

ABOUT THE COLLEGE

Chattahoochee Valley Community College is a member in good standing of the National Junior College Athletic Association (NJCAA) and the Alabama Community College Conference (ACCC). All policies and procedures of these organizations are published in an annual handbook. Chattahoochee Valley Community College participates under all guidelines mandated by the National Junior College Athletic Association (NJCAA) and the Alabama Community College Conference (ACCC). The Chattahoochee Valley Community College Athletic Department competes in the Southern Division of the ACCC as an NJCAA Division I participant.

It is the policy of the Alabama Community College System, including all postsecondary community and technical colleges under the control of the Alabama Community College System Board of Trustees, that no person, on the basis of any impermissible criterion or characteristic including, without limitation, race, color, national origin, religion, marital status, disability, sex, age or any other protected class as defined by Federal and State law, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity or employment.

Chattahoochee Valley Community College is committed to this policy of nondiscrimination and complies with nondiscrimination regulations under Title VI and Title VII of the Civil Rights Act of 1964; Title IX Education Amendments of 1972; Sections 503 and 504, Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as well as all other applicable laws and regulations.

Title IX regulations specifically prohibit discrimination based on pregnancy or recovery from any pregnancy related medical condition. The college approaches students who are pregnant the same as it does students who have temporary medical conditions. Faculty acknowledge absences caused by a medical condition, such as childbirth or complications due to pregnancy, as excused absences. In addition, pregnant students are not excluded from participation in program or class activities unless such participation is deemed to create risks to fetal health or to an expectant mother.

Inquiries concerning ADA policies may be directed to the Student ADA Coordinator, Ms. Vickie Williams, Wilson Hall, 334-214-4803 or to the Employee ADA Coordinator, Ms. Debbie Boone, Wallace Hall, 334-291-4927. Inquiries related to Title IX policies should be made to the Student Coordinator, Ms. Vickie Williams, Wilson Hall, 334-241-4803 or to the Employee Title IX Coordinator, Ms. Debbie Boone, Wallace Hall, 334-291-4927. Additional inquiries can be made directly to the VP/Dean of the College, Dr. David Hodge, Wallace Hall, 334-291-4945.

Chattahoochee Valley Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (1866 Southern Lane, Decatur, Georgia 30033-4097/Telephone: 404-679-4500/Website: sacscoc.org) to award the Associate of Arts, Associate of Science, and Associate of Applied Science degrees.

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The Associate Degree and Practical Nursing programs at Chattahoochee Valley Community College are accredited by the Accreditation Commission for Education in Nursing (ACEN), formerly known as the National League for Nursing Accrediting Commission, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, Phone 404-975-5000, Fax 404-975-5020, Website <http://www.acenursing.org/>.

The Associate Degree and Practical Nursing programs at Chattahoochee Valley Community College are approved by the Alabama Board of Nursing.

Chattahoochee Valley Community College is a member of the Alabama Community College System (<http://www.accs.cc/>).

ABOUT THIS HANDBOOK

This Athletic Handbook was written to familiarize student athletes and their parents with the policies and procedures in the Athletic Department. This handbook is written within the guidelines of the policies and procedures of Chattahoochee Valley Community College as stated in the College Catalog and Student Handbook and in no way supersedes any policy of the College. It is merely an explanation of the policies and procedures that apply to the Athletic Department. All student athletes and members of the Athletic Department are expected to abide by the procedures in this handbook and exemplify model citizenship at the College and in the community.

Athletic competition is an integral part of student life at Chattahoochee Valley Community College. Academic success is the primary goal of each and every student athlete and member of the Athletic Department staff.

Athletics contribute to education. Success, failure, social contributions, respect for authority, competition, physical growth, mental health, leadership, quick thinking, sacrifice, and self-discipline only scratch the surface of the areas to which athletic participation contribute. Chattahoochee Valley's Athletic Department believes the playing area acts as a laboratory of life and encourages participation for the fullest development of each individual's maximum potential.

Education is an investment for tomorrow, as well as a requirement of our democratic way of life. Education will be kept in its proper perspective as our foremost goal.

This handbook will be updated annually and contains material that is current and correct. All questions or concerns not answered by this handbook should be directed to the Athletic Director, Adam Thomas (adam.thomas@cv.edu) and/or the Dean of Student Services.

FALL SEMESTER 2016

Fall Semester, 2016 (August 11, 2016 – December 14, 2016)

85 Faculty Duty Days; 78 Instructional Days

- August 11** Local Professional Development
- August 12** College Closed
- August 15 – 16** Registration
- August 17** Regular Term and Term I Classes Begin
- August 17 – 19** Schedule Adjustment
- September 5** Labor Day (College Closed)
- September 20** Last Day to Drop with a “W” from Term I
- October 7** Last Day to Withdraw: “WP” or “WF” for Term I
- October 11** Term I Classes End (Grades due by Noon)
- October 12** Term II Classes Begin
- October 12 – 13** Schedule Adjustment
- October 25** Last Day to Drop with a “W” from Regular Term
- November 3 – 10** Spring 2017 Advising/Advance Registration
- November 11** Veteran’s Day Holiday (College Closed)
- November 14 – 18** Spring 2017 Advising/Advance Registration
- November 15** Last Day to Drop with a “W” from Term II
- November 21 – 23** State Professional Development (No Classes)
- November 24 – 25** Thanksgiving Holiday (College Closed)
- November 28** Classes Resume
- December 2** New Student Experience
- December 5** Last Day to Withdraw: “WP” or “WF” Term II and Regular Term
- December 7** Last Day of Classes: Term II and Regular Term
- December 8 – 9, 12 – 14** Final Exams
- December 15** Faculty Duty Day (Grades due by Noon)
- December 16** Faculty Duty Day
- December 19** Faculty Duty Day
- December 20 – 22** Staff Duty Days
- December 23 – January 2** Christmas Holidays (College Closed)

SPRING SEMESTER 2017

Spring Semester, 2017 (January 3, 2017 – May 8, 2017)
86 Faculty Duty Days; 79 Instructional Days

- January 2** New Year's Day observed (College Closed)
- January 3** Staff Duty Day
- January 4 – 6** Registration
- January 9** Regular Term and Term I Classes Begin
- January 9 –11** Schedule Adjustment
- January 16** Martin Luther King Jr./Robert E. Lee Holiday (College Closed)
- February 10** Last Day to Drop with a "W" from Term I
- March 1** Last Day to Withdraw: "WP" or "WF" Term I
- March 3** Term I Classes End (Grades due by Noon)
- March 6** Term II Classes Begin
- March 6 – 7** Schedule Adjustment
- March 13 – 17** Spring Break (No Classes); Faculty Off; Staff Duty Days
- March 24** Last Day to Drop with a "W" from Regular Term
- March 20** Classes Resume
- April 6 – 14** Summer 2017 Advising/Advanced Registration
- April 17 – 21** Summer 2017 Advising/Advanced Registration
- April 17** Last Day to Drop with a "W" from Term II
- April 21** New Student Experience
- April 27** Last Day to Withdraw: "WP" or "WF" Term II and Regular Term
- May 1** Last Day of Classes: Term II and Regular Term
- May 2 – 5, 8** Final Exams
- May 9** Faculty Duty Day (Grades Due by Noon)
- May 10 – 11** Faculty Duty Day
- May 11** Graduation
- May 12** Faculty Off; Staff Duty Day
- May 15** Four-day Work Week begins
- May 15-19** Faculty Off; Staff Duty Days

SUMMER SEMESTER 2017

Summer Semester, 2017 (May 22, 2017 – August 7, 2017)
54 Faculty Duty Days; 50 Instructional Days

(Note: CVCC works a four-day work week during the summer semester. The four-day work week begins on May 15, 2017 and ends August 7, 2017.)

