



IMPERIAL VALLEY COLLEGE  
STUDENT ATHLETE HANDBOOK  
2014-2015

**Imperial Valley College Community District**

380 E. Aten Road

Imperial, CA 92251

(760) 355-6325

[www.imperial.edu](http://www.imperial.edu)

**Imperial Valley College Community District Governing Board Members**

Karla Sigmond Board President, Romualdo J. Medina, Board Clerk, Rudy

Cardenas, Juanita Salas, Louis Wong, Jerry Hart, Steven Taylor

Student Members: Priscila Ortiz, Associated Student Government President 2014-2015

Imperial Valley College President: Victor M. Jaime, Ed. D.

**IMPERIAL VALLEY COLLEGE  
ATHLETICS**

**Student Athlete Handbook**

**A Student Athlete's Guide to  
Athletic Academic Advising & Eligibility**

## **Mission Statement**

Our Mission, as an integral part of Imperial Valley College's overall educational mission, is to foster the personal, professional and intellectual growth of our student athletes through participation in a comprehensive athletics program that is dedicated to a level of excellence.

## **Vision Statement**

In the Imperial Valley College Athletic Department, we encourage quality and excellence in all our athletic programs. We believe the strength of the department is the drive for excellence from the staff, and we will continue to seek the best educational experiences for the student athletes, those that are appropriate to the students' needs and remain within the college's mission.

## **Program Philosophy**

The Athletic Department's philosophy is to provide opportunities for student athletes to participate in the sport of their choice and to encourage them to attain an education (i.e. degrees, certificates, transfer to four year schools). Also, at the same time to produce successful teams, thus enhancing the students' educational experiences.

## **INTRODUCTION**

In this handbook you will find helpful information about becoming a successful student athlete here at Imperial Valley College. You are expected to become familiar with the information in this handbook to help you maintain eligibility and to achieve your academic goals. You will find important information and frequently asked questions here to guide you through the athletic and educational process. If you do not understand what is written in this handbook, you are more than welcome to visit the Athletic Counselor and Eligibility Clerk for more clarification.

**IMPERIAL VALLEY COLLEGE**

## OUR CONFERENCE ASSOCIATIONS



Intercollegiate Athletics at Imperial Valley College is governed by the **California Community College Athletic Association (CCCAA)**. If you would like to learn more about CCCAA, you can visit: [www.cccaasports.org](http://www.cccaasports.org)



### **Pacific Coast Athletic Conference**

- Men's Baseball
- Men's Basketball
- Men's Soccer
- Women's Basketball
- Women's Cross-Country
- Women's Volleyball
- Men's Cross Country
- Men's Tennis
- Women's Soccer
- Women's Tennis
- Women's Softball

<http://www.paccoastconf.com>

# ATHLETIC DIRECTORY

380 East Aten Road  
P.O. Box 158  
Imperial, CA 92251

College Phone: (760) 353-8320  
Athletic Phone: (760) 355-6325  
Athletic Fax: (760) 355-6514

Colors: Scarlet, Black & White  
Nickname: Arabs  
Location: Depaoli Sports Complex

## **FACULTY & STAFF**

### **Superintendent/ President**

Victor Jaime- Admissions Center  
Office: (760) 355-6219  
Email: [victor.jaime@imperial.edu](mailto:victor.jaime@imperial.edu)

### **Dean of Students Affairs & Admissions**

Sergio Lopez – Office 1000  
Office: (760) 355-6456  
Email: [sergio.lopez@imperial.edu](mailto:sergio.lopez@imperial.edu)

### **Athletic Director**

Jim Mecate – Office 705  
Office: (760) 355-6341  
Email: [jim.mecate@imperial.edu](mailto:jim.mecate@imperial.edu)

### **Athletic Secretary**

Sandie Noel- Office 704  
Office: (760) 355-6325  
Email: [sandie.noel@imperial.edu](mailto:sandie.noel@imperial.edu)

### **Eligibility Clerk**

Sandie Noel- Office 704  
Office: (760) 355-6325  
Email: [sandie.noel@imperial.edu](mailto:sandie.noel@imperial.edu)

