any college/university will count toward progress to ward degree (i.e. College Credits Taken in High School). (Note that 75% of the minimum requirement or 18 hours of academic credit must be completed during the regular academic term (fall and spring.).)

(D) Student-athletes must meet the “satisfactory completion” provision of the requirement by maintaining a minimum grade point average of 2.000.

MEDICAL ISSUES & SPORTS MEDICINE

Taking care of the medical needs of 300+ Division II athletes is a tremendous and never ending challenge. The athletic training staff at St. Thomas Aquinas College is dedicated to providing injury management, treatment, and rehabilitation of athletic injuries for all St. Thomas Aquinas student-athletes.

The St. Thomas Aquinas Athletic Training Staff, under the direction of Lori Rahaim, Head Athletic Trainer, is committed to ensuring the safe participation of St. Thomas Aquinas’s student-athletes and providing optimal care to return injured athletes to play quickly and safely. In order for you to perform safely as an athlete, the athletic trainer requests knowledge of certain information including a complete physical assessment, medical history, and insurance information. All athletes at St. Thomas Aquinas are required to have completed all forms provided to them by the athletic trainer and be cleared by the team physicians before participating in any practices or athletic events.

DRUG TESTING

Drug testing is now administered to athletes competing in NCAA championships and sanctioned post-season football contests. The NCAA also comes to campus for mandatory random drug testing of our student-athletes.

In association with this requirement, St. Thomas Aquinas College has as part of its Drug, Alcohol, and Tobacco policies mandatory monthly random drug testing of athletes. The following are some of the objectives for our Drug Education/Testing Program:

1. To prevent any drug abuse by St. Thomas Aquinas College student-athletes and to educate students regarding the associated physical, mental/emotional, and legal problems.
2. To identify any St. Thomas Aquinas College student-athlete who may be using illegal drugs and identify the drug.
3. To provide necessary counseling and education in a proper medical and moral fashion for any St. Thomas Aquinas College student-athlete with a drug problem.

As part of this program, the St. Thomas Aquinas College Athletic Department is developing educational programs for the academic year that will be mandatory for all student athletes regarding chemical dependency and its effects on the individual.

Equally important will be the drug screening of student athletes. These random tests will be conducted by our College Athletic Training/Sports Medicine personnel. Analysis of the samples will be done by an outside medical laboratory.

All student-athletes will learn more about these policies prior to the beginning of the fall season.

Should you have any questions regarding this program, please feel free to contact the Office of Athletics or the Athletic Trainer.
The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee. The following is a list of banned-drug classes, with examples of substances under each class. NOTE, there is no complete list of banned substances. Do not rely on this list to rule out supplement ingredient. Please see the Sports Medicine Staff prior to using any supplement.

**STIMULANTS**
- amiphenazole
- amphetamine (Adderall)
- bemiogride
- benzphetamine
- bromantan
- caffeine (guarana)
- chlorphentermine
- cocaine
- cropropanide
- crothetamide
- diethylpropion
- dimethylamphetamine
- doxapram
- ephedrine
- (ephedra, ma huang)
- ethamivan
- ethylamphetamine
- fenfluramine (Fen)
- meclofenoxate
- methamphetamine

**ANABOLIC AGENTS**

**anabolic steroids**
- androstenediol
- androstenedione
- boldenone
- clobesbol
- dehydrochlormethyltestosterone
- dehydroepiandrosterone (DHEA)
- dihydrotestosterone (DHT)
- dromostanolone
- epitrenbolone
- etiocholanolone
- fluoxymesterone
- gestrinone
- mesterolone
- methandienone
- methasterone
- methyltestosterone
- nandrolone
- norandrostenediol
- norandrostenedione
- norethandrolone
- oxandrolone
- oxymesterone
- oxymetholone
- stanozolol
- testosterone
- tetrahydrogestrinone (THG)
- trenbolone

**Not Banned:**
- phenylephrine
- pseudoephedrine

AND RELATED COMPOUNDS
DIURETICS AND OTHER URINE MANIPULATORS
acetazolamide
hydrochlorothiazide
bendroflumethiazide
hydroflumethiazide
benzhiazide
methyclothiazide
bumetanide
metolazone
chlorothiazide
polythiazide
chlorthalidone
quinethazone
ethacrynic acid
spironolactone (canrenone)
flumethiazide
triameterene
furosemide
trichlormethiazide
and related compounds

