

# Navajo Technical University Student-Athlete Handbook



**S K YH AWK S**

Navajo Technical University  
Lower Point Road, State Hwy 371  
P.O. Box 849  
Crownpoint, NM 87313

[www.navajotech.edu/athletics/](http://www.navajotech.edu/athletics/)



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## **SECTION 1 – INTRODUCTION**

### **WELCOME FROM THE ATHLETIC DIRECTOR**

*“There is no I in Team, but I control my team destiny”*

George LaFrance

Navajo Technical University Student-Athlete,

Welcome to the Navajo Technical University SKYHAWKS Athletic Department.

We want to recruit and help our student-athletes become educated, independent and leaders in society on-and-off the Navajo Nation.

We believe that athletes should be well trained physically, mentally, and emotionally. That means no drugs, no alcohol, academically educated, listening to parents, coaches, and helping your community in a positive way and builds character and leadership skills.

We believe in team effort. Practice like it is a contest. Work hard, have fun, control your emotion, and win contest. Yes we want to win.

Navajo Technical University is a member of the U.S. Collegiate Athletic Association (USCAA), the U.S. Collegiate Archery Association (USCA), and the National Intercollegiate Rodeo Association (NIRA).

Intercollegiate sports at Navajo Technical University are:

Cross Country (men and women)

Archery (men and women)

Rodeo (men and women)

Club sports at Navajo Technical University are:

Basketball (men, women, and co-ed)

Volleyball (men, women, and co-ed)

You have an opportunity to receive your education, as well as participate in intercollegiate and club sports. Our goal for you is to take advantage of this tremendous opportunity. We are here to support and help you achieve your academic and athletic goals. Coaches, faculty and staff will challenge you to achieve your goals. The work will be challenging, but the reward will be great.

I encourage you to take advantage of the programs that the university provides to further your development and to attain your degree from Navajo Technical University.

As a student-athlete, you will represent our program not only in competition, but also in the classroom and out in the community. We encourage you to take this responsibility seriously and represent Navajo Technical University and its Athletic Program in a way that is reflected in the overall goals of the school and our Athletic Program.

Welcome to Skyhawk Athletics!

George LaFrance  
Director of Athletics

### **PURPOSE OF THE HANDBOOK**

The Student-Athlete Handbook is a guide to your participation in athletics at Navajo Technical University. The guide includes information on the university, academic and eligibility requirements, student-athlete code of conduct, rules and procedures, medical information, and much more. It is important that you review this handbook, as there are many policies and procedures that must be followed in order to maintain your academic and athletic eligibility. Please take the time to review the following information and if you need further explanation, please feel free to contact your Coach or the Athletic Director for assistance.

### **MISSION STATEMENT**

The Athletic Department will develop the whole person through education and competition, which will stimulate a lasting positive attitude of discipline, dedication, sportsmanship, integrity and leadership. These traits will ensure equal opportunity for all student-athletes and staff. This will make the Athletic program an enduring source of pride for the student population, student-athletics, alumni, University and the community.

### **VISION STATEMENT**

The Athletic Department will provide student-athletes an environment which student-athletic success and wellness lifestyles are obtained through education, community service and the sports program as the pride of the community. Leadership of coaches, student-athletics, the sports program and the University administration exemplifies the Dine' Philosophy of Education (DPE) Nitsáhákees, Nahátá, Íina, Siihasin.



## **SECTION 2 – ACADEMIC ELIGIBILITY**

### **ACADEMIC ELIGIBILITY REQUIREMENTS**

Prior to participation in any intercollegiate sport, and at the end of each semester, the University Registrar and Athletic Director certify a student-athlete's eligibility to participate. A student-athlete may not participate without certification of eligibility and/or confirmation he/she is a full-time enrolled student and has a cumulative GPA of 2.5 or better at Navajo Technical University. If a student-athlete becomes ineligible, he or she will not be able to compete in athletics at Navajo Technical University until eligibility requirements are met according to Navajo Technical University Academic Eligibility Requirements, as well as the applicable rules and policies of the U.S. Collegiate Athletic Association (USCAA), the U.S. Collegiate Archery Association (USCA), and the National Intercollegiate Rodeo Association (NIRA).

