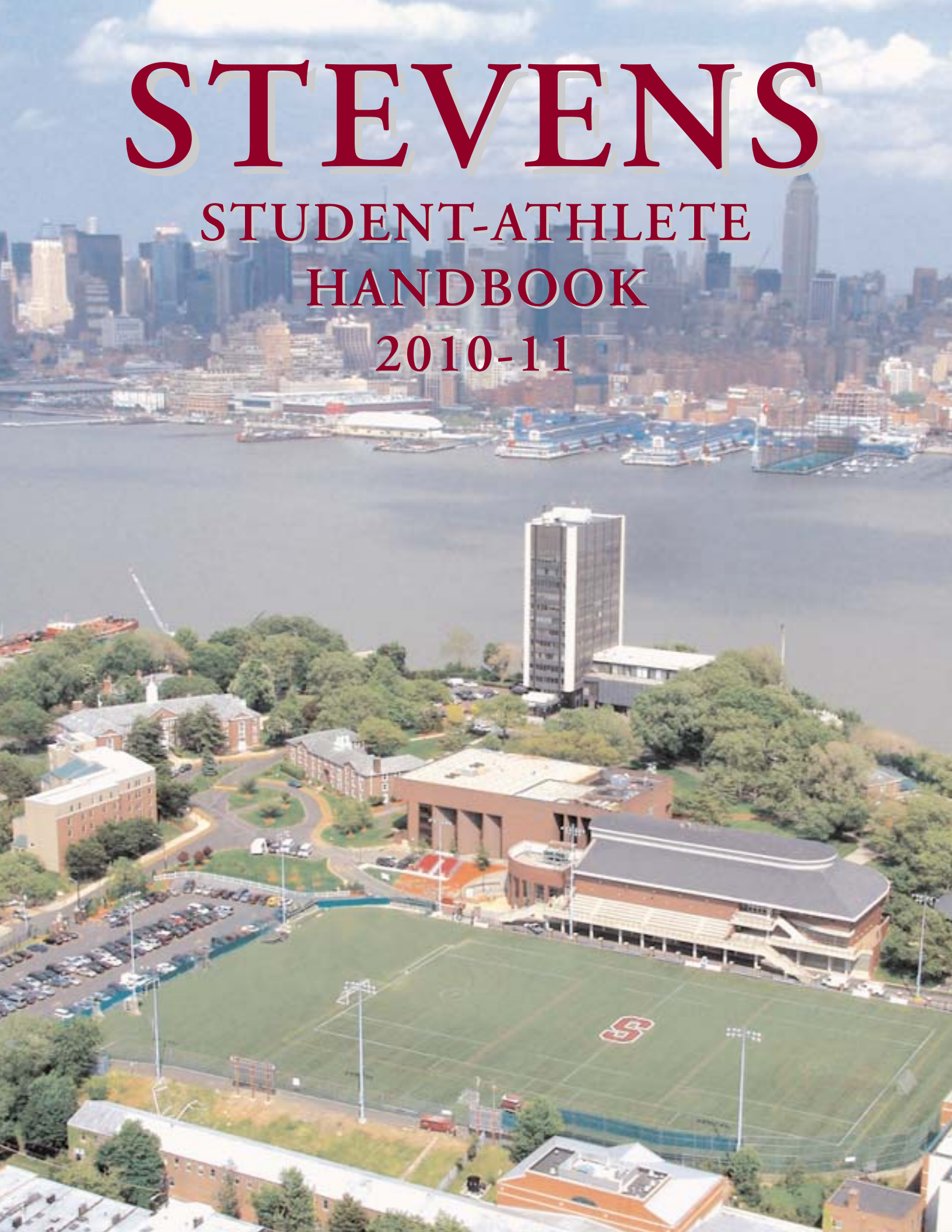


STEVENS

STUDENT-ATHLETE HANDBOOK

2010-11



ATHLETICS ADMINISTRATION STAFF DIRECTORY

<u>Name/Title</u>	<u>E-mail</u>	<u>Phone</u>
Ben Badua, Assist Sports Information Director	bbadua	8740
Alison Bewalder, Head Athletic Trainer	abewalde	5695
JoAnn Cicchine, Front Desk Manager	jcicchin	8040
John Crawford, Facility Manager	jcrawfor	8086
Celine Cunningham, Senior Woman Administrator	ccunning	8056
Brian Granata, Asst. Director of Athletics	bgranata	5078
Rob Kulish, Sports Information Director/Events	rkulish	8740
Hank Lewis, Equipment Manager	hlewis	5244
Michael Lippencott, Associate Athletic Director	mlippenc	8038
Mary Martin, Office Manager	mmartin	5693
John Maurizi, Director of Campus Recreation	jmaurizi	8111
Jon McCue, Assistant SID/Facility Manager	jmccue	8153
Nick Mykulak, Physical Education Coordinator	nmykulak	5689
Laurie Nyilas, Assistant to Athletic Director	lnyilas	5627
J.J. O'Connell, Facility Manager	joconnel	5685
Brandon Pierce, Aquatics Director	bpierce	5590
Russell Rogers, Director of Athletics	rrogers	5688
Nicole Seib, Assistant Athletic Trainer	nseib	5695
Christie Switek, Assistant Athletic Trainer	cswitek	5695
Laura Williamson, Fitness & Wellness Coordinator	lwilliam	8554

