

## Coaching Staff Limitations Policy (NCAA Bylaw 11)

### Responsibility for Completion:

- Head Coach
- Athletics Compliance Office

### Verification of Completion:

- Athletics Compliance Office

### Submitted Time Frame:

- Athletics Compliance Office-September

### Forms:

- Coaching Staff Limitation Form
- Volunteer Coaches Form

### Procedures:

1. Athletics Compliance Office distributes Coaching Staff Limitation Form (see forms) to Head Coaches in September.
2. Head Coach completes, signs and returns form to Athletics Compliance Office as soon as possible.

Note: In sports in which the NCAA rules permit the use of a volunteer coach (i.e., sports other than football and basketball), if the program choose to involve a volunteer coach, the volunteer coach and head coach must schedule and appointment with the Athletics Compliance Office prior to the volunteer coach engaging in any activity with the program.

3. Head Coach must notify in writing to the Athletic Compliance Office any coaching changes throughout the year.

Coaching Staff Limitation (NCAA Bylaw 11)

Sport \_\_\_\_\_ Academic Year \_\_\_\_\_

An individual who coaches and either is uncompensated or receives compensation or remuneration of any sort from the institution, even if such compensation or remuneration is not designated for coaching, shall be designated as a head coach, assistant coach, volunteer coach, graduate assistant coach or student assistant coach by certification of the institution. An athletics department staff member must count against coaching limits as soon as the individual participates (in any manner) in the coaching of the intercollegiate team in practice, games or organized activities directly related to that sport, including any organized staff activity related to the sport.

- Head Coach \_\_\_\_\_
- Assistant Coach \_\_\_\_\_
- Assistant Coach \_\_\_\_\_
- Assistant Coach \_\_\_\_\_
- Student Assistant Coach \_\_\_\_\_
- Volunteer Coach \_\_\_\_\_

I certify that the above individuals are only the ones who may engage in any coaching activities with my team unless otherwise approved by the Athletics Compliance Office. In addition, I acknowledge that it is my responsibility to review all coaching staff limitation legislation with my coaching staff.

Head Coach Signature \_\_\_\_\_ Date \_\_\_\_\_

Approved:

ACO Signature \_\_\_\_\_ Date \_\_\_\_\_

## Volunteer Coach Agreement

As volunteer coach for the \_\_\_\_\_ team at the College of Charleston, I understand and agree to the following terms defined by NCAA, Southern Conference and College of Charleston rules and regulations:

1. A volunteer coach is prohibited from contacting and evaluating prospective student-athletes off-campus. This includes attendance at any athletic event in which prospects (ninth grade and higher) participate.
2. A volunteer coach is prohibited from scouting opponents off-campus.
3. A volunteer coach may receive complimentary meals during a prospective student-athletes official visit, provided he/she dines with the prospect.
4. A volunteer coach is prohibited from coaching prospective-student athletes in the coach's sport.
5. A volunteer coach may not receive housing benefits at any time (including preseason training camp), except during away-from-home contests.
6. A volunteer coach may not any meals that are provided prior to or following home contests.
7. A volunteer coach may receive a maximum of 2 complimentary tickets to home athletics contest in the coach's sport.
8. A volunteer coach may receive compensation from outside the athletics department for performing duties for another department or office of the institution provided:
  - The compensation received for those duties is commensurate with that received by others performing those same or similar assignments.
  - The time devoted to those duties is consistent with the time devoted by others receiving commensurate compensation for the same or similar assignments.
  - The individual is qualified for and is performing the duties for which the individual is compensated and,
  - The individual has received prior written approval from the College of Charleston to receive such compensation and
  - Once the head coach designates a volunteer coach, he/she retains that position until the end of the academic year and may not be replaced.

Additionally, my signature certified that I understand and will adhere to all NCAA rules as they apply to full-time coaches.

Academic Year \_\_\_\_\_

Volunteer Coach \_\_\_\_\_ Date \_\_\_\_\_

Head Coach \_\_\_\_\_ Date \_\_\_\_\_

ACO \_\_\_\_\_ Date \_\_\_\_\_

## A Volunteer Coach May.....

- May receive two complimentary tickets to home contests (in the coach's own sport).
  - May receive shoes, shirts, jackets, etc. as coaching equipment.
  - May receive a reasonable non-cash award as part of a team championship.
  - May travel with the team to away contests.
  - May receive reimbursement for parking expenses associated with practice and competition.
  - May receive a free meal in conjunction with an official visit, provided the volunteer dines with the prospect.
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- May receive compensation for employment at an institution's sports camp or clinic.
  - May receive compensation from sources other than the athletic department (e.g., privately owned camps).
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- May receive compensation from the institution for duties performed outside the athletics department (e.g., a professor, janitor, etc.) from sources outside the athletic department.
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- May coach at a junior high school, up to 8<sup>th</sup> grade.
  - A representative of athletics interest may arrange employment outside the athletics department.
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- May provide transportation for a prospect (an official visit) from the airport to the member institution.
  - May make recruiting phone calls to prospects.

## A Volunteer Coach May Not.....

- May not live with a booster or coach free of charge.
  - May not receive expenses to attend a coaching clinic or coach's conference.
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- May not receive direct cash payment in recognition of an extraordinary achievement.

- May not be employed for compensation by an institution's alumni association that receives any funding from an institution's booster club.
  - May not be employed by any department that fundraises specifically for athletics.
  - May not alternate coaches during the academic year, unless it's because of extenuating circumstances.
  - May not coach the same sport at a high school.
  - May not be an assistant coach in another sport without "filling" a "paid" slot in both sports.
  - May not receive compensation for working as a personal trainer in an institution's general recreation program, even during the summer.
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- May not recruit off-campus.
  - May not provide transportation for a prospect between the prospect's home or educational institution and the member institution.
  - May not coach prospects on outside teams, unless it falls under an exception.