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2018–2019 Acknowledgement
Welcome

Welcome to Illinois Institute of Technology and the Illinois Tech Athletics Department. Illinois Tech sponsors 19 intercollegiate athletic teams and is a member of NCAA Division and has joined the Northern Athletics Collegiate Conference (NACC).

As a student-athlete, you will have the opportunity to interact with a variety of individuals including other student-athletes, coaches, faculty members, support staff, and administrators. This handbook is designed to serve as a guide for your Scarlet Hawks experience.

We want you to be successful, both academically and athletically, and we’re here to support you in any way we can. This Student-Athlete Handbook serves as an important first step to help you in your journey as a member of our Illinois Tech athletics program. I have an “open door” policy: If you have any questions, please don’t hesitate to stop by my office for assistance.

Joe Hakes
Director of Athletics

Illinois Institute of Technology Mission Statement

To provide distinctive and relevant education in an environment of scientific, technological, and professional knowledge, creation, and innovation

Our Vision  IIT will be internationally recognized in distinctive areas of education and research, using as its platform the global city of Chicago, driven by a professional and technology-oriented focus, and based on a culture of innovation and excellence.

Illinois Tech Athletic Mission Statement

Athletics has had a strong and proud legacy at Illinois Institute of Technology—a tradition of competition that reflects our university’s commitment to academic excellence and a dynamic student experience. And it is in our athletic programs, as well as in our classrooms, that our students will develop the interpersonal, ethical, and leadership skills that will help them compete at the highest level in whatever endeavor they choose.

What We Value

Integrity  Honoring the values of your university and your sport—and never compromising when it comes to doing what is right
**Excellence**  Putting forth your best effort and never settling for “good enough”

**Collaboration**  Recognizing that many individuals contribute to individual success

**Responsibility**  Being accountable to yourself for your actions and to others who are dependent upon your efforts

**Determination**  Keeping goals in sight and working to achieve them

**Respect**  Valuing all of the individuals who contribute directly or indirectly to your success—gracefully—and graciously acknowledging those opponents whose efforts result in victories

**Courage**  Being willing to take a stand based on principle and conviction

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**About Illinois Tech**

**ATHLETICS PROGRAM OVERVIEW**

Illinois Tech is a member of NCAA Division III and has joined the Northern Athletics Collegiate Conference (NACC). The sports program fields competitive teams in 19 sports: men's and women's swimming and diving, men's and women's cross country, men's indoor track and field, women's indoor track and field, men's outdoor track and field, women's outdoor track and field, men's and women's basketball, and men's and women's soccer, men's and women's tennis, as well as baseball, men's lacrosse (First Varsity Season in 2020), women's lacrosse, and men's and women's volleyball.
Athletics Staff Directory  
(All phone numbers have 312 area code)

Administration

Director of Athletics
Joe Hakes
567.7124
jhakes@iit.edu

Assistant Athletic Director
Marc Colwell
567.3298
mcolwell@iit.edu

Facility Director and Senior Woman Administrator
Usha Gilmore
567.3299
ugilmore@iit.edu

Compliance and Student-Athlete Services
TBD
567.3242

Aquatics Director and Facilities Assistant
Kyllian Griffin
567.7118
kgriff10@iit.edu

Faculty Athletic Representative
Ron Landis
567.6467
rlandis@iit.edu

Bonnie Haerkamp
567.5331
haerkamp@iit.edu

Sports Information Director
Luke Stanczyk
567.7128
lstanczy@iit.edu

Recreational Sports and Fitness Director
Courtney Budd
567.7110
cbudd@iit.edu

Athletic Trainers

Head Athletic Trainer
Joe Rekruciak
567.7125
jrekruci@iit.edu

Assistant Athletic Trainer
Sarah Wegryn
567.7125
swegryn@iit.edu

Baseball
Head Coach
Ed Zeifert
567.3847
ezeifert@iit.edu

Men’s Basketball
Head Coach
Todd Kelly
567.7127
tkelly7@iit.edu

Men’s Soccer
Head Coach
Marc Colwell
567.3298
mcolwell@iit.edu
<table>
<thead>
<tr>
<th>Sports</th>
<th>Head Coach</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
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<tr>
<td>Men's Swimming and Diving</td>
<td>Kyllian Griffin</td>
<td>567.7118</td>
<td><a href="mailto:kgriff10@iit.edu">kgriff10@iit.edu</a></td>
</tr>
<tr>
<td>Women’s Basketball</td>
<td>Usha Gilmore</td>
<td>567.3299</td>
<td><a href="mailto:ugilmore@iit.edu">ugilmore@iit.edu</a></td>
</tr>
<tr>
<td>Women’s Volleyball</td>
<td>Mark Johnston</td>
<td>567.7126</td>
<td><a href="mailto:mjohnst4@iit.edu">mjohnst4@iit.edu</a></td>
</tr>
<tr>
<td>Men’s Track and Field</td>
<td>Keith Burke</td>
<td>567.3263</td>
<td><a href="mailto:kburke5@iit.edu">kburke5@iit.edu</a></td>
</tr>
<tr>
<td>Women’s Lacrosse</td>
<td>Meghan Brady</td>
<td>567.3239</td>
<td><a href="mailto:mbrady2@iit.edu">mbrady2@iit.edu</a></td>
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<tr>
<td>Women’s Cross Country</td>
<td>Keith Burke</td>
<td>567.3263</td>
<td><a href="mailto:kburke5@iit.edu">kburke5@iit.edu</a></td>
</tr>
<tr>
<td>Men’s Cross Country</td>
<td>Roshane Ellison</td>
<td>567.7129</td>
<td><a href="mailto:reliso1@iit.edu">reliso1@iit.edu</a></td>
</tr>
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<td>Women’s Soccer</td>
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<tr>
<td>Men’s Volleyball</td>
<td>Mark Johnston</td>
<td>567.7126</td>
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<tr>
<td>Women’s Swimming and Diving</td>
<td>Kyllian Griffin</td>
<td>567.7118</td>
<td><a href="mailto:kgriff10@iit.edu">kgriff10@iit.edu</a></td>
</tr>
<tr>
<td>Women’s Tennis</td>
<td>Erik Scanlan</td>
<td>567.3222</td>
<td><a href="mailto:escanlan@iit.edu">escanlan@iit.edu</a></td>
</tr>
<tr>
<td>Men’s Lacrosse</td>
<td>Dan Sharbaugh</td>
<td>567.3476</td>
<td><a href="mailto:dsharbaugh@iit.edu">dsharbaugh@iit.edu</a></td>
</tr>
<tr>
<td>Women’s Track and Field</td>
<td>Keith Burke</td>
<td>567.3263</td>
<td><a href="mailto:kburke5@iit.edu">kburke5@iit.edu</a></td>
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Conduct of Student-Athletes