To be eligible to participate in intercollegiate athletics a student-athlete must:

1. Be in good academic standing at Navajo Technical University. This means the student-athlete cannot be on academic probation or suspension.
2. Be currently enrolled during any given term of participation in a minimum of 12 institutionally-approved or required credit hours at time of participation. Repeated classes do not count towards the minimum credit hour requirement.
3. Have passed 12 credits or more and have a cumulative GPA of 2.5 or higher in his/her preceding term,

4. To be eligible for the following semester, a student athlete must identify a major in a certificate or degree program, unless they are identified as Non-Major. (NTU Catalog)

### **SECTION 3 –RULES**

#### **NAVAJO TECHNICAL UNIVERSITY STUDENT-ATHLETE CODE OF CONDUCT AND DISCIPLINARY POLICY**

Navajo Technical University expects each student-athlete to conduct themselves as responsible members of the academic community and to respect the rights of other students, faculty, and staff. All members of the university community are responsible for maintaining an environment where behavior is guided by respect, reason, and honesty.

The Student-Athlete Code of Conduct applies to behavior on university property and at all university -sponsored activities held on or off campus. The Student-Athlete Code of Conduct also applies to student’s behavior off campus when such behavior violates university policies, Navajo Nation laws, or applicable federal, state, or local laws and negatively impacts the university, or interferes with the relationship of the university to others, or harms the reputation of the university.

All student-athletes are expected to abide by Navajo Nation laws and applicable federal, state, and local laws. Individuals in violation of any laws are subject to prosecution by appropriate authorities, regardless of whether the behavior occurs on or off campus. In situations involving the use, possession, or distribution of alcohol, narcotics or other controlled substances, the matter will be reported to the appropriate law enforcement authorities. Regardless of whether the authorities pursue prosecution, the student-athlete may be subject to disciplinary action under this code.

All student-athletes are also expected to understand and abide by the university policies established in the Navajo Technical University Student Handbook including the Student Code of Conduct, the Alcohol and Drug Policy, the Tobacco Free Campus Policy and Sexual Harassment Policy. If a student-athlete is found to have violated the university Student Code of Conduct established in the Navajo Technical University Student Handbook or other university policy, the Dean of Student Services will notify the appropriate Head Coach and the Athletic Director. The Coach and/or the Athletic Director may take disciplinary action, as authorized in this Handbook, in addition to sanctions imposed pursuant to the Disciplinary Sanctions for Misconduct established in the Navajo Technical University Student Handbook.

SEE the Disciplinary Action section, provided in this Student-Athlete Handbook, for more information.

**The Student Code of Conduct and Disciplinary Sanctions for Misconduct established in the Navajo Technical University Student Handbook and other university policies can be viewed on and downloaded from the Navajo Technical University website.**

## **STUDENT-ATHLETE CODE OF CONDUCT**

Athletics at Navajo Technical University are an important component of the educational system and process. **Participation in athletics at Navajo Technical University is a privilege, not a right. The student-athletes' responsibility is to conduct one's self in a positive manner all the time. By participating in Athletics at Navajo Technical University, student-athletes are expected to adhere not only to the University's Student-Code of Conduct, but to a higher standard of conduct.**

To serve the interests of the University and its students, faculty and staff, the Athletics program must function as an integral part of the educational mission of the institution. This requires that academic interests take priority over athletic interests at all levels.

In addition to the University's Student-Code of Conduct, student-athletes must also adhere to the following standards:

1. All participants in Athletics are expected to observe rules of fair play and reasonable standards of safe participation and to use University facilities in accordance with applicable policies, procedures, rules and regulations.
2. All participants in intercollegiate athletics must abide by rules and regulations of the U.S. Collegiate Athletic Association (USCAA), the U.S. Collegiate Archery Association (USCA), and the National Intercollegiate Rodeo Association (NIRA) for participating in amateur athletics. No participant in athletics is permitted to accept rewards, gifts or any consideration of value as condition for or result of his or her participation or ability. All competition must be honest and fair, prioritizing sportsmanship and ethical conduct.
3. Student-athletes must recognize the importance of academics. Only student-athletes making satisfactory progress toward a degree may compete. Student-athletes must obey all general student regulations and should exemplify the highest standards of academic honesty. Because of increased visibility that comes with being a student-athlete, members of athletic teams must take care to avoid violations of the law, including but not limited to the abuse of alcohol and controlled substances.
4. The physical well-being of the student-athlete takes precedence over the outcome of competitive matches. Coaches must be conservative in their decisions on this point and student-athletes themselves should exercise good judgment. The use of drugs, including steroids, to enhance athletic performance is strictly forbidden and will not be tolerated.