### **Athletic Counselor**

Gilbert Campos- Counseling Center & Gym Area  
Office: (760) 355-6225  
Email: [gilbert.campos@imperial.edu](mailto:gilbert.campos@imperial.edu)

### **Athletic Trainer**

Chris Mays- Office 715 (East End of Gym)  
Office: (760) 355-6329  
Email: [chris.mays@imperial.edu](mailto:chris.mays@imperial.edu)

### **Related Athletic Web Sites**

<http://www.imperial.edu>- Imperial Valley College  
<http://www.paccoastconf.com>- Pacific Coast Ath.Cf.  
<http://www.coasports.org>- Commission on Athletics  
<http://www.ncaa.org>- NCAA  
<http://www.naia.org>- NAIA

## **ATHLETIC TEAMS COACHES**

**Basketball (M)** - Andrew Robinson, Head Coach  
Office: (760) 355-6167  
Email: [andrew.robinson@imperial.edu](mailto:andrew.robinson@imperial.edu)

**Baseball (M)** - Jim Mecate, Head Coach  
Office: (760) 355-6341  
Email: [jim.mecate@imperial.edu](mailto:jim.mecate@imperial.edu)

**Soccer (M)** - Rafael Contreras, Head Coach  
Office: (760) 355-6325  
Email: [rafael.contreras@imperial.edu](mailto:rafael.contreras@imperial.edu)

**Tennis (M)** - Mike Palacio, Head Coach  
Office: (760) 355-6325  
Email: [mike.palacio@imperial.edu](mailto:mike.palacio@imperial.edu)

**Basketball (W)** - Donnye Ross, Head Coach  
Office: (760) 355-6165  
Email: [don.ross@imperial.edu](mailto:don.ross@imperial.edu)

**Softball**- Jill Lerno, Head Coach  
Office: (760) 355-6332  
Email: [jill.lerno@imperial.edu](mailto:jill.lerno@imperial.edu)

**Soccer (W)** - TBA, Head Coach  
Office: (760) 355-6325  
Email:

**Tennis (W)** - Mikey Palacio, Head Coach  
Office: (760) 355-6225  
Email: [mikey.palacio@imperial.edu](mailto:mikey.palacio@imperial.edu)

**Volleyball (W)** - Jill Tucker, Head Coach  
Office: (760) 355-6326  
Email: [jill.tucker@imperial.edu](mailto:jill.tucker@imperial.edu)

**Cross Country (M+W)** - Eric Lehtonen  
Office: (760) 355-6522  
Email: [eric.lehtonen@imperial.edu](mailto:eric.lehtonen@imperial.edu)

## **STEPS TO BECOMING A STUDENT**

### **APPLICATION**

You must first complete and turn in a free application for admission by visiting the Admissions and Records website: <http://www.imperial.edu/students/admissions-and-records/>

### **TRANSCRIPTS**

Turn in your transcripts from high school and other colleges to:

Imperial Valley College  
Admissions and Records  
380 E. Aten Road  
Imperial, CA 92251

### **ASSESSMENT TEST**

After you have completed your application, you will be asked to complete an assessment test to determine your Math and English placement. Please visit the Assessment Center for more information on dates and times when you may take these tests.

<http://www.imperial.edu/students/assessment-center/>

### **ATHLETIC COUNSELOR**

It is imperative that you meet with the Athletic Counselor to receive academic advising after you have taken the Assessment Test. Contact the Counseling Office to find out the Athletic Counselor's availability at (760) 355-6543. You may email our Athletic Counselor at: [gilbert.campos@imperial.edu](mailto:gilbert.campos@imperial.edu)

### **PRIORITY REGISTRATION**

To receive priority registration you **must** have completed in a timely manner (**early Spring**) the following four items:

1. Completed the Math and English placement Assessment Tests
2. Completed the IVC Orientation
3. Completed a Student Education Plan
4. Be on the Head Coach's (for your sport) recruited/priority registration list

**AFTER YOU REGISTER FOR YOUR CLASSES MAKE SURE TO PAY FOR ANY UNPAID BALANCES OR YOU WILL BE DROPPED FOR NON-PAYMENT. PAYMENT PLANS ARE ALSO AVAILABLE.**



## **FINANCIAL AID**

If you need financial assistance to help pay for fees, books and supplies, food, housing, transportation and childcare there are various financial aid programs to help you. For financial aid assistance please visit their website at:

<http://www.imperial.edu/students/financial-aid-and-scholarships/>

## **NON-RESIDENTS**

If you are coming to Imperial Valley College from outside of California and would like to establish residency in the state, you need to contact the Admissions and Records Office.