ATHLETIC DEPARTMENT IMAGE
Illinois Tech student-athletes represent the university in their actions on and off the field of play. As student-athletes are highly recognizable, they must conduct themselves responsibly as ambassadors for the Illinois Tech Athletics Department and university.

STUDENT-ATHLETE CONDUCT AND BEHAVIOR
All varsity sports teams may require student-athletes to abide by their own conduct and behavior policies and reserve the right to impose disciplinary sanctions if these policies and procedures are not met.

The athletics department and the individual team coaching staff reserve the right to impose disciplinary action upon student-athletes for any behavior unbecoming an Illinois Tech athlete.

STUDENT-ATHLETE DISCIPLINARY PROCEDURES
The head coach, the director of athletics, or his/her designee may take disciplinary actions, in addition to the Office of Student Affairs. If a student-athlete is involved in any violations outlined in the student Code of Conduct or Team Policy and Procedures, the head coach of that team and the director of athletics will determine whether the circumstances warrant dismissal from the squad or suspension of the student-athlete from practice and/or game competition. Other consequences may include but are not limited to: verbal reprimand, written reprimand, or referral for mandatory evaluation and counseling as a condition of continued participation. All athletes are expected to follow the coaches’ instructions regarding practice, discipline, and team matters.

STUDENT-ATHLETE DISCIPLINARY ISSUES
Issues that warrant review include but are not limited to:

- Failure to meet eligibility requirements for athletic participation
- Fraudulent misrepresentation of any information by the student-athlete
- Any violation of the IIT student Code of Conduct
- Failure to meet academic advisory standards, including failure to report dropping of a class
- Voluntary non-participation
- Sexual harassment
- Hazing and other abusive conduct
- Failure to comply with team or athletics department rules
STUDENT CONDUCT—UNIVERSITY REGULATIONS

All students are required to abide by the laws of the State of Illinois and of the United States, and by the policies and procedures of IIT. Students must conduct themselves in accordance with accepted standards of social behavior, to respect the rights of others, and to refrain from any conduct that tends to obstruct the work of the university or to be injurious to the welfare of the university.

A student who violates these general standards of conduct may be subject to administrative actions and/or disciplinary penalties.

A complete list and explanation of definitions and disciplinary penalties can be found in the IIT Student Handbook. Student-athletes may also be subject to additional disciplinary action, determined by the head coach or director of athletics. The link for the IIT Student Handbook is www.iit.edu/student_affairs/handbook.

ILLINOIS INSTITUTE OF TECHNOLOGY ANTI-HAZING POLICY

Illinois Tech as an institution has adopted the FIPG (Fraternal Information and Programming Group) definition of hazing, which is defined as any action taken or situation created, intentionally, whether on or off university premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Hazing and/or physical mistreatment of any individual is forbidden; anyone involved in such action is subject to university discipline. All members and prospective members of an organization must be treated in a manner consistent with the education and ethical objectives of the university. Organizations found guilty of participating in hazing may have their recognition revoked.

STATEMENT AGAINST AND DEFINITION OF SEXUAL HARASSMENT

IIT is committed to ensuring an environment for all members of the university community that is fair, humane, and respectful—an environment that supports and rewards student, faculty, and staff performance on the basis of relevant considerations such as ability and effort. Behaviors that inappropriately assert sexuality as relevant to student, faculty, or staff performance damage this environment. Therefore, IIT provides for its students, faculty, and staff an educational and employment environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by local, state, and federal law. Sexual advances, requests for sexual favors, or sexually directed remarks constitute harassment when either:

1. Submission to such conduct is used or threatened to be used as the basis for academic or decisions, or
2. Such conduct directed against an individual persists despite its rejection.

Sexual harassment by any member of the university community is prohibited. This prohibition includes peer harassment among students, staff, or faculty. Sexual harassment by a faculty member, teaching
assistant, or coach of a student over whom he or she has authority, or by a supervisor of a member of the faculty or staff, is particularly serious. Such conduct may easily create an intimidating, hostile, or offensive environment.

Sexual harassment can take many forms. Some of these are overt and unambiguous, while others may be more subtle and indirect. Direct forms of sexual harassment include sexual assault and sexual advances accompanied by an offer or reward or threats of reprisal. Such behavior constitutes serious misconduct, and a single incident establishes grounds for a complaint. Other forms of sexual harassment include sexual advances, physical or verbal, that are repeated and unwanted.

Romantic relationships that might be appropriate in other contexts may, within a university, create the appearance or fact of an abuse of power or of undue advantage. Moreover, even when both parties have consented at the outset to a romantic involvement, such consent does not preclude a subsequent charge of sexual harassment against the instructor, supervisor, or coach.

Advice on how to deal with a situation may be sought from:

- The Title IX Coordinator, 312.567.5725, foster@iit.edu
- The Dean of Students, 312.567.3080, stetz@iit.edu
- The Assistant Dean for Academic Administration and Student Affairs at Chicago-Kent College of Law (for Chicago-Kent and Stuart School of Business), 312.906.5289, sowle@kentlaw.edu
- The Director of Equal Opportunity and Affirmative Action, 312.567.3134, miranda@iit.edu

GAMBLING POLICY

The NCAA opposes all forms of legal and illegal sports wagering on college sports. NCAA rules specifically prohibit varsity student-athletes, athletics department staff members, conference office staff, and NCAA national office employees from wagering on intercollegiate, amateur, and professional sports in which the association conducts championships, plus Division 1’s Football Bowl Subdivision. For example, NCAA student-athletes and personnel are prohibited from betting on National Basketball Association contests since the NCAA conducts championships in basketball. For more information, reference the Don’t Bet on It website.