STREET DRUGS
heroin
tetrahydrocannabinol
marijuana
(THC)

PEPTIDE HORMONES AND ANALOGUES
corticotrophin (ACTH)
erthropoietin (EPO)
growth hormone (hGH, somatotrophin)
human chorionic gonadotrophin (hCG)
insulin like growth hormone (IGF-1)
luteinizing hormone (LH)

All the respective releasing factors of the above-mentioned substances also are banned:
erthropoietin (EPO) sermorelin darbepoetin

ANTI-ESTROGENS
anastrozole
clomiphene
formestane
tamoxifen
and related compounds

For more information, go to:
or
www.drugfreesport.com

HAZING MYTHOLOGY

WHAT IS A MYTH?
- A popular belief or assumption that has grown up around someone or something; especially one embodying the ideals and institutions of a society or segment of society (i.e. athletic teams & initiation).
- Also and unfounded or false notion.
HAZING MYTHOLOGY
“Hazing is no more than foolish pranks that sometimes go awry.”
Fact:
- Hazing is an act of power and control over others.
- Hazing is premeditated and not accidental.
- Hazing is abusive, degrading and sometimes life-threatening.

HAZING MYTHOLOGY
“Hazing is an effective way to teach respect and develop discipline.”
Fact:
- Respect must be EARNED – not taught or demanded.
- Victims of hazing rarely report having respect for those who have hazed them.

HAZING MYTHOLOGY
“As long as there is no malicious intent, a little hazing should be okay.”
Fact:
- Serious accidents have occurred in seemingly innocent activities considered to be “all in good fun.”
- What purpose do these activities serve in promoting the growth and development of team or group members?

HAZING ULTRA MYTH #1
“Everyone participated voluntarily, so it can’t be considered hazing.”
Fact:
- Consent is irrelevant when it comes to hazing.
- Hazees may have no clear idea what they are getting into.

HAZING ULTRA MYTH #2
“It brings us together as a team or group and helps us bond.”
Fact:
- Hazing is far more likely to divide groups. Victims of hazing report feelings of mistrust, alienation and anger toward the larger group.

REASONS NOT TO HAZE
- Victims lose respect for those that haze them.
- Hazing breeds mistrust, alienation and anger.
- Hazing divides rather than unites.
- Potential members leave group or team rather than put up with abuse.
- Possibility of injury or death.

HAZING—YES OR NO?
- The soccer team has a party each fall to welcome its new members, Tradition has it that all new members drink until they vomit. Even though a few members choose not to participate, the vast majority do.
- Members of the radio station drive new members miles away from campus where they are left in their underwear and with no ride back.
- Members of the hockey team call first year players “meat” for the entire season.
- The baseball team requires all first year players to shave their heads.
- The honor society deceives its new members into thinking they will not attain membership just prior to their initiation.
• A sorority forces its new members to have their Greek letters tattooed on their ankle.
• The fraternity has its pledges participate in a scavenger hunt. One of the items is a city street sign.
• First year lacrosse players are required to pick up balls after practice every day.

COMMON SENSE HAZING TEST
• Is this a team or group activity that members are encouraged or expected to attend and where alcohol is involved?
• Will current members refuse to participate with the new members?
• Does the activity risk emotional or physical abuse?
• Is there a risk of injury or a question of safety?
• Would you have any reservations describing the activity to your parents, to a professor or University official?
• Would you object to the activity being photographed for the school newspaper or local TV news?

HOW TO PREVENT HAZING
• Be true to yourself. Take individual responsibility
• Commitment of leadership is critical.
• Expect resistance.
• Document your commitment to a hazing-free environment and communicate that to potential new members or recruits.
• Develop alternative activities to foster unity and instill a sense of membership.
• Utilize available campus resources.

ST. THOMAS AQUINAS COLLEGE HAZING POLICY
St. Thomas Aquinas College unconditionally opposes hazing and prohibits any situation that produces mental or physical discomfort, embarrassment, harassment or ridicule. Every St. Thomas Aquinas College student is guaranteed freedom from the humility and danger of hazing.