5. Navajo Technical University is committed to providing a fair and equitable athletic opportunity for men and women.
6. Student-athletes at Navajo Technical University will conduct themselves in a manner that will not discredit themselves, the team, or the University.
7. Hazing among team members is illegal, strictly forbidden and will not be tolerated. There is zero tolerance of any form of hazing. Any athlete involved in perpetrating hazing may be suspended indefinitely from participation in athletics at Navajo Technical University.
8. Public display of excessive affection: Culturally, public display of excessive affection is discouraged; therefore, in keeping with this expectation, students, staff and guests are responsible for conducting themselves in a mature manner. Inappropriate behavior, such as excessive hugging, kissing, and touching while in public area, is not permitted on campus and during NTU-sponsored activities.
9. This Student-Athlete Code of Conduct requires all student-athletes to comply with:
  - a. Navajo Nation laws and applicable Federal, State, and Local Law
  - b. Student Conduct established in the Navajo Technical University Student Handbook
  - c. Navajo Technical University Student-Athlete Handbook
  - d. Athletic Department Policies and Procedures, and
  - e. Team Rules

## **TEAM RULES**

Individual team rules may vary to reflect the program/coach philosophy, the nature of the sport and the practice/competition schedule. Student-athletes must obey decisions and expectations of the Head Coach and are subject to the rules established by the Head Coach in the respective sport. Each Head Coach will present team rules before the start of each season. Student-athletes may be asked to read and sign their name, to attest that they have read and agree to adhere to the team's rules, prior to the start of the season. To ensure a level of consistency among all teams, it is understood that all student-athletes will adhere to the rules as set forth below (in addition to other rules implemented for particular teams.)

## **ATHLETIC DEPARTMENT POLICIES**

### **Alcohol/Illegal Drugs/NCAA Banned Substances/Nutritional Supplements Use and Abuse**

**ILLEGAL DRUGS** –the use of and/or possession of illegal drugs or NCAA banned substances by student-athletes is prohibited. The Navajo Technical University Athletics Department adheres to the NCAA banned substance list in matters regarding substance use. Refer to the link below for a list of NCAA banned substances:

<http://www.ncaa.org/wps/wcm/connect/public/NCAA/Health+and+Safety/Drug+Testing/Resources/NCAA+banned+drugs+list>

**ALCOHOL:** the use of and/or possession of alcohol is prohibited for all Navajo Technical University student-athlete. Student-athletes who violate are subject to disciplinary action according to Navajo Technical University Student Code of Conduct.

**NUTRITIONAL SUPPLEMENTS:** The ingredients in nutritional supplements vary greatly and there are numerous products on the market. Student-athletes should exercise caution before using any nutritional supplements and/or consult with the Coach or Athletic Department. Many studies have shown nutritional supplements can pose health risks and have adverse side effects if not used properly.

**TOBACCO/DIP:** the use of tobacco or dip is prohibited for all Navajo Technical University student-athletes.

### **Athletic Injuries and Illness**

- Student-athletes must immediately report injuries/illness to the Head Coach.
- Student-athletes are asked to adhere to the guidelines established by the Athletic Department regarding the care and rehabilitation of injuries and physician referral that occur from practice or contest.

### **Hygiene, Nutrition & Rest**

- Student-athletes must practice good hygiene to help prevent illness and infection and the spread of either to other student-athletes and/or the public. Wash thoroughly after workouts, practice and competitions. Do not share water bottles, towels, razors or gear. Keep your practice and game uniforms laundered and your locker and locker room clean.
- Student-Athletes should eat healthy and get plenty of rest in order to perform to the best of your ability academically and athletically each day.

### **Class Attendance**

- Student-athletes shall attend ALL their classes when not traveling and meet ALL academic eligibility requirements and responsibilities. It is the responsibility of student-athletes to talk with their instructors at the beginning of each semester, inform them of any expected absences due to athletic travel well in advance of leaving and make arrangements to complete any class work and assignments missed during those absences. Navajo Technical University student-athletes do not receive preferential treatment due to athletic travel. You are required to make up any

missed class work and assignments missed due to travel. You must become a good manager of your time and take advantage of study opportunities when traveling.

### **Curfew (In-Season)**

- Individual team curfews may vary to reflect the program/coach philosophy. Navajo Technical University policy states that curfew is set at 10:00 pm (to be in our rooms), but a good rule of thumb for all student-athletes is to get plenty of rest to be able perform at a high level and avoid possible infractions which most commonly occur during the evening hours.