RELATIONS WITH OPPONENTS, FANS, AND GAME OFFICIALS

Student-athletes should treat all opponents, fans, and game officials with courtesy and respect. The Illinois Tech Athletics Department will review all instances of misconduct.

Illinois Tech does not tolerate unsportsmanlike behavior at any athletic event. People who do not adhere to this policy will be removed from the event and may be banned from future contests.
SPORTSMANSHIP

The Illinois Tech athletics program is committed to good sportsmanship and developing healthy environments for competition. We believe the opportunity to represent Illinois Tech in athletics is a privilege, which is accompanied by the responsibility to behave with dignity and class on and off the field. Student-athletes representing Illinois Tech are expected to conduct themselves in such a manner to represent the highest level of honor and observe the tenets of good sportsmanship, honesty, fairness, dignity, civility, and respect.

Illinois Tech does not condone unsportsmanlike conduct on the part of a student-athlete, coach, administrator, or any individual associated with our institution.

Good Sportsmanship:

- Observing and supporting the rules of sport
- Promoting the spirit, as well as the letter, of the rules
- Placing fairness as a goal in all competition
- Taking personal responsibility for high standards of play
- Showing civility toward competitors, coaches, officials, and spectators
- Commending good effort by teammates, opponents, and officials
- Playing cleanly while playing hard
- Showing maturity and integrity in conduct on and off the field of play
- Being a gracious winner and accepting defeat gracefully

Unsportsmanlike Behavior:

- Fighting
- Ejection
- Spitting
- Use of obscene gestures, profanity, or provocative language (including racist, sexual, homophobic, and bigoted remarks)
- Taunting and/or baiting opponents or spectators
- Threats or other intimidating actions
- Inappropriate celebrations with the intent to demean opponents
- Intentional incitement of others toward abusive or violent action
- Disrespectful attitude toward opponents

PROSPECTIVE STUDENT-ATHLETE OVERNIGHT VISITS

Overnight visits by prospective student-athletes (PSA’s) are a great tool for recruiting by the coaching staffs. Current student-athletes are routinely utilized to host PSA’s and they should have an understanding of NCAA Division III and Illinois Tech policies related to overnight visits.

I. NCAA Policies
A. Overnight visits may be a part of an “official” visit or an “unofficial” visit.
B. It is important to note the differences in these two types of recruiting visits in NCAA Bylaws 13.7 and 13.8.
C. On an “unofficial visit,” a prospective student-athlete may not be provided any entertainment other than complimentary admissions to a campus athletics event, and may not be provided more than one meal.
D. Any entertainment or meals provided in excess of that listed in C. above means the visit is an “official” visit, and a prospective student-athlete may make only one “official” visit per institution and cannot take the visit until his/her senior year in high school.

II. Illinois Tech Policies
A. To insure that the Residence and Greek Life staff can locate, in case of an emergency, a prospective student-athlete staying overnight on campus, please:
   1. Contact the office of Residence and Greek Life at housing@iit.edu prior to the overnight visit with the following information:
      a) Name of the PSA and the name of his or her student host along with their cell phone numbers and emails.
      b) Date of arrival and departure for the PSA.
B. Prospective student-athletes should not be entertained or in attendance at parties at any on-campus or off-campus housing residences.
C. Prospective student-athlete recruitment activities must be alcohol and drug free. Coaches are expected to emphasize this policy with prospective student-athletes and their student hosts. Violation of this policy will result in a referral to the Student Affairs Office for discipline as well as Athletic Department sanctions.

Eligibility: Academic and General Requirements

NCAA ACADEMIC ELIGIBILITY REQUIREMENTS
Northern Athletics Collegiate Conference (NACC) Requirements
As we transition into the NACC, please make sure that you verify the following with your athletes:

1) Continuing athletes must have passed 24 semester hours at completion of previous two full-time enrolled semesters (For example: Fall 2017 & Spring 2018).

* If you are below the 24 hours, you need to make sure that you enrolled in an approved IIT course either at IIT or another approved institution.

2) In all subsequent terms of enrollment athlete must earn a 2.00 or higher cumulative GPA.

* Repeated course which were previously passed do not count towards satisfactory progress.
* This means if your cumulative GPA is below 2.00 after the Spring 2018, you will need to take courses at IIT this summer in order to get the GPA above the 2.0 threshold to be eligible for Fall 2018. Courses
taken this summer at other institutions only count towards credits and the grade will not count towards your IIT GPA.

**NCAA Division III Eligibility Overview** 10-semester/15-quarter clock—Division III allows a student-athlete up to 10-semesters or 15-quarters to complete all of his/her seasons of participation. A student-athlete uses one of the semesters or quarters each semester or quarter that he/she enrolls as a full-time student in a two- or four-year college or university (or is enrolled as a part-time student and competes in athletics for a two- or four-year college).

**Eligibility for competition** To be eligible for competition, a student must:

- Be enrolled in at least 12 semester hours (see director of compliance for exceptions)
- Have earned 24 hours during the student’s previous two semesters, including:
  - Up to 12 non-term hours
  - Any non-term hours must be earned after the student’s second most recent term
  - Hours may count from another accredited institution (with prior permission from Undergraduate Academic Affairs)

Eligibility certification is required for all student-athletes before representing Illinois Tech in any manner against outside competition (scrimmages, games, meets, contests, etc.).

**IIT STUDENT-ATHLETE ACADEMIC REQUIREMENTS**

All student-athletes must follow these policies:

- Students who do not earn at least a 2.00 cumulative GPA, a 1.85 current GPA, or a 2.00 major GPA are placed on academic probation (see probation restrictions in next section).
  Degree-seeking students are required to maintain, consistent with the applicable policies, a satisfactory rate of progress.
- Currently, full-time students must earn a minimum of 12 credit hours per semester applicable to their degrees.
- Part-time students must maintain a satisfactory rate of progress that will enable them to graduate within 12 semester hours after achieving degree-seeking status.