HEAD COACHING STAFF DIRECTORY

<u>Name/Title</u>	<u>E-mail</u>	<u>Phone</u>
Michael Clayton, Wrestling	mclayton	8090
John Crane, Baseball	jcane	8033
John Crawford, Cross Country/Track & Field	jcrawfor	8086
Celine Cunningham, Women's Lacrosse	ccunning	8056
Patrick Dorywalski, Men's Volleyball	pdorywal	5691
Equestrian, Patti Zwaan	pzwaan	TBA
Bri Fectau, Women's Basketball	bfectau	8087
Steve Gachko, Men's & Women's Tennis	sgachko	5694
Bobby Hurley, Men's Basketball	rhurley	5690
Erica Mehalick, Softball	emehalick	8533
Trevor Miele, Men's & Women's Swimming	tmiele	5696
Men's Fencing, TBA	TBA	8041
J.J. O'Connell, Women's Volleyball	joconnel	5685
Tim O'Donohue, Men's Soccer	todonohu	5244
Jeff Parker, Women's Soccer	jparker1	8112
Gene Peluso, Men's Lacrosse	gpeluso	5692
Roger Power, Strength and Conditioning	rpower	5393
Jessica Reed Roach, Field Hockey	jreed1	8203
Joseph Stahley, Men's Golf	jstahley	8228
Linda Vollkommer-Lynch, Women's Fencing	lvollkom	5324

IMPORTANT CAMPUS PHONE NUMBERS

- Academic Support Center - 8248
- Campus Police - 5105
- Office of Career Development - 5166
- Cooperative Education - 5368
- Dining Services - 5113
- Student Health Center - 5678
- Information Technology - 5491
- Residence Life - 5128
- SC Williams Library - 5200
- Student Counseling Psychological/Disability Services - 5177

E-mail addresses are as follows:
Phone numbers are preceded by:

<name>@stevens.edu
 (201) 216-XXXX

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CHAMPS/ Life Skills and the STEVENS STUDENT-ATHLETE EXPERIENCE

The mission of the NCAA and Stevens Institute of Technology is to maintain intercollegiate athletics as an integral part of the campus education program and the student-athlete as an integral part of the student body. With this in mind, the CHAMPS/Life Skills Program (Challenging Athletes' Minds for Personal Success) was created to support the student athlete initiatives of NCAA member institutions and to enhance the quality of the student-athlete experience within the context of higher education. Within each of the five pillars of the program (Academic Excellence, Athletic Excellence, Career Development, Personal Development, and Service) the Stevens athletic department has developed policy and programs and continues to partners with offices on campus to further the development of our student athletes. If you have an issue or complaint concerning your personal rights as a participant in intercollegiate athletics as impacted by team or Athletic Department rules, or if your concerns involve the mission of the Institute and the Department of Athletics, these options are available to you:

1. Discuss the matter with your team captain or your team's SAAC representative.

2. Discuss the matter with a member of the coaching staff.

3. Bring the matter to the attention of the Director of Athletics.

Your level of comfort or a specific team policy should dictate the approach you take. If you feel these procedures may be inappropriate for resolving a specific concern, contact Director of Athletics Russell Rogers at (201) 216-5688 or russell.rogers@stevens.edu for more information on how to proceed.

ACADEMIC POLICY

Under NCAA rules, all student-athletes must make satisfactory progress toward a baccalaureate degree and maintain a minimum grade-point average in order to be eligible to participate in intercollegiate athletics. Stevens student-athletes must maintain a 2.00 GPA for each current semester as well as cumulatively. To maintain satisfactory academic progress, a student-athlete must have earned a minimum of 20 credits at the end of his/her freshman year, and 48 credits at the end of his/her sophomore year and then average 12 credits for each semester thereafter.

A student-athlete will automatically become ineligible if he or she drops below 12 credits during his or her season of competition. All academic eligibility situations will be handled on an individual basis. Any student-athlete may appeal his/her eligibility case. If you have questions or issues related to your academics, please visit the Office of Undergraduate Academics on the 5th Floor of the Howe Center.

