Welcome to
Central Methodist University!

Dear Student-Athlete:

I am very excited to welcome you to Central Methodist University, and to becoming a member of our Eagle family. Whether you are a new member of our team, or a returning student-athlete, we are happy to have you and hope that your dreams come true and your goals reached and exceeded this season!

We want to provide for you a top notch college experience that you will look back fondly on in years to come. You will have the opportunity to learn from tremendous faculty and coaches, and we are truly committed to developing you as a whole person: academically, athletically, emotionally, and spiritually.

You have officially accepted the challenge of being a member of the CMU community, and of trying to be a member of the next team to be conference champions in the Heart of America Conference (HEART) of the National Association of Intercollegiate Activities (NAIA). Further, CMU embraces the NAIA Champions of Character program and we expect all of our student athletes to work hard toward developing the five core characteristics of this program: Integrity, Respect, Responsibility, Servant Leadership, and Sportsmanship.

We also ask you to ascribe to the goals of our CMU Athletics ‘4 Pillars’ Program. The characteristics we ask you to develop in your time at CMU are:

1. The Passionate Pursuit of Excellence
2. Ownership of Responsibility and Accountability
3. Development of Leader Communication Skills
4. Pride and Loyalty in CMU, Team, and Self

To assist you in your efforts, the Central Methodist University Student-Athlete Handbook will serve as a reference regarding various policies and procedures we have established in order to successfully operate the athletics program with the rules and regulations of Central Methodist University, the Heart of America Athletic Conference, and the National Association of Intercollegiate Athletics.

Should you have additional questions relating to items not addressed in the handbook, please contact a member of the coaching staff or any of the administrators listed in the department directory.

With great anticipation, we look forward to the future team championships, individual accolades and academic accomplishments. Thanks for joining us at Central Methodist University. We pledge to you our efforts to make your experiences during your stay here very enjoyable and worthwhile.

Sincerely,

Brian Spielbauer, MA
Director of Athletics
Central Methodist University
Central Methodist University
Table of Contents

1.0 CMU Athletic Department Information .................................................. 5
2.0 Values, Mission, and Goals of Central Methodist University .................. 6
3.0 Creed for Central Methodist University ............................................... 7
4.0 Our United Methodist Heritage .......................................................... 7
5.0 CMU Community Expectations .......................................................... 7
6.0 CMU Athletic Affiliations ................................................................. 8
7.0 Academic Policies ................................................................................. 9
  7.1 Academic Honesty .............................................................................. 9
  7.2 Academic Probation ........................................................................... 10
  7.3 Academic Suspension ....................................................................... 10
  7.4 Attendance Policy ............................................................................. 10
  7.5 Incomplete Grades ........................................................................... 11
  7.6 Grade Appeals .................................................................................. 11
  7.7 Academic Requirements .................................................................. 11
  7.8 NAIA Eligibility Requirements ....................................................... 11
8.0 Standards of Satisfactory Academic Progress to Maintain Financial
  Assistance and Eligibility ....................................................................... 13
9.0 Athletic Scholarships ........................................................................... 13
  9.1 Fifth Year Aid .................................................................................... 14
10.0 Conditions of Athletic Financial Aid is for the 2015-16 Academic Year ...14
11.0 Student Athlete Champions of Character Council .................................. 16
12.0 Drug Education, Prevention, and Testing Program ................................. 17
13.0 Student Athlete General Information and Policies ................................. 26
  13.1 Expectations of Student Athletes ....................................................... 26
  13.2 Conduct .......................................................................................... 26
  13.3 Consequences of Unethical Conduct ............................................... 26
  13.4 Recommended Consequences ........................................................ 26
  13.5 Athletic Practices, Meetings, Work-outs, Trips and Competitions ........... 26
  13.6 Alcohol Policy .............................................................................. 27
  13.7 Tobacco Policy .............................................................................. 27
  13.8 Illegal Drugs .................................................................................. 27
  13.9 Physical Harm to Others ................................................................ 27
  13.10 Verbal Abuse to Others ................................................................. 27
  13.11 Inappropriate Language ................................................................ 27
  13.12 Gambling .................................................................................... 27
  13.13 Athletic Transportation .................................................................. 28
    13.13.1 Point of Emphasis .................................................................... 28
    13.14 Student Host ............................................................................... 28
    13.15 When attending another athletic events ....................................... 28
    13.16 Student Athlete Grievance Procedure .......................................... 28
    13.17 Evaluation of Coaches by Student-Athletes ................................. 28
    13.18 Media Release ............................................................................ 28
    13.19 Criteria for Lettering .................................................................... 28
    13.20 Awards ...................................................................................... 28
    13.21 CMU Equipment ......................................................................... 29
    13.22 Tutorial Services ......................................................................... 29
    13.23 Specific Team Rules ..................................................................... 29
  13.24 Athletic Release from CMU ............................................................. 29
<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.25</td>
<td>Student Athlete Social Media Policy</td>
<td>29</td>
</tr>
<tr>
<td>14.0</td>
<td>Strength and Conditioning Program</td>
<td>30</td>
</tr>
<tr>
<td>15.0</td>
<td>Athletic Training Room Rules and Policies</td>
<td>30</td>
</tr>
<tr>
<td>16.0</td>
<td>Concussion Policy</td>
<td>30</td>
</tr>
<tr>
<td>17.0</td>
<td>Appendices/Forms</td>
<td>31</td>
</tr>
<tr>
<td>17.1</td>
<td>Drug Testing Program Consent Form</td>
<td>31</td>
</tr>
<tr>
<td>17.2</td>
<td>Student Athlete Social Media Policy Consent Form NAIA</td>
<td>32</td>
</tr>
<tr>
<td>17.3</td>
<td>NAIA Champions of Character Pledge</td>
<td>33</td>
</tr>
<tr>
<td>17.4</td>
<td>CMU Student Athlete Handbook Consent of Understanding Form</td>
<td>33</td>
</tr>
<tr>
<td>17.5</td>
<td>CMU Academic Consent Form</td>
<td>34</td>
</tr>
</tbody>
</table>
CMU Athletic Department Information

All information pertaining to the CMU Athletic Department, including staff directory, contact information, sports information, needed forms, etc., can be found at www.cmueagles.com

**Helpful Phone Numbers**

**Emergency (911)**
- Central Dispatch for Howard County 248-2241
- Police 248-2241
- Sheriff 248-2477
- After 5 p.m. 248-2490
- Fire Department 248-3344
- Ambulance 248-2220
- Missouri State Highway Patrol 1-314-751-1000
- Emergency only 1-800-525-5555
- Statewide Road Conditions 1-800-222-6400

**Medical Concerns**
- CMU Health Clinic 58285 or 248-6285
- Family Health Inc, Fayette 248-2900
- University Physicians - Fayette 248-2217
- Campus Counselor 58274 or 248-6274
- Campus Minister 58222 or 248-6222
- Family Counseling Center, Fayette 248-3313
- University Behavioral Health Services, Fayette 248-2197

**Academic Concerns**
- Academic Dean 56211 or 248-6211
- Registrar's Office 56265 or 248-6265

**Concerns or Complaints**
- Campus Counselor 58274 or 248-6274
- Dean of Students 58223 or 248-6223

**Departments and Rooms**
- Admissions 52251 or 248-6251
- Alumni Relations 56214 or 248-6214
- Athletic Department 64346 or 248-6346
- Bookstore 58226 or 248-2233
- Business Office 56207 or 248-6207
- Career Development 58218 or 248-6255
- Computer Helpdesk 56197 or 248-6197
- Counseling Services 58274 or 248-6274
- Financial Aid 56245 or 248-6245
- Fresh Ideas Food Service 58299 or 248-6299
- Learning & Teaching Center 54287 or 248-6287
- Mail Room, Brannock Hall 56215 or 248-6215
- Student Mail Room 58203 or 248-6203
- Maintenance (Plant Operations) 55295 or 248-6295
- Phillips Recreation Center 64349 or 248-6349
- President's Office 56221 or 248-6221
- Public Relations 56238 or 248-6238
- Smiley Library 54271 or 248-6271
- Student Development Office 58223 or 248-6223
- Registrar’s Office 56265 or 248-6265
- Security Officer cell 660-202-0848
The Values, Mission, and Goals of Central Methodist University

Mission
Central Methodist University prepares students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility.

Who We Are
Central Methodist University is known for its high quality undergraduate and graduate educational programs, its long standing church relationship, its values-centered learning experiences, its strong liberal arts tradition, its emphasis on character and leadership development, and the success of its graduates through their further educational and professional pursuits. Characterized by academic excellence and proactive, personalized student services, main campus offerings are extended to a statewide audience through partnerships with schools, churches, and other institutions of higher education.

Values
Central Methodist University affirms its Wesleyan heritage and its unique place as the only United Methodist-related University in Missouri. The location of its main campus in a small, historic, rural community provides an opportunity for students to live and to learn in a safe setting. The university values its strong liberal arts tradition, providing a foundation for excellent professional programs. CMU and its outreach activities foster an environment in which a diverse student body can develop intellectually, socially, and spiritually. University life emphasizes honesty, integrity, civility, and a strong sense of personal responsibility as integral elements of character and leadership. Central Methodist University nurtures a spirit of community and caring among its students, faculty, and staff.