Students who do not maintain a satisfactory rate of progress in a given semester may be placed on probation based on the recommendation from the student’s academic advisor, department associate chair, and academic dean. Probation may affect financial aid.

**Students on probation are not permitted to:**

- Register for more than 15 credit hours per semester unless they receive approval from the associate dean of their college.
- Hold an elected or appointed office in any student organization, including captain on a varsity sports team. Probation does not affect membership in a student organization, club, or team.
- Academic probation may affect a student’s eligibility to participate in varsity athletic sports:
○ Students participating in intercollegiate athletics must be enrolled full-time in the college’s traditional day program to maintain their eligibility to participate. If during a semester a student has no chance to receive a passing grade in a course, he/she may be advised to withdraw from the class and athletic ineligibility may result.

○ Students placed on academic probation may participate in intercollegiate athletics, but may be required to participate in the General Learning Strategies Program, attend study tables, and utilize the Academic Resource Center. A student-athlete on academic probation may not hold the title of captain.

○ The director of athletics should be notified prior to any add/drop of academic courses to ensure that such action does not negatively impact eligibility.

In all other eligibility matters, Illinois Tech and student-athletes will adhere to the NCAA Division III regulations.

### IIT ACADEMIC POLICIES

#### Academic Honesty

The Illinois Institute of Technology Athletics Department expects students to adhere to the code of academic honesty in the IIT Student Handbook: [https://web.iit.edu/student-affairs/handbook/fine-print/code-academic-honesty](https://web.iit.edu/student-affairs/handbook/fine-print/code-academic-honesty)

#### Policy Statement—Varsity Student-Athletes and Classes

In general, faculty members work very well with the Illinois Tech Athletics Department to facilitate the ability of our student-athletes to pursue their academic interests and satisfy all academic requirements while still competing on a varsity team. Varsity athletics is important to the fabric of university life—important not just to the participating athletes but also to the entire student body. At Illinois Tech, participation in athletics is often a key element in preparing individuals for later life.

On occasion, a situation arises where an instructor requires a student-athlete to choose between coursework and participation on a varsity team. Though rare, such situations can undermine student morale and blunt the development of a healthy classroom-extracurricular balance for students.

To avoid such situations and provide uniform guidelines across the university, this memo outlines the responsibilities of varsity student-athletes and faculty members with respect to such matters:

- The student-athlete is responsible for providing the instructor with a schedule of all sanctioned contests during the first week of the semester or as soon thereafter as the dates are set.
- Except in extraordinary cases, a varsity student-athlete is to be excused without penalty from a class when it directly conflicts with a formal sanctioned contest with another university/college.
- If an exam, quiz, or other academic test/presentation is scheduled for the class period for which the student-athlete is excused, the instructor is generally expected to work with the student to make reasonable arrangements to take the exam or quiz, or make the required presentation, either before or after the missed class. In cases where reasonable arrangements cannot be made, such as joint student presentations (e.g., IPRO presentations), then the student-athlete will be expected to attend the class.
● The instructor is responsible for informing the student-athlete in a timely manner of any assignment that will be made during the missed class.

● The student-athlete is responsible for obtaining class notes from the other students who attend the class and for completing all assignments due at the missed class or assigned at the missed class.

● The athletics director is responsible for communicating this policy to the varsity coaches and student-athletes, collecting firsthand information for claims of violation, and transmitting those claims to the relevant deans with backup information.

● The deans of IIT colleges are accountable for communicating this policy to their faculties, and for ensuring that their faculty members adhere to the policy.

Alan W. Cramb, President 6.13.18

ATHLETICS DIRECTOR’S HONOR ROLL

Varsity athletes who achieve a 3.25 GPA or higher each semester will be recognized in the Athletics Director’s Honor Roll.

ACADEMIC INFORMATION/RESOURCES

Supported by Illinois Tech, the Dr. Scholl Foundation, and other private foundation funding, the IIT Academic Resource Center (ARC) provides free peer tutoring in architecture; AutoCAD; biology; biomedical engineering; chemical engineering; chemistry; civil and architectural engineering; computer science; electrical and computer engineering; Maple; mathematics; MatLab; Microsoft Office; mechanical, materials, and aerospace engineering; physics; reviews; business; and economics.

The ARC website is www.iit.edu/arc/index.shtml.

Tutoring  The ARC has tutors available and weekly study sessions.

Study Halls  Individual coaches may set up study halls for student-athletes.

Early Warning System  All coaches have access to the early warning system, which provides information from instructors on attendance, participation, and academic progress in courses.

Athletics Academic Advisor  The Illinois Tech Athletics Department has an athletics academic advisor, Mark Johnston, who is available to set up tutoring and to provide academic support in conjunction with the Academic Resource Center (ARC). Contact: mjohnst4@iit.edu

GENERAL ELIGIBILITY INFORMATION

Transfer Students  Most students enrolled in a Division III institution are immediately eligible to participate in athletics. The NCAA Legislation requires transfer student-athletes to be academically
eligible to participate in athletics at the institution where he/she was formerly enrolled as a full-time student, in order to be eligible to participate in athletics at the institution to which he/she transfers. If the transfer student-athlete was not considered eligible at the time of transfer, he/she must attend Illinois Tech as a full-time student for one full academic year and satisfy the appropriate academic requirements before competing in Division III athletics at Illinois Tech.

Any student-athlete is ineligible to compete if he/she has participated in athletics for four years prior to his/her transfer to Illinois Tech or is enrolled in his/her 11th full-time semester (unless a waiver is requested from, and granted by, the NCAA).

Self-release  If a Division III student-athlete wants to transfer to another Division III institution, the student-athlete may issue his/her own “permission-to-contact self-release” to allow another Division III institution to contact him/her regarding a potential transfer.

Years of Participation  In NCAA Division III, a student-athlete may compete for four academic years or the equivalent of eight full-time semesters. Each semester of full-time enrollment is counted toward years of eligibility.