As defined by St. Thomas Aquinas College, hazing is any public or private act, on campus or off, whether physical, psychological, or illegal, which subjects another person, voluntarily or involuntarily, to anything that may abuse, mistreat, degrade, humiliate, or intimidate him or her, or which may be construed to compromise his or her inherent dignity as a person.

HOW TO REPORT INCIDENTS OF HAZING AT STAC
Athletics (Coach, AD, Assoc. AD, Asst. AD’s, Athletic Trainer)
Office of Student Development
Residence Life
Campus Safety: (845) 398-4080
Counseling and Psychological Services
Faculty
Other STAC Staff

MORE INFORMATION
www.stophazing.org

TRAVEL
Student-athletes traveling under the sponsorship of the College may receive cash allowances for meals, or they may eat as a team as arranged by the coaching staff and approved by the administration. For either situation, each athlete is responsible for signing a Travel
Expense Voucher (Meal Money Form).

Athletes are responsible for conducting themselves in an appropriate manner at all times during travel, including proper dress. Students are responsible for personal expenses, care of equipment and all academic work missed as a result of the teams travel. All alcohol, drug and tobacco policies apply to students at all times during all away trips.

The student’s personal health and safety during travel is extremely important. Student-athletes must travel to and from competition with their team and abide by all team rules. Only under pre-approved conditions, and when special circumstances present themselves, will regulations be changed.

Remember, you are representing your team, the athletic department, and St. Thomas Aquinas College from the time you depart campus until the time you return to campus.

**SPORTSMANSHIP**

The NCAA and all its member conferences are very concerned about athletes’ behavior before, during and after competition. The NCAA Principle of Sportsmanship and Ethic Conduct states that student-athletes “…should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest in not only the athletics participation but also in the broad spectrum of activities affecting the athletics program.”

The Department of Athletics and the East Coast Conference do not condone poor sportsmanship or unsportsmanlike behavior by any student-athlete. Unsportsmanlike conduct includes, but is not limited to: physical and verbal acts that would incite spectators or student-athletes; threatening gestures or words; obscenities; race, religious, nationality, or sex-based statements whether spoken, signed, gestured, written, or printed; public criticism of officials, or confrontations between officials and student-athletes.

As a member of a St. Thomas Aquinas College athletic team, you are expected to play the contest within the letter and spirit of the rules of the game, and follow college and conference guidelines regarding behavior. Violation of these rules could result in suspension from one or more contests. Repeat violations may mean suspension from the team.

**RESIDENCE LIFE & HOUSING**

Living in our residence halls provides the student-athlete with significant opportunities to succeed in college. It increases the student’s chances for involvement while improving the student’s overall education. Research has consistently shown that students who live in residence halls have more contact with faculty, administrators and campus programs than those who do not. There is also evidence that they do better academically while feeling more satisfaction with their overall College experience.

The College, through its residence life staff, tries to promote an atmosphere of learning. The professionals in residence life support the educational goals of the College and strive to provide an environment that is safe, healthy and conducive to study. They attempt to provide an environment that promotes and reflects responsible citizenship, understanding of difference, and respect for others. We encourage athletes to form strong relationships with residence life administrators based on respect and mutual trust, and to be role models for great citizenship.

Please be reminded that student athletes who reside on campus follow the same policies as non-athletes who reside on campus. However, as athletes, you have team and departmental rules about behavior that can affect your team standing. Proper behavior is mandated.

**FINANCIAL AID**

Financial aid is administered by the institution through the Office of Financial Aid. This office approves or disapproves the recommendations of athletic scholarship received from the Director of Athletics.
The procedure for awarding an athletic grant-in-aid is as follows:

1. The coach recommends an athletic award to the Director of Athletics;
2. The director may accept or deny this request, or make modifications based on other elements of the student’s financial aid package;
3. The Office of Financial Aid signs off on the request;
4. The athletic grant-in-aid is for one year only.

**STUDENT ATHLETE ADVISORY COMMITTEE**

About SAAC

The Student Athlete Advisory Committee is a board made up of student-athletes who are committed to generating a voice for the student-athlete within the NCAA. One of the main purposes for SAAC is to make other student-athletes aware of proposed NCAA legislation and to recommend legislation to the NCAA regarding certain situations. SAAC is dedicated to promoting a positive student-athlete image within the athletic programs and creating the executive leaders of tomorrow.