<http://www.imperial.edu/students/admissions-and-records/>

## **RULES AND REGULATIONS**

### **ATHLETE ELIGIBILITY REQUIREMENTS:**

Each student athlete who competes at any California community college must adhere to the eligibility requirements set forth by the California Community College Athletic Association (CCCAA). Your eligibility will be monitored and checked thoroughly throughout your entire community college athletic career. Any violation of the following rules will result in immediate ineligibility.

#### **At Imperial Valley College:**

1. You must fill out all necessary eligibility forms so that the department can determine your eligibility. This usually occurs at each team's specific eligibility meeting conducted early in the semester of your sport season. If you want to compete, you **must** complete these forms.
2. If you have never competed in college athletics, you are eligible for your first season in that sport.
3. All student athletes must be enrolled in, and attending, 12 semester units at Imperial Valley College. **Of those 12 units, 9 units must be in classes that count toward a certificate, an associate degree, remediation, and/or transfer to a 4-year school.** Each Monday, a check of your currently enrolled units is made to ensure that you are enrolled in 12 units. Student athletes who are not enrolled in 12 units immediately become ineligible until a 12 unit load is re-established. **Any short-term classes** that begin in the second half of the semester may not be used for eligibility until you actually

begin attending a class.

4. Before you participate in your second season, each student athlete must pass 24 semester units between seasons of competition. **Of these 24 units, 18 must be in coursework that counts toward a certificate, an associate degree, remediation, and/or transfer to a 4-year school.** The courses must also be in line with the goal stated on your educational plan you have on file in the Athletic Counselor's Office. **Student athletes in their first semester must pass at least 6 units with a 2.00 GPA to be eligible to participate in the second semester (for example: a fall sport freshman athlete must pass at least 6 units with a 2.00 GPA or higher in the fall semester in order to be able to compete in a spring sport and/or a basketball player must pass at least 6 units with a 2.00 GPA or higher to be eligible to play basketball or another sport in the spring semester, effective July 1, 2015).**
5. Student athletes must maintain a **2.00 GPA** to remain eligible.

**In addition to the rules above, Imperial Valley College requires the following for an individual to be eligible:**

6. A **physical examination** must be completed and the student athlete cleared for competition by a doctor before he/she will be allowed to practice (see the Athletic Trainer for more information). A free physical exam is scheduled for each team prior to the start of the sport season.
7. Student athletes **must enroll in the specific Exercise Science class for their sport** in order to be covered by our athletic insurance policy. Any individual unable to sign up for your sport's class due to time conflicts with another class in your schedule must enroll in the special class designed to accommodate class conflicts. See the Athletic Director for details. Anyone not enrolled in one of these two classes **will not be allowed to practice or compete.**

## **TRANSFERS FROM OTHER CALIFORNIA COMMUNITY COLLEGES**

Any individual transferring from another California Community College where you PARTICIPATED in athletics must complete **12 units in residence** at Imperial Valley College before becoming eligible to compete at Imperial Valley College. If you plan on participating in a fall sport, you can only take a MAXIMUM of 8 units

in the summer to satisfy the residency requirement. Lastly, OFFICIAL TRANSCRIPTS must be sent to the Admissions and Records Office from all other colleges you have attended since you became a competitive student athlete.

## **SEASON OF PARTICIPATION**

A season of participation will count when you have actually played in a scheduled game, meet or match (excluding scrimmages). The minute you step on the playing field, a season of eligibility will be used. The conference may make exceptions through a formal appeal process if all the following are true:

1. You have an incapacitating injury or illness the injury or illness occurs before you participate in more than 20% of the sport contests (and have not participated in the second half of the season)
2. The injury or illness is specifically defined and validated by a licensed physician.

If you experience an injury or illness, contact the Athletic Director immediately for further information on exceptions to a season of participation.

