WPI Varsity Athletics Drug Screening & Alcohol Program: Policies and Procedures
(Implemented August 2014; updated July 2017; subject to change with prior notice given)

**Purpose**

WPI is concerned with the health, safety, and welfare of student-athletes who participate in its programs and represent the university in varsity athletics. The WPI Varsity Athletics Program takes the position that drug screening is appropriate to ensure the health and safety of student-athletes, to promote fair competition in varsity athletics, to affirm compliance with the NCAA rules and regulations, and to assist student-athletes before they injure themselves or others, or become physiologically or psychologically dependent. The WPI Varsity Athletics Program recognizes its responsibility to provide educational information on the physiological and psychological dangers inherent in the misuse of drugs and alcohol, inform student-athletes about Local, State, and Federal laws concerning drugs and alcohol, and reinforce alternative activities supporting a drug and alcohol free lifestyle. A drug and alcohol prevention program which embraces an educational, screening, and, if necessary, rehabilitation component, will facilitate a positive decision-making process for our student-athletes. For the purposes of this policy, “student-athlete” shall mean any student who participates on a varsity sport team at WPI.

This policy is not to be construed as a contract between the institution and the student-athletes at WPI. However, signed consent and notification forms shall be considered affirmation of the student-athlete’s agreement to the terms and conditions contained in this policy. WPI may amend this policy at any time with proper notice to the student-athletes. Note the WPI Varsity Athletics Drug Screening Program is separate and distinct from the NCAA Drug Testing Program.

**Goals**

1. To educate coaches and student-athletes concerning the problems associated with the use of drugs and alcohol.
2. To discourage illicit drug and alcohol use/abuse by student-athletes.
3. To provide education, counseling, and referral service to student-athletes who have been identified as having a drug and/or alcohol use/abuse problem.
4. To encourage open discussion in reference to any questions student-athletes may have with regard to use and abuse of all drugs and alcohol.
5. To promote the integrity of fair competition by student-athletes while participating in the WPI Varsity Athletics Program.

**Education Program**

Prior to initial athletic participation, student-athletes are required to attend an educational session explaining this policy including its purpose and goals along with information for the NCAA Drug-Testing procedures, documents, and consequences for positive drug tests. Throughout the year, student-athletes will receive educational information regarding wellness, health and safety for participation in varsity athletics. Additionally, the WPI PERA Department encourages participation in other campus educational programming available to all students pertaining to alcohol and drug use/misuse throughout the year.

**Conditions of Eligibility**

All student-athletes must sign each year an NCAA document consenting to drug testing during NCAA championship events as required for all NCAA Division III student-athletes. In addition, all WPI student-athletes must sign a Statement of Informed Consent (attached: See Appendix D) agreeing to participate in the WPI Varsity Athletics Drug Screening and Alcohol Program. Failure to sign both documents will result in ineligibility for varsity athletic participation at WPI.

**Prohibited Drugs/Banned Substances**

A student-athlete, during the period of either their membership on or affiliation with a WPI varsity athletic team, may not use illegal drugs or banned substances, whether such use occurs before, during, or after the student’s competitive season. Each student-athlete will receive the NCAA Drug Testing information, policies and procedures when completing the necessary eligibility paperwork prior to varsity participation. The NCAA provides a list of banned drug classes and substances on its websites (www.NCAA.org, www.drugfreesport.com/ResourceExchangeCenter), however this list is not exhaustive. There is no complete list of banned substances. Student-athletes can go

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to the Drug Free Sport Resource Exchange Center (REC) to look up any medication before taking it to make sure it is not a banned substance, even if a doctor prescribes it. Student-athletes are also encouraged to review any substances (vitamins, supplements, etc.) with the varsity athletic training staff prior to consumption as well as always inform the Head Athletic Trainer of any medications or supplements taken. Student-athletes are solely responsible for any substances that they ingest.