Exception: Final Semester/Quarter  A student-athlete with athletics eligibility remaining may participate in organized practice sessions while enrolled in less than a minimum full-time program of studies, provided the student is enrolled in the final semester or quarter of the baccalaureate program and the institution certifies that the student is carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution. The student-athlete must apply for this exception with the vice president for student development and director of athletics.

Season of participation  Generally, NCAA Division III rules provide that any participation (practice or competition) during a season, regardless of the amount of time, counts as having participated a season in that sport. Therefore, in most cases, a student-athlete has used a season of participation when he/she spends one second in competition on the field, court, gym, swimming pool, and track, etc. A student-athlete will be charged with a season of participation if he or she practices or competes during or after the first regular season contest at a Division III institution.

Redshirt  Redshirting does not exist in Division III because if a student-athlete plays or practices after his/her first opportunity to compete, he/she is charged with a season of participation.

Hardship Waiver Request  A student-athlete may be granted an additional year of competition for reasons of “hardship,” which is defined as incapacity resulting from injury or illness.

If a student-athlete is injured in a practice session, game, or other situation, and this injury prohibits the student-athlete from further participation, he/she may request a hardship waiver for an extra year of athletic eligibility. The incapacity must occur in one of the four seasons of intercollegiate competition. All requests for hardship waiver consideration must be directed to the head coach, who in consultation with the team athletics trainer will make a recommendation to the director of athletics.
5th-Year Eligibility  A student-athlete—like all other students at the university—may petition for an additional semester or two toward their undergraduate studies to earn a second bachelor’s degree, or complete a bachelor’s degree after a change in major. Students should see the relevant policy for additional details in the NCAA Division III Manual.

Graduate Students  A graduate student is eligible to participate in varsity athletics if he/she has athletic eligibility remaining and the student completed his/her undergraduate degree at IIT.

Faculty Athletics Representative  A member of the IIT faculty shall be appointed to serve as a liaison between the Illinois Tech Athletics Department and the faculty. The responsibility of the liaison is to monitor the academic eligibility of all student-athletes. The faculty athletics representative and the registrar will report eligibility status of prospective and current student-athletes to the director of athletics.


Refer to the NCAA Division III Website for all forms at http://www.ncaa.org/2018-19-division-iii-compliance-forms

Athletic Training: Health, Wellness, and Insurance

INJURY PREVENTION AND REPORTING
Student-athletes are required to keep their respective coaches and athletic trainer apprised of their injuries and illnesses. Student-athletes are expected to rehabilitate injuries with the athletics training staff and will be required to attend all team activities unless granted permission to miss from their head coach. Unapproved absences will be reviewed by the head coach and may result in removal from the team or suspension of the student-athlete from practice and/or game competition.

DRUGS AND ALCOHOL POLICY STANDARDS
The Illinois Tech Athletics Department has adopted the following standards that govern the conduct of IIT student-athletes with respect to alcohol. These standards were developed to help ensure compliance with the university’s Alcohol Policy and Illinois state law.

- Student-athletes and student workers in the athletics department must be aware that Illinois law prohibits drinking by those under the age of 21. Thus, under-age drinking by student-athletes, student workers (e.g., student-managers and trainers), or recruits is prohibited.
- Under the university's Alcohol Policy, intoxication by any student, regardless of age, is prohibited. Thus, intoxication by an IIT student-athlete or student worker, irrespective of the age of the student, is prohibited.
University funds may not be used to purchase alcohol for consumption by student-athletes, student workers (e.g., student managers and trainers), or recruits at any time, irrespective of the age of the individuals involved or the legal drinking age in the jurisdiction where the alcohol is purchased.

Illinois Tech student-athletes and student workers may not consume alcohol during any official team activity, including receptions, dinners, and special events. Alcohol is not permitted, without exception, while in transit to practice or competition, regardless of whether personal vehicles, buses, vans, airplanes, or other means of transportation are used. Student-athletes and student workers should be aware that if coaches, administrators, or athletics department staff members become aware of such conduct, or of underage drinking at any time on team trips, they will take appropriate action to stop it.

Student-athletes and student workers in the athletics department shall not serve or provide alcohol to recruits or prospective students.

Illinois Tech strongly discourages the use of all tobacco products by student-athletes at any time. Further, NCAA rules prohibit the use of tobacco products by a student-athlete during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

Head coaches may adopt more-restrictive rules relative to alcohol and tobacco use for their respective teams. In such an event, student-athletes on the team shall also comply with those rules.

Students in violation of provisions of the university’s Alcohol Policy as set forth in the IIT Student Handbook will be subject to university disciplinary action in accordance with the handbook. In addition, failure to adhere to the above guidelines by student-athletes or student workers may also result in appropriate action by the athletics department or the coaching staff.

**NCAA BANNED DRUG LIST**

Student-athletes are prohibited from taking any drug that has been banned by the NCAA. Failure to adhere to this prohibition will result in appropriate action by the Illinois Tech Athletics Department or the coaching staff. Please refer to the following link for the current NCAA banned drug list:


All dietary supplements are to be taken at your own risk. To check the risk of a supplement go to http://www.drugfreesport.com/res (password is ncaa3).

**STUDENT-ATHLETE PREGNANCY POLICY AND GUIDELINES**

Illinois Tech does not discriminate against or punish a female student-athlete if she becomes pregnant. Pregnancy places unique challenges on student-athletes. IIT has instituted this policy and guidelines for the protection of the student-athlete and her developing fetus.

**What to Do If a Student-Athlete Becomes Pregnant** Pregnant student-athletes are encouraged to be forthright about their circumstances and to seek counsel and medical care. As soon as a...
student-athlete learns that she is pregnant, she should notify her coach, the certified athletics trainer, or the director of athletics, as well as her personal physician/OBGYN, family, or others who are important to her. This notification is necessary so that appropriate medical and emotional support can be made available. Those so informed should generally maintain confidentiality.

**Training and Competition** Illinois Tech reserves the right to restrict or deny a student-athlete’s continued participation in competitive sports based on consultation with the student-athlete, the coach, medical personnel, and others.