May 22 – 23 Registration

May 24 Regular Term and Term I Classes Begin

May 24 – 25 Schedule Adjustment

May 29 Memorial Day (College Closed)

June 14 Last Day to Drop with a "W" from Term I

June 21 Last Day to Withdraw: "WP" or "WF" Term I

June 28 Term I Classes End (Grades Due by Noon)

June 29 Term II Classes Begin

June 29 – 30 Schedule Adjustment

July 3 – 4 Independence Day observed (College Closed)

July 5 Last Day to Drop with a "W" from Regular Term

July 5 – 6 Fall 2017 Advising/Advanced Registration

July 10 – 13 Fall 2017 Advising/Advanced Registration

July 19 Last Day to Drop with a "W" from Term II

July 20 New Student Experience

July 31 Last Day to Withdraw: "WP" or "WF" Term II and Regular Term

August 2 Last Day of Classes: Term II and Regular Term

August 3, 7 Final Exams

August 7 Four-day Work Week Ends

August 8 Faculty Duty Day; Grades Due by Noon

August 9 Faculty Duty Day

August 11 – 18 Faculty Off; Staff Duty Days

ATHLETIC STAFF

Adam Thomas, Athletic Director
Head Baseball Coach

adam.thomas@cv.edu
334-214-4880

Richard Mahone, Head Men's Basketball Coach
Instructor

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334-291-4908

Ron Robinson, Head Women's Basketball Coach

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334-291-3460

Hunter Vick, Athletics Clerk
Assistant Baseball Coach

hunter.vick@cv.edu
334-291-4907

Steve O'Steen, Head Softball Coach

steve.osteen@cv.edu
334-291-3462

IMPORTANT NUMBERS

Dean of Student Services

334-214-4860

Admissions

334-291-4929

Business Office

334-291-4937

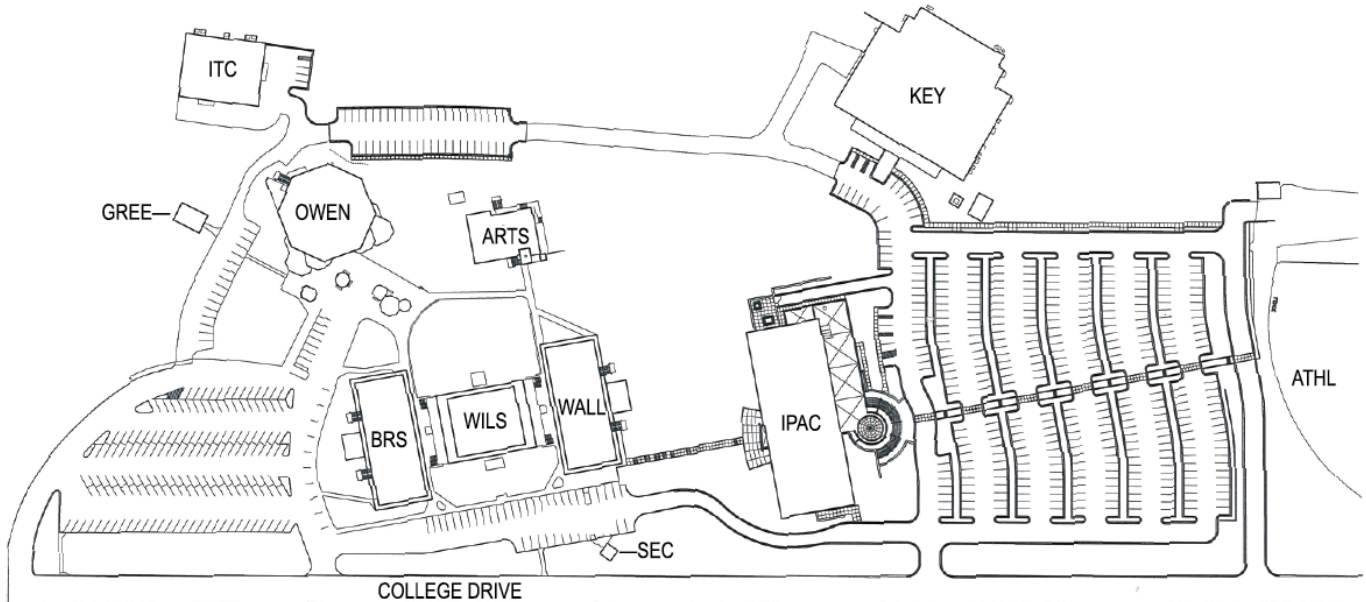
Financial Aid

334-291-4915

Security

334-291-4950

CAMPUS MAP



- | | |
|--|--------------------------------|
| ARTS = Fine Arts Hall | ITC = Industry Training Center |
| ATHL = Athletic Fields | KEY = Key Hall |
| BRS = Brassell Hall | OWEN = Owen Hall |
| GREE = Greenhouse | SEC = Security Building |
| IPAC = Instructional and
Performing Arts Center | WALL = Wallace Hall |
| | WILS = Wilson Hall |



POLICIES AND PROCEDURES

Student Records and Transcripts

The Family Educational Rights and Privacy Act of 1974 (FERPA) sets the requirements pertaining to the privacy of student records. The Chattahoochee Valley Community College Athletics Department will follow the guidelines related to the storage and release of records as outlined in the College Catalog and Student Handbook.

Due Process for Student Athletes

Student athletes are guaranteed procedural due process in all cases involving formal discipline charges. In the event resolution of a conflict cannot be informally mediated by the coach or the Athletic Director, formal proceedings will follow as outlined in the College Catalog and Student Handbook.

Student Athlete Rights

Each student athlete may be asked by their respective coach to complete The Chattahoochee Valley Student Athlete Information Form. This form provides information for the coach, the Athletic Department Clerk, and the public relations office. It provides important information in the preparation of brochures and news releases. It is important that the student athlete read the statement at the end of the form. Due to the Privacy Act (which deals with the releasing of confidential information about students), it is required that a signed copy of the form be on file before any information may be released on an individual athlete.

Equity in Athletics Disclosure Act

The Equity in Athletics Disclosure Act (EADA) requires co-educational institutions of higher education to prepare annually – and make available to students, potential students and the public – a report on participation rates, financial support, and other information on men's and women's intercollegiate athletic programs. Information regarding CVCC's EADA data is available in the Dean of Student Services office, as well as the Business Office.

Athletic Scholarships (Grants-In-Aid)

Athletic scholarships and manager scholarships will cover the cost of books, tuition, and fees for a maximum of 72 semester hours. The athletic scholarship will provide for a minimum of 12 credit hours during the fall and spring terms and nine credit hours during summer term. Cancellation of an athletic scholarship is permitted based on the following circumstances:

1. If the athlete becomes ineligible for participation in athletics because of academic and/or disciplinary reasons.
2. For misconduct (unrelated to athletic ability) found by the person or body in charge of general discipline at the institution, after following the same procedures as in other disciplinary matters, to be serious enough to warrant permanent suspension or dismissal from the athletic program.
3. Non-participation in volunteer activities.

4. Violation of the CVCC Athlete Contract.
5. Failure to adhere to the Alabama Community College System drug testing policies and guidelines.