**Dietary Supplements**

WPI varsity athletics personnel will not distribute or encourage the use of any dietary supplements or ergogenic aids. Many dietary supplements or ergogenic aids contain banned substances. Oftentimes the labeling of dietary supplements is not accurate and is misleading. Terms such as “healthy” or “all natural” do not mean dietary supplements do not contain a banned substance or are safe to take. Using dietary supplements may cause positive drug tests. Student-athletes who are currently taking dietary supplements or intend to take any are recommended to review the product with the athletic training staff. Student-athletes are solely responsible for any substances that they ingest. All student-athletes are encouraged to use the Drug Free Sports Resource Exchange Center (REC) to obtain current and accurate information on dietary supplements or ergogenic aids. All inquiries to the REC are confidential. The Resource Exchange Center may be accessed at [www.drugfreesport.com/REC/](http://www.drugfreesport.com/REC/).

**Medical Exceptions**

The NCAA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA allows exceptions to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exceptions may be granted for permissible substances included in the following classes of banned drugs: stimulants, anabolic agents, beta blockers, anti-estrogens, diuretics, peptide hormones, and beta-2 agonists. There are no medical exceptional reviews available for substances in the class of street/illicit drugs.

The varsity athletic training staff shall be informed of all medications/supplements and banned substances the student-athlete is taking prior to the drug testing day. WPI student-athletes must disclose all medications and/or supplements and provide the authorizing documentation to the varsity athletic training staff in the Pre-Participation Sports Physical Packet or at the time of prescription throughout the year. This information and appropriate documentation must be kept up to date. For a list of Exceptions to NCAA Banned Medications, please talk to the Head Athletic Trainer. Certain banned prescription medications prescribed by a physician may be permissible with the proper documentation and testing diagnosis filed appropriately with the varsity athletic training staff. Medical documentation (i.e.: Letters of Necessity and sometimes specific documentation for certain medical conditions) must be provided by the prescribing physician when a medical condition warrants the use of a banned prescribed medication before drug testing is announced.

Medical exception documentation shall be requested when the Site Coordinator is notified of the positive result of the specimen. If documentation has been received and reviewed, a medical exception may be granted. If the documentation has not been received, the student-athlete has 48 hours from the time of the test to get the proper documentation to the Head Athletic Trainer or it will be considered a positive drug test resulting in a Level 2 Violation.

**Voluntary Disclosure and Request for Counseling/Safe Harbor**

A student-athlete who has engaged in prohibited drug use is encouraged to seek assistance from the athletic training staff and their Head Coach by voluntarily disclosing his or her use prior to an announced drug test. The athletic trainer will direct the student-athlete to the appropriate health services on campus. If the student-athlete seeks assistance prior to being identified as having violated this policy or being notified that he or she must undergo screening, the impermissible use will not be deemed an offense for purposes of determining sanctions under this policy. However, the student-athlete will be ineligible to participate in varsity sports pending an evaluation. The student-athlete entering the Safe Harbor Program will be required to take a drug test immediately to establish a baseline for follow-up testing. A student-athlete will not be permitted to enter the Safe Harbor Program thirty (30) days prior to NCAA or Conference post-season competition. The student-athlete will be required to undergo an evaluation by a member of the WPI Student Life Staff. The WPI Student Life Staff shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The WPI Student Life Staff will provide a summary of his or her findings and recommendations to the Director of Athletics. The student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan. However, the student-athlete will not be permitted to return to participation in varsity sports until the WPI Student Life Staff has interviewed the student-athlete following the conclusion of the recommended treatment (or stage of treatment, as applicable) and has
determined that reentry into varsity sports is appropriate. If the WPI Student Life Staff deems it necessary, the
student-athlete will be required to undergo drug testing as part of the reentry evaluation. Failing to complete the
treatment recommended by the WPI Student Life Staff, or having a positive test for any banned substance that
indicates new use after entering the Safe Harbor Program will be deemed the next subsequent offense under this
policy. If the student-athlete regains his or her eligibility to participate in varsity sports, he or she may be required to
undergo unannounced follow-up tests at the discretion of the Director of Athletics in consultation with the WPI
Student Life Staff.