Educational Goals
The Central Methodist University experience engenders, through the academic program and opportunities for practical experiences, student growth in knowledge, personal integrity, spirituality, and professional competence. In addition, students are challenged to develop a sense of global citizenship and a commitment to the betterment of the world. Students with a CMU education are prepared to:

Academic Goals
- Demonstrate knowledge of the liberal arts and academic specialties as well as technical skills and professional competencies.
- Think critically and conceptually and apply their knowledge and skills to the solving of problems.
- Communicate accurately and effectively through listening, speaking, and writing.

Character Goals
- Continue to develop self-knowledge, confidence, and a sense of honor and commitment by assuming responsibility and leadership in the service of others.
- Seek an understanding of ideas, issues, and events within and beyond their immediate community and appreciate the gifts of diversity.
- Evaluate their personal strengths and abilities, and explore appropriate career choices in a changing world.
- Have the courage to make decisions based on consideration of ethical, aesthetic, economic, and environmental consequences.
- Commit to a life exemplifying values in relationships with self, family, church, university, and community.
Creed for Central Methodist University

The Central Methodist University community, consistent with its United Methodist heritage, strives for academic excellence, individual achievement, and social responsibility. As members of that community we believe in:

Seeking knowledge, truth, and wisdom;

Knowledge refers to the accumulation of facts or ideas. But mere knowledge of facts cannot inform us as to what constitutes the truth. To seek truth means to go beyond the simple facts; it requires that we recognize that facts alone cannot determine what is good or just, that we must be open to other ways of seeking and knowing truth. Habits of the mind should move us beyond knowledge towards wisdom, which requires an understanding that decisions and actions should be based on both knowledge and the will to do good.

Valuing freedom, honesty, civility, and diversity;

For the academic enterprise to be successful there must be the free, open, and civil exchange of diverse ideas, opinions, and information. Ideas and opinions must be shared and compared in order for the best to emerge. Learning is the heart of the academic enterprise and it is only possible when all parties assume the responsibilities appropriate to their roles. Academic integrity consists of the accurate depiction of the actual work or performance of any person. Academic integrity and academic honesty require that each person accept the obligation to be truthful in all academic endeavors. Academic integrity and academic honesty further require that there be no conduct which either in intent or in effect misrepresents the person’s academic performance.

Living lives of service and leadership;

The uniting of knowledge and active faith is a cornerstone of Wesleyan tradition. Academic excellence coupled with acts of kindness and services to the local and global community are indicators of character development on the CMU campus. There are many styles of leadership. Servant leadership, as exemplified in the life of Jesus, is a model for the CMU community.

Taking responsibility for ourselves and the communities in which we live;

Being a part of CMU affects not only ourselves, but also the community in which we live. We must all be responsible for our actions and their consequences, but we should also be dedicated to one another. As individuals and as a community we must demonstrate responsible life choices with a deep concern for the common good.

Our United Methodist Heritage

"Unite the pair so long disjoined--knowledge and vital piety." These words from Charles Wesley provide the basis for (United) Methodism's involvement in higher education. John Wesley, Charles' older brother and the founder of Methodism, was the catalyst for uniting religious studies with the traditional liberal arts since John and Charles had grown up in an environment that stressed both religious and traditional educational formation. Thus, the Wesleyan heritage has from the beginning incorporated both the religious and the liberal arts aspects of education.

When Jesus was questioned by a young lawyer as to what was the greatest commandment in the law, Jesus answered: "Love the Lord with all your heart, with all your soul, and with all your mind" (Matthew 22:37).

To love God with one's mind implies an intellectual love of God. It has always been the nature of the church to express itself through this form of love and worship of God. It is from this understanding that the Methodist Church launched its involvement in higher education on December 24, 1784, at the Christmas Conference in Baltimore, Maryland. The newly formed Methodist Church passed a resolution authorizing the establishment of Cokesbury College in Abingdon, Maryland. This event marked the beginning of a commitment to higher education by the church that has continued for more than 200 years. Since that time the (United) Methodist Church has established more than 1,500 colleges and universities. In those years some have closed, some have merged with other colleges, and some have become state-supported institutions. Today in America there are 124 colleges, universities, and schools related to the United Methodist Church.
On April 13-14, 1853, Central Methodist University was founded by Nathan Scarritt and David Rice McAnally. The University was chartered on March 15, 1855, and the first classes were held September 18, 1857, with one building, on one acre of ground, 114 students, and three faculty members. In what was to become a prophetic statement, Scarritt said: "Let our motto be, One Methodist College in Missouri, and Only One . . ."

Over the years eight other Methodist colleges and one high school were established in Missouri. Today the words of Scarritt have come to fruition, as there is only one United Methodist-related College in the State of Missouri, Central Methodist University.

Throughout two centuries of church-related higher education, our "Wesleyan tradition has endeavored to avoid narrow sectarianism." (quote from A College-Related Church by the National Commission on United Methodist Higher Education). That is, United Methodist institutions are committed to values-centered inquiry, critical thinking, and a liberal arts curriculum. The United Methodist Church has stressed four major concepts that have been the basis for the church to continue its support and involvement in higher education. Our Wesleyan heritage and traditions are defined by these four concepts:

- Education should be available to all people regardless of social standing, ethnic identity, or gender.
- Education should appropriately relate faith and reason.
- Liberal and classical learning is critical, along with professional and vocational training. Neither is subservient to the other.
- Education should aim at high standards of student achievement based on deep concern for what is best for the person (from To Give the Key of Knowledge by the National Commission on United Methodist Higher Education).

Today new issues and challenges face all levels of education. The more than 200-year tradition of the United Methodist Church and what it believes vital in education continue to inform the current policy of church-related higher education. The United Methodist Church is involved in higher education because it is the nature of the church to express itself in the intellectual love of God. The Wesleyan heritage has supported the ideal of uniting knowledge and vital piety within a diverse community from the very beginning. This nature and this ideal are clearly reflected in the statements of values, mission, and educational goals of Central Methodist University.

**CMU Community Expectations**

Members of the CMU community will:

a. Uphold common decency for the community and expect others to do the same.
b. Take responsibility for their actions.
c. Promote and/or abide by acceptable academic and social conduct.
d. Communicate concerns and/or suggestions to the appropriate individual(s).
e. Be respectful of personal and/or public property.
f. Be a well-informed citizen by reading materials published and provided by CMU.
g. Be a well-informed individual by participating in educational and social programs or events.
h. Follow all campus policies.

Central Methodist University reserves the right to restrict, deny, or revoke an offer of admission or the admission of any person otherwise eligible for reasons determined to be in the best interest of the institution by the officers thereof. These reserved rights shall be administered in a manner strictly consistent with state and federal non-discrimination laws.
CMU Athletic Affiliations

Central Methodist University is a member of the National Association of Intercollegiate Athletics (NAIA) and the Heart of America Athletic Conference (HAAC). Intercollegiate sports offered for men are football, soccer, cross-country, basketball, track, baseball, and co-ed cheer. Intercollegiate sports offered for women are basketball, volleyball, soccer, cross-country, softball, track, co-ed cheer, and dance. In sports the teams are nicknamed the "EAGLES." School colors are hunter green and black. Central Methodist University is proud to be a charter member of the NAIA Champions of Character programs, with its five core values of **RESPECT, RESPONSIBILITY, INTEGRITY, SERVANT LEADERSHIP, and SPORTSMANSHIP.** All student athletes must adhere to the Drug Education Prevention and Testing Program.

Heart of America Athletic Conference

Central Methodist University is one of thirteen members of the Heart of America Athletic Conference.

<table>
<thead>
<tr>
<th>University</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baker University</td>
<td>Baldwin City, Kansas</td>
</tr>
<tr>
<td>Benedictine College</td>
<td>Atchison, Kansas</td>
</tr>
<tr>
<td>Central Methodist University</td>
<td>Fayette, Missouri</td>
</tr>
<tr>
<td>Clark University</td>
<td>Dubuque, Iowa</td>
</tr>
<tr>
<td>Culver-Stockton College</td>
<td>Canton, Missouri</td>
</tr>
<tr>
<td>Evangel University</td>
<td>Springfield, Missouri</td>
</tr>
<tr>
<td>Graceland University</td>
<td>Lamoni, Iowa</td>
</tr>
<tr>
<td>Grand View University</td>
<td>Des Moines, Iowa</td>
</tr>
<tr>
<td>MidAmerica Nazarene University</td>
<td>Olathe, Kansas</td>
</tr>
<tr>
<td>Missouri Valley College</td>
<td>Marshall, Missouri</td>
</tr>
<tr>
<td>Mount Mercy University</td>
<td>Cedar Rapids, Iowa</td>
</tr>
<tr>
<td>Peru State College</td>
<td>Peru, Nebraska</td>
</tr>
<tr>
<td>William Penn University</td>
<td>Oskaloosa, Iowa</td>
</tr>
</tbody>
</table>

Academic Policies

**Academic Honesty**

Central Methodist University believes that honesty throughout life is a significant foundation of character and personal integrity. The university's Policy on Academic Honesty applies to all forms of academic work, including but not limited to quizzes and examinations, essays and papers, lab reports, oral presentations, surveys, take-home tests, etc. Every student is responsible for understanding this policy. By registering at the university, every student accepts the obligation to abide by this policy. Students are also responsible for understanding the particular policy applications required by each of their instructors and asking the instructor for clarification of any areas of uncertainty.