If the athlete elects to not participate on the team, he/she forfeits their athletic or manager scholarship and will be immediately responsible for all current and future tuition, books, and fees.

As part of the scholarship agreement, each scholarship recipient will be issued books from the College Book Closet each semester based upon the distribution schedule determined by the Athletic Director. It is the student athlete's responsibility to turn in books at the scheduled book turn in at the conclusion of the semester. Failure to do so will result in the athlete having an athletic book hold placed on their account that can only be removed by either returning the books or paying the used bookstore price for the ones not returned. Additionally, the student may forfeit his/her book scholarship for failure to comply.

Insurance Coverage

Chattahoochee Valley Community College provides accident insurance coverage for student athletes, managers, and student coaches. The accident insurance provides coverage for intercollegiate play, practice, and travel. Insurance coverage is not provided for students participating in a tryout.

All injuries should be immediately reported to the head coach. The coach will speak with the athletic trainer to determine if medical treatment is required. All medical evaluations and physical therapy appointments must be scheduled at a convenient time, not to miss class or practice. Contact your coach prior to scheduling an appointment for medical services.

The student athlete is required to complete a claim form on the day of the initial doctor's visit. The athlete should present the physician's office with the claim form and return the completed form to the Athletic Department Clerk within three days.

The accident insurance policy provided by the College is in excess of any other coverage the student athlete or his or her parents may have. The athletic insurance is negotiated through the ACCC conference annually. There is a deductible that must be met prior to CVCC's insurance being activated. The Chattahoochee Valley Community College athletic insurance may not cover the deductible payment required by the athlete's personal insurance. If an athlete does not have personal accident insurance, he or she will be covered by this policy during intercollegiate play, practice, and travel.

Chattahoochee Valley Community College does not provide health insurance coverage for students. Insurance coverage for any health-related illness is the responsibility of the student and/or his or her parent(s) or guardian(s). Each individual who participates in the athletic program at Chattahoochee Valley Community College must complete the Chattahoochee Valley Student Information Form in order to receive athletic insurance coverage. A copy of this information is kept on file in the athletic office. All information must be completed and on

file prior to the first athletic practice or contest. A copy of your personal insurance card must be on file in the athletic office.

To complete an insurance claim, the student athlete must complete the Claim Form in its entirety and return to the Athletics Department Clerk. It is the student's responsibility, not the coach's or the trainer's, to complete the claim form and return it. It is imperative all paperwork be completed in a timely manner.

Sexual Misconduct

CVCC has a commitment to ensure an environment for all students which is fair, humane and respectful and which supports and rewards performance on the basis of appropriate considerations such as ability, effort and productivity. Below, you will find information taken from the Chattahoochee Valley Community College Student Handbook Code of Conduct which defines violations related to dating, domestic and sexual harassment, misconduct and violence; the standards of evidence used in adjudicating such cases; victim's rights; and confidentiality and protection against retaliation.

For questions related to the information provided here, please contact the Dean of Student Services at (334)-214-4860.

Student Conduct Code Violations

7. Dating or Relationship Misconduct

- a) engaging in any form of misconduct, harassment, intimidation or bullying directed to a member of the College community with whom the student has, had or seeks to initiate a dating, interpersonal or sexual relationship;
- b) engaging in any form of misconduct, harassment, intimidation or bullying directed to any present or former housemate, roommate, spouse or person with whom the student shares custody or parenthood of a child or
- c) a pattern of behavior in which one person in a current or former relationship purposely uses abuse, coercion or threats to gain power and maintain control over their intimate partner.

11. Domestic or Intimate Partner Violence

- a) any physical, sexual or psychological harm against an individual by a current or former partner or spouse of a student or
- b) willful intimidation, battery or sexual assault committed by a family member, household member, domestic partner or intimate partner.

19. Sexual Assault

- a) any sexual conduct that takes place without the victim's consent including any penetration of the vagina, anus or mouth by the perpetrator's penis or by any other object;
- b) sexual conduct deemed to be without the victim's consent when:
 1. the victim has instructed the perpetrator not to engage in the conduct;
 2. the victim is forced to submit to the act;
 3. the victim is reasonably in fear that the victim or another person will be harmed if the victim does not submit to the act;

4. the victim is unable to give consent or permission or is unable to resist because of intoxication with drugs or alcohol or
5. the victim is unable to give consent or permission or is unable to resist because of any mental or physical disability.

20. Sexual Harassment

- a) unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature when:
 1. submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment or academic success;
 2. submission or rejection of such conduct by an individual is used as a basis for an employment or academic decision affecting the person submitting to or rejecting such conduct;
 3. such conduct has the purpose or effect of unreasonably interfering with a person's work or academic performance or creating an intimidating, hostile or offensive work, academic or living environment;
 4. such conduct denies, limits, provides different or conditions the provision of aid, compensation benefits or services provided to students or employees by CVCC.

21. Sexual Misconduct

- a) intentional touching of the victim's intimate parts (the primary genital area, groin, inner thigh, buttock or breast) without or against the victim's consent;
 1. touching is either directly on the body part or on the clothing covering that body part;
 2. forcing the victim to touch the intimate areas of another person;
- b) sexual conduct deemed to be without the victim's consent when:
 1. the victim has instructed the perpetrator not to engage in the conduct;
 2. the victim is forced to submit to the act;
 3. the victim is reasonably in fear that the victim or another person will be harmed if the victim does not submit to the act or
 4. the victim is unable to give consent or permission or is unable to resist because of intoxication with drugs or alcohol or due to mental or physical disability.

22. Stalking

- a) willful and repeated in a course of conduct directed at another individual that reasonably or seriously alarms, harasses, torments or terrorizes the victim;
- b) any behavior or activity that places another individual in fear of personal harm or intends to cause emotional distress to another individual or
- c) behaviors such as following or waiting on the victim; repeated unwanted, intrusive or frightening communications from an individual by phone, mail or e-mail; damaging the victim's property; making direct or indirect threats to harm the victim or the victim's family members, friends or pets; sending unwanted gifts or sending harassing messages through the internet (cyber stalking).

Standards of Evidence

The evidentiary standard to be used by the Committee shall be the "Preponderance of Evidence" standard rather than the "Beyond a Reasonable Doubt" standard. That is to say that the Dean of Student Services and/or the College Disciplinary Committee shall determine, strictly upon the evidence presented, whether it was more likely than not that the allegation(s) made against the accused student was (were) true in terms of which of the evidence was more credible and convincing to the reasonable mind.

The Dean of Student Services and/or College Disciplinary Committee shall inform the parties that the rules relating to the admissibility of evidence shall be similar to but less stringent than those which apply to civil trials in the courts of Alabama. Generally speaking, irrelevant or immaterial evidence and privileged information (such as personal medical information or attorney-client communications) shall be excluded. However, hearsay evidence and unauthorized documentary evidence may be admitted if the Dean of Student Services and/or Committee Chair determines that the evidence offered is of the type and nature commonly relied upon or taken into consideration by a responsible, prudent person in conducting his/her affairs.

In the event of an objection by any party to any testimony or other evidence offered at the hearing, the Dean of Student Services and/or Committee Chair shall have the authority to rule on the admissibility of the evidence and this ruling shall be final and binding.