The NCAA Sports Medicine Handbook, which guides Illinois Tech decision making in these matters, includes the following guidelines. Participation safety in each sport will be dictated by the movements and physical demands required to compete in the sport. Many medical experts recommend that women avoid participating in competitive contact sports during pregnancy. Athletic activities associated with a high risk of falling should be avoided during pregnancy. Women who have medical conditions that place their pregnancies at high risk for complications should avoid physical activity until consultation with their obstetrician. The student-athlete should be aware of the warning signs to terminate exercise while pregnant: vaginal bleeding, shortness of breath prior to exercise, dizziness, headaches, chest pain, calf pain or swelling, preterm labor, decreased fetal movement, amniotic fluid leakage, and muscle weakness.

Counseling and discussion involving the pregnant student-athlete and a certified physician, written consent from the student-athlete’s physician, and consultation with IIT’s certified athletics trainer and athletics director must all occur before a determination is made whether to permit the student-athlete’s participation in practice and/or competition during pregnancy.

**Status on the Team** The pregnant student-athlete’s team membership status, benefits, or responsibilities will not be withdrawn during the period of the award because of pregnancy. The student-athlete’s physician and head athletics trainer will determine whether or not the student-athlete is cleared to return to participation following pregnancy. NCAA rules permit a one-year extension of the five-year period of eligibility for female student-athletes for reasons of pregnancy.

**Confidential Counseling** It is important for the student-athlete to have appropriate counseling regarding her medical condition and risk of injury to herself and the fetus. The team physician will provide counseling referrals for student-athletes who are pregnant. Such referrals could be through the Student Health and Wellness Center or other health care professionals as deemed necessary by the team physician.

The link to IIT Student Health and Wellness Center is [www.iit.edu/shwc](http://www.iit.edu/shwc).

**Medical Expenses** Illinois Tech is not obligated to cover any medical expenses associated with the student-athlete’s pregnancy. All medical expenses that are a result of pregnancy are the responsibility of the student-athlete.
SICKLE CELL TRAIT

The NCAA and Illinois Tech require that all athletes show proof of being tested for the sickle cell anemia trait or waive out of testing. You will need to see your own health care provider for a blood test and attach a copy of those results to your Pre-Participation Physical Form or bring them to the Athletic Training Room prior to starting your athletic season. You will not be cleared without these blood test results or the signed waiver. If your test is positive you may still participate in athletics.

How does my health care provider test for the sickle cell anemia trait? Please ask your health care provider to order a blood test for a Sickle Cell Screen. If this screening test is positive then a further blood test such as a hemoglobinopathy evaluation or a hemoglobin electrophoresis must be ordered. Remember to get a copy of the results from your health care provider to provide with your physical forms.

What if I was already tested for the sickle cell anemia trait? You may have been tested as a newborn or at another time. If you have, then you can provide a copy of those results instead of being tested again.

What if I don’t want to be tested? If you refuse sickle cell anemia trait testing, you will be required to sign a form stating that you fully release Illinois Tech of all liability relating to sickle cell anemia.

ATHLETICS TRAINING REGULATIONS AND POLICIES

Muddy, dirty, and wet shoes are not allowed in the athletics training room. No cleats or spikes are allowed in the athletics training room. No book bags or jackets are allowed in the athletics training room. All athletes are required to shower prior to receiving any treatments. All athletes are required to fill out and return an Injury Claim Form to the certified athletics trainer within 24 hours of an emergency room or doctor visit for any athletics-related injury. During the season, if a student-athlete visits any emergency room or doctor, he/she must obtain a doctor’s note stating if the athlete is or is not cleared to participate in his/her sport and if there are any restrictions. All athletes are required to see the certified athletics trainer within 24 hours of sustaining an injury during a game or practice.

Athletics Training Room Schedule The athletic training room will be open one hour before all practices and two hours before all competitions. The athletic training room will close at the conclusion of the last practice/competition of the day. Appointments should be made with the certified athletic trainer.

Medical Clearance All student-athletes must acquire a pre-participation physical examination and fill out all required medical documentation annually after June 1st of the upcoming school year. The Illinois Tech Pre-Participation Physical Examination Form and other medical forms can be found in each athletes Sportware Online account. Please see the following information for medical clearance instructions.
Returning athletes medical checklist:

1. Log in to existing Sportware Online account (swol123.net) and update address, phone number, insurance information, and emergency contacts.*Please contact the Head Athletic Trainer if you are unable to reset your password or if you forgot your password*
2. Print the Pre-Participation Physical exam fill out the first page and get a Sports physical performed by a MD or DO. Physicals performed/signed off by a Nurse Practitioner(NP), Physician Assistant(PA-C), or Physical Therapist(DPT) will not be accepted.
3. Fill out and sign the Medical Clearance Packet
4. Fill out and sign the First Agency Parent/Student insurance information form.
5. Print the ADHD/ADD medical reporting form and bring it to your treating physician if you have ADHD or ADD and have the physician fill it out.

New Athletes to Illinois Tech (Freshman, Transfers, new athletes):

1. Sign up for Sportware online. Go to swol123.net. Click JOIN SPORTSWARE. The school ID is 3040. Put in your information with your @hawk.iit.edu email address. The athletic trainers need to manual accept you as an athlete so this may take up to 24 hours during the work week possibly longer over the weekend. Once the athletic trainer accepts the athlete you will receive an email from Sportware Online to create a password and get into your Sportware Online account.
2. Fill out all required general, insurance, medical, emergency contact information on Sportware online.
3. Print the Pre-Participation Physical exam fill out the first page and get a Sports physical performed by a MD or DO. Physicals performed/signed off by a Nurse Practitioner(NP), Physician Assistant(PA-C), or Physical Therapist(DPT) will not be accepted.
4. Fill out and sign the Medical Clearance Packet
5. Fill out and sign the First Agency Parent/Student insurance information form.
6. Print the ADHD/ADD medical reporting form and bring it to your treating physician if you have ADHD or ADD and have the physician fill it out.
7. Email the athletic trainers to schedule a baseline concussion test. This will take approximately 30 minutes to complete.
8. Sickle cell waiver and education will be scheduled for you. Your coach will let you know when that is scheduled.