## **PLAYING RULES**

The use of tobacco, alcohol, and/or controlled substances by any participant (student, faculty, staff, or official) during California Community College sponsored activities is prohibited.

## **AMATEURISM**

If you become a professional athlete you could endanger your athletic eligibility if:

- You are **paid** or accept a promise of pay for participating in an athletic contest
- You sign a professional sports contract or verbally commit to an agreement with an agent or a professional sports organization
- You request that your name be placed on a professional league's draft list
- You use your athletic skills for pay in any form (i.e. commercials, etc.)
- You compete on a professional athletics team
- You participate on an amateur sports team and receive, directly or indirectly, any salary, incentive payment, award, gratuity, educational expenses or expenses allowance (other than actual and necessary travel, and room and board expenses for practice and games)

*According to the NCAA Initial Eligibility Center, **ALL** prospective student athletes intending to enroll in an NCAA Division I or Division II institution for the first time on or after August 1, 2007 must complete the NCAA Amateurism Certification Questionnaire at [www.eligibilitycenter.org](http://www.eligibilitycenter.org)*

## **AGENTS**

During your two-year college enrollment, you might be contacted by a player agent. Agents may have contacted you in high school in an attempt to gain an advantage over other individuals who may wish to represent you once your collegiate eligibility has expired.

While the NCAA does not prohibit meetings or discussions with an agent, you will jeopardize your collegiate eligibility in a sports if you agree (orally or in writing) to be represented by an agent while in high school or college, regardless of whether the agreement becomes effective immediately or after your last season of collegiate eligibility. Additionally, the receipt of any benefits or gifts by you, or your family or friends from such an individual would jeopardize your intercollegiate eligibility in that sport.

Be careful with sports agents. If you have concerns regarding a player agent, please contact your two-year college coach, athletic director or the NCAA national office for assistance. The number for the NCAA is (913) 339-1906.



# NCAA ELIGIBILITY CENTER QUICK REFERENCE GUIDE



## Divisions I and II Initial-Eligibility Requirements

### Core Courses

- NCAA Divisions I and II require 16 core courses. See the charts below.
- **Beginning August 1, 2016, NCAA Division I will require 10 core courses** to be completed **prior to the seventh semester** (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become "locked in" at the start of the seventh semester and cannot be retaken for grade improvement.
  - *Beginning August 1, 2016, it will be possible for a Division I college-bound student-athlete to still receive athletics aid and the ability to practice with the team if he or she fails to meet the 10 course requirement, but would not be able to compete.*

### Test Scores

- **Division I** uses a sliding scale to match test scores and core grade-point averages (GPA). The sliding scale for those requirements is shown on Page No. 2 of this sheet.
- **Division II** requires a minimum SAT score of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a **sum** of the following four sections: English, mathematics, reading and science.
- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

### Grade-Point Average

- **Be sure** to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website ([www.eligibilitycenter.org](http://www.eligibilitycenter.org)). Only courses that appear on your school's List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.
- **Division I** students enrolling full time **before August 1, 2016**, should use Sliding Scale A to determine eligibility to receive athletics aid, practice and competition during the first year.
- **Division I** GPA required to receive athletics aid and practice on or after August 1, 2016, is 2.000-2.299 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- **Division I** GPA required to be eligible for competition on or after August 1, 2016, is 2.300 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- **The Division II** core GPA requirement is a minimum of 2.000.
- Remember, the NCAA GPA is calculated using NCAA core courses only.

#### **DIVISION I 16 Core Courses**

- 4 years of English.
- 3 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 1 year of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

#### **DIVISION II 16 Core Courses**

- 3 years of English.
- 2 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 3 years of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).