Victim's Rights

Students who feel they are a victim of either a violation of the law or of the Student Code of Conduct have the following rights:

- 1) Regardless of whether an act is in violation of the law, the victim may file a charge against the student with a violation of the Student Conduct Code.
- 2) To have a person of their choice accompany them throughout the student conduct process.
- 3) To submit a victim impact statement prior to a penalty being imposed.
- 4) To have past unrelated behavior excluded from the hearing.

Sexual Violence Consideration and Rights

Consideration and rights to be afforded to all campus community members who are victims of sexual assault:

- 1) The right to have all sexual assaults against them treated with seriousness and the right to be treated with dignity.
- 2) The right to have sexual assaults committed against them investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental entity in which the crimes occurs and the right to the full and prompt cooperation and assistance of campus personnel notifying the proper authorities.
- 3) The right to be free from pressure that would suggest that the victim not report crimes committed against them to civil and criminal authorities or to campus law enforcement and disciplinary officials or to report crimes as lesser offenses than the victim perceives them to be.
- 4) The right to be free from suggestions that sexual assault victims not report or under-report crimes because:
 - a) victims are "responsible" for the commission of crimes against them;

- b) victims were contributorily negligent or assumed the risk of being assaulted or
 - c) by reporting crimes they would incur unwanted personal publicity.
- 5) The right to the full and prompt cooperation from campus personnel in responding to the incident.

Consideration and additional rights will to be afforded to campus community members who are victims of sexual assaults which occur on College property. After campus sexual assaults have been reported, the victims of such crimes shall have:

- 1) the right to require that campus personnel take the necessary steps or actions reasonably feasible to prevent unwanted contact or proximity with alleged assailants;
- 2) the right to be informed of the disciplinary proceedings as well as the outcome of such proceedings and
- 3) the same right to assistance or ability to have others present which is afforded to the accused during any campus disciplinary proceedings.

Confidentiality and Assurance against Retaliation

Every effort possible shall be made to ensure confidentiality of information received as a part of an investigation. Complaints will be handled on a “need to know” basis with a view toward protecting the interest of all parties involved. The College will do everything consistent with enforcement of this policy and with the law to protect the privacy of all parties involved and to ensure that all involved are treated fairly.

A student bringing a complaint or assisting investigating a complaint will not be adversely affected as a result of being involved in said complaint. Any act of reprisal, including interference, coercion or restraint by a student, employee or anyone acting on behalf of the College violates this policy and will result in appropriate disciplinary action.

Alcohol and Drug Prevention Policy

Introduction

Chattahoochee Valley Community College complies with initiatives described by the Drug-Free Schools and Campuses Regulations. The College is strongly committed to providing a drug-free learning and working environment. It is the policy of CVCC that, within the first two weeks of classes each academic term, information related to compliance with the Drug-Free Schools and Campuses Regulations shall be distributed to each student at CVCC.

Standards of Conduct, Enforcement and Sanctions

Chattahoochee Valley Community College is a public educational institution of the State of Alabama and, as such, shall not permit on its premises or at any activity which it sponsors the possession, use, or distribution of any alcoholic beverage or any illicit drug by any student, employee or visitor. In the event of the confirmation of such prohibited possession, use or distribution by a student, Chattahoochee Valley Community College shall take such administrative or disciplinary action as is appropriate. The disciplinary action may include but shall not be limited to suspension or expulsion. If any student shall engage in any behavior prohibited by this policy which is also a violation of Federal, State or local law or ordinance, that student shall be subject to referral to law enforcement officials for arrest and prosecution.

Legal Sanctions Regarding Unlawful Use, Possession or Distribution of Alcoholic Beverages and Illicit Drugs

State Offenses

Activities which violate Alabama laws concerning illicit possession, use and distribution of alcoholic beverages or drugs include, but are not limited to, the following:

- 1) Public intoxication is punishable by up to 30 days in jail (Code of Alabama [1975], sec. 13A-11-10).
- 5) Possession, consumption or transportation of an alcoholic beverage by a person of less than 21 years of age is punishable by fine of \$25-\$100 or a 30-day jail term (Code, sec. 28-1-5).
- 6) Possession or distribution of an alcoholic beverage in a dry county is punishable by a fine of \$50-\$500 and, at the discretion of a judge, a jail sentence of up to six months (Code, sec. 28-4-20, et seq).
- 7) Possession of an alcoholic beverage illegally manufactured or illegally brought into the State of Alabama is punishable by a fine of \$100-\$1,000, plus, at the discretion of a judge, a jail sentence of up to six (6) month (Code, sec. 28-1-1).
- 8) Driving or being in actual physical control of a vehicle while under the influence of alcohol or other drugs is punishable, upon first conviction, by a fine of \$250-\$1,000 and/or one year in jail plus suspension of drivers' license for 90 days (Code, sec. 32-5A-191).
- 9) Possession of marijuana for personal use is punishable by a fine of up to \$2,000 and/or a jail sentence of up to one year (Code, sec. 13A-12-214).
- 10) Possession of marijuana for other than personal use is punishable by a fine of up to \$5,000 and a prison sentence of not more than ten years (Code, sec. 13A-12-213).
- 11) The selling, furnishing, or giving away, manufacturing, delivery, or distribution of a controlled substance listed in Schedules I-V of the Alabama Controlled Substance Act is punishable by a fine of up to \$10,000 and/or a prison term of not less than two years and not more than 20 years (Code, sec. 13A-12-211).
- 12) The selling, furnishing or giving by a person 18 years or older to a person under 18 years of age any controlled substance listed in Schedules I-V of the Alabama Controlled Substance Act is punishable by a fine of up to \$20,000 and/or a prison term of not less than ten years and up to life (Code, sec. 13A-12-215).
- 13) Possession of a controlled substance enumerated in Schedule I through V is punishable by a fine of not more than \$5,000 and/or prison term of not more than ten years (Code, sec. 13A-12-212).
- 14) Conviction for an unlawful sale of a controlled substance within a three-mile radius of an educational institution brings with it an additional penalty of five years of imprisonment with no provision for parole (Code, sec. 13A-12-250).
- 15) The use, or possession with intent to use, of drug paraphernalia is punishable by up to one year in jail and/or a fine of up to \$2,000 (Code, sec. 13A-12-260).
- 16) The sale or delivery of, or possession with the intent to sell or deliver, drug paraphernalia is punishable by not more than one year in prison and/or a fine of up to \$1,000. If the delivery or sale is to a person under 18 years of age, it is punishable by up to 20 years in prison and/or a fine of up to \$10,000 (Code, sec. 13A-12-260). Penalties for subsequent violations of the above described provisions are progressively more severe than the initial convictions.

Federal Offenses

Activities which violate Federal laws concerning illicit possession, use, or distribution of alcoholic beverages and drugs include, but are not limited to, the following: (21 U.S.C. 841) makes it a crime:

- 1) to manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense, a controlled substance; or
- 2) to create, distribute, or dispense or possess with intent to distribute or dispense, or counterfeit a controlled substance. (The U.S. Code establishes, and authorizes the U.S. Attorney General to revise as needed classifications of controlled substances. The drugs are each classified in one or more of five "schedules," Schedule I being comprised essentially of "street drugs" and Schedule V being comprised of drugs with a "low potential for abuse" as compared with drugs in Schedules I-IV). Examples of Schedule I drugs are heroin and marijuana. PCP, for example, is a Class I drug. Amphetamine is a Schedule II drug, while Barbitol is a Schedule IV drug. An example of a Schedule V drug would be a prescription medication with not more than 200 mg. of codeine per 100 grams.