Mission Statement

The mission of the NCAA and St. Thomas Aquinas College SAAC is to enhance the total student-athlete experience by promoting opportunity protecting student-athlete welfare; and fostering a positive student-athlete image.

Constitution

**ARTICLE I.**

**Purpose**

The St. Thomas Aquinas College Student-Athlete Advisory Committee has a four-fold purpose:

1. Streamline and promote efficient communication between the department of athletics administration and the student-athlete population.
2. Evaluate the athletics program and make recommendations to the administration for the improvement of the student-athlete academic, athletic and social experiences.
3. Encourage unity, common purpose and camaraderie between teams and among all athletes in the program.
4. Actively encourage involvement of the student-athletes in campus and community projects.

**ARTICLE II.**

**Structure**

A. Each team shall elect one representative who will have voting privileges. Since officers are elected from among the committee members to serve a second term on the committee, officers are designated as team representatives.

B. All members are elected annually during the spring semester and serve for one year. Officers may be elected for consecutive terms. An individual must serve as a representative for one year before being eligible to become an officer.

C. The SAAC will hold approximately one meeting per month. These meetings shall be open to all persons wishing to attend. Each officer and team representative is required to attend all meetings. The Executive Board reserves the right to call additional meetings when necessary.

D. Although SAAC meetings are open, only team representatives and officers shall vote.
E. The Director of Athletics shall serve as a non-voting advisor to the committee.

F. There shall be four standing committees: The Annual Awards Banquet Committee, the Community Service Committee, the Student-Athlete Alcohol and Drug Education Committee, and the Student-Athlete Educational Program Committee.

ARTICLE III.

Membership

A. In no aspect of SAAC programs shall there be any difference in the treatment of person as a result of their race, color, creed, sexual or association preference, disability, age or any other classification that would deprive the person of consideration as an individual.

B. Membership is limited to student-athletes who participate as a member of the St. Thomas Aquinas College Intercollegiate sports teams.

C. Members must be full-time students in accordance with NCAA and St. Thomas Aquinas College rules, as well as being listed as an active student-athlete on the team squad list. Failure to fulfill these requirements will disqualify a representative from SAAC.

D. Members shall attend each meeting. Two unexcused absences shall deem a representative not in good standing and they shall be removed from office. An alternate shall be appointed by the representative team for the representative not in good standing. An alternate shall not have voting privileges.

ARTICLE IV.

Officers

The President, Vice President and recorder shall be elected in the spring semester. Procedures for the election of officers is as follows:

A. Prior to the election of Team Representatives for the coming year, the current year’s representative shall select officers for the coming year.

B. A call for nominations shall be made by the Director of Athletics. Current SAAC representatives and officers are invited to make nominations. Self-nominations are accepted.

C. Should one representative be nominated for more than one office, the Director of Athletics shall consult with the student-athlete to determine which office he or she prefers to run.

D. All nominees shall be placed on a voting ballot. Each SAAC member shall have one vote. Voting shall be conducted by the Director of Athletics.

E. All nominees shall be notified of the election results. Announcements and introductions of new officers shall take place at the Annual Athletics Award Banquet.

Duties

A. Duties of the Executive Board

1. President
   a. Presides over meetings
   b. Appoints the chairs to standing committees
   c. Serves as liaison to the Department of Athletics
   d. Functions as spokesperson from SAAC to community
   e. Facilitates relations with the NCAA and other institutions concerning student-athlete welfare.
   f. Performs such duties as are incidental to the office and which are required of the office by the Council.

2. Vice President
a. Presides over meetings when President is absent
b. Oversees all standing committees and reports to the Executive Board any relevant information.
c. Exercises all functions of the office of President in the absence of the President.
d. Performs such duties as are incidental to the office and which are required of the office by the Council.

3. Recorder
   a. Keeps written records of all SAAC general meetings and Executive Board meetings.
   b. Disseminates all information and communications to SAAC members.
   c. Performs such duties as are incidental to the office and which are required of the office by the Council.