Academic honesty requires that each person accept the obligation to be truthful in all academic endeavors. To help members of the community understand the implications of academic honesty, the university provides the following explanation of academic dishonesty.

Academic dishonesty is any conduct that has either as its intent or its effect (independent of intent) the false representation of a student's academic performance. Academic dishonesty includes but is not limited to the following:

1. Cheating in any form (e.g., ghost-written papers, cheat sheets or notes, copying during exams, quizzes or other graded class work, etc.)
2. Collaboration with others on work to be presented contrary to the stated rules of the course
3. Stealing or having unauthorized access to examination or course materials
4. Falsifying records, or laboratory or other data
5. Submitting work previously presented in another course without the advance consent of the instructor
6. Knowingly and intentionally assisting any other student in any act of academic dishonesty (this includes intentionally allowing any other student to use or submit your academic work or performance, or other academic work supplied by you, under a name different from the author of the work) and
7. Plagiarism, which is a form of cheating and stealing. It is morally unacceptable as well as against academic policy. Plagiarism includes but is not limited to [1] representing as one's own work a paper or report written in whole or in part by someone else (from the unaccredited use of significant phrases to the unaccredited use of larger portions of material), [2] failure to provide appropriate recognition of the sources of borrowed material through the proper use of quotation marks, proper attribution of paraphrases, and proper citations. Paraphrase is the direct use of others' ideas, data, or structures of thought stated in language substantially different from the source upon which they depend, and therefore not requiring quotation marks even though the substance of the material is borrowed. In borrowed material, appropriate recognition of the source must be given.

The university will discipline students for infractions of the Academic Honesty Policy with various sanctions which it deems appropriate, up to and including suspension or expulsion from the university. Penalties internal to a course, including grades and expulsion from the course, are at the discretion of the instructor. Students can appeal instructors' internal course penalties to the Committee on Academic Standards and Admissions, whose decision is final. Instructors must report all penalties they impose for academic dishonesty, with a brief account of the offense, to the academic dean so that all violations are recorded. For serious or repeated offenses, the dean may impose further penalties beyond the course penalty. These penalties include but are not limited to notations in the student's file, notations on the student's transcript, probation, suspension, and expulsion. A decision by the dean can be appealed to the Faculty Committee on Academic Standards and Admissions, whose decision is final.

**Academic Probations**

Probation is imposed for one of two reasons: 1) failure of a full-time student to pass at least 24 hours during each year and/or 2) failure to make the following cumulative grade point average (GPA) each semester:

- 1-59 hours - 1.80 minimum GPA
- 60-89 hours - 1.90 minimum GPA
- 90 or more hours - 2.00 minimum GPA

Students with a cumulative GPA below these standards for two consecutive semesters may not continue at Central Methodist University without permission from the academic dean. During the second semester of probation, the student is ineligible to participate in extra-curricular or off-campus activities. All privileges may be returned when the student's cumulative GPA is raised to the minimum cumulative GPA.

**Academic Suspension**

Students who have been on academic probation for three semesters, have a semester grade point average (GPA) of less than 1.00 or fail to attain the following cumulative GPA will be suspended:

- 1-29 hours - 1.30 minimum GPA
- 30-59 hours - 1.50 minimum GPA
- 60-89 hours - 1.70 minimum GPA
- 90 or more hours - 1.90 minimum GPA

Suspension means the student may not return the following semester. Suspended students must petition the Academic Standards Committee in writing for readmission.

**Attendance Policy**

Faculty members may set their own policy regarding the attendance of their class sessions, although attendance is always expected. It is the faculty member's prerogative to lower grades for lack of class attendance. Responsibility rests with the student to check on attendance requirements for each class. Individual faculty members may notify the vice president of student affairs if such obligations are not met. Students are expected to attend classes regularly, be punctual, and complete all work. The student should contact the faculty member prior to absence due to a university - sponsored activity. When practice schedules conflict with class schedules, student-athletes are required to attend class. Faculty may not hold missed class due to school sponsored events against students. Arrangements made for all make-up work must be made with the professor prior to the absence to have the opportunity to attain full credit for the assignments.
Incomplete Grades

The grade of “I”, or Incomplete, can be given by an instructor only when both of the following conditions are met: (1) the student is unable to finish the work of a course because of exceptional circumstances that can be documented, and (2) the student has completed at least three-fourths of the course work and can complete the remaining work apart from class meetings. All incomplete work must be completed by mid-semester of the following semester. After this time, if the “I” has not been removed, it will automatically convert to a grade of “F”. Additional work will no longer be accepted, and the grade appeals policy (below) will apply.

Grade Appeals

Students have the right to appeal a grade. All student appeals must be initiated, in writing, within one calendar year of the date the grade is first posted. In all steps of that appeal the faculty member must be consulted and the burden of proof is on the student. Students should first make every effort to resolve grade issues with the course instructor. This is the most likely avenue to produce satisfactory results. If the issue is not resolved with the course instructor, the student should next appeal to the division chair. In these appeals the course instructor will be consulted and the grade cannot be changed without the instructor’s consent. If the issue is still not resolved, and the student wishes to continue the appeal, the student should consult the academic dean who will direct the student in presenting a petition to the Academic Standards and Admissions Committee. The course instructor will be consulted in advance, notified of any hearings, and permitted to be present at the hearing. If a two-thirds majority of the Academic Standards and Admissions Committee judge that a change of grade is warranted, the committee will direct the registrar to make the change. The decision of this committee is final and binding on all parties.

Faculty-initiated grade change requests must be completed and filed with the registrar within one calendar year of the date the grade is first posted.

Graduation Requirements

Check the Central Methodist University catalog or ask your academic advisor for the requirements in your major area.

NAIA Eligibility Requirements

Central Methodist University is a member of the National Association of Intercollegiate Athletics (NAIA). In order to participate in intercollegiate athletics, first-time freshman student-athletes must meet two of the following three requirements based on final high school transcripts:

1. Rank in the top half of your graduating class
2. Achieve a cumulative GPA of 2.0 on 4.0 scale
3. Achieve a minimum composite score of 18 on the ACT or 860 (combined) on the SAT (critical reading and critical math)

*EXCEPTION: ACT tests taken March 1, 2016 through April 30, 2019 require a composite score of 16.
**EXCEPTION: SAT tests taken March 1, 2016 through April 30, 2019 require a score of 860.

Student-athletes who do not meet two of the three requirements are not eligible to complete in intercollegiate athletics for the first two semesters at Central Methodist University or at any other NAIA institution.

Eligibility requirements for transfer students differ. Please contact your admissions counselor for more information.

A Freshman Student-Athlete must be enrolled in a minimum of 12 institutional credit hours at the time of participation; or, if the participation takes place between terms, the student must have been identified with the institution the term immediately before the date of participation.
A Freshman Student-Athlete must have accumulated a minimum of nine (9) institutional credit hours prior to identification for the second term of attendance. Only those institutional credit hours earned after identification (at any institution) may be applied toward meeting the nine (9) institutional credit hour rule for a second-term freshman.

To participate in a SECOND SEASON in a sport, the student-athlete must have accumulated a minimum of 24 institutional credit hours in the two immediately previous terms of attendance in a semester system or 36 institutional credit hours in the three immediately previous terms of attendance in a quarter system.

To participate in a THIRD SEASON in a sport, the student-athlete must have accumulated at least 48 semester/72 quarter (or equivalent) institutional credit hours. Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

To participate in a FOURTH SEASON in a sport, the student-athlete must have accumulated at least 72 semester/108 quarter (or equivalent) institutional credit hours, at least 48 semester/72 quarter hours of which must be in general education and/or in the student's major field of study.

To participate in a third and/or fourth season in a sport, all student-athletes must have and maintain a total cumulative GPA of at least 2.000 on a 4.000 scale. The GPA for student-athletes with continuing identification shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total number of hours attempted for all courses listed on all official transcripts from all institutions previously attended.

Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student-athlete's current institution and submitted to the registrar for posting on the transcript shall apply.

Repeat courses previously passed with a grade of "D" or better in any term, during summer, or during a non-term cannot count toward satisfying the 24/36 credit hour rule.

A maximum of one repeat course per term previously passed with a grade of "D" (or the equivalent) may be counted toward satisfying the 12-hour enrollment rule.

Repeat courses previously passed with a grade of "C" or better cannot be applied to meet either the 12-hour enrollment rule or the 24/36 credit-hour rule.

Non Term Classes No more than 12 institutional credit hours earned during summers and/or during non-terms may be applied to meet the 24/36 institutional credit-hour requirement. Such credit must be earned after one or both of the two immediately previous terms of attendance.