Penalties for a first offense conviction of violating the laws described in items (1) and (2) above are:

- a. In the case of a Schedule I or II drug which is a narcotic drug, not more than fifteen years in prison, a fine of not more than \$25,000, or both.
- b. In the case of a Schedule I or II drug which is not a narcotic drug or in the case of a Schedule III drug, not more than five years in prison, a fine of not more than \$15,000, or both.
- c. In the case of a Schedule IV drug, not more than three years in prison, a fine of not more than \$10,000, or both.
- d. In the case of a Schedule V drug, not more than one year in prison, a fine of not more than \$5,000, or both.
- e. Notwithstanding sub-paragraphs (1) through (4) above, the distribution of a small amount of marijuana for no remuneration is punishable by imprisonment of not more than one year and/or a fine of not more than \$5,000.
- f. Notwithstanding subparagraph (1) through (4) above, the manufacture, possession, distribution or intent to manufacture, possess or distribute phenecylidine (PCP, "angel dust") is punishable by up to ten years in prison and/or a fine of not more than \$25,000. Penalties for subsequent violations of these provisions are progressively more severe than for initial convictions.

Local Ordinances

The State of Alabama Code has been adopted locally. Any other provisions as are applicable to the Phenix City and Russell County have also been adopted.

Health Risks of Drug and Alcohol Use and Abuse

The following is a list of some of the health risks and symptoms associated with the following categories or substances. This list is not intended to be the final word on such health risks, since the scientific and medical communities will continue their research into and discoveries concerning the abusive use of drugs and alcohol.

Cannabis

- 1) Includes marijuana, hashish, hashish oil, and tetrahydrocannabinol (THC).
- 2) Regularly observed physical effects of cannabis are a substantial increase in heart rate, bloodshot eyes, a dry mouth and throat and increased appetite. Use of cannabis may impair or reduce short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that students do not retain knowledge when they are "high." Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana damages the lungs and pulmonary system. Marijuana smoke contains more cancer-causing agents than tobacco. Long-term users of cannabis may develop psychological dependence and require more of the drug to get the same effect.

Cocaine

- 1) Includes cocaine in powder form and "crack" in crystalline or pellet forms.
- 2) Cocaine stimulates the central nervous system. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate and body temperature. Occasional use can cause a stuffy or runny nose while chronic use can ulcerate the mucous membrane of the nose. Injecting cocaine with unsterile equipment may transmit AIDS, hepatitis, and other diseases. Preparation of free base, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly. Crack or freebase rock is extremely addictive and its effects are felt within 10 seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia and seizures. The use of cocaine can cause death by disrupting the brain's control of the heart and respiration.

Other Stimulants

- 1) Include amphetamines and methamphetamines ("speed"); phenmetrazine (Preludin); methylphenidate (Ritalin) and "anorectic" (appetite suppressant) drugs such as Didrex, Pre-Sate, Fastin, Profast, etc.
- 2) Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils and decreased appetite. In addition, users may experience sweating, headache, blurred vision, dizziness, sleeplessness and anxiety. Extremely high doses can cause rapid or irregular heartbeat, tremors, loss of coordination and physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever or heart failure. In addition to the physical effects, users report feeling restless, anxious and moody. Higher doses intensify the effects.

Persons who use large amount of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions and paranoia. These symptoms usually disappear when drug uses ceases.

Depressants

- 1) Include such drugs as barbiturates; methaqualone (Quaaludes) and tranquilizers such as Valium, Librium, Equanil, Meprobamate, Xanax, etc.
- 2) The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles but somewhat larger doses can cause slurred speech, staggering gait and altered perception. Very large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia and anxiety to convulsions and death. Babies born to mothers who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after they are born. Birth defects and behavioral problems also may result.

Narcotics

- 1) Include such substances as heroin, morphine, opium and codeine as well as methadone, meperidine (Demerol), hydromorphone (Dilaudin) and such drugs as Percocet, Percodan, Darvon, Talwin, Lortab, Lorcet, Anexia, etc.
- 2) Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea and vomiting. Users also may experience constricted pupils, watery eyes and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma and possibly death.
- 3) Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in disease such as AIDS, endocarditis and hepatitis. Addiction in pregnant women can lead to premature, stillborn or addicted infants who experience severe withdrawal symptoms.

Hallucinogens

- 1) Include phencyclidine ("PCP"), lysergic acid diethylamide ("LSD"), mescaline peyote and psilocybin (mushrooms).
- 2) Phencyclidine (PCP) interrupts the functions of the neocortex, the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries.
- 3) The effects of PCP vary but users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens and senses are dulled. Speech is blocked and incoherent. Chronic users of PCP report persistent memory problems and speech difficulties. Some of these effects may last six months to a year following prolonged daily use. Mood disorders such as depression and anxiety and violent behavior also occur. In later stages of chronic use,

users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma and heart, lung and brain damage.

- 4) Lysergic acid (LSD) mescaline and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline or psilocybin. The user may experience panic, confusion, suspicion, anxiety and loss of control. Delayed effects, or flashbacks, can occur even after use has ceased.

Inhalants

- 1) Include such substances as nitrous oxide ("laughing gas"), amyl nitrate, butyl nitrate (found in asthma inhalants), chlorohydrocarbons (used in aerosol sprays) and hydrocarbons (found in gasoline, glue and paint thinner).
- 2) Immediate negative effects of inhalants include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination and loss of appetite. Solvents and aerosol sprays decrease heart and respiratory rates and impair judgment. Amyl and butyl nitrite (asthma inhalant) cause rapid pulse and feces. Long-term use may result in hepatitis or brain hemorrhage.
- 3) Deeply inhaling the vapors or using large amounts over a short period of time may result in disorientation, violent behavior, unconsciousness or death. High concentration of inhalants can cause suffocation by displacing oxygen in the lungs or by depressing the central nervous system to the point that breathing stops. Long-term use can cause weight loss, fatigue, electrolyte imbalance and muscle fatigue. Repeated sniffing of concentrated vapors over time can permanently damage the nervous system.

Designer Drugs

- 1) Designer drugs include analogs of fentanyl and analogs of meperidine (synthetic heroin), analogs of amphetamines and methamphetamines (such as "Ecstasy") and analogs of phenecyclidine.
- 2) Illegal drugs are defined in terms of their chemical formulas. Underground chemists modify the molecular structure of certain designer drugs. These drugs can be several hundred times stronger than the drugs they are designed to imitate.
- 3) The narcotic analogs can cause symptoms such as those seen in Parkinson's disease— uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating and faintness. Psychological effects include anxiety, depression and paranoia. As little as one dose can cause brain damage. The analogs of phencyclidine cause illusions, hallucinations and impaired perceptions.

Alcohol

- 1) Ethyl alcohol, a natural substance formed by the fermentation that occurs when sugar reacts with yeast, is the major active ingredient in wine, beer and distilled spirits.
- 2) Ethyl alcohol can produce feelings of well-being, sedation and intoxication and can cause unconsciousness or death depending on how much is consumed and how fast it is consumed.
- 3) Alcohol is a "psychoactive," or mind-altering drug, as are narcotics and tranquilizers. It

can alter moods, cause changes in the body and become habit forming. Alcohol depresses the central nervous system and too much can cause slowed reactions, slurred speech and unconsciousness. Chronic use of alcohol has been associated with such diseases as alcoholism and cancers of the liver, stomach, colon, larynx, esophagus and breast. Alcohol abuse can also lead to damage to the brain, pancreas and kidneys; high blood pressure, heart attacks and strokes; hepatitis and cirrhosis of the liver; stomach and duodenal ulcers; colitis; impotence and infertility and premature aging. Abuse of alcohol has also been linked to birth defects and Fetal Alcohol Syndrome.