**Sports Medicine** Dr. Leda Ghannad at Midwest Orthopedic at Rush is the Team Physician for Illinois Tech varsity athletes. Her clinic is located at 1611 W. Harrison St. Suite 400, Chicago, IL 60612. For appointments, see the certified athletics trainer or call 312.432.2496.
STUDENT HEALTH AND WELLNESS CENTER SERVICES
A complete list of Student Health and Wellness Center services is listed at [www.iit.edu/student_health](http://www.iit.edu/student_health).

STUDENT COUNSELING SERVICES
The Counseling Services unit of the Student Health and Wellness Center provides psychological services and professional counseling to Illinois Tech students. The clinical services include intake assessments, individual and group psychotherapy, referrals, and medication management. Student-athletes may seek health services privately and are not required to inform the coaching staff or Illinois Tech Athletics Department about their visit.

In addition to individual appointments, Counseling Services offers outreach programs on topics such as stress reduction, time management, study skills, and cultural adjustment at the following locations:

**Main Campus**
IIT Tower
10 W. 35th St., 3rd Floor
Chicago, IL 60616
*Office Hours Main Campus*
Monday–Friday: 9 a.m.–5 p.m.
*During the academic year, extended hours are available until 7 p.m. on Tuesday, Wednesday, and Thursday, as well as Saturday 8:30 a.m.-noon.*
*Phone: 312.567.7550  Fax: 312.567.5702*

**Downtown Campus**
*By Appointment Only*
565 W. Adams St.
6th Fl., Room 656
Chicago, IL 60661-3601

SECONDARY INSURANCE POLICY FOR ATHLETES
Illinois Tech offers secondary insurance coverage for medical expenses incurred during intercollegiate athletic participation. This policy is not considered a primary insurance. The secondary insurance coverage will consider paying medical expenses only after all medical expenses have been submitted to the primary insurance carrier (the student-athletes or his/her family’s). Student-athletes are required to purchase health insurance through the university if they do not have primary insurance through another source. If an athlete does not have primary insurance they will not be allowed to participate. If an athlete fails to inform the athletic department about a change in insurance or drop of insurance any medical expenses incurred will be the athletes responsibility.
Equipment and Facility Policies

EQUIPMENT
All athletic equipment issued to student-athletes is the property of Illinois Tech and the Illinois Tech Athletics Department. Student-athletes are responsible for the care and return of equipment at the conclusion of their playing season. Individual coaches may allow athletes to retain personal clothing items that are provided on an annual basis. All uniforms are the property of the athletics department. Athletes who fail to return equipment are subject to penalties according to athletics department and team policy. A penalty may include charging the student-athlete the actual replacement cost of the item(s).

FACILITIES
Athletic facilities are for the sole use of varsity athletic events and competitions unless specified by the director of athletics. Student-athletes are expected to utilize facilities in a proper manner and must abide by all policies and usage regulations stipulated by the Illinois Tech Athletics Department.

LOCKER ROOM PROCEDURES
It is a privilege to utilize the locker rooms. Student-athletes must keep their area clean, which includes knocking off excess dirt from cleats and shoes before entering Keating Sports Center. Student-athletes should keep trash and paper picked up. When the trashcan starts to become full, it should be moved outside of the locker room so that custodial staff can remove the trash. Student-athletes should not throw laundry/towels on the floor; all items should be placed in the designated bin for washing. Any items that are left for a set period of time will be deemed abandoned and discarded, so student-athletes should make sure to claim their belongings before they are thrown away.

Student-athletes should use only the locker that is assigned to him/her. Student-athletes are asked to respect their teammates’ belongings and the belongings of others in the general locker room. Student-athletes should keep their lockers locked at all times and use the card system for access where applicable. It will be unacceptable if something is stolen from this area. The varsity locker rooms are for student-athlete use only; anyone who is not a member of a varsity team does not have permission to be in the locker room.

Media Policies

EXTERNAL MEDIA
All requests for interviews by external media should be directed to the Illinois Tech Sports Information Director, Luke Stanczyk (lstanczy@iit.edu). When conducting an interview, student-athletes are
representing Illinois Tech and must conduct themselves in a professional manner and portray the university in a positive light.

SOCIAL NETWORKING POLICY FOR ILLINOIS TECH STUDENT-ATHLETES

Participation in athletics at IIT is a privilege, not a right. Student-athletes at Illinois Tech are held in high regard and are seen as leaders in the university community. As leaders, student-athletes have the responsibility to portray their team, their university, and themselves in a positive manner at all times.

In recent years, Twitter, Facebook, blogs, and other social-networking sites have increased in popularity and are used by the majority of student-athletes at Illinois Tech. Illinois Tech does not prohibit student-athletes from participating in social networking sites. However, student-athletes’ communication must not violate university, Illinois Tech Athletics Department, or NCAA rules and guidelines. Violation of these policies may subject the student-athlete to punishment including suspension and separation from the varsity team.

Student-athletes may not be aware that third parties including the media, faculty, future employers, and NCAA officials can easily access their profiles and view all personal information online. This includes all photos, videos, comments, and posters.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include, but are not limited to, depictions or presentations of the following:

1. Posting derogatory, demeaning, or negative comments about university administration, faculty, staff, director of athletics, athletics administration, head coaches, assistant coaches, or teammates.
2. Posting photos, videos, and comments that are of a sexual nature. This includes links to websites that are of a pornographic nature and other inappropriate material.
3. Posting pictures, photos, videos, comments, or posters that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
4. Using inappropriate or offensive language in all comments, videos, and other postings. This includes threats of violence and derogatory comments against race and/or gender.
5. Posting photos, videos, comments, or posters showing the personal use of alcohol or tobacco. This includes holding cups, cans, shot glasses, or other containers of alcohol.

If a student-athlete’s profile or its contents, posts, or tweets are found to be inappropriate in accordance with the above behaviors, he/she will be subject to the following penalty:

Written warning up to suspension/separation from the athletics team. Severity of the penalty is at the discretion of the director of athletics and the head coach.
Campus officials, police, and the athletics department can use the posted material for disciplinary proceedings in the event that a violation of the code of conduct and/or crime has been committed, including but not limited to underage drinking, harassment, and threats.