Playing Seasons A student-athlete may participate four (4) seasons in one sport in 10 semesters, 12 trimesters, or 15 quarters of attendance, if otherwise eligible. The 10 semesters need not be consecutive. During the ninth or tenth semester, or equivalent, the student-athlete may participate in any sport in which the student has not already used four seasons of competition.

Season of Competition: Participation in one or more intercollegiate contests whether in a varsity, junior varsity, or freshman program. Seasons of competition for a transfer student will be determined under the rules of the association under which they competed.
Standards of Satisfactory Academic Progress to Maintain Financial Assistance and Eligibility

All students who receive CMU, federal, or state financial assistance must make satisfactory progress academically. In order to assure that the full-time student makes satisfactory progress, the following normal and minimally acceptable standards of academic progress by semester will be used, along with a satisfactory grade point average (GPA) as listed on the following page.

If a student begins a semester as a full-time student, that semester is counted for student aid eligibility even if the student withdraws or becomes a part-time student during the semester.

<table>
<thead>
<tr>
<th>Semester Completed</th>
<th>Normal Cr. Hrs.</th>
<th>Minimum Acceptable Cr. Hrs.</th>
<th>Minimum GPA Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>15</td>
<td>9</td>
<td>1.8</td>
</tr>
<tr>
<td>2</td>
<td>31</td>
<td>21</td>
<td>1.8</td>
</tr>
<tr>
<td>3</td>
<td>46</td>
<td>35</td>
<td>1.9</td>
</tr>
<tr>
<td>4</td>
<td>62</td>
<td>49</td>
<td>1.9</td>
</tr>
<tr>
<td>5</td>
<td>77</td>
<td>61</td>
<td>2.0</td>
</tr>
<tr>
<td>6</td>
<td>93</td>
<td>73</td>
<td>2.0</td>
</tr>
<tr>
<td>7</td>
<td>108</td>
<td>85</td>
<td>2.0</td>
</tr>
<tr>
<td>8</td>
<td>124</td>
<td>98</td>
<td>2.0</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>111</td>
<td>2.0</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>124</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Transfer students will be evaluated individually according to the above standards of progress to determine the number of semesters of aid eligibility.

A student who does not meet the minimum acceptable standard after two semesters will be placed on financial assistance probation and has the following options: (1) The student may enroll for the necessary number of hours during the summer term. Upon successful completion, aid eligibility is re-established for the following fall semester. (2) The student may receive financial assistance for the following semester but must successfully complete the minimum hours and attain the GPA required at that level by the end of the semester. If the option followed does not succeed, financial assistance will be suspended.

A student who is receiving financial assistance but fails to meet the above standards of progress and so loses financial assistance eligibility may appeal the decision. The student may petition for reinstatement by submitting an appeal in writing to the office of financial assistance for review by the financial assistance faculty committee. Mitigating circumstances, if any, will be given due consideration.

Athletic Scholarships

A student-athlete’s athletic scholarship may be renewed from year to year, per the evaluation of the head coach of that sport/program, for a period of four years. Possible reasons for the scholarship being cancelled or lowered include:

- The student-athlete becomes ineligible for intercollegiate competition for academic reasons
- The student-athlete voluntarily withdraws from participation in intercollegiate competition
- The student-athlete violates established rules of conduct
- The student-athlete fails to meet established requirements of team membership
- The student-athlete receives a second positive result under the drug testing policy
- Unsatisfactory student-athlete performance/production

An athletic scholarship may not be cancelled due to injury to the student-athlete which prevents participation in intercollegiate athletics.
Athletic scholarships which are canceled must be canceled at the end of an academic semester unless the cancellation is due to ineligibility for academic reasons. Athletic scholarships canceled for academic reasons may be canceled immediately upon the student-athlete’s becoming academically ineligible.

**Fifth Year Aid**

The scholarship amount of a fifth year **senior varsity athlete** who has not yet graduated will be adjusted to the appropriate cell on the academic matrix according to the session/year the student was admitted. The student will be eligible for the supplemental need grant and the 50% equivalent of a non-varsity participatory award. For example, a fifth year varsity football player would be eligible for an academic matrix award, a supplemental need grant, and a $1000 stackable award (i.e. 50% of the $2000 participatory award for football). Students in this category will be verified by the Vice-President of Institutional Growth and Student Engagement with consultation from the Athletic Director. Upon review and approval, appropriate documentation will be provided to the Office of Financial Assistance for necessary updates.

Fifth year senior **junior-varsity students** who have not yet graduated are eligible to retain their merit-based scholarship and the supplemental aid need grant amount they had at the end of the academic year prior.

If the student wishes to participate in another athletic program during their fifth year, the student is eligible to retain their junior-varsity scholarship amount based on the scholarship amount they had at the end of the academic year prior. For example, a fifth year senior junior-varsity volleyball player with a $2000 participatory award could participate in track and retain their $2000 participatory award from the year prior. If that same student wanted to participate in Spirit Squad, the maximum participatory amount would be $2000. The transition process to another athletic program must be approved by the Vice-President of Institutional Growth and Student Engagement with consultation from the Athletic Director. Upon approval, appropriate documentation will be provided to the Office of Financial Assistance for necessary updates;

Should the fifth year senior junior-varsity student elect not to participate in another athletic program, their participatory amount they had at the end of the academic year prior will be reduced by 50%.

**Conditions of Athletic Financial Aid is for the 2018-19 Academic Year:**

I understand that to qualify for this financial aid, I must:

- Fulfill the admission requirements of Central Methodist University
- Complete a FASFA
- Meet and maintain the eligibility requirements for athletic participation (i.e. competition and practice) and financial aid established by the NAIA, the Heart of America Athletic Conference and Central Methodist University.

NAIA regulations restrict the total amount of financial aid a student-athlete can receive. If I receive a federal grant (i.e., Pell) or some other scholarship or financial aid (including earnings from a job during a term), I will notify the financial aid office and athletic department. These funds may replace a portion of my athletic grant to meet NAIA and Central Methodist University regulations. I understand that approval of any scholarship aid is subject to final review of my academic records. I am also aware that funding from my athletic scholarship may come from other funding sources (e.g. endowed scholarship awards).

My institutional aid will not be increased, reduced or canceled during the period of its award on the basis of my athletic ability, performance or contribution to my team’s success, because of injury or illness that
prevents me from participating in athletics, or for any other athletic reason. However, should an injury or illness prevent me from participating in athletics I may be expected to assist the athletic department in other operational activities (i.e. coaching and/or support staff duties).

1) Scholarship aid may be withdrawn during the period of its award if the recipient:

   A. Renders himself/herself ineligible for intercollegiate competition.

   B. Fraudulently misrepresents any information on his/her application for scholarship, application for admission, historical report, or letter of intent.

   C. Voluntarily withdraws from a sport for his/her own personal reasons.

   D. Engages in serious misconduct warranting substantial disciplinary penalty. Violations of the following constitute serious misconduct or manifest disobedience:

       1. University academic and student rules and regulations.

       2. Rules and regulations of the Department of Intercollegiate Athletics and specific rules of the recipient’s sport as defined by the head coach as they apply.

           a. Attendance at classes, squad or individual meetings, study hall, assemblies, tutoring of study group sessions and participation in athletic practice sessions and scheduled contests as specified by the sport coach.

           b. Personal conduct, appearance and dress, both on and off the University campus, and accepted uniform for athletic contests, when such violations bring discredit upon the athletic program.

           c. Failure to adhere to training rules and regulations.

       3. Engage in gambling activities on intercollegiate activities prohibited by NAIA legislation.

       4. Engage in the use, possession, or traffic of an illegal drug substance, or refuse to take a drug test when requested to do so by NAIA, campus, community or departmental authority.

2) I am also aware that this aid must be reduced and/or canceled if:

   A. I sign a professional sports contract for this sport.

   B. I accept money for playing in an athletic contest that causes me to exceed the cost of a full grant.

   C. I agree to be represented by an agent and accept money that causes me to exceed the cost of a full grant.

   D. I receive other aid that causes me to exceed my individual limit.

3) Termination of an athletic scholarship/institutional aid during the period of its award can be made only with prior notice to recipient and an opportunity to appear before official of Central Methodist University.

4) This award does not cover summer school expenses.

5) Scholarships covering tuition and fees are capped at a maximum of 18 credit hours per semester (i.e. Fall and or Spring terms).
6) The scholarship of a varsity athlete who wants to leave a program will be adjusted to the appropriate cell on the academic matrix according to the session/year the student was admitted. The student will be eligible for the supplemental need grant and the 50% equivalent of a non-varsity participatory award.

7) Junior Varsity/Reserve Team athletes are able to receive Academic funds according to appropriate cell on the academic matrix according to the session/year the student was admitted. They are also able to receive a need based supplemental need grant and a Junior Varsity/Reserve Team participatory award of $2000. A Junior Varsity/Reserve Team member who chooses to leave a program will have their participatory award reduced by 50%.