### **Dress Code**

- An appropriate dress code is expected of all student-athletes, NTU coaches, and staff when traveling for competition or visiting another institution. You are expected to be neat and well groomed. Shorts, t-shirts, faded/torn jeans, sagging pants, torn/weathered shoes and such casual clothes are deemed inappropriate. Student-athletes are expected to abide by team rules regarding required dress standards.
- For contact sports: earrings, watches and other jewelry may not be worn during team workouts or competition.

### **Gambling**

- Be aware of the tragic consequences that gambling has had on individual student-athletes and their institutions across the country. Gambling and bribery, even in the simplest form, can be damaging and are strictly forbidden. Student athletes shall not knowingly:
  1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competition.
  2. Solicit a bet on any intercollegiate team.
  3. Accept a bet on any team representing Navajo Technical University.
  4. Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value.
  5. Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling.

### **Internet**

- While the Athletic Department does not prohibit student-athlete involvement with internet social networking communities, it does reserve the right to take action against any currently enrolled student-athlete engaged in behavior that is not appropriate and/or violates University, Department, or team rules, including such

behavior that occurs in postings on the internet. Internet sites such as Facebook.com, Twitter.com and others provide individuals with an opportunity to interact with an extraordinary expansive universe of new people and connect with current friends. Postings on personal profiles, groups and chat rooms are in the public domain and easily accessible by anyone including reporters, parents, coaches, groupies, predators, employers, graduate school admissions officials and others. Once information is posted, it can be retrieved by computer savvy individuals even after it has been deleted.

- The Athletic Department recommends you immediately review any internet websites you may have posted on the internet to ensure the postings are consistent with University, Department, and team rules and that they do not present you in a manner in which you do not want to be portrayed. For your safety and privacy, you should refrain from posting and should promptly remove any personally identifiable information such as telephone number, address, class schedule and places frequented, as well as any inappropriate photos you may have posted. Lastly, be cautious which chat groups you join to be sure you want to publicly be associated with that group. Once you become a member, you are linked to the discussion that takes place within that group. Only the group's administrator is able to delete your group membership or postings.

### **Hazing and Initiation Activities**

- Student-athletes are strictly prohibited from engaging in any form of hazing or team initiation activities. At Navajo Technical University, hazing is defined as an act that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Physical hazing includes, but is not limited to paddling, head shaving, requiring or compelling the forced consumption of any liquid (including alcohol) or solid substance, and all forms of physical activity that are used to harass or are not part of an organized athletic contest and not specifically directed toward constructive work.
- Psychological hazing includes: Any act that is likely to: (a) compromise the dignity of a member or prospective member, (b) cause embarrassment or shame to a member or a prospective member, (c) cause a member or prospective member to be the object of malicious amusement or ridicule, or (d) to cause psychological harm or substantial emotional strain.

### **Language or Gestures**

- Profane, derogatory and abusive language or gestures during team related activities, practices, or games are absolutely prohibited.

- Student-athletes must exercise the necessary self-discipline to avoid the use of improper language or gestures.

### **Practice and Game Participation**

- Attendance and participation at practice, contests and team meetings during the academic year is mandatory unless the student-athlete is declared unfit by the Head Coach or a doctor through no fault of the student-athlete.
- Student-athletes who cannot participate in team related activities due to class conflict, illness and/or injury must notify and be excused by the Head Coach.
- In case of an emergency or impending tardiness, student-athletes are responsible for notifying the Head Coach.

### **Respect**

- Student-athletes shall demonstrate respect for all members of the Navajo Technical University community and the community at large.
- Student-athletes shall cooperate with coaching staff, University faculty and staff employees and shall refrain from inappropriate behavior.

### **Sportsmanship**

- Navajo Technical University places great emphasis on sportsmanship.
- The principle of sportsmanship is to play fair, follow the rules of the game, respect the judgment of referees and officials and treat opponents, coaches and fans with respect. Play hard and within the rules, win with class and lose with class.
- Student-athletes, Coaches and all other individuals associated with the Navajo Technical University Athletic Program shall adhere to fundamental values of respect, fairness, civility, honesty and responsibility.

### **Team Travel**

- All Navajo Technical University athletic travel to and from practice and competition sites will be via approved travel methods. Most travel is provided by bus, with occasional trips by air, minibus, van or car. The Athletic Director approves all athletic transportation. All travel shall comply with the NTU Fiscal Policies. The NTU Chief Financial Officer must approve all travel.