SPORTSMANSHIP AND CROWD POLICY

Good sportsmanship and respectful conduct is an integral part of being a student-athlete at Stevens before, during, and after every competition. All Stevens students and personnel are expected to

stand during the playing of the national anthem. Caps and helmets should always be removed. The opponent and officials should always be respected and never shown up. All remarks, signs and banners are expected to be of a positive nature. Your behavior as a Stevens student-athlete reflects directly on yourself, your team, the Athletic Department, and the institution. We ask that as representatives of the institution you kindly remind any friends, family and others in attendance to also conduct themselves in a positive nature. In addition, please note that under NCAA rules all artificial noisemakers are prohibited.

STUDENT ATHLETE ADVISORY COMMITTEE - SAAC

The mission of the Student-Athlete Advisory Committee (SAAC) at Stevens Institute of Technology is to act as a liaison between student-athletes and athletic administration, as well as the campus community. This group of student athletes aims to promote positive sportsmanship and leadership through community service, civic involvement, and academic excellence. Each varsity sport is required to have a minimum of one representatives that will attend every meeting and participate in at least one of the group's standing committees. This group is vital to the athletic community as it organizes Duck Country and other various events on campus that benefit all student athletes. Meetings take place once a month and are open to all student athletes to attend. If you would like to be involved with SAAC please email saac@stevens.edu.

COMMUNITY SERVICE

Community involvement is a major part of the Athletic Department's mission. All teams are expected to perform at least one community service project per year. The Stevens Duckling Program has been a huge success and teams are strongly encouraged to participate with local elementary schools.

TUTORING SERVICES

Located on the fifth floor of the Howe Center, the Academic Support Center (ASC) assists undergraduate students in reaching their academic goals and becoming more effective learners. Peer tutoring is available to enhance students' classroom experience and is provided free of charge. Individual and small group tutoring is available through the ASC for undergraduate technical courses only. Tutoring is provided by skilled upperclassmen and graduate students. Tutor requests must be submitted via the ASC web page. Students are encouraged to also take advantage of the teaching assistant (TA) and professors' office hours for more insight into a specific subject. The ASC also coordinates the Peer Mentor program. Upper-class peer mentors are made available to all incoming new students. The Peer Mentors are there to assist the new students with their transition and academic goals through their first year at Stevens. The ASC also helps students learn more effective methods for approaching their studies. Workshops and individual meetings on areas include improved study skills, time management, overcoming procrastination and test preparation strategies, which are available to all students free of charge. Please visit the ASC web page for times and locations.

STEVENS STUDENT COUNSELING, PSYCHOLOGICAL, AND DISABILITY SERVICES (SCPDS)

SCPDS provides personal and career counseling services to the students of Stevens Institute of Technology. This office also coordinates disability accommodations and services. These services are free and confidential for all students.

OFFICE OF CAREER DEVELOPMENT

The Office of Career Development is dedicated to empowering our students to succeed in obtaining employment appropriate to their career objectives and personal goals through career exploration programs, experiential education opportunities, and personal interaction with corporate representatives. They accomplish this through career planning workshops, corporate site visits, annual Resume Book publication and distribution, and a variety of recruiting opportunities throughout the year. Employment opportunities are available within the Athletic to students that have Federal Work Study. Interested students should contact Assistant Director of Athletics Brian Granata. Once paperwork has been completed and the award is processed, students will be assigned to a supervisor within the department. Non-work study positions are also available through the Department of Campus Recreation. Interested students should contact the Director of Campus Recreation John Maurizi. The Aquatics Office employs students as life-guards with or without work-study funding.

JOB OPPORTUNITIES

Any student that is interested in working for the Department of Athletics should visit the Stevens Student Employment Office website at <http://www.stevens.edu/sit/studentemployment/>. All jobs related to Athletics are listed there. Some jobs require federal work-study eligibility while others are open to students without FWS. Regardless, all jobs will be posted on this site. Students can create a profile and apply to jobs as they wish.

ALCOHOL AND DRUG POLICY

The Department of Athletics expects all student-athletes to make responsible and educated decisions regarding the use of alcohol and drugs. The department has a zero tolerance policy in dealing with any student-athlete who becomes involved with the use of an illegal drug. The individual stands to be dismissed from his/her team immediately in addition to dealing with all legal implications that come with this offense. Underage drinking is against the law and student-athletes who choose to break this law will face significant disciplinary action. Those students aged 21 years or older involved in an alcohol related incident that is reported to the department will be held accountable for their actions. Each situation is handled on an individual basis and an appropriate course of action in dealing with the problem is the responsibility of the athlete's coach and the athletic director.