Selection and Notification Procedures
All student-athletes will be subject to periodic, random drug testing. The random selection of individuals will be
made by the certified drug screening administrator from the team rosters provided by the drug testing site
coordinator. The selected student-athletes may come from one sport or may be selected from multiple sports. In
addition, student-athletes may be subjected to individualized reasonable suspicion screening as determined by the
Director of PERA and/or Head Athletic Trainer in consultation with a staff member of the Student Life Division.
Any student-athlete or team likely to advance to post-season championship competition may be subject to additional
testing. Testing may be required of all varsity sport team members or individual student-athletes at any time within
thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he or she will not be allowed
to compete at the post-season event and will be subject to the sanctions herein. A student-athlete, who has had his or
her eligibility to participate in varsity sports suspended as a result of any drug violation (by test, Student Life
sanction and/or police arrest), may be required to undergo re-entry drug testing prior to regaining eligibility. The
Director of PERA or his/her designee shall arrange for re-entry after the counselor or specialist involved in the
student-athlete’s case indicates that re-entry into the WPI varsity sports program is appropriate. A student-athlete
who has returned to participation in WPI varsity sports following a positive drug test under this policy may be
subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the
Director of Athletics or his/her designee in consultation with the counselor or specialist involved in the student-
athlete’s case.

The drug screening administrator will notify the WPI Site Coordinator 48 hours in advance of the list of student-
athletes chosen for drug testing. The Site Coordinator will notify in person the student-athletes of their selection the
day before the test. At that time, the student-athlete must sign/acknowledge the WPI Drug Testing Notification Form
which includes the assigned time, location for the drug test, and pre-testing instructions. The student-athlete is
required to sign and submit the form to the Site Coordinator or delegate, and acknowledge the time specified for
conducting the test. Failure to sign/acknowledge the WPI Drug Testing Notification Form will be recognized as a
positive test.

General Screening Procedures
The WPI Varsity Athletics Program will conduct drug screening in accordance with the accepted procedures set
forth in this document. As part of this screening, a student-athlete may be asked to take a urine and/or saliva test to
detect NCAA Banned Drugs. This includes illegal drugs, non-prescribed drugs, narcotics, steroids, alcohol, caffeine,
and/or banned nutritional supplements at such times and places as directed by the WPI Varsity Athletics Program.
The drugs or drug classes to be tested for include, but are not limited to the following: STIMULANTS, ANABOLIC
AGENTS, DIURECTICS, STREET DRUGS, THC, ALCOHOL, PEPTIDE HORMONES, AMPHETAMINES
METH-AMPHETAMINES, OPIATES, AND SYNTHETIC DRUGS. Drug Testing includes all sports, both those
in- season and out-of-season. Drug testing may occur at anytime, of any day, with a minimum 24 hour notice.
Consequences of Failure to Participate in or Cooperate with Drug Testing Policies

Refusal to Sign the Participation Consent Forms for NCAA Drug Testing and WPI Varsity Athletics Drug Screening and Alcohol Programs will result in loss of eligibility to participate in the WPI Varsity Athletics Program.

Refusal to sign the Student-Athlete Notification Form will result in loss of eligibility to participate in the WPI Varsity Athletics Program.

Arrive Late to a Drug Test
More than 60 Minutes Late (without courtesy call and/or confirmed conflict) – Will be considered a positive drug test resulting in a **Level 2 Violation: First Offense** sanction.

Failure to appear at the designated time and place for a scheduled Drug Test will be considered a positive drug test resulting in a **Level 2 Violation: Second Offense** sanction.

The student-athlete may not leave the restricted area until a proper specimen is retrieved. This may take hours and classes may be missed. Please follow pre-testing instructions carefully. Student-athletes may be required to drink fluids or exert sweat to produce a proper PH concentrated specimen. **Failure to produce** the required urine specimen, within 5 hours on the scheduled testing date is considered **REFUSAL** to provide a sample and will result in the declaration of a positive test and **Level 2 Violation: First Offense** sanctions of the WPI Varsity Athletics Drug Screening and Alcohol Policy will be imposed.

Collection Compliance and Procedures
All samples for drug screening will be collected in compliance with the Drug Free Sport Collection guidelines. See Appendix C.