Executive Board will meet with the Director of Athletics to discuss general business and to set agendas.

B. Duties of Representatives
   1. Attend all SAAC meetings.
   2. Serves on one of the four standing committees.
   3. Reports and discusses agenda items with team members.
   4. Acts as liaison between team and departmental administration.
   5. Participates in leadership training activities.

C. Duties of the Standing Committee Chairs
   1. Community Service Chair
      a. Coordinates major community service projects
      b. Reports on committee activities at SAAC meetings
   2. Awards Banquet Chair
      a. Organizes SAAC banquet responsibilities and delegates them among SAAC members.
      b. Reports on committee activities at SAAC meetings
   3. Student-Athletes Alcohol and Drug Problem Chair
      a. Oversees committee members’ responsibilities for designing and implementing comprehensive programming to include prevention, education and intervention to encourage healthy lifestyles and sound decision-making.
      b. Reports on committee activities at SAAC meetings
   4. Student-Athlete Educational Program Chair
      a. Coordinates educational programming projects
      b. Reports on committee activities at SAAC meetings

ARTICLE V.
Ratifying and Voting on Policies and Amendments to the Constitution

A. All amendments and changes must be submitted to SAAC for approval one meeting prior to the meeting at which they will be voted upon.
B. A quorum is required to vote on a proposed amendment.
C. A 2/3 vote is required for ratification of an amendment.
D. A quorum is not required for voting upon any other agenda item. Approval of such an item requires a simple majority of those in attendance.
THE CENTER FOR ACADEMIC EXCELLENCE

The Center for Academic Excellence provides all students with the opportunity to become efficient and effective learners. The center offers tutoring, study groups, college skills workshops, supervised study halls, and computer assisted instruction. The center is open Monday through Thursday from 9:00 a.m. to 8:00 p.m. and Fridays from 9:00 a.m. to 3:00 p.m. during the academic year.

CAREER DEVELOPMENT AND COUNSELING SERVICES

The Offices of Career Development and Counseling Services are a component of the Office of Student Development. We are located on the upper level of the Romano Student Alumni Center and are open from 9a.m. - 5p.m. Monday through Friday, when the college is open. To make an appointment, please call (845) 398-4065.

CAREER DEVELOPMENT

Career Development provides the opportunity for students to develop life long career exploration skills. The focal point of Career Development is to help STAC students in identifying their plans and provide them with the skills needed for job procurement. Our belief is that the job search process is most productive when one is clear about interests, values, skills and goals. Career Development does not provide academic advisement, nor does Career Development place students in jobs or internships. Career Development does collect and advertise job and internship opportunities that come into the office.

Students are strongly encouraged to visit the Career Development Office early in their academic career to meet with a Career Ambassador. The staff guides students in their search to answer questions and helps them to identify other resources that will assist in career development. Career planning emphasizes goal clarification and career exploration. Students who are uncertain about their career directions or about their interests, skills and values will be assisted in clarifying their thinking and explore pertinent options.

CREDENTIAL FILES

Every senior is encouraged to register with the Career Development and establish a credential file, which will be maintained through the senior year and after graduation. Letters of Recommendation are solicited by the student and are kept in a confidential credential folder. Copies of the file are sent to prospective employers after students give written permission to release the records. After the first free mailing, a fee of three dollars ($3.00) is assessed for each additional mailing. A fee of five dollars ($5.00) will be charged to accommodate FAX requests.

CAREER COUNSELING

Individual career counseling is available on an appointment basis. In career counseling, each student has the opportunity to evaluate his/her skills, values, talents, and interests in terms of possible career opportunities. Career information is available in the Career Resource Center to supplement the student’s self-evaluation.

ON-CAMPUS RECRUITING

Representatives of business and industry visit St. Thomas Aquinas College to recruit professional, seasonal, part-time and internship positions during the academic year. Recruiting schedules are posted in the Career Development Newsletter, the Thoma, and on flyers around campus. Career Development also hosts an annual Career and Internship Fair during the academic year.

WORKSHOPS

Workshops in job-hunting techniques, resume writing, interview techniques, dining etiquette and salary negotiation are conducted throughout the year. Students are
encouraged to participate in these workshops to improve their career search skills.