Where to Get Assistance

Help is available for persons who are in need of counseling or other treatment for substance abuse. Listed below are agencies and organizations which can assist persons in need of such services.

National Toll-free Hotlines & Websites

Treatment Facility Locator
1-800-662-HELP
<http://findtreatment.samsha.gov>
Cocaine Anonymous
<http://www.ca.org>
Narcotics Anonymous
<http://www.na.org>

Drug Help
<http://www.drughelp.org>

Marijuana Anonymous
<http://www.marijuana-anonymous.org>
Alcoholics Anonymous
<http://aa.org>

Local Treatment Facilities

The treatment facilities listed below provide either alcohol (A), drug (D) or alcohol and drug (A/D) treatment on an outpatient, residential or inpatient basis. Outpatient care generally consists of counseling and other therapy on a periodic basis, such as twice a week. Inpatient services include such treatment as detoxification and short-term hospital care. Residential services include residing (generally from one to six months) at a treatment facility and participating in such therapeutic activities as lectures, group counseling, individual counseling and self-analysis. Some of the listed facilities are private and some are public. In most instances, the care offered at a public facility is less expensive than similar services offered at private facilities. However, many health and hospitalization insurance policies include coverage for substance abuse treatment. There are also situations in which private facilities are provided public funding to offer services to eligible clients who would not otherwise be able to afford such services.

Phenix City Area Court Referral Program
1517 5th Avenue, Phenix City, AL
(334)448-4466
Alcohol and Drug Counseling of
Columbus
2901 University Avenue, Columbus, GA
(706)507-9010

Agape Center
214 8th Street, Columbus, GA
(706)327-0156
Substance Abuse Day Services
4411 Rosemont Drive, Columbus, GA
(706)571-8936

Physical Examinations And Drug Testing

The National Junior College Athletic Association requires each athlete to have a physical examination before participating in any athletic practice session and/or game. All student athletes must pass a physical examination and a drug test prior to the first official practice to be eligible for athletic insurance coverage. All student managers must pass a drug test prior to the first official practice to be eligible for athletic insurance coverage.

All students will be given a copy of the ACCC's drug testing policy and will be required to sign a consent form giving the Athletic Department staff permission to drug test the student at any time. All participants will be tested for drugs prior to the beginning of school and be subject to random drug testing throughout the year.

Guidelines For Policy Drug Testing Of Student Athletes

1. Persons to be tested: Any student who desires to participate in intercollegiate athletics at any institution of the Alabama Community College System will be required to submit to appropriate drug testing as determined by the Chancellor.

2. Types of tests to be performed:

A. An initial drug test will be required prior to eligibility determination for any scholarship and/or participation in intercollegiate athletics, and all student athletes will be required each year to complete a mandatory drug test before each school year begins. A student will be required to authorize drug test results be provided to the Athletic Director, head coach, or other designated representative. The student's specimen must have been collected and tested within the two-week period prior to eligibility determination and prior to the beginning of each year thereafter. The institution will not be responsible for the initial testing of the student although an institution may elect to pay for the initial screening with college funds, if the coach and Athletic Director choose.

B. After the initial drug test has been provided, further testing of the student athlete will be conducted throughout the year at regular and random intervals, both announced and unannounced, utilizing an on-site testing device. All testing following the initial test will be controlled by and the responsibility of an a college employee who is both disassociated with athletics and who is at least at the Dean level within the College organizational chart. The individual who conducts all random drug testing must be an employee of a recognized provider who is certified to do drug testing and not an employee of a member college. The on-site testing device shall be used only for subsequent testing and not for the initial test coordinated by the student. The Athletic Director, head coach, or other designated representative may request a test at any time. Random individual and/or random team testing will be done at least four times per year. Each college will test at least ten percent of its total athletes at each random testing, and this testing can be conducted outside of the student athlete's particular competitive season. For random testing, all student athletes will be included in a pool of names from which they may be selected by a computerized method of random selection. This selection shall be done by each institution by utilizing random number selection computer software. Each institution shall be responsible for maintaining an updated listing of student athletes to provide an accurate random selection pool.

3. Drugs to be tested: The following panel of five (5) drugs shall be tested. Additional drugs may be added to the panel on the recommendation of the Athletic Director and with the approval of the President.

- A. Amphetamines
- B. Cocaine
- C. THC
- D. Opiates
- E. PCP

4. Consent to drug testing:

A. Each student athlete is required to sign a statement certifying that he or she has received a copy of the drug testing policy and guidelines and consents to provide urine specimen(s) for the purpose of analysis. If the student athlete is under eighteen (18) years of age, the student athlete's parent or legal guardian must sign the drug testing consent form in addition to the student athlete. The Athletic Director, head coach, or other designated representative shall maintain the original of the signed consent form and may provide a copy of the consent form to the student athlete upon request.

B. Student athletes have the right to refuse to consent to drug testing under this program; however, student athletes who decline participation in the program will not be permitted to participate in intercollegiate athletics.

C. Student athletes may be excused from drug testing only under the most extreme circumstances (e.g., illness, family emergency). The student athlete is responsible for providing written verification for such absences. Approval of a verifiable absence is the responsibility of the Athletic Director, head coach, or other designated representative.

5. Specimen collection: A copy of the guidelines must be provided to each collection site person, prior to the collection of the specimen, to ensure that all specimens are collected and tested within these requirements. A specimen collection should not be initiated until the collection site has been made aware of the requirements of this program. Collection site personnel should contact the Athletic Director, head coach, or other designated representative to obtain a copy of these guidelines before any specimen collection is performed.

A. The collection site person shall be a licensed medical professional or technician who has been trained for collection in accordance with chain of custody and control procedures – not a coach, Athletic Director, or any other employee.

B. Specimen collection procedures shall provide for the designated collection site to be secured in accordance with chain of custody and control procedures. Security during collection may be maintained by effective restriction of access to the collection materials and specimens.

C. When the student athlete arrives at the collection site, the collection site person shall ensure that the student athlete is positively identified as the individual selected for testing. This identification can be done through the presentation of photo identification or by an authorized institution representative. If the student athlete's identity cannot be

established, the collection site person shall not proceed with the collection until such identification can be made.

D. The student shall remove any unnecessary outer garments such as a coat or jacket. The collection site person shall ensure that all personal belongings such as bags, backpacks, purses, etc. remain with the outer garments. Through a visual check, the collection site person will make an effort to ensure that no concealed containers are on the student athlete's person.

E. The student athlete may provide his/her specimen in the privacy of a stall or otherwise partitioned area that allows for individual privacy, unless there is reason to believe that a particular individual may alter or substitute the specimen to be provided. If direct observation is required, the collection site person or designated representative shall review and concur in advance with any decision by a collection site person to obtain a specimen under direct observation by a same gender collection site person.

F. If the student athlete is unable to provide a specimen during the collection process, the individual may leave the collection site and return at a later time to begin the process again. The designated representative should be notified by the collection site person that the student athlete was not able to provide a specimen at that time. The Athletic Director, head coach, or other designated representative is responsible for ensuring that the student athlete returns to the collection site within the same day or, if not possible, no later than the following day.