Stevens Institute of Technology does not condone the consumption of alcohol and promotes an environment in which choosing not to drink is preferred. The athletic department firmly believes that the use of drugs (excluding those prescribed by a doctor for specified medical conditions) and alcohol can be detrimental to the mental and physical well-being of its student-athletes. The use

of these substances can seriously interfere with the performance of individuals as students and as athletes and can be dangerous. The department of athletics expects all student-athletes to share in its goal of every individual and team doing all that they can to reach their ultimate potential. Understanding the harmful effects of alcohol and drugs on one's athletic performance and well being is each person's responsibility. Any student-athlete who has questions or needs guidance in this area is strongly encouraged to speak with his/her coach or another athletic department staff member. All student-athletes are expected to follow the guidelines outlined in this section and need to understand that each coach also has the authority to develop additional individual team policies related to the area of alcohol and drugs.

NUTRITIONAL AND DIETARY SUPPLEMENT PRODUCT POLICY

Before consuming any nutritional / dietary supplement product, student athletes are required to review the product and its label with members for the athletic department staff. Dietary supplements are not well regulated and may cause positive drug test results. Any product containing a dietary supplement ingredient is taken at your own risk. The following drug classes are banned by the NCAA:

- a. Stimulants
- b. Anabolic Agents
- c. Alcohol and Beta Blockers (banned for rifle only)
- d. Diuretics and Other Masking Agents
- e. Street Drugs
- f. Peptide Hormones and Analogues
- g. Anti-estrogens
- h. Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

GAMBLING

Illegal gambling is a crime. It is a federal offense to influence in any way a sporting contest by bribery. Further, it is a federal offense to use interstate facilities, including the telephone, internet, or mail to place illegal bets.

NCAA Bylaw 10.3 states:

Staff members of a member conference, staff members of the athletic department of a member institution, and student-athletes shall not knowingly:

1. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competitions.
2. Solicit a bet on any intercollegiate teams
3. Accept a bet on any team representing the institution.
4. Solicit or accept a bet on any intercollegiate competition for any item (e.g. cash, shirt, dinner) that has tangible value.
5. Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card, or any other method employed by organized gambling. This also includes "March Madness" pools, fantasy leagues, etc.

SOCIAL NETWORKING

The Department understands the popularity and usefulness of social networking websites. You are asked to remember that you are representatives of Stevens Institute of Technology. Please keep in mind that once you post something, it is available to anyone in the world. Any text or photo posted becomes the property of the site (regardless of how you limit access to your site) and are no longer within your control. Therefore, you should not post information, photos or other items online that could embarrass you, your family, and your team, the Department or the College. Your pages are subject to review by coaches and athletic department administrative staff.

Understand that if information or pictures that are posted represent violations of a team, Department, College and/or NCAA policies, then you may face disciplinary action.

SEXUAL HARASSMENT POLICY

Stevens Institute of Technology prohibits sexual harassment in any form by any member of the Stevens community. Such conduct is defined by state and federal laws and may result in disciplinary action up to and including dismissal or expulsion. The U.S. Equal Employment Opportunity Commission has issued guidelines which treat sexual harassment as illegal sex discrimination under the Civil Rights Act of 1964. Stevens agrees with the intent of these guidelines because effective relationships among faculty, staff and students must be based upon mutual respect.

HAZING & INITIATIONS

Hazing and initiations are absolutely prohibited by Stevens Institute of Technology and by the Department of Physical Education, Athletics and Recreation. Further, hazing is against the law in New Jersey. These acts are defined as any behavior that is physically, emotionally or psychologically abusive to an individual or selected group of individuals for the purpose of gaining entrance or acceptance into an established group. An individual's consent to hazing or initiation is not a defense for the behavior. Any team, group or individual that engages in this behavior will be subject to serious sanctions by the university and the Department of Athletics. These sanctions range from university probation and suspension from athletic contests to expulsion from the team and/or the university.

RECRUITMENT HOST POLICIES

Student-athletes who serve as recruitment hosts are responsible for the health and well-being of all recruits for the duration of their visit to campus. All hosts and high school athletes visiting the campus are required to sign a contract that serves as a commitment to follow this policy. The student-athletes' coach will distribute and insure that the contract is completed each time.

INTRAMURAL POLICY

Any individual who was listed on a varsity team roster or practiced with the team as of the first regular-season contest shall not be eligible to participate in intramural play in the same sport dur-

ing the same academic year. In addition, student-athletes who are practicing with the team but not competing are ineligible to participate in intramurals in that same sport.