JOB LISTINGS
Part-time and full-time positions are posted on the glass-enclosed bulletin board at the entrance of Aquinas Hall and on the bulletin board in the upper level of the Romano Student Alumni Center. Detailed information about employment opportunities is available at the Career Development Office.

TESTING SERVICES
Information is available regarding standardized testing programs such as GRE, NTE, LSAT, and GMAT.

COUNSELING SERVICES
Counseling Services offers a wide range of services to the STAC community including counseling, crisis intervention, consultation, assessment, outreach, and training programs.

ELIGIBILITY FOR SERVICES
Our services are available to currently enrolled St. Thomas Aquinas College students carrying a minimum of six credits. Services are free of charge.

COUNSELING SERVICES
We provide time-limited, short-term counseling by a psychologist. If it is our assessment that your treatment needs deserve more intensive or long-term therapy, or require resources or competencies beyond what we can provide, we will assist with a referral to an appropriate off-campus mental health or other services provider. Services are available during each semester, except when the college is officially closed. In order to serve the developmental needs of the total student body, the center may employ a waiting list, which may result in a delay of providing services to you.

We do not provide services that require court testimony or involve litigation.

CONFIDENTIALITY
All communications between you and your psychologist will be held in confidence and will not, except under circumstances explained below, be disclosed to anyone outside of Counseling Services unless you give written authorization to release the information. A copy of our release form is available from our secretary.

EXCEPTIONS TO CONFIDENTIALITY
When there is a clear and present danger of harm to yourself or another person. In these circumstances we are legally required to take action to protect life. Thus, our actions in these circumstances may include arranging for voluntary or involuntary hospitalization, as well as notifying law enforcement authorities and/or other persons (such as family, friends, and or individuals at risk) as deemed appropriate.

CLUB AND INTRAMURAL SPORTS
The Club and Intramural Sports Programs at St. Thomas Aquinas College offer the STAC community an opportunity to participate in a wide variety of athletic and recreational activities outside of the traditional college varsity level program. The Club and Intramural Sports programs aim to enhance the STAC experience by creating an environment where students can unite in diverse groups to achieve common goals and objectives. Ultimately, our program is seen as a healthy avenue for developing young leaders: intellectually, emotionally, spiritually, culturally, socially, and physically.

For more information about either the Club or Intramural Sports Programs, please contact Brad Sarno, Coordinator of Athletics & Student Activities Programming at (845) 398-4153.
WHERE DO I GO WHEN I NEED TO…

FIND AN ON CAMPUS JOB
• Go to the Office of Human Resources located in Borelli Hall (1st Floor)
• When applying for any jobs on campus, you need two forms of ID

JOIN ANY CLUBS OR ORGANIZATIONS
• Go to the Office of Student Activities located in the Romano Student Center (Lower Level)

BECOME AN ORIENTATION LEADER
• Go to the Office of Student Activities located in Romano Student Center (Lower Level)

JOIN AN INTRAMURALS TEAM
• Go to the Office of Club and Intramural Sports located in Aquinas Hall (Lower Level).

FIND THE REGISTRARS OFFICE
• Go to the hallway connecting Aquinas Hall and Spellman Hall

FIND THE BUSINESS OFFICE
• Go to Borelli Hall (1st Floor)

FIND THE FINANCIAL AID OFFICE
• Go to the end of Spellman Hall (Upper Level past the library)

GET REFERENCE MATERIALS FROM THE LIBRARY
• Go to the end of Spellman Hall (Upper Level)

FIND EXTRA HELP IN YOUR STUDIES
• Go to the Center for Academic Excellence (Located in Spellman Hall)

GET MY STUDENT ID
• Go to the Office of Student Development located in the Romano Student Center (Upper Level)

BUY MY BOOKS
• Go to Follett Bookstore located in the Romano Student Center (Upper Level)

ADDRESS SECURITY AND SAFETY ISSUES
• Go to the Office of Campus Safety (Located in Aquinas Hall)