- On overnight trips, student-athletes will remain in the hotel after the curfew hour that is established by the Head Coach.
- **Being a student-athlete is a privilege, any misbehavior while on travel will not be tolerated.** Any misbehavior by a student-athlete that occurs while on travel may result in permanent dismissal from the Athletic program at Navajo Technical University.
- All student-athletes are required to travel with the team. If a student-athlete wishes to travel separately to his or her residence once the contest or tournament is finished, the student-athlete must submit a completed Travel Release Form to the Head Coach prior to leaving the team travel party. For student-athletes under the age of eighteen, his or her parent and/or legal guardian must sign the Travel Release Form. A Travel Release Form can be obtained from the Athletic Director and/or appropriate Head Coach. If a student-athlete leaves the team travel party for any reason without notifying his or her Head Coach and submitting a Travel Release Form, the student-athlete will be subject to disciplinary action, which may include suspension from the team and/or the university.
- Student-athletes choosing to drive personal vehicles to Navajo Technical University practice facilities or fields do so at their own risk.

### **Theft**

- Any degree of theft by a student-athlete is strictly prohibited and will not be tolerated. Offenders will be prosecuted and disciplined appropriately.

### **Uniforms and Equipment**

- Student-athletes are personally responsible for the care and return of all equipment and/or uniforms issued to them. If equipment and/or uniforms are not returned in good condition (reasonable wear and tear are expected), the student-athlete will be financially responsible and a hold on the student's account will occur.
- Uniforms and equipment will be worn for authorized practices and competition in accordance with University standards as they may be established from time to time. They are not to be taken and used for other events outside the school. Offenders will be disciplined appropriately.

### **Interpretation**

- The Athletic Director has complete and discretionary authority to interpret and construe the Student-Athlete Code of Conduct. This Code of Conduct may be modified or amended at any time by the Navajo Technical University Board of

Trustees. Student-athletes are responsible for keeping themselves informed of the requirements of the Student-Athlete Code of Conduct.

### **Disciplinary Action**

A student-athlete found to have violated the NTU Student Code of Conduct as established in the Navajo Technical University Student Handbook or other university policy, will follow the Due Process and Disciplinary Action as outlined in the NTU Student Handbook. The Dean of Student Services will notify the appropriate Head Coach and the Athletic Director. Since student-athletes are expected to adhere to high standards of conduct, the Athletic Department will respond promptly to any reported offenses. Serious and/or repeated violations of either the NTU Student Code of Conduct established in the Navajo Technical University Student Handbook or the Student-Athlete Code of Conduct may result in the loss of athletic privileges and permanent dismissal from Athletics at Navajo Technical University.

## **SECTION 4 – ACADEMICS**

(Refer to the University Catalog and Student Handbook for additional information)

### **Academics**

Student-athletes must be in good academic standing in order to be eligible to compete in intercollegiate athletics at Navajo Technical University.

### **Good Standing (Undergraduate)**

The academic standing of each student-athlete is determined by examining records at the end of fall and spring, and undergraduate summer term. Student-athletes must earn a cumulative GPA of 2.5.

**A student-athlete's failure to meet the above academic requirements could result in one or more of the following:**

1. Temporary suspension of athletic privileges.
2. Permanent dismissal from the team.
3. Reduction or loss of athletic financial aid.

### **Academic Probation**

A minimum cumulative GPA of 2.5 is required to remain in good standing at the university. Student-athletes whose semester or cumulative GPAs drop below 2.5 will be placed automatically on probation and assigned a counselor in one of the Student Services areas. Probationary student-athletes are required to set a learning contract with their counselor and meet with him or her at regularly assigned times. While on academic probation, student-athletes may register for no more than 13 semester hours of credit, may not register for an

internship, and **cannot participate in intercollegiate athletics (participation means no team training, practice or competition until the student-athlete returns to Good Academic Standing).**

### **Academic Honesty**

Navajo Technical University operates on the assumption that all academic work is the honest product of each student-athlete's own endeavors. The faculty and staff at Navajo Technical University expect such integrity from the student-athletes, and violations are cause for disciplinary action, including suspension, probation, loss of credit, or expulsion from the university. Academic dishonesty includes, but is not limited to, cheating, plagiarism, and furnishing false or misleading information to any faculty or staff member.

Cheating on examinations includes, but is not restricted to, copying from another student's exam paper, using unauthorized notes during an examination, arranging for a substitute to take an examination, or giving or receiving unauthorized information prior to the exam.

Cheating on written assignments includes plagiarism, collaboration with others, or submitting the same material for more than one class without the permission of the instructors. Plagiarism includes borrowing information or ideas, whether directly quoted or paraphrased, from any source beyond one's firsthand experience and not acknowledging the source. The student-athlete must give credit for the material by identifying the source and using one of the generally accepted citation methods.