**Student Athlete Champions of Character Council**

**Mission**
The role of the Student-Athlete Champions of Character Council is to enhance the total student-athlete experience by promoting the opportunity for all student-athletes; protecting student-athlete welfare; and fostering a positive student-athlete image, while maintaining the five core values of the NAIA Champions of Character Program. (Sportsmanship, Responsibility, Servant Leadership, Respect, and Integrity)

**Membership**
The Champions of Character Council is comprised of at least 14 student-athletes (one for each varsity sport), Champion of Character Coach, Athletic Faculty Representative, Assistant Athletic Director, and the Athletic Director.

**Champions of Character Council**
- Generate a student-athlete voice with in the NAIA & CMU Structure
- Actively participate in the administrative process of athletics programs
- Responsible for the leadership of that team on and off the field/court
- Promote a positive student-athlete image
- Adhere to the five core values of Champions of Character
- Build a sense of community

**Champions of Character Council Projects**
- Actively participate in the Champions of Character Programs and Events
- Assist in the Athletic Orientation Programs
- Responsible for Spirit Days
- Responsible for the Fall and Spring CMU campus service projects
- Responsible for off-campus service projects for each athletic program
- Assist in community programs for kids
- Assist the Athletic Department in family weekend, homecoming, hall of fame events, special events, etc.
1.0 INTRODUCTION

Central Methodist University believes that it is a privilege for a student to represent CMU on or off the field and the responsibility of such representation is a matter of both character and integrity. Central Methodist University and the National Association for
Intercollegiate Athletics (NAIA), seek to uphold this responsibility by providing programs to insure a fair, safe, and honorable field of play. Central Methodist University also encourages the promotion of good physical health and well-being of all student-athletes. As a consequence, Central Methodist University's education program will consist of a two-fold process: (1) student-athlete education, and (2) illegal drug and substance abuse testing.

One purpose of the educational program is to assist student-athletes by ensuring that they are well informed about illegal drugs, dietary supplements, and the abuse of legal drugs. The educational program further attempts to promote a healthy student-athlete lifestyle as well as create a fair competitive environment.

Another purpose of the drug and substance abuse testing program is to discourage the use of illegal drugs, and the abuse of legal drugs and dietary supplements by student-athletes through a screening program based on periodic testing designed to identify those who use a banned substance including, without limitation, those substances appearing on the Banned Substances for Intercollegiate Athletics established by NCAA which is published on the Central Methodist University’s Athletics webpage, or is available through the Central Methodist University Athletic Department.

This policy is not a contract between the Central Methodist University and the student-athletes at Central Methodist University. However, signed consent and notification forms by the student-athlete shall be considered affirmation of the student-athlete’s understanding of the terms and conditions contained in this policy. Central Methodist University reserves the right to amend and adjust this policy at any time.

2.0 STUDENT-ATHLETE NOTIFICATION AND EDUCATION

All student-athletes will be required annually to sign a drug testing consent form and will be notified of the Drug Education and Testing program by the head athletic trainer, head coach, drug-site testing coordinator, or the designee of the Athletic Director.

All student-athletes, coaches, and such other Central Methodist University personnel as determined by Central Methodist University, will participate in certain informative educational seminars each academic year concerning the harmful effects of drugs and illegal substances as specified by Central Methodist University. Participants in all such seminars will be provided a forum to ask questions and be provided the most readily available information.

Student-athletes who test positive for a “Banned Substance,” and if such result is not the result of approved prescription medication (as discussed in 3.14 EXCEPTIONS FOR PRESCRIPTION MEDICATIONS), will be subject to sanctions, as discussed in 3.13 INSTITUTIONAL DISCIPLINE FOR A POSITIVE TEST, and will be referred by the Athletic Department to the office of the Central Methodist University counselor.

3.0 INSTITUTIONAL DRUG AND SUBSTANCE ABUSE TESTING

3.1 Methods for Selection and Eligibility for Drug Testing

The Athletic Department, through Drug Free Sport, will conduct random institutional drug testing of all athletic teams. The head coach of each team will provide a roster of all student-athletes to the Drug Testing Site Coordinator.

Student-athletes who are eligible for institutional drug testing shall include any student-athlete listed on the NAIA or institutional squad list, which includes:

- Those who are actively participating (Game or Practice) at the time of the Email of Notification

A final list of Central Methodist University student-athletes will then be submitted to Drug Free Sport. The Drug Testing Site Coordinator shall be responsible for submitting all institutional drug-testing reports to the Athletic Director.

3.2 Notification for Drug Testing
Student-athletes selected for drug testing will be contacted by one of the following ways: official CMU email, in person, or by telephone (no voice mail) by the Drug Testing Site Coordinator for official notification. The window for declaring Safe Harbor ceases at midnight of Sept 15th for the fall semester, and midnight of January 15th for the spring semester. Upon contact with the Drug Testing Site Coordinator, the selected student-athletes must sign the Student-Athlete Notification form. The amount of time between the official notification and collection of urine specimen will generally be no more than 24 hours before the drug test. All collections and/or testing under this policy shall be observed collections.

### 3.3 Reasonable Suspicion Testing

Central Methodist University reserves the right to require a student-athlete to submit to additional drug testing when there is reasonable suspicion to believe that the student-athlete has been using a Banned Substance.

"Reasonable suspicion" is defined as behavior, conduct, or performance by the student-athlete that leads a faculty or staff member at Central Methodist University to conclude that likelihood exists that the student-athlete is using or is under the influence of a Banned Substances. Indicators which may be used to determine if reasonable suspicion exists include, but are not limited to, the following:

- Observed possession or use of a Banned Substance
- Arrest or conviction for a criminal offense related to the possession or use of a Banned Substance
- Changes in student-athlete's behavior, conduct, performance, class attendance, GPA, athletic practice attendance, injury rate or illness, physical appearance, academic or athletic motivational level, emotional condition, mood, and legal involvement.

Reasonable suspicion testing is to protect the health of the student-athlete, the health of others, and/or to protect the integrity of the sport and Central Methodist University.

If a faculty or staff member of Central Methodist University has reasonable suspicion that a student-athlete is using or is under the influence of a Banned Substance, that faculty or staff member should notify the Athletic Director using the Drug Testing Reasonable Suspicion Reporting Form, which is available on the Central Methodist University Athletics webpage.

The Athletic Director shall then consult with Head Athletic Trainer, and the Head Coach of that sport to determine if additional drug testing is required. If there is any disagreement as to whether the student-athlete should be tested, the Athletic Director will have the final decision.

If additional drug testing is determined to be necessary, the Head Athletic Trainer, who is the Drug Testing Site Coordinator, shall require the student-athlete to submit to additional drug testing in the manner stated above. Further, if a student-athlete is observed or otherwise found to be in possession and or use of a Banned Substance, he or she will be subject to the same procedures that would be followed in the case of a positive drug test.

### 3.4 Safe Harbor

Student-athletes who, by midnight of Sept 22nd for the fall semester, and midnight of January 15th for the spring semester, voluntarily seek help, or disclose that they have a drug or substance abuse issue shall receive all reasonable support and assistance appropriate to facilitate retention and academic, athletic, and social success.
Student-athletes who are willing to accept help will be declared ‘safe’ for a period of two weeks, in which they will be safe to compete without punishment for a positive test. This period will last for two weeks or until the first round of drug testing for the semester is completed (whichever is longer) at which point a positive test will be treated as though it would be for a 1st violation.

- Student-athletes may seek counseling either on campus or with an outside source of their choice. Based on initial test, a maximum length of Safe Harbor will be established by the Drug Site Coordinator in consultation of Drug Free Sport. Once rehabilitative steps have begun, prior to returning or regaining competitive eligibility, the student-athlete must provide a negative drug test. If the re-entry test occurs before the next scheduled institutional test, the cost of the re-entry test will be responsible by the student athlete. CMU will pay for a 4 hour online drug awareness course at www.coursefordrugandalcohol.com/states/MO prior to regaining eligibility. The certificate of completion must be turned into the Head Athletic Trainer or Drug Testing Site Coordinator by a designated date or prior to regaining competitive eligibility.

A student-athlete may only self-disclose and avoid policy sanctions one time during his or her tenure at Central Methodist University. After the first self-disclosure, Central Methodist University recommends that the student-athlete still voluntarily report if he or she has a drug or substance abuse issue. The safe harbor athlete is subject to test every drug testing date for the remainder of their career or as long as they are receiving institutional aid. Any other positive test will result in sanctions for a second violation as listed below under 3.13 INSTITUTIONAL DISCIPLINE FOR A POSITIVE TEST. The athlete is not eligible for randomized drug testing at CMU while in Safe Harbor, but will remain eligible for drug testing by the NAIA.

3.5 Postseason and Championship Screening
Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student student-athletes at any time within 30 days prior to the post-season competition. If a student-athlete tests positive, he or she will not be allowed to compete in the post-season event(s) and will be subject to the sanctions set forth herein.

3.6 Re-Entry Testing
A student-athlete who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a positive drug test may be required to undergo re-entry drug testing before regaining eligibility. The Drug Site Testing Coordinator will arrange for re-entry testing after the student-athlete is certain that he or she can produce a negative drug test and has shown indications that re-entry into the intercollegiate sports program is appropriate.