G. Once the specimen has been collected, the student athlete and the collection site person shall keep the specimen in view at all times prior to its being sealed and labeled. The collection site person and the student athlete will complete the necessary information on the custody and control form. The student athlete will sign the custody and control form certifying that the specimen identified as having been collected from him or her is in fact the specimen he or she provided. The specimen and the chain of custody and control form shall then be sealed in a plastic bag and labeled in the presence of the student athlete. The student athlete's participation in the specimen collection process is complete.

6. On-site testing to be used:

A. Regular and random testing by the institution shall be performed by utilizing an on-site testing device. The collection site person performing the test shall check the specimen containers to ensure that the seals have not been broken and that all identifying numbers of the specimen containers match the information on the chain of custody and control form.

B. Using only the primary specimen, the individual performing the test shall transfer the urine onto the testing device. A negative test result shall be recorded on the chain of custody and control form and in a test results log book. The log book shall contain the student athlete's identification number, date of test, and test result. The testing device that was used shall be maintained with the completed chain of custody and control form for each student athlete. Positive test results shall be recorded on the chain of custody and control form and in the test results log book. A positive test shall require that the specimen be

sent to a certified laboratory for confirmatory testing. The split sample which has not been tested shall be the specimen sent to the laboratory.

7. Drug testing laboratory: Laboratories certified by the Substance Abuse and Mental Health Services Administration, U.S. Department of Health and Human Services (HHS), must be used to perform confirmatory urine drug testing analysis. These laboratories have met the minimum criteria established in the Mandatory Guidelines for Federal Workplace Drug Testing Programs.

8. Medical review of positive drug test results:

A. All specimens identified as positive on the initial test shall be confirmed by the testing laboratory.

B. A Medical Review Officer (MRO), who shall be a licensed physician with knowledge of substance abuse disorders, shall review and interpret positive test results obtained from the testing laboratory. The MRO shall:

1. Examine alternate medical explanations for any positive test results. This action may include conducting a medical interview and review of the student athlete's medical history, or review of any other relevant biomedical factors.

2. Review all medical records made available by the tested student athlete when a confirmed positive test could have resulted from legally prescribed medication. Prior to making a final decision on the results of the confirmed positive test, the MRO shall give the student athlete an opportunity to discuss the result. The MRO shall contact the student athlete directly to discuss the results of the test or if unsuccessful in contacting the student athlete directly, the MRO shall contact the designated representative who shall have the student athlete contact the MRO as soon as possible.

9. Reporting of drug test results:

A. Reporting of drug test results shall be made to the Athletic Director, head coach or other designated representative. Test results will not be released to any individual who has not been authorized to receive such results.

B. A written notification of the test results shall be provided to the Athletic Director, head coach, or other designated representative. The test result shall not be received from any student or any person who is not a designated representative of the service provider. Students shall not be allowed to hand deliver any test results to representatives. Drug test results can be received by U.S. mail, if sent directly from the service provider. The envelope should be marked "CONFIDENTIAL" and should not be opened by any person not authorized by the institution to receive such results.

C. Any institution of the Alabama Community College System may refuse to accept any test result that does not meet the requirements of the policy and guidelines.

D. When drug test results are received by the Athletic Director, head coach, or other designated representative, these records shall be maintained in a confidential manner in a

secured file with limited access. Individual records shall not be released to any person, other than the student athlete, without first obtaining a specific written authorization from the student athlete.

E. Any positive drug test results are to be communicated by the Athletic Director, head coach, or other designated representative within three business days to the college President.

10. Penalties for a confirmed positive drug test or refusal to be tested:

A. First positive test:

1. Student athlete will be temporarily suspended from athletic competition for a minimum two-week period.

2. Student athlete will be required to participate and successfully complete a substance abuse program before the student athlete will be permitted to return to participation in the athletic program.

a. The Athletic Director, head coach, or other designated representative will assign and/or refer the student athlete to a substance abuse program. The length of the substance abuse program will be determined by the program counselor. The student athlete must inform the designated representative of athletics regarding the expected completion date of the substance abuse program and whether or not the student athlete successfully completes the program. The student athlete will be responsible for any costs associated with the counseling and treatment in the substance abuse program. Any referrals to any substance abuse program shall be confidential.

b. A refusal and/or failure to successfully complete the assigned substance abuse program will require immediate suspension from the athletic program, as well as notification to the ACCC and parents/guardian of the student athlete of the positive drug test result and suspension.

c. If a student athlete does not successfully complete the assigned substance abuse program within two (2) weeks, permanent suspension from athletic competition and forfeiture of any athletic scholarship will be required.

d. Student athlete must receive a negative follow-up drug test before the student athlete will be permitted to return to participation in the athletic program. A failure to receive a negative follow-up drug test within a reasonable time will require immediate and permanent suspension from the athletic program, as well as notification to the ACCC and parents/guardian of the student athlete of the positive drug test result.

e. Student athletes who are suspended for a positive drug test and successfully complete a substance abuse program will be required to submit to follow-up drug testing for up to twelve (12) months while in the athletic program.

B. Second positive test:

1. Permanent suspension from athletic competition and forfeiture of any athletic scholarship.

2. Notification of the permanent suspension to the student athlete's parent/guardian as a result of the second positive test result.

3. Notification of the permanent suspension to the ACCC by the member college President as a result of second positive drug test result.

C. Prohibition from enrolling at other member college: Students who are suspended, whether temporarily or permanently, from a member college for failing to comply with the drug policy will be prohibited from enrolling at any other member college until such student is in compliance with the drug policy.

D. Refusal to be tested: A student athlete who refuses to be tested for drugs, after initially consenting to be tested, shall be considered to have made a decision not to participate in the athletic program. A refusal to cooperate in testing will result in suspension from the athletic program and forfeiture of any athletic scholarship. The designated representative shall be notified of any refusal to be tested.

E. Failure to appear: A student athlete who fails to appear for drug testing will be given an opportunity to explain the failure to appear. If the student athlete agrees to be tested, another collection will be scheduled. If the student athlete fails to appear for the second time, the failure to appear shall be treated as if a positive test result had occurred. The designated representative shall be notified of any failure to appear.

F. Interference with the collection process: The student athlete designated to provide a specimen shall not be interfered with in any manner, by any person, other than those properly and specifically authorized by collection site personnel in order that the collection process shall be conducted within these guidelines. Any other student or student athlete who interferes or in any way attempts to alter the results of the designated student athlete's specimen shall be subject to discipline, including suspension from the institution, suspension from the athletic program, and forfeiture of any athletic scholarship. Any student athlete designated to provide a specimen, who voluntarily participates in this interference, shall be subject to discipline, including suspension from the institution, suspension from the athletic program, and forfeiture of any athletic scholarship.

11. Education program: A drug use and abuse education program shall be provided to all student athletes at the beginning of the fall term and at other times as deemed necessary by the Athletic Director, head coach, or other designated representative. Attendance is mandatory for all student athletes. An attendance roster shall be maintained for each session of this program and shall include the signatures of each student athlete and the date of attendance. This program should include, at a minimum, the following:

A. Discussion of drug testing policy for student athletes;

B. Presentation by a qualified substance abuse counselor or an individual with relative qualifications for such presentations; and

C. Distribution of education materials concerning the use and abuse of illegal drugs.

12. Publication of Policy: The institution shall include the Drug Testing of Student Athletes policy in the student handbook and other appropriate institution publications, to ensure adequate notice and distribution.