Specimen Tampering
The WPI Varsity Athletics Program bans the use of substances and methods that alter the integrity or validity of urine or saliva samples provided during drug screening. Examples of banned methods include catheterization, urine substitution, and tampering with or modification of renal excretion by the use of diuretics, probenecid, bromantan, or related compounds, and epitestosterone administration. Any urine or saliva screened for the presence of banned substances may also be screened for the presence of substances used to alter the integrity or validity of urine or saliva samples. A positive finding for these substances will be considered a positive test and **Level 2 Violation: First Offense: Second Offense** sanctions from the WPI Varsity Athletics Drug Screening will be imposed.

Notification of Results
All results of drug testing will be immediately communicated to the student-athlete and the WPI Site Coordinator (Athletic Trainer). Student-athletes who test positive for a banned substance by the laboratory retained by the institution may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athletes written request (email) for additional testing of the sample, the Director of Athletics/designee will formally request the laboratory retained by WPI to perform testing on specimen B. Specimen B findings will be final. Once the finding is finalized, the student-athlete will receive in writing the notice of violation as well as the sanction for the violation.

The results of the drug testing program become a part of the student-athlete’s medical record and are considered, as all other medical records, confidential. Records and other information shall remain in the confidential possession of the Athletic Training staff or their designee and may be released only with stated consent from the student-athlete. Only positive tests will be reported to the Director of Athletics by the Site Coordinator. The Director of Athletics will report positive findings to the Head Coach and the Dean of Students.
Violations and Sanctions

Level 1 Violations:

- Illegal purchase, consumption, and/or possession of alcohol.
- Possession or use of tobacco products during any varsity athletic activity.

Level 2 Violations:

- Consumption of alcohol or use of banned substances at any time during a varsity athletic activity.
- Positive NCAA or WPI Drug Test or Deemed Positive WPI Drug Test
- Failure to show up to a scheduled drug test
- Any policy violations involving the use of NCAA banned substances – Refer to Definitions
- Police arrest involving alcohol (drunk and disorderly, illegal use, dui, possession, etc.) or illegal drugs.

-Multiple violations within one incident will be treated as one offense under the higher violation level.
-Offenses, regardless of Level, will accumulate over the student-athlete’s entire athletic career and will be tracked by members of the athletic department staff.

Sanctions:

Every violation, whether Level 1 or a Level 2, carries the following sanctions:

- Mandatory meeting with a member of the Student Life Staff
- Appropriate Alcohol/Drug Education Assignment as required by the Student Life Staff

Level 1 Violations carry the following additional sanctions

First offense: 1 Game Suspension and Community Service

Second offense: Suspended 10% of sport’s total games in current sport’s playing season. If season ends prior to game suspensions being served, suspensions carry over into student-athlete’s next sport season (same sport or other sport in the WPI Varsity Athletics Program).

Third offense: Suspended 50% of sport’s total games in current sport’s playing season. If season ends prior to game suspensions being served, suspensions carry over into student-athlete’s next sport season (same sport or other sport in the WPI Varsity Athletics Program).

Fourth offense: Suspended for one year from participation in the WPI Varsity Athletics Program (from date of sanction)

Fifth offense: Loss of WPI Varsity Athletics Program eligibility for the remainder of athletic career

Level 2 Violations carry the following additional sanctions

First offense: Suspended 25% of sport’s total games in current sport’s playing season. If season ends prior to game suspensions being served, suspensions carry over into student-athlete’s next sport season (same sport or other sport in the WPI Varsity Athletics Program). Subjected to random drug testing at student-athlete expense for the remainder of the playing season after the 25% suspension is completed
Second offense: Suspended for one year from participation in the WPI Varsity Athletics Program (from date of sanction)

Third offense: Loss of WPI Varsity Athletics Program athletic eligibility for the remainder of athletic career

Notes:
-A one practice suspension will be substituted for a 1 game suspension for self-reported Level 1 violations.
-Failure to complete any appropriate alcohol/drug education assignment as required by the Student Life Staff will move the violation to the next higher offense within the level.
-All offenses are cumulative, unless at the discretion of the Director of PERA, throughout the student-athlete’s varsity athletics participation.