3.7 Follow-Up Testing
A student-athlete who has returned to participation in intercollegiate 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 Athletic Director, Head Athletic Trainer, or Team Physician.

3.8 **Pre-Season Screening**

Student-athletes are subject to pre-season drug testing and may be notified of such by the Athletic Director or Drug Site Testing Coordinator at any time prior to their first competition.

3.9 **Collection Procedures**

Drug Free Sport will be responsible for the collection process. The athlete’s initial specimen will be sent to a certified laboratory, which will be responsible for analyzing the urine specimen provided by the athlete. The detailed collection protocol can be found below in Appendix III of this document. Drug Free Sport may modify such collection protocol from time to time.

**NOTE:** Failure of the athlete to cooperate with the testing procedure by not appearing for the testing process, not producing a sample, refusing to give a urine specimen within a reasonable time period or attempting to alter or destroy the sample will all be equivalent to a “positive” test result.

3.10 **Substances Tested**

Testing of the sample is intended to detect and/or identify any Banned Substance. In addition, such testing can detect substances used as a recreational drug, as well as those that are performance enhancement, and prescription drugs.

3.11 **Reporting Results**

The Drug Testing Site Coordinator will notify the Athletic Director, head coach, and team physician of any and all positive test results. The Athletics Director will have a meeting with the student-athlete, head coach, and Drug Site Coordinator where the results and consequences will be discussed.

3.12 **Accumulation of Results**

All test results accumulate during the entire time that an individual is a student-athlete at Central Methodist University.

3.13 **Institutional Discipline for a Positive Test**

**First Violation**

A student-athlete with an initial positive test result for a Banned Substance while enrolled at Central Methodist University will be referred to the Athletic Director for institutional sanctions as well as to the Central Methodist University counselor for an initial evaluation and potential rehabilitation regarding substance abuse. The Athletic Director, Site Coordinator, and Head Coach of that sport will be present during that meeting.

Referral to the Central Methodist University counselor will determine if the student athlete will need any additional education and the duration/frequency of the counseling sessions. The student athlete has no more than 48 hours to get in contact with the counselor, and no more than 14 days to determine a plan for counseling sessions. The student athlete must send documentation of plan to the Head Athletic Trainer within this timeframe. The Athletic Director, or designee, shall notify the student-athlete and the head coach of the student-athlete's sport of the first positive test result for the purpose of securing assistance in the prevention of further drug use by the student-athlete. The student-athlete will be suspended for up to 10% of the entire season's competition in his/her intercollegiate sport (coaches have the discretion to increase the duration of suspension based on their team rules). If less than 10% of the schedule is remaining in the current season, or if the positive test comes during an "off" season (i.e. during the Spring for football), then any loss of competition imposed will carry over into the following season. Indoor/Outdoor Track and Field will be considered one season.

Exhibition games may be included in the suspension but will not be counted toward the 10%. This is at the discretion of the Head Coach. The student-athlete may be withheld
from practice if deemed necessary based on the student-athlete's health status as it is affected by the substances taken. This decision will be determined by the Head Athletic Trainer, Team Physician and Athletic Director.

Drug education will come from a 4 hour online drug awareness course at www.coursefordrugandalcohol.com/states/MO prior to regaining eligibility, which will be at the expense of the student athlete. As this is first sanction for Safe Harbor athletes, the course requirement would be extended to an 8-hour course, expense paid by the athlete prior to regaining eligibility. The certificate of completion must be turned into the Head Athletic Trainer or Drug Testing Site Coordinator by a designated date or prior to regaining competitive eligibility.

The student-athlete will retain his/her athletic awarded financial aid. The student-athlete will be required to provide a negative drug test prior to being reinstated for competition. All costs of additional testing will be charged to the student-athlete and must be paid for before eligibility is reinstated.

A student-athlete who tests positive may be subject to additional follow-up testing over the student-athlete's athletic career. In addition, the student-athlete shall be required, in the presence of two of the following persons—Athletic Director, Head Coach of the sport in which the student-athlete participating, or the Head Athletic Trainer—to contact his or her parent or guardian to disclose the positive drug test and the sanctions for such positive drug test.

The head coach of each sport, upon approval of the Athletic Director, has the ability to add on additional sanctions as written in the team rules, excluding expulsion or reduction of athletic aid within the period of the award.

**Second Violation**

A student-athlete with a second positive test result for a Banned Substance while enrolled at Central Methodist University will be referred to the Athletic Director for further institutional sanctions as well as to the Central Methodist University Counselor for additional evaluation, with a potential for off-campus counseling to be required at the student-athlete's expense.

A second offense has nothing to do with any previous testing and does not include appeals or drug testing to restore eligibility. This can be a second positive test of the same banned substance or the second time the student-athlete has been tested resulting in a positive test showing the presence of a Banned Substance. This evaluation also will determine the educational content and potential rehabilitation regarding substance abuse. Only members of the athletic department will regulate athletic eligibility. The Athletic Director, or designee, will notify the student-athlete and the head coach of the student-athlete's sport of the second positive test result for the purpose of securing additional assistance in the prevention of further drug use by the student-athlete. The student-athlete will be suspended for 40% of the entire season's competition (not counting scrimmages or exhibitions) in his/her intercollegiate sport (coaches have the discretion to increase the duration of suspension based on their team rules). If less than 40% of the schedule is remaining in the current season, or if the positive test comes during an "off" season (i.e. during the Spring for football), then any loss of competition imposed will carry over into the following season. Indoor/Outdoor Track and Field will be considered one season.

A student-athlete may apply for reinstatement to the sport team and the athletic department by completing an 8 hour online drug awareness course at www.coursefordrugandalcohol.com/states/MO prior to regaining eligibility, which will be at the expense of the student athlete. As this is the 2nd sanction for Safe Harbor athletes,
the course requirement would be extended to a 12-hour course with the expense paid by the athlete prior to regaining eligibility. The certificate of completion must be turned into the Head Athletic Trainer or Drug Testing Site Coordinator by a designated date or prior to regaining competitive eligibility. The athlete must have a “negative” test result (The new test will be randomly assigned and will be the expense of the athlete) once the suspension has passed.

**Third Violation**
A student-athlete with a third positive test result for a Banned Substance while enrolled at Central Methodist University will be fully suspended from the Central Methodist University Athletics Program for the remainder of his or her time at the university. No appeal process will be awarded to the individual with a third violation of the Drug Testing and Education Program.

### 3.14 Exceptions for Prescription Medications
Central Methodist University recognizes that some Banned Substances are used for legitimate medical purposes. Accordingly, Central Methodist University allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug.

If a legitimate, non-performance enhancing reason for a documented medical condition is demonstrated, in writing, by the student-athlete’s physician, exceptions may be granted for substances included in the following classes of banned drugs:

- Stimulants
- Anabolic agents*
- Beta blockers
- Diuretics
- Peptide hormones*
- Anti-estrogens
- Beta-2 agonists

*A medical exception for the use of anabolic agents and peptide hormones must be submitted and approved before a student-athlete can participate in intercollegiate athletics.

Additional information regarding medical exceptions procedures will be dealt with on an individual basis. Prescriptions for medical marijuana will not be granted as an exception because marijuana, in all forms, is an illegal drug in the State of Missouri.

Central Methodist University shall inform Drug Free Sport of its intent to request a medical exception to a positive drug test when it is notified of the positive result of the A sample. If the B sample is confirmed positive and reported to the institution and documentation to support the medical exception request has not been submitted, the student-athlete will be declared ineligible until such time documentation is received, reviewed, and the exception is granted.

### 3.15 Appeals Process
A student-athlete may appeal an institutional drug test result within 24 hours of his or her receipt of notification of a positive drug test. Such appeal shall be in writing and shall be submitted to the Athletic Director. Once an appeal is received, and if the appeal is based specifically upon the test analysis, the student-athlete will then allow to Drug Free Sport to conduct further analysis and lab testing. This analysis must be performed within 24 hours of an appeal being granted.
Only one appeal is allowed per institutional drug test. The cost of further analysis and all processes therein will be at the expense of the student-athlete and must be paid for in full prior to any further analysis and before eligibility to participate in the student-athlete's sport can be reinstated.

A committee made up of the Head Athletic Trainer, Athletic Director, and an opposite season Head Coach appointed by the Athletic Director will review the case. The student-athlete will be notified of the date and time of the meeting and have the right to appear before the panel with an advisor (legal or otherwise). The advisor can only advise the student-athlete, but may not participate in the conversation with the committee.

3.16 Institutional Drug Testing Record Keeping
The Drug Testing Site Coordinator will keep records on the number of student-athletes tested and the results of the tests. These results are kept confidential to the extent allowed by applicable state and federal laws and related rules and regulations. Results will be compared with previous years' results to determine the effectiveness of the substance abuse and education program.

4.0 USE OF DIETARY SUPPLEMENTS
Dietary supplements have become commonplace in athletics since the passage of the Dietary Supplements Health and Education Act in 1994. Deceptive marketing by supplement manufacturers and supplement distributors have led student-athletes to believe that a product with the word "all natural" on the label is safe.