GET ANY PHONE NUMBER ON CAMPUS
• Dial the college switchboard at extension 4000

OTHER IMPORTANT PHONE NUMBERS

AT ST. THOMAS AQUINAS (AREA CODE 845)
Switchboard 398-4000
Academic Advisement 398-4087
Bookstore 398-4210/4211
Business Office 398-4042
Campus Ministry 398-4062
Career Development 398-4065
Center for Academic Excellence 398-4090
Counseling and Psychological Services 398-4065
Financial Aid 398-4097
Fitness Center Information 398-4027
Housing 398-4051
Human Resources 398-4038
Library:
  Circulation Desk 398-4219
  Hours 398-4223
  Reference Desk 398-4218
Maintenance 398-4395
Nurse/Health Services 398-4242
Pathways 398-4230
President’s Office 398-4013
Registration 398-4300
Safety & Security 398-4080
Student Activities 398-4084
Student Development 398-4051
WSTK Radio Station Requests 398-4281

OUTSIDE ST. THOMAS AQUINAS
Orangetown Police Department (845) 395-3700
Sparkill Fire Department (845) 359-1324
South Orangetown Ambulance Corps (845) 359-3030

FOR ALL EMERGENCIES DIAL 911

SPORTS MEDICINE RELATED PHONE NUMBERS
Dr. Oscar Vazquez, Team Orthopedic Physician (201) 358-0707
Dr. Edward Gold, Team General Practitioner (201) 666-3900
Nyack Hospital (845) 348-2000
Hackensack University Medical Center at Pascack Valley (201) 383-1035

NOTE: NO STUDENT ATHLETE IS TO MAKE APPOINTMENTS ON THEIR OWN; YOU MUST SEE THE ATHLETIC TRAINER FIRST!

2017-2018 ACADEMIC CALENDAR

FALL 2017
August  28  Open Registration
September  5  Fall Semester Begins
          5-12  Late Registration
          12  Last day to add a course
          15  Last day for 2018 graduates to apply for graduation
October  9  Columbus Day - Holiday
          20  Mid-semester grades due to Registrar
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>November</td>
<td>Election Day – No Classes</td>
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<tr>
<td></td>
<td>Incomplete grades from previous semester due to Registrar</td>
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<tr>
<td>9</td>
<td>Last day to withdraw from a course</td>
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<tr>
<td>22-26</td>
<td>Thanksgiving Holiday</td>
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<tr>
<td>27</td>
<td>Classes Resume</td>
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<tr>
<td>December</td>
<td>Exam Period</td>
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<tr>
<td>15</td>
<td>Fall Semester Ends</td>
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<tr>
<td>18</td>
<td>Final grades due online to Registrar by 11AM</td>
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<td><strong>SPRING 2018</strong></td>
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<tr>
<td>January</td>
<td>Open Registration</td>
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<td>15</td>
<td>Martin Luther King Day - Holiday</td>
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<td>22</td>
<td>Spring Semester Begins</td>
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<td>22-26</td>
<td>Late Registration</td>
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<td>26</td>
<td>Last day to add a course</td>
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<td>March</td>
<td>Mid-semester grades due to Registrar</td>
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<td>Spring Break – No Classes</td>
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<td>12-16</td>
<td>Classes Resume</td>
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<td>19</td>
<td>Incomplete grades from previous semester</td>
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<td>20</td>
<td>Good Friday - Holiday</td>
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<td>30</td>
<td>Begin Exam Period</td>
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<td>April</td>
<td>Last Day to withdraw from a course</td>
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<td>4</td>
<td>End Exam Period</td>
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<tr>
<td>30</td>
<td>Spring Semester Ends</td>
</tr>
<tr>
<td>May</td>
<td>Final grades due online to Registrar by 11AM</td>
</tr>
<tr>
<td>4</td>
<td>61st Commencement, 2PM</td>
</tr>
</tbody>
</table>

**EEO POLICY STATEMENT**

St. Thomas Aquinas College does not discriminate in its educational programs, activities or employment practices based on race, color, national origin, sex, sexual orientation or expression, disability, age, religion, ancestry, genetic information, marital status, veteran status or any other legally-protected category. Announcement of this policy is in accordance with State and with Federal law, including Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967 and the Americans with Disabilities Act of 1990. For more information, please contact: EEO, Section 504/ADA and Title IX Compliance Officer, 125 Route 340, Sparkill, NY 10076, 845-398-4044.