**Sanctions Appeal Process**
If the student-athlete wishes to appeal the sanctions imposed based upon a positive test result, the following process must be followed:
The student-athlete has 48 hours from the notification of sanctions to appeal in writing electronically (email) to the Director of PERA. They must explain the reason for the appeal and clearly define what they are asking to be reconsidered (i.e. proper procedures were not followed, new evidence has emerged, or the sanction is too harsh or not congruent with the policy). The Appeals Committee will meet to read and discuss the appeal. They may or may not request the presence of the student-athlete. A decision will be made and the student-athlete can expect to receive a written Letter of Response to the appeal in a timely manner.

**Convictions and Arrests**
The WPI Varsity Athletics Program may also issue a **Level 2 Violation** of the WPI Varsity Athletics Drug Screening Policy with its particular sanctions for positive findings on a student-athlete upon conviction or plea of guilty of the following:
1. Violations of state or federal law regarding drug/alcohol offenses.
2. Drug/alcohol use during any athletic trip; the time period for a team trip is considered from the moment of leaving campus until the team returns to campus.
The following definitions apply to this document:

1. **WPI Varsity Athletics Program** – these are the sport teams that are recognized by the university and the NCAA to compete in intercollegiate athletics for WPI. Currently those 20 sports are baseball, M/W basketball, M/W Rowing, M/W Cross Country, Field Hockey, Football, M/W Soccer, Softball, M/W Swimming & Diving, M/W Indoor Track & Field, M/W Outdoor Track & Field, Women’s Volleyball and Wrestling.

2. **Appeals Committee** – a committee comprised of the Director of PERA, an athletic trainer and an associate athletic director (unless that is the coach of the student-athlete in which case another staff member will serve).

3. **End of season violations** - Policy violations that occur within the last quarter of the season (based on playing seasons) will begin immediately and continue through the next traditional sports season (same sport or other WPI varsity sport) in which the student-athlete participates. If number exceeds games left in athletic eligibility – it is up to the discretion of the Director of PERA to consider an alternate sanction.

4. **Game suspensions** – Student-athletes are expected to attend and participate in practices conducted prior to any game suspension. Student-athletes expected to attend the game in which they are suspended, must sit in the designated team area, and be dressed in street clothes and not eligible to participate in team warm-up activities. The game suspensions will be served on the next available dates of competition unless determined otherwise at the discretion of the Director of PERA.

5. **Suspended for one year from participation** – Student-athletes will not be able to practice, compete and/or be involved or around any team and/or department varsity athletic activities for one year from the date of sanction. This includes preseason, in-season, post-season, summer, traditional, non-traditional seasons and the academic year. This also applies to any involvement with another varsity athletic team.

6. **Varsity athletic activity** - Activities including home and away competitions (including overnight trips), team practices, recruiting visits, and other team and/or athletic department oriented functions during the academic year.

7. **Mandatory meeting with a member of the Student Life Staff** – The Director of PERA will notify the Student Life Staff when a violation has occurred that results in a mandatory meeting. The Student Life Staff will determine if any other referrals or assignments are appropriate and discuss them with the student-athlete at this time. The Student Life Staff may consult with other staff (coaches, college counselor, etc.) to assist in making this determination. The student-athlete is required to complete any additional referrals or assignments made by the Student Life Staff by the deadline established.

8. **NCAA banned substances regulations** - All student-athletes are required to attend, once per year, an NCAA educational session regarding banned substances and must sign the NCAA drug testing consent form. **Failure to attend this meeting will result in a 1 game suspension.**

9. **NCAA tobacco regulations** – The WPI Varsity Athletics Programs adheres to the NCAA regulations that ban any use of tobacco products at practices and competitions. WPI Varsity Athletics Program extends these regulations to ban tobacco product use at any varsity athletic activity (see definition above).

10. **Student-athlete** - As per the NCAA definition, a student becomes a student-athlete on the first day of practice or upon signing NCAA documentation (whichever comes first) and remains a student-athlete until they fail to participate on the same team during the next academic year.