Before consuming any nutritional/dietary supplement product, the athlete should review the product with the athletics department staff. Dietary supplements are not well regulated and may contain a Banned Substance that will cause a positive drug test result.

Any product containing a dietary supplement ingredient is taken at the student-athlete's risk. Many serious side effects, including death, have been linked to dietary supplements. Any student-athlete, or coach, requesting more information about dietary supplements and potential Banned Substances that are, or might be, ingredients in these supplements should seek additional education. Further information can be sought through the National Center for Drug Free Sport Resource Exchange Center (REC) at (877) 202-0767 or visit the website at www.drugfreesport.com/rec.

5.0 USE OF TABACCO
The use of tobacco products by institution personnel or student-athletes on any playing sites during any competition and/or event is prohibited. This includes, but is not limited to the use of tobacco products on the field of play, banquets, and autograph sessions surrounding a Conference championship or postseason tournament.

6.0 USE OF ALCOHOL
The Athletic Department supports Central Methodist University's policy on the use of Alcohol as stated in the Student Handbook.

7.0 Drug Education
Education and Drug awareness is the ultimate goal of the CMU Drug Testing Program. We seek to make this as convenient and accessible as possible for our student athletes. The State of Missouri offers online drug and alcohol awareness courses online for a small fee. Please see the website below for current fees associated with this online education program.
“Course For Drugs & Alcohol provides access to the Drug and Alcohol Awareness Class, an educational program that may be required in the state of Missouri by the court, a legal order, a legal representative, a probation officer, an employer, or other entity. Our Drug and Alcohol Awareness Class has been written to meet national standards and is recognized by courts and organizations that allow distance learning.

The Course For Drugs & Alcohol program provides meaningful content intended to meet court, legal, or employer requirements. We also recommend the Drug and Alcohol Awareness Class for personal growth. We believe in the quality of our program and guarantee that our certificate of completion will be accepted or your money back.”

www.coursefordrugandalcohol.com/states/MO

A certificate of completion must be presented to the Head Athletic Trainer or Drug Testing Site Coordinator prior to reinstatement to the team. A CMU counselor may decide that a longer or higher level drug education course be taken based upon their counseling sessions or the severity of the drug offense.

Fees associated with the online drug education courses will be the ATHLETE's responsibility. CMU will pay for the first course (4hr course) for the Safe Harbor Athlete ONLY.
Student-Athlete General Information and Policies

Expectations of Student-Athletes
The decision to participate in intercollegiate athletics at Central Methodist University brings with it special academic obligations and responsibilities in addition to those required of other college students. The student-athlete is subject to adherence to all academic eligibility rules of the National Association of Intercollegiate Athletics (NAIA), the Heart of America Athletic Conference and Central Methodist University.

The student-athlete is, first and foremost, a student and is expected to strive for and obtain an academic degree at Central Methodist University. The athletic department’s main interest is the general welfare and academic achievement of every student-athlete. The student-athlete is required to communicate on a regular basis with academic advisors and instructors regarding academic concerns and progress, and classes missed due to athletic participation.

Student-athletes are responsible for making positive choices and decisions regarding their personal and academic lives. Student-athletes are not only representing the community and the college but ultimately themselves. The athletic department encourages each student-athlete to act as a responsible adult in his/her pursuit of becoming a successful college graduate.

As an NAIA institution the university is committed to the NAIA’s “Champions of Character” program, in which every NAIA student-athlete, coach, official, and spectator is committed to the true spirit of competition through respect, integrity, responsibility, servant leadership, and sportsmanship.

Conduct
Unethical conduct by an enrolled student-athlete may include, but is not limited to, any behavior on or off campus that involves the following: inappropriate language; possession and/or consumption of alcohol on CMU property and/or official school events, etc.; DWI; MIP drug use; trafficking in drug and alcohol-drug contribution to minors; damage to property; injury to others; theft/vandalism; hazing/initiations; excess rowdiness that involves the team (hazing/initiations), etc. In addition, student-athletes must follow all CMU rules and regulations, and city, state, and federal laws.

Consequences of unethical conduct
The consequences of such behavior may result in: suspensions, release from the team and/or the university, loss of athletic aid, community service, therapy, or any combination of these. Decisions are made by the head coach/athletic director and the Vice-President of Campus Life.

Recommended Consequences
The following are recommended consequences, at the discretion of the Director of Athletics:

<table>
<thead>
<tr>
<th>Conduct</th>
<th>Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driving While Intoxicate (DWI), or similar offense</td>
<td>10% of NAIA regular season contest limit</td>
</tr>
<tr>
<td>Positive Drug Test, 1st Offense</td>
<td>30% of NAIA regular season contest limit</td>
</tr>
<tr>
<td>Positive Drug Test, 2nd Offense</td>
<td>Suspension for 1 calendar year</td>
</tr>
<tr>
<td>Minor In Possession, (MIP), if in season</td>
<td>5% of NAIA regular season contest limit</td>
</tr>
<tr>
<td>Public Arrest</td>
<td>Suspension pending the outcome of the court date</td>
</tr>
</tbody>
</table>

All on campus incidences are subject to the CMU student conduct code, and will be dealt with there before any further possible sanctions by the Athletic Department.

Coaches reserve the right to give further sanctions along with or above those given by Student Services and/or the Director of Athletics.

Athletic Practices, Meetings, Work-outs, Trips and Competitions
Student-Athletes are expected to conduct themselves in a respectful and sportsmanlike manner. Unacceptable behavior includes, but is not limited to: taunting opponents, coaches, or fans; abusing
officials, either physically or verbally; using profanity; fighting; throwing objects in an attempt to cause harm or express anger; making derogatory statements to the opponents, media, fans, fellow athletes, or coaches, including ones about Central Methodist University.

**Alcohol Policy**
The department of CMU athletics does not condone the illegal or irresponsible use of alcohol. Student-athletes are advised that the legal drinking age is 21 years of age in the State of Missouri. Even students who are of the legal drinking age must abide by the Central Methodist University’s Student Conduct Code rules and regulations relating to alcohol and shall not drink, be under the influence of, or be in personal possession of alcohol on campus, during any intercollegiate athletic or campus event (which may include off-campus locations), athletic practices, or road trips associated with the university and athletic events.

In addition to the negative health effects associated with alcohol, a student-athlete will be accountable for any alcohol-related incident in which he/she is involved. In such cases, the student-athlete is subject to the CMU Department of Athletics, team and/or university disciplinary action dependent upon the incident’s legal implications.

**Tobacco Policy**
The use of tobacco (smoke or smokeless) is prohibited in connection with any intercollegiate team function by participants, coaches, cheerleaders, athletic trainers, game administrators, and officials. A team function is defined as any activity which is held as a team (including athletic department functions), whether meetings, practices, games, or informal workouts on and off the grounds of CMU. This also includes team-related activities in the training room, locker room, weight training facilities, indoor turf field, and all athletic facilities. The department of CMU athletics also strongly encourages its student-athletes to abstain from tobacco use in their private lives.

**Illegal Drugs**
Possession, manufacture, distribution, use, or sale of marijuana, drug narcotics or other controlled substances classified as illegal under Missouri State law, is prohibited on university owned or controlled property, university owned vehicles, or leased vehicles or at any university-sponsored or supervised function.

**Physical Harm to Others**
Detaining a person against his or her will or threatening or physically abusing another person is prohibited. Prohibited conduct includes that directed toward a member of the University community which occurs off campus as well as that which occurs on campus.

**Verbal Abuse to Others**
Verbal behavior that involves an expressed or implied threat to interfere with an individual’s personal safety, academic efforts, employment, a CMU official’s duties, or participation in University-sponsored activities, and which would cause a reasonable person to have a reasonable apprehension that such harm is about to occur, or “fighting words” that are spoken face-to-face as a personal insult to the listener or listeners in personally abusive language, inherently likely to provoke a violent reaction by the listener to the speaker, is prohibited.

**Inappropriate Language**
Foul/inappropriate language will not be tolerated on Central Methodist University campus and official trips/events.

**Gambling**
Central Methodist University “regulations state that”, staff members of the Athletic Department (coaches, administrators, training room staff, etc.) and student-athletes cannot knowingly provide information to assist individuals involved in organized gambling activities concerning intercollegiate athletic competition, solicit a bet on any intercollegiate team, accept a bet on any team representing an institution, solicit or accept a bet on any intercollegiate competition for any kind of tangible value (cash, t-shirt, dinner) or participate in any gambling activity that involves professional athletics through a bookmaker, parlay card or
any other method employed by organized gambling. If a student-athlete is caught gambling, his/her eligibility to participate intercollegiate athletics will be jeopardized.

**Athletic Transportation**
All student-athletes, managers, films, trainers, etc, must use college-arranged transportation to and from all athletic events. The only exception to this is prior verification in writing from a parent/guardian that the student-athlete is riding with them or another parent. Any other exception must be approved by the Athletic Director.

**Point of Emphasis**
All members of the travel party must adhere to the Central Methodist University’s rules and policies as if they were on the campus of Central Methodist University.

**Student-Host**
If you are a student-host or representing CMU with recruits or persons outside the CMU community, you will represent CMU in a positive fashion, following all CMU rules/policies and all evaluations and comments concerning other schools and their programs will be non-derogatory.

**When you are attending other athletic events**
When you attend other athletic events, remember that you are expected to demonstrate good sportsmanship as well.

**Student-Athlete Grievance Procedure:**
The following procedures have been established to help guide a student-athlete through a potential grievance (with a staff member of the Athletic Department) and hopefully settle the matter in a professional manner:

1. The student-athlete should meet with the staff member with whom he/she has a grievance.
2. If the grievance is not resolved to the satisfaction of the student-athlete, the student-athlete should write a statement in full detail about the grievance and submit that statement to the Athletic Director. The Athletic Director’s office will then set up an appointment between the student-athlete and the Athletic Director.
3. If the student believes there is a potential Title IX issue, they may also go to our Senior Women’s Administrator (SWA).

**Evaluation of Coaches by Student-Athletes:**
The student-athletes will have the opportunity to evaluate their respective head coaches. The instrument will be administered by the Athletic Director at a team meeting, approximately halfway into each season and at the end of the season.

**Media Release**
All student-athletes are asked to complete a Media Release form provided by the Athletic Department. This information will be used for the athletic website and media publications.

**Criteria for Lettering**
The criteria for letting in each varsity sport are established at the direction of the head coach of that sport. You may receive an award upon the recommendation of your coach and the approval of the Athletic Director.

**Awards**
Special Awards must be recommended by the head coach to the Director of Athletics and must not violate NAIA and/or HAAC rules. National, regional, and conference academic awards are based on the regulations of their governing bodies.

Starting this fall (August 2007) any student-athlete who is a national champion in an individual or team sport will receive a ring.
All senior student-athletes who have completed their eligibility will receive a letterman blanket at the end of the year All-Sports banquet.

**CMU Equipment**

Equipment check-out for athletic squads will be arranged by the head coach. Student athletes are required to return all equipment within one week (7 days) after the completion of their last scheduled athletic competition. Equipment return times will be scheduled by the head coach. All issued equipment is the sole responsibility of the student athlete and he/she will be held financially accountable for such equipment.

**Tutorial Services**

Tutors are available in all the major subjects. Tutors are recommended by the faculty to assist students having difficulty or wanting improvement in a course. Tutors are available at no charge. Call the Learning and Teaching Center at Ext. 58283 for more information. (Located on the 3rd floor of Cupples Hall)

**Specific Team Rules**

Coaches may have team rules that may be more stringent than the Athletic Department’s policies/rules and may cover areas not cited in the CMU Student Athlete Handbook.

**Athletic Release from CMU**

An Athletic Release from CMU can only be granted by the Director of Athletics, after conferring with the head coach of the sport in question. ‘Blanket’ releases will not be granted, nor will any release to a fellow HAAC school (per HAAC guidelines) or to any of the following schools: Columbia College, Lindenwood Bellville College, William Woods, and Missouri Baptist University.

**Student Athlete Social Media Policy**

Playing and competing for the Central Methodist University is a privilege. Student-athletes at CMU are held in the highest regard and are seen as role models in the community. As leaders you have the responsibility to portray your team, your University and yourselves in a positive manner at all times. Sometimes this means doing things that are an inconvenience to you, but benefit the whole team.

Facebook, Twitter and other social media sites have increased in popularity globally, and are used by the majority of student-athletes here at CMU in one form or another.

Student-athletes should be aware that third parties - including the media, faculty, future employers and NAIA officials - could easily access your profiles and view all personal information. This includes all pictures, videos, comments and posters. Inappropriate material found by third parties affects the perception of the student-athlete, the athletic department and the University. This can also be detrimental to a student-athlete’s future employment options, whether in professional sports or in other industries.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include depictions or presentations of the following:

- Photos, videos, comments or posters showing the personal use of alcohol, drugs and tobacco e.g., no holding cups, cans, shot glasses etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Pictures, 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.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a student-athlete, coach or team at another institution and
derogatory comments against race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illegal drug use).

- Content online that is not in line with the NAIA Champions of Character, and/or that would constitute a violation of HAAC or NAIA rules (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).

- Information that is sensitive or personal in nature or is proprietary to the CMU Athletic Department or the university, which is not public information (examples: tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/itineraries or information).

Central Methodist University Department of Athletics
Drug Education & Testing Program
Student-Athlete Consent Form

I, ________________________________, hereby acknowledge that I have received a copy of, read
and been given the opportunity to ask questions regarding the Drug Education & Testing Program
implemented for the Department of Intercollegiate Athletics at Central Methodist University. I understand
the policies, procedures and my responsibilities as described in such policy.

As a condition to my participation in intercollegiate athletics at Central Methodist University, I consent to
participate in the Drug Education & Testing Program. I understand that my participation in this program
includes the collection and testing of my urine at various times during academic year for drugs, alcohol,
and/or other banned substances.

I further consent to the release of the results of any drug test to the Director of Athletics or his/her designee,
Assistant Director of Athletics, my Head Coach, the Head Athletic Trainer and/or Assistant Athletic
Trainers, Team Physician, Appeals Committee and/or my parent(s) or guardian(s). I acknowledge and
understand that a copy of this consent form may be sent to my parent(s) or guardian(s) along with a copy of
the Drug Education & Testing Program. To the extent set forth in this document, I waive any privilege I
may have in connection with such information.

Central Methodist University, its officers, employees, and agents are hereby released from legal
responsibility and/or liability for the release of any information and/or record as authorized by this consent
form. I fully and forever release and discharge the aforementioned parties from any claims, demands,
rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated
or unanticipated, resulting from my participation in Central Methodist University’s Drug Education &
Testing Program including those claims, demands, rights of action, or causes of action arising out of any
positive result under such Drug Education & Testing Program.

______________________________  __________________________
Student-Athlete Signature       Date

______________________________  __________________________
Printed Name of Student-Athlete       Date of Birth

______________________________  __________________________
Social Security Number     Sport(s)
Central Methodist University
Student Athlete Social Media Policy, Guidelines, and Consent Form

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

1. Written warning
2. A meeting with Director of Athletics and Head Coach
3. Penalties as determined by the athletic department, including but not limited to possible suspension from his/her athletic team.

For your own safety, please keep the following recommendations in mind as you participate in social media websites:

- Set your security settings so that only your friends can view your profile.
- You should not post your email, home address, local address, telephone number(s), or other personal information as it could lead to unwanted attention, stalking, identity theft, etc.
- Be aware of who you add as a friend to your site – many people are looking to take advantage of student-athletes or to seek connection with student-athletes.
- Consider how the above behaviors can be reflected in all Facebook applications.

If you are ever in doubt of the appropriateness of your online public material, consider whether it upholds and positively reflects your own values and ethics as well as the CMU Athletic Department’s and the University’s. Remember, always present a positive image and don’t do anything to embarrass yourself, the team, your family or the University.

By signing below you affirm that you understand the CMU Athletic Department Social Media Policy and Guidelines for Student-Athletes and the requirements that you must adhere to as a CMU student-athlete. Also, you affirm that failure to adhere to this policy and guidelines may result in consequences that include suspension from your athletic team, and you may be subject to additional penalties imposed by the NAIA, HAAC, and Central Methodist University.

Printed Name ________________________________

Signature ________________________________ Date ________
Champions of Character
Student-Athlete Pledge

Each game and practice I participate in will provide me with an opportunity to be a Champion of Character. I pledge, as an NAIA student-athlete, to accept the five core character values of the NAIA and will do my best to represent the NAIA, my institution, my teammates, and myself by:

- respecting my opponent, the officials, my teammates, my coach, myself and the game;
- taking responsibility for my actions in all areas of my life;
- having the integrity to stand by my word;
- providing servant leadership where I serve others while striving to be a personal and team leader;
- and being an example of sportsmanship by holding myself to the highest standards of fair play.

Student-Athlete’s Name_____________________________

Institution________________________________________

Sports Team_______________________________________

Student-Athlete’s Signature _________________________________________ Date: _______________

CMU Student-Athlete Handbook
Consent of Understanding

I, ______________________, in signing this athletic form of character, acknowledge that I understand all of the student athlete handbook rules and policies will work to abide by them at all times and in everything that I do. If I falter in any of the student athlete handbook materials, I also understand that I am subject to the repercussions set forth by the athletic department and university officials. I also acknowledge that faltering in any of the student athlete handbook rules and policies could result in my dismissal from your athletic team, and the revocation of my scholarship and any other institutional aid.

Signature:__________________________________________ Date:________________________
I hereby give my consent for Central Methodist University (CMU) to use my academic information for nomination purposes for CMU, Heart of America Athletic Conference (HAAC), and National Association of Intercollegiate Athletics (NAIA) awards. I further give my consent for CMU to provide my academic information for the nomination purposes to associated national organizations (i.e. Coaches, Sport specific, and Sports Information associations).

Printed Name: _______________________________

Signature: ________________________________  Date: ______________