**General Information**

**STUDENT-ATHLETE ADVISORY COUNCIL**

The Student-Athlete Advisory Council (SAAC) is made up of representatives from each varsity sports program. This advisory group serves as a voice for the student-athlete population. The committee meets once a month during the academic year to discuss issues raised by student-athletes, to coordinate community service and educational opportunities, and to organize social activities surrounding varsity games and events.

**HOSTING OF PROSPECTIVE STUDENT-ATHLETES**

Student-athletes may be asked by their coach to serve as student hosts for prospective student-athletes visiting campus. Serving as a student host is an important responsibility and must be taken seriously. Student-athlete hosts represent Illinois Tech, their teammates, and their coaches. Those student-athletes selected to host prospects will be responsible for abiding by all NCAA rules, as well as by Illinois Tech policies.

You are responsible for keeping your prospect on time for all appointments.

At no time is it permissible to lend your vehicle to a prospective student-athlete for their use, or to allow them to use the vehicle of a friend or roommate.

Have a plan for entertaining the recruit, and review the plan with your head coach. Advise the head coach in advance of any changes to the plan. You may, at the discretion of the head coach, be provided with up to $40 a day for each day of the visit (no more than two days permissible) to entertain the prospect. An example of such entertainment would be to take the prospect out for pizza and a movie, bowling, or video arcade. This money is not to be used to purchase souvenirs or mementoes of the visit to Illinois Tech. You must also account for any money spent by turning in all receipts as well as unused money to your coach.

With regard to Illinois Tech policies, student hosts are expected at all times to exhibit appropriate behaviors, as stated in the student handbook. Hosts and prospective student-athletes are to abide by all college policies governing residence life and the student handbook. The use of alcohol, drugs, sex, or any illegal activity in recruiting will not be tolerated and will result in disciplinary action. Students who are of legal age to purchase and consume alcohol are prohibited from doing so while hosting or visiting with prospective student-athletes. (Do not take a prospect to a bar or club that allows admittance only to those 21 years of age or older). If your prospect acts in a manner detrimental to Illinois Tech, report this to your head coach immediately.
If you have any questions about your responsibilities as a prospect host/hostess, please do not hesitate to contact your coach or the director of compliance services.

**STUDENT-ATHLETE TRAVEL**

Student-athletes traveling on official university trips must adhere to all policies established by the university and Illinois Tech Athletics Department. The student-athletes are under the direction of the coaching staff at all times. Student-athletes may drive their own cars, take the CTA, or have their parents take them to and from games as long as it does not violate NCAA rules and the coach has given permission. All student-athletes may return from an event with their parent or guardians only as long as they have received permission from the head coach.

**Team Travel**

- Illinois Tech has the responsibility to transport all athletes to and from all games.
- Student-athletes must go with the team from campus to destination and return to campus.

**Lodging Policies for Team Travel**

- Student-athletes must stay with their team at all times and adhere to all curfews, check-in times, and departure times.
- Family and friends of student-athletes may meet with student-athletes only in common or public areas of hotels. No guests of either gender are allowed in student-athletes’ rooms.
- Alcohol is strictly prohibited regardless if a student-athlete is of legal drinking age.
- All room charges—phone, movies, or other incidental expenses—are the responsibility of the student-athlete.
- Coaches have the right to inspect rooms at any time.
- Gross misconduct can result in a student-athlete being suspended from the remainder of the trip and/or sent home immediately at his or her own cost. Such actions, despite occurring off campus, are still under the jurisdiction of Illinois Tech and its officials, such as the athletics director and the dean of students.

**FINANCIAL AID**

**Scholarships** Scholarships and fellowships are types of financial aid for students to use to pay for their college education. These types of awards given to students do not require repayment. Institutional scholarships and fellowships are awarded through the Office of Financial Aid.

Unless otherwise noted, scholarships are renewable for only four years, apply only to undergraduate students who maintain full-time status, and may require the student to maintain a certain grade-point average. Fellowships are subject to their particular terms and conditions.

As an NCAA Division III member, Illinois Tech does not offer athletics scholarships.
AWARDS CELEBRATION

Every April, there is a celebration for all of our student-athletes, coaches, staff, and administrators. We bring everyone together to highlight the year’s accomplishments.

HOMECOMING/ALUMNI

Every fall, we enjoy a Homecoming Weekend in which alumni are invited back to campus. We highlight the fall sports and invite alumni to reminisce and reconnect. This event grows each year, and we hope you join us in years to come.

STUDENT-ATHLETE EMPLOYMENT

There are opportunities for student employment on campus. In all cases, student-athletes are required to work all assigned hours and be paid at the same rate as all students doing similar work.

Summer Employment  There are limited summer employment opportunities available on campus. Contact Illinois Tech Career Services for openings and applications.

IIT STUDENT HANDBOOK

Student-athletes should refer to the IIT Student Handbook, which may be downloaded at www.iit.edu/student_affairs/handbook.

The IIT Student Handbook contains important information to address all student behavior at the university. All students are responsible for knowing the content of the handbook, which is published annually by the Office of Student Affairs.
I, ______________________________, am a student-athlete at Illinois Institute of Technology (“IIT”). By my signature below, I acknowledge that I have received and read the IIT Student-Athlete Handbook, and I understand the terms and provisions contained in the IIT Student-Athlete Handbook. I further acknowledge that IIT has reserved the right to amend, as provided for therein, the IIT Student-Athlete Handbook from time to time.

By my signature below, I also agree to comply with such terms and provisions of the IIT Student-Athlete Handbook, including any amendments thereto, and I further agree that if I do not comply with the terms and provisions of the IIT Student-Athlete Handbook, including my amendments thereto, or otherwise conduct myself in an irresponsible, inappropriate, or unsportsmanlike manner, IIT may (i) remove me from my team or teams, (ii) suspend or revoke the privilege that has been granted to me to participate in its student-athletics program, and/or (iii) take other action in response thereto, including, but not limited to, the initiation of disciplinary action.

Signature: ______________________________ Date: __________________________