11. **Community Service** – Any service to the department or community as defined by the Student Life Staff at a rate of 2-8 hours.

12. **Self-Reported Violation** — Any violation reported by the student-athlete to the Head Athletic Trainer.

13. **Practice Suspension** — Student-athlete must be at entire practice but remain on the team bench.

14. **Site Coordinator** – member of the WPI staff (athletic trainer) who will coordinate the drug testing with the student-athletes and the certified drug screening staff.
15. **Certified Drug Screening Staff** – is an approved/certified drug testing organization (non-WPI affiliated) who will conduct the actual drug test in accordance with NCAA and the National Center for Drug Free Sport guidelines.
APPENDIX A
NCAA Banned-Drug Classes Information

NCAA BANNED DRUG LIST:
http://www.ncaa.org/wps/wcm/connect/public/ncaa/studentathlete+experience/ncaa+banned+drugs+list

NCAA SPORTS SCIENCE INSTITUTE:
www.ncaa.org

RESOURCE EXCHANGE CENTER:
www.drugfreesport.com/rec
login: Division III
password: ncaa3
I. ____________________________________________________________________________, under the reasonable suspicion clause that is outlined
(WPI PERA department staff member and/or WPI employee)

in the WPI Varsity Athletics Drug Education and Drug Testing Policy, report the following objective sign(s), symptom(s) or behavior(s) that I reasonably believe warrant

___________________________________________________________________________
(Name of Student-Athlete)

be referred to the Director of PERA or his/her designee for possible drug testing. The following sign(s), symptom(s) or behavior(s) were observed by me over

the past _____ hours and/or______ days.

Certain behaviors may be indicative of a problem, including but not limited to (Please check below all that you have observed):

____ irritability
____ loss of temper
____ poor motivation
____ failure to follow directions
____ verbal outburst (e.g. to faculty, staff, teammates)
____ physical outburst (e.g. throwing equipment)
____ emotional outburst (e.g. crying)
____ weight gain
____ weight loss
____ sloppy hygiene and/or appearance

The Student-Athlete has been:

____ late for practice
____ late for class
____ not attending class
____ receiving poor grades
____ missing appointments
____ missing/skipping meals
____ dilated pupils
____ constricted pupils
____ red eyes
____ smell of alcohol on the breath
____ smell of marijuana
____ staggering or difficulty walking
____ over stimulated or “hyper”
____ withdrawn and/or less communicative
____ periods of memory loss
____ slurred speech
Other specific objective observations noted:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

SIGNATURES:

________________________________________________________________________
Print Name of Person Reporting   Signature   Date

Reviewed By: ____________________________________________________________________ Date
   Director of PERA/Designee Signature
   _____ initial to confirm that this report was discussed with the person reporting

WPI Student Affairs Employee Consulted (print name): ________________________________

________________________________________________________________________
   WPI Student Affairs Employee Signature   Date

CIRCLE ONE:

. Reasonable suspicion finding upheld

. Reasonable suspicion finding denied
APPENDIX C
DRUG FREE SPORT URINE COLLECTION GUIDELINES

1. Only those persons authorized by the institution will be allowed in the collection room.

2. When arriving to the collection room, the student-athlete will provide photo identification or a client representative will need to identify the student-athlete. The student-athlete will then print his or her name and arrival time on the Roster Sign-In Form.

3. The student-athlete will select a Custody & Control Form (CCF) from a supply of such and work with the institutional collector to complete the necessary information before proceeding with the specimen collection process.

4. The student-athlete will select a specimen collection beaker from a supply of such and will be escorted by the institutional collector (same gender) to the restroom to provide a specimen. The student-athlete will rinse his or her hands with water (no soap) and then dry their hands. Then the student-athlete will place a specimen barcode from the Custody & Control Form onto the beaker.

5. The institutional collector will directly observe the furnishing of the urine specimen to assure the integrity of the specimen.

6. The student-athlete will be responsible for keeping the collection beaker closed and controlled.

7. Fluids and food given to student-athletes who have difficulty voiding must be from sealed containers (approved by the institutional collector), opened and consumed in the collection room. These items must be free of any other banned substances.

8. If the specimen is incomplete, the student-athlete must remain in the collection room until the sample is completed. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled.

9. If the specimen is incomplete and the student-athlete must leave the collection room for a reason approved by the institutional collector, the specimen must be discarded.

10. Upon return to the collection room, the student-athlete will begin the collection procedure again.

11. Once an adequate volume specimen is provided; the institutional collector will escort the student-athlete to the specimen processing table.

12. The specimen processor will instruct the student-athlete to closely observe the specimen processing steps and will then measure the specific gravity.

13. If the urine has a specific gravity below 1.005, no value will be recorded on the CCF and the specimen will be discarded by the student-athlete with the institutional collector observing. The student-athlete must remain in the collection room until another specimen is provided. The student-athlete will provide another specimen.

14. Once the specimen processor has determined the specimen has a specific gravity above 1.005 the sample will be processed and sent to the laboratory.

15. If the laboratory determines that a student-athlete’s sample is inadequate for analysis, at the client’s discretion, another sample may be collected.
16. If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the institutional collector will collect another specimen from the student-athlete.

17. Once a specimen has been provided that meets the on-site specific gravity, the student-athlete will select a sample collection kit from a supply of such.

18. The specimen processor will open the kit, demonstrate to the student-athlete the vials are securely sealed, open the plastic and open the A vial lid. The processor will pour the urine into the A and B vials and close the lids. The specimen processor should pour urine into vials above the minimum volume level (35 mL in A vial; 15 mL in B vial) and pour as much urine as possible into the vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).

19. The specimen processor will securely close the lids on each vial and then seal each vial using the vial seals attached to the CCF; assuring seals are tightly adhered to the vials with no tears or loose areas.

20. The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.

21. The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials in the front pouch of the same bag. The bag should then be sealed. The sealed bag with vials will then be placed in the sample box. The box will then be sealed.

22. The student-athlete is then released by the institutional collector.

23. All sealed samples will be secured in a shipping case. The collector will prepare the case for forwarding. When two split samples are collected and packaged, care must be taken to assure one sample is placed in the shipping container for shipment to the “drugs of abuse” laboratory and one sample is placed in the shipping container for shipment to the “anabolic steroids” laboratory.

24. After the collection has been completed, the samples will be forwarded to the appropriate laboratory and copies of any forms forwarded to the Sport Drug Testing Department.

25. The samples then become the property of the client.

26. If the student-athlete does not comply with the collection process, the institutional collector will notify the appropriate institutional administrator and Drug Free Sport.
Statement of Informed Consent: Awareness, Education, and Screening

I certify that I have read the WPI Varsity Athletics Drug Screening and Alcohol Program: Policy and Procedures, and fully understand the program and agree freely, voluntarily, and knowingly to participate in the program during my entire varsity athletics career at WPI.

Specifically, I agree to:

1. Submit a urine/saliva sample for drug testing when I am requested to do so in accordance with the WPI Varsity Athletics Drug Screening Program.

2. Abide by the sanctions, if any, imposed for violations of the program.

3. Cooperate in the drug and alcohol education, counseling, and rehabilitation programs as required.

I authorize the notification of my parent/parents, legal guardians, or spouse, of any positive drug/banned substance test results. I further authorize the confidential release of test results to other individuals, including WPI officials, as provided in the statement of the program.

**Non-Discrimination**

WPI shall not discriminate on the basis of age, color, gender, national origin, physical impairment, disability, political affiliation, or sexual identity or orientation in the application of the policies and procedures in its Varsity Athletics Drug Screening Program.

I understand and agree to adhere to the above stated guidelines as provided to me by the WPI Varsity Athletics Program.

Student-Athlete Name (Print): ________________________________ Sport:____________________

Student-Athlete Signature ________________________________

Date: _______ / _______ / _______

Parent/Legal Guardian Signature (If student is under 18 years old):

_______________________________ Date: _______ / _______ / _______