Initially, sanctions are the responsibility of the class instructor. The instructor may simply reprimand the student, or demand the work be repeated, or give a failing grade for the assignment or exam in question, or give a failing grade for the entire course. In each case, a short report of the incident will be filed with the appropriate academic dean. In the case of repeated or more serious violations, the faculty member may recommend to the dean that the student be put on probation, suspended, or expelled from the college. The dean's recommendation will then be sent to the Dean of Student Services.

### **Academic Advising**

The student-athlete is responsible for meeting with his/her advisor, who will aid in determining the student-athlete course(s) of study and scheduling classes.

### **Grade Checks**

There will be random grade checks for all student-athletes.

### **Midterm Grades**

Midterm Grades are used to monitor the student-athletes' progress at Midterm. The Midterm grades will not prevent a student-athlete from participating in sports. This is not the student-



athlete's semester grade. Only the end of the Semester Grades will determine the student-athlete's eligibility.

### **Falsification of Records**

Student-athletes who falsify their academic records shall become immediately ineligible from further participation and competition.



## **SECTION 5 – MEDICAL & INSURANCE INFORMATION**

### **Insurance/Medical File**

All student-athletes must have the following on file in the Athletic Department in order to participate in intercollegiate athletics at Navajo Technical University.

- **Physical Examination Form**  
Physicals must be completed by a physician. It must then be submitted prior to the beginning of the student-athlete's sport season at Navajo Technical University. Student-athletes will also complete a medical history form; this must be done prior to each season.
- **Athletic Department Medical Insurance Information**  
This form is available at the Athletic Department. The form provides the Athletic Department and doctors' offices/hospitals with your insurance coverage information. It also serves as an emergency card that Athletic Coaches take with them on road trips in case of an emergency. It must be completely filled out, leaving no blank lines, and signed by the student-athlete and/or parent in the case of the student-athlete being a

minor. A copy of insurance card needs to be attached as added protection for the student-athlete. Additionally, please indicate any preference of physician or other local medical provider that is covered by your insurance. Student-athletes cannot participate in any activities related to their sport until this completed form is returned to the Athletic Department.

### **Student-Athlete's Responsibilities Regarding Injuries**

When a student-athlete is injured during practice or competition, he/she is responsible to notify the Head Coach. If a doctor's attention is required, the student-athlete may not participate in any activity until a doctor's notice is submitted.

As a student-athlete, your responsibilities are to:

- Make sure the Athletic Department has your current insurance information, primary residence, parent's residence, emails and phone numbers on file. Failure to do so will result in inability to participate.
- Submit primary health care insurance information to the Athletic Department.
- When injured the student-athlete must submit a doctor's notice before participating with the team. Navajo Technical University is not financially responsible for injuries or illness when participating in Athletics.

**Student-athletes not covered by parents', spouses or their own health insurance must purchase some type of health insurance that covers athletic injuries.**

### **ADDITIONAL ATHLETIC DEPARTMENT POLICIES**

#### **Injury or Illness:**

Any athletic injury or athletic related illness must be reported to the Athletic Department. It is the responsibility of the student-athlete to report this information in a timely manner. It is the responsibility of the student-athlete to take care of any injury or illness that may occur. It is not the responsibility of the Navajo Technical University.

#### **Emergencies:**

In the event of an emergency, medical attention should be obtained at the nearest medical facility.

#### **Dental Care:**

The athletic department will not be financially responsible for injury to natural teeth incurred while in an official practice session or game. Normal dental care, not directly related to an athletic injury, is also the responsibility of the student-athlete.

**Corrective Lenses:**

Student-athletes are responsible for the purchase of glasses or contact lenses for participation purposes. The University is not responsible for lost or broken contact lenses or eyeglasses.

## **SECTION 6 – PUBLIC RELATIONS**

**Community Service and Fundraising Events**

During your career at Navajo Technical University, your team and the university's Athletic Department will conduct special events and projects in order to raise money and/or enhance the student-athlete learning experience. **It is mandatory for you to participate in these events/projects during your time as a student-athlete.**

**Dress for Success**

Studies have proven people who take pride in their personal appearance perform and feel better. Feel good about yourself and let your confidence show by dressing properly. Always remember you represent yourself, your family, your team, your coaches and Navajo Technical University—be a positive representative!