TRAVEL POLICY

Family members or friends are not allowed to travel with the team without special permission from the athletic director. Student-athletes are expected to travel to and from an away athletic contest with their team. A special transportation waiver, which is available in the Athletic Department main office (Room 401), must be signed by the student-athlete for any exceptions. This exception will be made for student-athletes traveling with family members only!

COOPERATIVE EDUCATION PROGRAM

The cooperative education program is an academically focused program which provides students with progressive industry-based experiential learning opportunities. The process allows for the integration of curriculum-based engineering and scientific principles with industry applications to accelerate and inspire intellectual, personal and professional development.

FACILITY REGULATIONS

CAPTAINS' PRACTICE

Captains' practices are not allowed at Stevens. Varsity athletes may reserve a designated athletic/recreational facility from time to time but the reservation can never be held for only members of a varsity team. The reservation must always be open to all members of the Stevens community.

LOCKER ROOMS

A number of Stevens' athletic teams have the privilege of using a locker room during the season. It should be made clear that this is indeed a privilege and behavior in the locker room should reflect this. Student-athletes should never be in their locker room when the facility is closed except for a scheduled practice or contest nor should any non-team member ever be allowed in the locker room. Locker room decorations and paraphernalia should always be in good taste and must be completely removed when the locker room is vacated after the season. The locker rooms should also be kept in good condition at all times because they are shared by visiting teams throughout the year. Any damages to the facility will be assessed to the team's fundraising account or the individual(s) responsible for the damage. Please note that abuse of any of these policies can result in expulsion of individual team members or an entire squad from a locker room.

FACILITY HOURS (SUBJECT TO CHANGE)**Hours of operation are as follows:****Schaefer Center:**

Monday - Friday: 8:00 a.m. to 11:00 p.m.

Saturday: 9:00 a.m. to 9:00 p.m.

Sunday: Noon to 11:00 p.m.

Fitness Center:

Monday, Wednesday & Friday: 6:00 a.m. to 10:30 p.m.

Tuesday & Thursday: 8:00 a.m. to 10:30 p.m.

Saturday: 9:00 a.m. to 8:30 p.m.

Sunday: Noon to 10:30 p.m.

Basketball/Racquetball/Squash Courts:

Monday - Friday: 8:00 a.m. to 10:45 p.m.

Saturday: 9:00 a.m. to 8:45 p.m.

Sunday: Noon to 10:45 p.m.

Holidays - Building is CLOSED

Thanksgiving: Wed., Nov. 24 - Sun., Nov. 28

Christmas: Wed., Dec. 23 - Sun., Jan. 2

Easter: Sun., April 24

Independence Day: Mon., July 4

EQUIPMENT ROOM

The following policies and procedures apply to the issuing of uniforms, practice gear, and athletic equipment to all Stevens athletes and the daily operations of the Stevens equipment room:

1. The equipment room will be open during designated hours on a daily basis, Monday through Friday. A schedule will be posted at the beginning of each semester. All equipment needs must be addressed during designated hours unless special arrangements are made with the equipment manager.

2. Equipment will be distributed to each team by appointment only. Appointments will be made by each team's head coach and a member of each team's coaching staff must be present when equipment and uniforms are distributed. If an athlete is unable to attend, the coach must notify the equipment manager and the student must schedule a personal appointment. Student-athletes who do not make an appointment will not be issued gear. Each athlete must sign an equipment contract, which holds them accountable for the equipment that has been issued.

3. The return of all equipment will also be done as a team and a member of the coaching staff must be present. Student accounts will be charged for equipment that is not returned.

4. Practice gear will be laundered on a daily basis if requested by the team. The head coach will make arrangements with the equipment manager in terms of setting up a washing schedule.

STRENGTH AND CONDITIONING

Stevens is only one of a few NCAA Division III institutions in the nation to establish a private strength and conditioning training facility for exclusive use by its varsity athletes. Year-round strength and conditioning programs for each sport are devised through consultations between the sport's head coach and the head strength and conditioning coach. Instruction on safe and proper

techniques for using training equipment is given to all athletes. Student-athletes are expected to adhere to the appropriate program designed specifically for them during their in-season competition. If there is a problem or concern regarding an athlete's strength and conditioning program, discuss it with the head strength and conditioning coach. It is a pleasure to work out in a clean facility. Upon entering the weight room, please check your shoes for mud and dirt. Proper workout clothes should include a T-shirt, shorts, sweats, socks and clean, tied shoes. Street clothes, hats, and cleated shoes are not permitted.

The following rules apply to the Stevens varsity weight room:

1. Only varsity student-athletes are permitted to use the weight room.
2. It is suggested you follow a program and record work-out content.
3. Move weights from the racks to the bar only. Do not set them on the floor or lean them against equipment.
4. Strip all bars immediately after use. Return dumbbells to the rack in proper order.
5. Food, drink, gum, tobacco, and toothpicks are not permitted (plastic water bottles only).
6. Horseplay will not be tolerated.
7. Lifters are required to use collars.
9. No excessively loud vulgar music is to be played on the stereo.
10. The strength and conditioning coach is not responsible for holding personal items.
11. No equipment or bags allowed on the weight room floor.
12. Notify supervisor immediately if an injury occurs.
13. Report machine problems to the strength and conditioning coach immediately.
14. Failure to follow these policies could result in loss of weight room privileges.

PHYSICAL EDUCATION REQUIREMENTS

1. All Stevens students must complete four PE courses for non-academic credit.
2. The PE requirement must be completed by the end of the sixth semester at Stevens.
3. Participation in varsity sports can be used to satisfy up to three credits of the PE requirement. You **MUST** take ONE traditional PE course such as golf, tennis, squash, etc.
4. Students are encouraged to take additional PE classes beyond the requirement.

TEAM ASSESSMENTS

All varsity teams will have an opportunity to meet with their respective team administrators to complete a survey to describe their experience as a Stevens student-athlete in 2010-11. The primary goal of the Department of Athletics is to ensure that all student-athletes develop a wide-range of skills that will prepare them well for life after college.

Your feedback is critical in this process!!

Stevens Institute of Technology Office of Sports Medicine

I. MISSION STATEMENT

The primary objective of the Sports Medicine staff at Stevens Institute of Technology is to provide the highest quality protection of the health and welfare of our student-athlete population. This is accomplished first through risk management and prevention of athletic injury, and second through the recognition, evaluation, first aid, emergency care, management and rehabilitation of injuries. In addition, the Sports Medicine staff strives to ensure that our student-athletes will be provided with the proper direction and counseling in all areas of physical and mental well-being.

II. SPORTS MEDICINE PERSONNEL

The Office of Sports Medicine consists of our team physicians and certified athletic trainers.

Dr. Sammy Masri

Primary Care Team Physician
(201) 261-2000

Dr. Michael Gross

Orthopedic Team Physician
(201) 343-2277 or (201) 358-0707

Alison Bewalder, ATC

Head Athletic Trainer
Office: (201) 216-5695
Cell: (201) 694-2031

Nicole Seib, ATC

Assistant Athletic Trainer
Office: (201) 216-5695
Cell: (201) 705-8050

Christie Switek, ATC

Assistant Athletic Trainer
Office: (201) 216-5695
Cell: (201) 705-2327

All staff athletic trainers are board certified by the National Athletic Trainers' Association Board of Certification, licensed by the State of New Jersey Board of Medical Examiners, and hold current adult CPR and AED certifications.

III. HOURS OF OPERATION

The Office of Sports Medicine will be open during the following hours:

Monday - Friday: Noon to end of last practice

Saturday/Sunday: During all practices and competitions

Early afternoon hours are reserved for injury evaluations and rehabilitation on an appointment basis.

The Office of Sports Medicine will be locked in the absence of a Sports Medicine staff member. Only ice may be used in the absence of a Sports Medicine staff member. At no time should any person other than a certified athletic trainer use any other treatment modality.

IV. MEDICAL ELIGIBILITY

All medical forms must be completed and returned to the Office of Sports Medicine before practice begins. **Student-athletes will not be allowed to participate and athletic equipment will not be issued until the necessary forms are completed including questionnaires, authorization forms, insurance forms, and the institution's entrance physical.**

In order for a student-athlete to be eligible for athletic participation, he/she must complete the following information:

1. Entrance Physical Exam/Immunization Records

Before a pre-participation physical exam can be administered through Stevens Athletics, the student-athlete's private physician must perform a complete physical. In order for the physical to be valid, the form must be signed and dated by the physician and include all necessary immunization records.

2. Medical History Questionnaire and Update

The Medical History Questionnaire allows the Sports Medicine staff to become familiar with the student-athlete's entire medical history. All questions should be answered to the best of the student-athlete's ability. If a student-athlete is currently under the care of a physician, the physician's name, address, and phone number should be listed. All current medications should be listed.

3. Treatment Consent Form

The Treatment Consent Form states that the student-athlete consents to treatment of injury or illness by the Sports Medicine Staff, and/or other qualified medical professionals.

4. Authorization/Consent for Release of Health Information

In accordance with the Health Insurance Portability Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA) of 1974, this form gives authorization/consent for the disclosure of protected health information between the sports medicine staff and other healthcare professionals, as well as insurance companies, for the treatment of injuries or illness and for payment of claims. A copy of our privacy practices will be distributed with these forms.

5. Athletic Insurance Forms

It is extremely important that all insurance forms that are mailed to all student-athletes during the summer are accurately completed and on file in the Office of Sports Medicine before the start of the fall semester. This will enable the Sports Medicine staff to provide emergency treatment as quickly and efficiently as possible.

6. Walk-On Candidates/Open Tryouts

In order for a student to be an eligible walk-on tryout candidate, he/she must have completed an entrance physical with his/her primary physician, must show documentation of complete immunization history, must show proof of health insurance coverage, and must complete all the documentation listed above. **Note:** Any walk-on candidate who has been under a physician's care for an injury in the past twelve (12) months, or has seen a physician for a medical illness in the past twelve (12) months, will be required to obtain a written clearance from the treating physician prior to participation. Should the student-athlete be added to the team roster, he/she must complete the remaining requirements for medical eligibility. Should an injury occur while trying out for a team, the institution will provide secondary insurance coverage.

V. GENERAL POLICY: INJURY/ILLNESS

Medical care and facilities are available to all student-athletes who are on a current roster. Medical services will be provided to student-athletes for **athletic related injuries that occur during participation on a Stevens Institute of Technology varsity team.** To ensure proper and immediate medical care, all injuries must be reported to the Office of Sports Medicine within 24 hours. If a referral to a physician is deemed necessary, the student-athlete must follow the policy of his/her insurance plan, and complete and sign an injury/insurance claim form. The Stevens Institute of Technology Department of Athletics will provide secondary insurance coverage for sports related injuries. Please consult Section VIII for complete details about the insurance policies.

VI. AUTHORIZATION FOR SERVICES

A certified athletic trainer (ATC) will evaluate and document all athletic injuries. Based on the evaluation, the ATC will determine the appropriate treatment and rehabilitation programs for all athletic injuries, including referral to appropriate medical professionals.

An appointment with the team physician, an internal medicine specialist, or other specialist, may be made at the discretion of the Sports Medicine staff. The Sports Medicine staff has a written directory of medical specialists and facilities. Student-athletes may also choose to make an appointment with their family physician provided that a member of the Sports Medicine staff is informed, however, student-athletes are highly encouraged to be seen by the team physician. A student-athlete may not make an appointment with a doctor or get a prescription without the knowledge or pre-approval of the Sports Medicine staff. **The student-athlete will be financially responsible for any appointments, procedures, tests, treatments or prescriptions, which are not first approved by the Sports Medicine staff.** The student-athlete is required to obtain a written clearance from the treating physician prior to returning to athletics. The Sports Medicine staff will make every effort to arrange transportation to appointments for student-athletes.

A student-athlete with symptoms related to illness will be screened and scheduled an appointment with our primary care

team physician. Dr. Masri will be on campus every other Monday from 10 a.m. -12 p.m. to see student-athletes. A student-athlete may make his/her own appointment with health services. Both the student-athlete and health services must inform the Sports Medicine staff of the visit and any restrictions related to athletic participation.

Any student-athlete who has been evaluated at an emergency room must have a follow-up appointment with the team physician (or other medical specialist) before returning to participation if deemed necessary by the Head Athletic Trainer.

In accordance with federal guidelines, parents, the Director of Athletics, and coaches will be notified as soon as possible if any student-athlete is admitted to a hospital and/or if surgery is necessary. Every attempt will be made to follow the student-athlete's primary insurance policy, but never at the expense of the care that the student-athlete should receive.

Dental Care: Student-athletes who sustain an injury to *sound natural teeth* while participating in an official practice or game will be covered under the secondary insurance policy. Normal dental care and extractions not directly related to an athletic injury shall be the responsibility of the student-athlete. Please consult Section VIII for complete details about the insurance policies.

Non-Championship Season: Student-athletes will be covered by the secondary insurance policy for only those injuries that occur during supervised intercollegiate athletic participation. Please consult Section VIII for complete details about the insurance policies.

Medication: At no time will staff certified athletic trainers dispense prescription medication. Staff certified athletic trainers may hold previously prescribed medications (typically epi-pens and inhalers) for individual student-athletes with whom they are working.

VII. TREATMENT & REHABILITATION

After an injury has been evaluated, the student-athlete will receive a treatment/rehabilitation program. Both programs work on an appointment schedule. It is the responsibility of the student-athlete to schedule treatment/rehabilitation time around his/her class and practice schedule and to keep the appointment. Failure to show up for treatment/rehabilitation appointments can result in a delay in recovery and return to play. Rehabilitation will only be conducted during practice time if approved by the coach and ATC. The student-athlete is required to continue his/her treatment/rehabilitation until a member of the sports medicine staff approves completion of the program.

VIII. INSURANCE POLICY

Stevens has selected University Health Plans (UHP) to provide a student health insurance plan from August 19, 2010 to August 18, 2011. This will be our fourth year with UHP as their performance in terms of value and customer service justified renewing with them. For 2007-08, the plan has been upgraded to further reduce

out-of-pocket costs. In addition, students can purchase on a voluntary basis a catastrophic health insurance benefit which begins coverage where the standard plan ends. This memo addresses state and federal mandates, the online procedure for waiving coverage, a Plan brochure, premiums, the Optional Catastrophic Benefit, and optional Dental fall insurance.

New Jersey law mandates that all full-time students have health insurance. Students are automatically enrolled in the insurance plan and a premium for coverage is added to their tuition bill unless proof of comparable coverage is furnished. While all students are **STRONGLY ENCOURAGED** to subscribe to the Stevens insurance, those who have comparable insurance coverage can waive the student plan online at www.universityhealthplans.com and selecting **Stevens Institute of Technology**.

The deadline to process a waiver is September 23, 2009. If you choose to waive the coverage, we recommend doing so as soon as possible. Waivers must be submitted online. No paper forms will be accepted. Students who waive the plan online will be able to print out a confirmation of their waiver request. If full-time students do not submit a waiver by the deadline, they will be automatically enrolled in the plan.

A brochure describing the Plan in detail, including a Schedule of Benefits, can be found at www.universityhealthplans.com and selecting **Stevens Institute of Technology**. **For most undergraduates, including those with F1 visas, the annual premium is \$463.** Coverage is also available for spouses and children of undergraduates and for J-Visa Holders/Exchange Visitors and their dependents. Those rates can be found on the UHP web site.

We recommend that undergraduates enroll in the student insurance plan. Purchasing the student insurance program assures access to local care, eliminates pre-authorization from family insurance companies, and reduces paperwork for students. Many families find it cost-effective and convenient to be enrolled in both the student plan and their family insurance plan. Varsity athletes are especially encouraged to purchase the Plan since it is coordinated with NCAA mandated injury coverage.

Students with no other health insurance coverage should consider purchasing the "Optional Catastrophic Benefit." This benefit, at a cost of \$300, expands coverage from a maximum of \$27,000 to \$227,000 and is purchased directly from UHP. A description of the benefit and enrollment information is available on the UHP web site.

In addition to the health insurance program, Stevens is pleased to offer our students and their dependents a **Dental Insurance Plan (DeltaCare)**. You may enroll in this plan on a voluntary basis. The online enrollment form, plan benefit highlights, and a list of network dentists can be found at the Stevens link on the UHP web site.

Should you have any questions about the online waiver process, benefits, and voluntary plans please contact

University Health Plans at 1-800-437-6448.

IX. CATASTROPHIC INSURANCE

Stevens Institute of Technology athletics has catastrophic medical coverage through the NCAA Health Insurance Plan. The NCAA policy covers an injury that is the result of participation in inter-collegiate athletics and the medical cost exceeds \$65,000.

X. SPORTS MEDICINE RULES

1. Student-athletes must be dressed appropriately (T-shirt, shorts, sandals) and **must shower before treatment. Bring the necessary items for showering and clean clothes to change into after practice.** Practice shoes are not to be worn in the athletic training room.
2. All personal belongings should be left in the locker room or against the wall in the hallway.
3. All treatments are to be prescribed and monitored by a staff certified athletic trainer.
4. Student-athletes requiring any treatments for injuries should make a concerted effort to be in the athletic training room **one hour before practice and two hours before contests.**
5. Student-athletes requiring taping and padding should make a concerted effort to be in the athletic training room **30 minutes before practice and 1 1/2 hours before contests.**
6. After receiving medical care, all student-athletes must sign the injury log book.
7. Student-athletes are not permitted to use the phones for personal calls, or use the staff's desks and computers.
8. Use of proper language is always required and expected.
9. All tobacco products are strictly prohibited.
10. Food and drinks other than water is nor permitted.



2010-11 STEVENS ATHLETIC HIGHLIGHTS

- * Finished year ranked 38th in NACDA Director's Cup (best-ever)**
 - * Seven Conference Champions**
 - * 18 All-Americans including four first-teamers**
 - * Five conference Players of the Year**
 - * Five conference Rookies of the Year**
 - * 76 All-Conference selections**
 - * Eight CoSIDA Academic All-District selections**
- * Three CoSIDA/ESPN The Magazine Academic All-Americans**
 - * 13 different teams received Academic Squad honors**
 - * Two teams reached the Sweet 16 of the NCAA's**
- * Women's fencing was the top team in NCAA Division III**
 - * The average team cumulative GPA is a 3.145**