<b>Sliding Scale A</b>		
<i>Use for Division I prior to August 1, 2016</i>		
<b>NCAA DIVISION I SLIDING SCALE</b>		
<b>Core GPA</b>	<b>SAT</b>	<b>ACT Sum</b>
	<i>Verbal and Math ONLY</i>	
3.550 & above	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	59
2.700	730	60
2.675	740-750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840-850	70
2.425	860	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	80
2.125	960	81
2.100	970	82
2.075	980	83
2.050	990	84
2.025	1000	85
2.000	1010	86

<b>Sliding Scale B</b>		
<i>Use for Division I beginning August 1, 2016</i>		
<b>NCAA DIVISION I SLIDING SCALE</b>		
<b>Core GPA</b>	<b>SAT</b>	<b>ACT Sum</b>
	<i>Verbal and Math ONLY</i>	
3.550	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	60
2.700	740	61
2.675	750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840	70
2.425	850	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.299	910	76
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	81
2.125	970	82
2.100	980	83
2.075	990	84
2.050	1000	85
2.025	1010	86
2.000	1020	86

## **NCAA DIVISION I TRANSFER RULES**

### **Five-Year Clock**

The first semester a student athlete enrolls **full-time**, at a college or university begins their eligibility clock. A Division I student athlete has five calendar years to play four seasons of competition.

**Example:** If a student enrolls full-time and attends the first day of classes at Imperial Valley College in the fall of 2015, their eligibility will run out at the end of the 2019/2020 year, whether or not they played a sport that year.

### **3 Ways to Stop the Eligibility Clock**

- Official church missions
- Time served in the U.S. or foreign armed services
- Pregnancy (female athletes only)

### **Qualifier/Non-Qualifier**

Student athletes need to apply with the NCAA Initial Eligibility Center prior to their enrollment in their first full-time term. To be a Division I Qualifier the student athlete needs to complete 16 core-courses along with the SATs or ACTs. Specific information about being a Qualifier can be found on the NCAA Eligibility Center website ([www.eligibilitycenter.org/](http://www.eligibilitycenter.org/)).

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### **Qualifier Student Athlete Transferring to Division I\***

At the two-year school, did you:

- Complete at least one semester as a full-time student? Summer school doesn't count.
- Earn an average of 12-semester semester hours for each term you attended full time at the two-year school? These credit hours must be transferable toward your degree at the four-year school.
- Have a cumulative GPA of 2.500?

#### **If YES to all:**

- You can practice.
- You can receive athletically related financial aid.
- You can play right away during the first year after you transfer.

#### **If NO to at least one:**

- You can practice.
- You can receive athletically related financial aid.
- You cannot play until you complete one full academic year of residence.



## Non-Qualifier Student Athlete Transferring to Division I\*

At the two-year school, did you:

- Complete at least three semesters as a full-time student? Summer school does not count.
- Graduate from a two-year school? You must earn 25 percent of the credit hours at the two-year school that awards your degree.
- Earn 48-semester units at the two-year school? The transfer units **MUST** include six-semester units of English, three-semester units of math, **AND** three-semester units of natural/physical science.
- Have a cumulative GPA of 2.500?

### **If YES to all:**

- You can practice.
- You can receive athletically related financial aid.
- You can play right away during the first year after you transfer.

### **If NO to at least one & a GPA < 2.00:**

- You can practice.
- You can receive athletically related financial aid.
- You cannot play until you complete one full academic year of residence.

### **If YES to all but GPA 2.00 – 2.49:**

- You can receive athletically related financial aid.
  - You cannot play until you complete one full academic year of residence.
  - You can practice.
- 

## **6/18 Transfer Requirement**

- Students athletes must complete a minimum 6.0 units in previous FT term prior to transfer (NCAA Bylaw 14.4.3.1-(c))
  - The term must be a Fall or Spring term, summer term cannot be used to make up the 6 unit rule
  - Units can be remedial or transfer status
- AND**
- Transferring student athletes must complete a minimum of 18 units (sem/qtr) in the previous 2 full time regular academic terms (Fall/Spring only, Summer/Winter terms will not count) (NCAA Bylaw 14.4.3.1-(b))
  - Units can be transferable/remedial
- 

## **40/60/80 Rule**

Student athletes competing or planning on competing at a DI school must meet the *Progress Towards Degree Rule*, also known as the *40/60/80 Rule*. In order to remain eligible for athletic competition a student athlete must:

- complete 40% of a degree program prior to the third year of enrollment
- complete 60% of a degree program prior to the fourth year of enrollment
- complete 80% of a degree program prior to the fifth year of enrollment

\* National Collegiate Athletic Association (2013). *Transfer 101: For Division I/II/III*. Indianapolis, IN.

## **MORE DIVISION I TRANSFER & ELIGIBILITY RULES**

### **Summer School Limitation**

Students entering a Division I institution on or after August 1, 1997, may not earn more than 18 semester units of transferrable coursework during the summer and only 9 units of transferrable degree credits may be earned during the summer immediately before transfer.

### **Transfer Requirement**

The NCAA has taken numerous strides to ensure that community college transfers are well equipped and ready to be academically successful. A new rule has been adopted that may dramatically impact the transfer rates of community college student athletes.

*Adopted: 2007-66: To specify that in order for a student from a two-year college who was not a qualifier to be eligible for institutional financial aid, practice and competition during his or her first academic year in residence, he or she must have successfully completed six semester or eight quarter hours of English and three semester or four quarter hours of mathematics at the two-year college that are transferrable toward any baccalaureate degree program at the certifying institution.*

*Effective: August 1, 2009, for student athletes initially enrolling full time in a collegiate institution on or after August 1, 2009*

**REMEMBER: The transfer requirements set forth by the NCAA are minimum standards and DO NOT supersede the admissions requirements of an admitting institution.**

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## **IMPORTANT TERMS**

**Grey Shirt** - is when a student athlete, who at the start of his/her collegiate career enrolls in LESS THAN 12 units and DOES NOT participate in intercollegiate athletics in order to save athletic eligibility. A student athlete may want to Grey Shirt in order to improve his/her athletic or academic skills without starting their NCAA Division I clock. This must be discussed with the Head Coach and the Athletic Academic Advisor.

**Red Shirt** – is when a student athlete has started his/her NCAA Division I (5-year) clock, but does not participate in a given season. A student may use this option if he/she runs into academic difficulty or gets injured. Student athletes should speak to their Head Coach or the Athletic Academic Advisor for more information.

## **NCAA DIVISION II TRANSFER RULES**

### **Ten Full-Time Semester Rule**

According to the NCAA Division II Student athlete Advisory Committee, a Division II student athlete can enroll in **10 full-time semesters** in order to participate in intercollegiate competition. Within those 10 full-time terms the student athlete has **four seasons** of athletic eligibility.

### **Stopping the Division II Eligibility Clock**

The NCAA Division II eligibility clock stops when a student athlete enrolls in less than a full load. When the student athlete returns to full-time status, he/she uses up another one of their full-time terms for eligibility.



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### **Qualifier/Non-Qualifier**

Student athletes need to apply with the NCAA Clearinghouse prior to their enrollment in their first full-time term. To be a Division II Qualifier the student athlete must complete 14 core-courses and have a minimum score of 820 (on the Math and Verbal sections) or a minimum ACT score of 68. Specific information about being a Qualifier can be found on the NCAA Initial Eligibility website ([www.eligibilitycenter.org/](http://www.eligibilitycenter.org/)).

## **Qualifier Student Athlete Transferring to Division II\***

At the two-year school, did you:

- Complete at least one semester at the two-year school as a full-time student? Summer does not count.
- Complete an average of 12-semester units for each full-time term at the two-year school?
- Earn a GPA of 2.000 in those transferable units?

### **If YES to all:**

- You can practice.
- You can receive athletically related financial aid.
- You can play right away during the first year after you transfer.

### **If NO to at least one:**

- You can practice.
- You can receive athletically related financial aid.
- You cannot play until you complete one full academic year of residence.

## **Non-Qualifier Student Athlete Transferring to Division II\***

At the two-year school, did you:

1. Complete at least two semesters as a full-time student? Summer school doesn't count.

**AND**

- 2a. Graduate from the two-year school? You must earn 25 percent of the credit hours at the two-year school that awards your degree.

**OR**

- 2b. Complete an average of 12-semester units for each term of full-time attendance at the two-year school **AND** earn a GPA of 2.000 in those units? If you initially enrolled full time in any college after 08/01/11, the transfer credits **MUST** include six-semester units of English **AND** three-semester units of math.

**If YES to 1 and 2a or 2b:**

- You can practice.
- You can receive athletically related financial aid.
- You can play right away during the first year after you transfer.

**If NO to 1 or 2:**

- You can practice.
  - You cannot receive athletically related financial aid.
  - You cannot play until you complete one full academic year of residence.
- 

**Six Hour Requirement**

- Earn six-semester hours of academic credit the preceding regular academic term prior to transfer (summer is not included).
- The six-hour requirement requires that the units be transferable-degree credit.
- The units must be accepted by the certifying institution.

\* National Collegiate Athletic Association (2013). Transfer 101: For Division I/II/III. Indianapolis, IN.

**4-2-4 TRANSFER RULES**

There are specific rules for students who initially enrolled at a four-year school and then transferred to a two-year institution and plan to transfer to a Division I or II school as a student athlete. 4-2-4 transfers must meet ALL of the conditions of one of the four options below in order to transfer.

**OPTION 1:**

You must have completed 24 semester or 36 quarter hours of transferrable degree credit with a 2.0 GPA.

One calendar year must have elapsed since your transfer from the four-year school.

You must have graduated from the two-year college (if you attended multiple two-year colleges, at least 40% of your degree requirements must be earned at the two-year college that awards the degree).

**OPTION 2:** You return to the NCAA school from which you transferred prior to coming to the two-year school, provided that you did not have an unfulfilled residence requirement at the time you left the NCAA school; and you passed 24 transferrable units with a 2.0 GPA.

**OPTION 3:**

The original school you attended did not sponsor the sport in which you compete (and you did not attend any other college that did sponsor the sport).

You were a qualifier based on your high school record.

You completed 24 semester or 36 quarter hours of transferrable degree credits with a minimum 2.0 GPA.

You completed 12 semester/quarter hours of transferrable degree credit for each term you were a full-time student at the two-year college.

You spent at least two semesters or three quarters as a full-time student at the two-year college.

**OPTION 4:** If you are transferring to a NCAA Division II school and, for a consecutive two-year period immediately before you begin practice or compete, you **have not** practiced or competed in intercollegiate competition or in an organized non-collegiate competition while enrolled as a full-time student at a college. This two-year period would not include any time before your first full-time enrollment at any two or four-year college.

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#### **4-2-4 TRANSFER RULES**

**OPTION 1:** Students interested in transferring to an NCAA Division III school must not have participated in intercollegiate athletics.

**OPTION 2:** Student athletes who have participated in intercollegiate athletics must have been academically eligible to compete if they remained at the two-year school.

## NAIA TRANSFER RULES

To transfer to an NAIA school a student must:

- complete 24 units in the last two FULL-TIME semesters attended.
- have a minimum 2.0 GPA (units do not have to be transferable).
- complete no more than 12 of the 24 units during summer or intersession.
- Student athletes need to register with the NAIA Eligibility Center prior to their enrollment. : <http://www.playnaia.org/>

### ALSO:

- If a student received a D in a class and repeated it, they cannot count the units for the repeated course towards the 24 units even if they get a higher grade.

## STUDENT ATHLETE TRANSFER RESOURCES



**NCAA Website:** <http://www.ncaa.org/>



**Transfer Guide: NCAA Div. I, II, III**

<http://www.ncaapublications.com/>

type “transfer” in search box click “go”



**NAIA Website:** <http://naia.cstv.com/>

**NAIA Handbook**

[http://naia.cstv.com/member-services/pubs/handbook/2008-09\\_Official\\_Handbook.pdf](http://naia.cstv.com/member-services/pubs/handbook/2008-09_Official_Handbook.pdf)

*Section F discusses the rule about transfers*

## **IMPORTANT INFORMATION FOR STUDENT ATHLETES**

### **Code of Conduct**

Imperial Valley College holds student athletes to the highest standards of conduct **ON AND OFF** the field. It is the goal of the Athletic Department to have all student athletes striving to be men and women of integrity while engaging in intercollegiate competition. Honesty, truthfulness, and fair play are the goals set forth by the Athletic Department and by Imperial Valley College, and student athletes are expected to act in accordance with these goals.

As a representative of Imperial Valley College, you must conduct yourself in a manner that will positively reflect your institution, your team, your family, and yourself. If your conduct violates a law, school policy, or athletic policy, your eligibility will be adversely affected and you will be disciplined accordingly.

Imperial Valley College wants you to be highly competitive in your sport. Conduct yourself worthy of the privilege of playing college sports. Play hard, play fair.

### **Imperial Valley College General Student Conduct Code**

The complete Student Conduct Code is available in the office of the Director of Student Affairs. All forms and complaint forms can be found on the website at: <http://www.imperial.edu/students/student-affairs/>

#### **A. Conduct for which a student may be disciplined, if it is college related:**

1. Theft or non-accidental damage to college property.
2. Forgery, alteration or misuse of records, documents or identification.
3. Cheating, plagiarism in connection with an academic program.
4. Physical or verbal abuse of others or any threat of force.
5. The sale or possession of controlled substances or alcoholic beverages.
6. Unauthorized entry or unauthorized use of college property.
7. Engaging in lewd, indecent, or obscene behavior.
8. Possession or use of explosives or deadly weapons.



9. Failure to comply with directions of college officials.
10. Obstruction or disruption of the education process.
11. Violation of any order of the college president or his designee or other college official.
12. Soliciting or assisting another to do any act which would subject another to penalties under this code.
13. Any other cause as identified as good cause by Educational Code Section 76032 and 76033, not identified above.
14. Attempting to do any of the above.

## **B. Penalties which may result from violation of the Student Conduct Code:**

### **1. Warning**

Verbal or written notice to the student describing behavior that may be cause for disciplinary action.

### **2. Probation**

May include exclusion from participating in privileges or extracurricular activities for a specified period of time.

The imposition of disciplinary probation includes notification to the student in writing of the reason for and conditions of probation.

### **3. Short Term Suspension - Instructor**

May suspend, for good cause as set out in Article II, any student from his or her class for:

1. That class period
2. That class period and the next class meeting

### **4. Administrative Suspension**

The college president or designee is authorized to suspend a student for good cause for a period not to exceed five (5) days.

### **5. Withdrawal of Consent to Remain on Campus**

When reasonable cause exists to believe the continual presence of the student constitutes a substantial and material threat to persons or property (Fourteen (14) calendar day limit).

### **6. Long Term Suspension**

Not to exceed two (2) years. Exclusion from student status (refer to complete Conduct Code for full details).

### **7. Exclusion**

Permanent denial to all campus privileges including class attendance.

**C. Suspension by a college instructor for good cause from class for the day of suspension and the following class meeting. Instructor's decision is final and may not be appealed.**

**1. Appeals**

Only long term suspension and expulsion are subject to hearing and appeal procedures. These procedures are on file in the office of the Associate Dean of Student Affairs.

**Sexual Harassment Policy**

**All student athletes are to adhere to the sexual harassment policies of Imperial Valley College. For more information on our policies please visit the website at:**

**<http://www.imperial.edu/faculty-and-staff/human-resources/policies/sexual-harassment-policy/>**

## **ATHLETIC TRAINER**

Chris Mays A.T. C.  
Office: Room 715  
Location: Northwest Corner of Gymnasium  
Phone Number: (760) 355-6329  
On Campus Extension: 329  
Email: [chris.mays@imperial.edu](mailto:chris.mays@imperial.edu)

The Athletic Trainer is here to help you with your injury needs. Please be courteous at all times. If you are injured during a game or practice, let your coach know so they can contact the Athletic Trainer or send you to the Athletic Training room.

IVC purchases an insurance policy that covers all of its students. As one of our student-athletes you are covered by this policy. Our insurance program is what is called secondary coverage. The primary insurance through your parents, their employer, or your own insurance will be billed by the doctor first, if you are injured and need to be referred to the doctor. There is a \$100.00 deductible for our soccer teams and a \$50.00 deductible for all other sports. We have copies of the pamphlet explaining our insurance program further.

All equipment that is checked out to you for use during the season is to be returned to the Athletic Trainer no later than one week after the end of your season, unless you are told otherwise by your coach and the Athletic Trainer. If you do not return the equipment, a hold will be placed on your records here at IVC. This hold will not allow you to get transcripts, register for the next semester and if you are on financial aid your checks will be held.

Thank you and good luck in your season.