**Press and Media**

Occasionally, student-athletes are asked to give media interviews. Provided these requests are reasonable and do not conflict with class schedules or team related activities, student-athletes are asked to make themselves available and project a positive image of themselves, their team and Navajo Technical University. **Student-athletes shall obtain clearance from the Athletic Director and/or your Head Coach prior to granting any interviews or responding to media questions.**

**The following guidelines are to assist you:**

- Remember, you are representing the University and your team during an interview. Conduct yourself professionally.
- Always be positive with your comments concerning your team, teammates, coaches and Navajo Technical University.
- Timeliness is a must when returning a phone call or meeting with the press or media, remember they operate with deadlines.
- Never say discouraging remarks about your opponent.
- Always be courteous with media members.
- When speaking, take your time and focus on your thoughts.
- Relax and be yourself.
- If you are uncomfortable with the line of questioning the reporter is asking you, please say you have no comment and politely move on to the next question.
- Always thank the press or media at the end of an interview.

## Speaking to the Public

You are considered a representative of the Athletic Department and Navajo Technical University because you are a member of a team. When dealing with the general public, be aware of projecting a positive image, in what you say and how you say it.

The following guidelines are for your assistance:

- Never criticize another player, coach or the University.
- Say constructive, positive things about your team.
- While representing your team, dress neatly and remember you always represent Navajo Technical University.

## Photography Shots

While competing as a student-athlete at Navajo Technical University you may have your photo taken. The Athletic Department reserves the right to co-ownership of those photos with the photographer and to use the photos for departmental, promotional and resale purposes. By signing the Acknowledgement Statement within this handbook you confirm that you understand and consent for your photos to be used for departmental, promotional and resale purposes.



## SECTION 7 – ACKNOWLEDGEMENT STATEMENT

### **STUDENT-ATHLETE ACKNOWLEDGEMENT STATEMENT**

By signing below I acknowledge that I have received a copy of the Navajo Technical University student-Athlete Handbook and reviewed the information contained within the Navajo Technical University Student-Athlete Handbook. I understand the contents of the Student-Athlete Handbook and realize that I am subject to disciplinary measures should I violate them. I agree to participate and conduct myself in accordance with the rules of the Navajo Technical University Athletic Department and any other specific rules of Navajo Technical University or the coaches.

I acknowledge that while a student-athlete at Navajo Technical University my photo may be taken. I understand that the Navajo Technical University Athletic Department reserves the right to co-ownership of those photos with the photographer and to use the photos for departmental, promotional and resale purposes. By signing below I consent my photos to be used for departmental, promotional and resale purposes.

**I understand that failure to sign and return this form to my Head Coach will result in my being declared temporarily ineligible for practice or competition.**

Print Name:

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Your Sport:

---

Signature:

---

Date:

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Acknowledgement:

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Athletic Director/Coach



# Appendix



# Sports Physical Form

Name: \_\_\_\_\_ Gender: M F Date of Birth: \_\_\_/\_\_\_/\_\_\_ Father's Name:  
 \_\_\_\_\_ Daytime phone, pager, cell phone: \_\_\_\_\_ Mother's Name:  
 \_\_\_\_\_ Daytime, phone, pager, cell phone: \_\_\_\_\_ Street address:  
 \_\_\_\_\_ City:  
 \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home phone: \_\_\_\_\_ Alternate  
 Emergency Contact Person: \_\_\_\_\_ Daytime phone: \_\_\_\_\_ Please indicate  
 MEDICAL ALERTS such as allergic reactions, contact lenses, etc.:

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**Medical History:**

Athletes and parents: This health record is a critical element in the determination of an athlete's risk of injury in sports. Please take the time to read and answer all questions before seeing a physician for the athlete's physical examination.

- |  |                   |
|--|-------------------|
| 1. Has anyone in the athlete's family (grandparents, mother, father, brother, sister, aunt, uncle) died suddenly before age 50?  | YES NO Don't Know |
| 2. Has the athlete ever stopped exercising because of dizziness or passed out during exercise?   | YES NO Don't Know |
| 3. Does the athlete have asthma (wheezing), hay fever, or coughing spells after exercise?  | YES NO Don't Know |
| 4. Has the athlete ever had a broken bone, had to wear a cast, or had an injury to any joint?  | YES NO Don't Know |
| 5. Does the athlete have a history of concussion (getting knocked out)?  | YES NO Don't Know |
| 6. Has the athlete ever suffered a heat-related illness (heat stroke)?   | YES NO Don't Know |
| 7. Does the athlete have a chronic illness or see a doctor regularly for any particular problem?   | YES NO Don't Know |
| 8. Does the athlete take any medication(s)?  | YES NO Don't Know |
| 9. Is the athlete allergic to any medications or bee stings?   | YES NO Don't Know |
| 10. Does the athlete have only one of any paired organs? (Eyes, ears, kidneys, testicles, ovaries)   | YES NO Don't Know |
| 11. Has the athlete had an injury in the last year that caused the athlete to miss 3 or more consecutive days of practice or competition?  | YES NO Don't Know |
| 12. Has the athlete had surgery or been hospitalized in the past year?   | YES NO Don't Know |
| 13. Has the athlete missed more than 5 consecutive days of participation in usual activities because of illness, or has the athlete had a medical illness diagnosed that has not been resolved in the past year? | YES NO Don't Know |
| 14. Are you, the athlete, worried about any problem or condition at this time?   | YES NO Don't Know |