ACKNOWLEDGMENT OF STUDENT ATHLETE DRUG TESTING POLICY

I certify that I have received a copy of the Alabama Community College System Drug Testing Policy and guidelines for student athletes, and I have read and understand the requirements of the policy and guidelines in order to participate in intercollegiate athletics.

Player Name: _____ Date: _____

Signature: _____ Date: _____

Parent/Legal Guardian Signature: _____
(if athlete is a minor)

CONSENT TO DRUG TESTING

I understand that to participate in intercollegiate athletics, I will be required to submit to mandatory drug testing. I agree to submit to urine specimen collection(s) for purposes of analysis for drug use. I further agree and consent to the disclosure of the records and test results relating to this analysis to be released to the Athletic Director, head coach, or other designated representative in order that my eligibility to participate in the athletic program can be determined.

Player Name: _____ Date: _____

Signature: _____ Date: _____

Parent/Legal Guardian Signature: _____
(if athlete is a minor)

NJCAA ACADEMIC ELIGIBILITY REQUIREMENTS FOR ATHLETIC PARTICIPATION

Section 4. REQUIREMENTS FOR ATHLETIC ELIGIBILITY

The following rules shall be used to determine a student-athlete's eligibility for athletic competition in any one of the certified sports of the NJCAA.

THIS ENTIRE SECTION MUST BE READ BEFORE A STUDENT-ATHLETE'S ELIGIBILITY STATUS CAN BE DETERMINED.

A. Student-athletes must be making satisfactory progress within an approved college program or course as listed in the College Catalog and Student Handbook.

B. Student-athletes must be enrolled in full-time status using any combination of sessions within a term, and in classes that begin before the end of the regular sport season in which the student-athletes choose to participate, within 15 calendar days from the beginning of the term.

1. Student-athletes that do not conform to this rule will be ineligible for the remainder of the term.

C. Student-athletes must maintain enrollment in 12 or more credit hours of college work as listed in the College Catalog and Student Handbook during each term of athletic participation. Student-athletes that drop below 12 hours become ineligible 48 hours from the time of the drop date and remain ineligible until full-time status is regained within that term.

1. CLEP hours may not be used to meet enrollment requirements or previous term requirements. CLEP hours may only be used to meet accumulation bylaws.

2. Student-athlete enrollment should be verified 24 hours prior to National Championship competition; if a student-athlete has maintained and currently is enrolled full-time 24 hours prior to National Championship competition he/she will remain eligible throughout the National Competition.

SEMESTER ELIGIBILITY

D. On or before the 15th calendar day from the beginning date of the term for the second full-time semester, as published in the college catalog, a student-athlete must have passed 12 semester hours with a 1.75 GPA or higher.

E. On or before the 15th calendar day from the beginning date of the term for the third full-time semester, and all subsequent semesters thereafter, as published in the College Catalog and Student Handbook, a student-athlete must satisfy one of the following four requirements to be eligible for the upcoming term:

1. Pass a minimum of 12 semester hours with a 2.00 GPA or higher during the previous semester of full-time enrollment,

OR

2. Pass an accumulation of semester hours equal to 12 multiplied by the number of semesters in which the student-athlete was previously enrolled full-time with a GPA of 2.00 or higher,

OR

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3. A first season participant must have passed a minimum accumulation of 24 credit hours with a 2.00 GPA or higher for the initial term of participation, regardless of previous term or other accumulation requirements (NOTE: This only establishes eligibility for the initial term, not subsequent terms.),

OR

4. A first or second season participant must have passed a minimum accumulation of 36 credit hours for a fall sport, 48 credit hours for a spring sport, with a 2.00 GPA or higher, regardless of previous term or other accumulation requirement.

F. Prior to a second season of participation in an NJCAA certified sport, student-athletes must pass a minimum accumulation of 24 semester hours with a 2.00 GPA or higher. (This is in addition to satisfying 4.D or 4.E.)

G. Student-athletes must be enrolled full-time (12 or more credits) at the college where they have chosen to participate when the regular season schedule of a sport begins. Student-athletes not enrolled during the term when the season begins remain ineligible throughout the season schedule unless they enroll on the first possible enrollment date following:

1. Their release from Active Armed Services of the United States with a discharge other than dishonorable.

2. Their return from a religious mission.

3. Their graduation from a high school or receipt of an equivalency diploma.

4. Their transfer from an NJCAA member college which has dropped a sport after the school year begins. Student-athletes that satisfy one of the four exceptions become eligible after the previous term has ended upon registration as a full-time student athlete for the new term. (Student-athletes must be added to the eligibility form before participating.)

5. A student-athlete attending a multi-campus college may, if at the campus of his/her enrollment a sport is not offered, participate in that sport at any campus within the system that offers said sport.

Requirements for Multi-Campus designation:

a. The various campuses involved have a common title.

b. The various campuses involved have a common CEO.

c. The various campuses involved are not individually accredited.

d. The various campuses do not duplicate any sports.

e. The various campuses involved must designate one individual per system as the contact.

f. Multi-campus designation must be approved by the NJCAA.

H. In the following sports, student-athletes are not required to be enrolled during the fall term to be eligible to participate in the sport during the spring season unless the records are carried over into the spring season: Baseball, Bowling, Golf, Lacrosse, Softball, and Tennis. If the fall records are carried over into the spring season, all student-athletes must be enrolled full-time (12 or more credits hours) during the fall term when the schedule begins.

Any questions regarding eligibility should be directed to the Athletic Director.

WITHDRAWAL FROM CLASSES

Any student athlete wishing to withdraw from a class(es) must gain the Athletic Director's permission.

CVCC STUDENT-ATHLETE CONTRACT

As a member of a Chattahoochee Valley Community College athletic team, I hereby agree to abide by the following rules and guidelines:

- I will conduct myself in a manner befitting Chattahoochee Valley Community College and Pirate Athletics on the field/court, off the field/court, and at my residence.
- I will uphold my status as a student first and fulfill the academic requirements set forth for me by the NJCAA as well as the Pirate coaching staff and administration.
- I will refrain from the use of any illegal substances and drugs, prescription or illicit.
- I will obey the housing rules set forth by my landlord.
- I will perform any tasks set forth by the coaching staff to the best of my ability.
- I will accept whatever role the coaching staff outlines for me and do my best to excel in that role.
- I will exhaust all means to resolve all complaints or issues (personal, academic, or athletic) that involve me, the team, or coaching staff **personally** with the head coach.
- I will abide by team policies in regards to appearance, behavior, and extracurricular activities.
- I will do my best to work within my coach's team philosophy and take pride in being a member of a Chattahoochee Valley athletic team

I understand that failure to adhere to any of the above could result in the forfeiture of my membership on a Chattahoochee Valley athletic team and that the coaching staff and/or Athletic Director will make all determinations of compliance with the above rules and guidelines.

Player Name: _____ Date: _____

Signature: _____ Date: _____

ADDITIONAL AGREEMENT FOR PLAYERS ON AN ATHLETIC SCHOLARSHIP:

I understand that my scholarship is awarded on a semester-by-semester basis, but that I may forfeit my scholarship at any time by:

- Failing to pass 12 hours in any given fall or spring semester.
- Failing to maintain a 2.00 GPA.
- Failing to pass all summer courses as assigned by the coaching staff.
- Failing to adhere to any of the above rules and guidelines.
- Failing a drug test.
- Acting in a manner unbecoming of a member of a CVCC athletic team.
- Becoming ineligible according to NJCAA regulations.
- Being dismissed from the team for any reason.

Signature: _____ Date: _____