Please give details on any "YES" answer from the above health history.

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**PHYSICAL EXAM – TO BE COMPLETED BY PHYSICIAN**

Height \_\_\_\_\_ Weight \_\_\_\_\_ Pulse \_\_\_\_\_ Blood Pressure \_\_\_\_\_

Vision: R \_\_\_\_\_ / \_\_\_\_\_ uncorrected R \_\_\_\_\_ / \_\_\_\_\_ corrected L \_\_\_\_\_ / \_\_\_\_\_ uncorrected L \_\_\_\_\_ / \_\_\_\_\_ corrected

	Normal	Abnormal Findings	Initials
1. Eyes			
2. Ears, Nose, Throat			
3. Mouth & Teeth			
4. Neck			
5. Cardiovascular			
6. Chest & Lungs			
7. Abdomen			
8. Skin			
9. Genitalia-Hernia (male)			
10. Muskuloskeletal: ROM, strength, etc.			
a. neck			
b. spine			
c. shoulders			
d. arms/ hands			
e. hips			
f. thighs			
g. knees			
h. ankles			
i. feet			
11. Neuromuscular			

**Please Print/ Stamp**

Physician's Name \_\_\_\_\_ Street  
 Address \_\_\_\_\_ City, State,  
 Zip Code \_\_\_\_\_ Telephone  
 \_\_\_\_\_

I certify that I have examined this athlete and found him/her medically qualified to participate in sports. I also certify that I am a licensed medical physician, physician's assistant, or family nurse practitioner. (Doctor of Chiropractic Medicine is not satisfactory.)

Physician Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARTICIPATION RESTRICTIONS:** \_\_\_\_\_

\_\_\_\_\_



## ***EMERGENCY CONTACT AND PROOF OF INSURANCE***

By filling out and signing this form, the parent(s)/guardian(s) are stating that the student athlete is covered by insurance. **REMINDER:** All student athletes must be covered by insurance before they can plan or practice in a university sponsored sport.

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Male: \_\_\_\_ Female: \_\_\_\_ Social Security # \_\_\_\_-\_\_\_\_-\_\_\_\_ Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Father/Guardian's Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Primary Health Insurance Company: \_\_\_\_\_

Name of Policy Holder: \_\_\_\_\_

Employer's Name: \_\_\_\_\_ Group ID# \_\_\_\_\_

Policy ID#: \_\_\_\_\_ Coverage under \_\_\_\_ Self \_\_\_\_ Parent/Guardian

If the student is insured under more than one policy, provide the additional information on the bottom or back of this form.

Date: \_\_\_\_\_ Student-Athlete Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

### **Emergency Contact Information**

Contact #1: Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Contact #2: Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Cellular Phone \_\_\_\_\_

# NAVAJO TECHNICAL UNIVERSITY

<b>STUDENT-ATHLETE TRAVEL RELEASE FORM</b>	
<p>All individuals are expected to travel to and from competition with their team, unless they have completed this form and provided it to their coach prior to the event. Student-athletes traveling to and from University funded and/or sponsored events must travel with their team or be accompanied by a coach or staff member. The only exception to this policy is if the student-athlete is traveling with a parent or legal guardian. Any alternate travel must be approved using this form. Student-athletes in violation of this policy will be subject to disciplinary action.</p>	
<b>PERSONAL INFORMATION</b>	
Student Name:	Student ID Number:
Home Phone:	Cell Phone:
Sport(s) You Play:	Coaches Name:
<b>RELEASE REQUEST</b>	
Date of Event:	Means of Travel:
Name of Parent/Legal Guardian:	
<b>Signature (s)</b>	
Student:	Date:
Coach/Staff:	Date: