



# **HANDBOOK OF THE WISCONSIN COLLEGIATE CONFERENCE**

## **Containing the CONSTITUTION, BYLAWS and OPERATING CODE**

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## **PURPOSE OF THE WISCONSIN COLLEGIATE CONFERENCE**

The educational development of the participating student athletes is the primary concern.

To that end, the purpose of this organization shall be:

1. To ensure that intercollegiate athletics is an integral part of the college under control of those responsible for the administration of the institution
2. To promote and coordinate intercollegiate athletics for the member colleges.
3. To ensure that equal emphasis is given to men's and women's sports by fairly and equitably distributing athletic opportunities and resources to all athletes and teams.
4. To maintain fair play and sportslike behavior within competitive events so that the concomitant educational values of those experiences are emphasized.
5. To conduct activities approved by the governing bodies of the Conference.

## **Equity in Athletics Disclosure Act**

The Equity in Athletics Disclosure Act requires co-educational institutions of postsecondary education that participate in a Title IV, federal student financial assistance program, and have an intercollegiate athletic program, to prepare an annual report to the Department of Education on athletic participation, staffing, and revenues and expenses, by men's and women's teams. The Department will use this information in preparing its required report to the Congress on gender equity in intercollegiate athletics.

**Equity in athletics data is now available on the web at:** <http://ope.ed.gov/athletics>. This site provides data from thousands of colleges and universities in a convenient searchable form.

# **WISCONSIN COLLEGIATE CONFERENCE CONSTITUTION**

## **Article I. Organization and Procedure**

### **Section 1. Membership and Representation**

Membership in the Wisconsin Collegiate Conference shall be restricted to the campuses of the University of Wisconsin Colleges. These campuses exist primarily for the educational purposes stated for the UW Colleges in the University Board of Regents document entitled, "Mission of the University of Wisconsin System". Athletics play an important role in that educational mission.

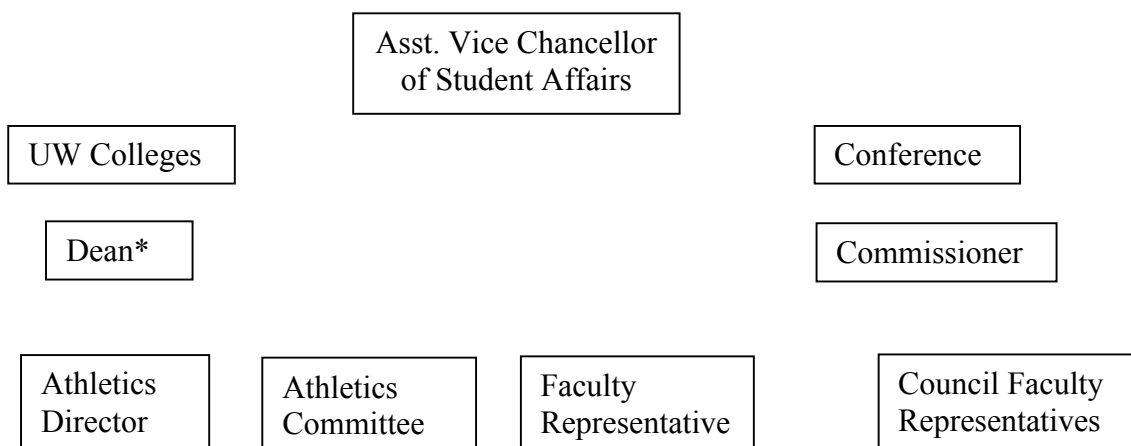
Section 36.09(4), Wisconsin Statutes, states that the faculty shall have the "primary responsibility for academic and educational activities". Moreover, national athletic associations mandate that athletics must be directly under the aegis of the faculty. The Wisconsin Collegiate Conference is the vehicle to coordinate the intercollegiate athletic programs of the UW Colleges and to accomplish the basic principle of faculty primary responsibility.

Each of the campuses comprising the conference is entitled to one faculty representative and one vote. Each representative will be elected by the Collegium or the Collegiums' designated committee to serve for a two-year term and must be a faculty or academic staff member who does not receive pay primarily for services connected with athletics or the Department of Health and Exercise Science.

To insure student input into the conduct of athletics and the Wisconsin Collegiate Conference, each member campus shall establish an athletic committee, or functional equivalent thereof, having students represented in its membership. The faculty representative of each campus shall be a member of that campus committee. The athletics director, as campus administrator of the intercollegiate program, shall be an ex officio member of the campus committee on athletics, with voting or nonvoting status as determined by the local College Collegium.

In keeping with the principles of faculty responsibility for the educational endeavor of the University of Wisconsin Colleges, the legislative authority in the conference resides in a council of faculty representatives. Any action by the directors of athletics or the commission may be reviewed and revised by the council.

Having affirmed the principles of faculty control and student representation, the Wisconsin Collegiate Conference recognizes that as an integral part of the education enterprise of the Wisconsin Colleges, it is subject to all statutes and policies pertaining to the institution. Further, it shall be responsive to the needs and objectives of the individual campuses and the administration of the UW Colleges. The following chart represents the organizational relationships of the Wisconsin Collegiate Conference with the University of Wisconsin Colleges and is not intended to describe in detail the procedures at individual campuses.



The Dean maintains an advisory relationship with the faculty representative on matters regarding the position taken by the faculty representative at the conference level.

## **Section 2. Separation of Operating Functions**

The functioning of the conference falls naturally into two parts: (1) the making of rules and regulations, a legislative function; (2) the administration and enforcement of those rules and regulations and of the activities of the conference generally, an administrative and executive function.

The faculty representatives have the legislative authority, though as pointed out below, they may delegate that authority within certain areas to the directors of athletics.

The directors of athletics, together with the commissioner, constitute the administrative organization directing the athletic programs on their campuses under the legislation of the conference.

## **Section 3. Legislation**

Legislative authority over membership in the conference and eligibility for competition in intercollegiate athletics is reserved exclusively to the faculty representatives.

A majority of the representatives present shall be sufficient to pass new legislation which will become operative in sixty days provided there is no protest made of it by a member school within that time interval. During the 60-day interval, such legislation must be submitted to the athletic committee or faculty of each member school for approval. If, within the 60-day period, one or more of the schools reject such legislation and have notified the other member schools through the commissioner to that effect, that legislation must be considered at the next regular meeting, and if passed again, becomes operative from the time of the second passage. Any action by the faculty representatives that involves merely internal administrative duties is not considered a measure within the scope of the above regulations.

#### **Section 4. Administration**

Responsibility for the enforcement of conference legislation rests with athletic directors functioning, however, in large measure through the commissioner.

The lines separating areas of responsibility and authority cannot be sharply drawn. Each group should be mindful of the interests and functions of the others and will not only seek advice and suggestions from the others, but will give them sympathetic consideration.

### **ARTICLE II. FACULTY REPRESENTATIVES**

#### **Section 1. Officers**

Chair            The faculty representatives shall elect a chair at the spring meeting.

Secretary       The commissioner is ex officio secretary without voting power.

#### **Section 2. Meetings**

Two regular meetings are held each year, one in the fall and one in the spring. Notification of these meetings should be given 30 days in advance. It is recommended that faculty representatives meet approximately six weeks after the athletic directors' meeting.

At the special request of three members, the chair shall call a special meeting. The chair may call a special meeting on his/her own motion, as may the commissioner.

Minutes of all meetings of the faculty representatives shall be made available promptly to the chancellor, deans, faculty representatives, the commissioner and athletic directors. An annual report shall be prepared by the commissioner which shall include expenditures of the conference.

#### **Section 3. Quorum**

A majority of the membership shall constitute a quorum for the transaction of business.

#### **Section 4. Legislative Procedures**

A majority vote of the membership present is sufficient to pass any measure.

Any of the conference rules may be suspended until the next called meeting by a mail vote showing a majority of affirmative votes from the faculty representatives. The vote is to be taken by the commissioner when requested by the chair of the faculty representatives, three faculty representatives, or the commissioner's office.



## **Section 5. Reinstatements**

The faculty representatives will not entertain applications or motions for a reinstatement to eligibility unless the case involved has been investigated and reported upon to them by the commissioner.

## **Section 6. Standing Committees**

There shall be a standing Committee on Eligibility and a standing Committee on Agenda and Rules elected by the faculty representatives from their membership.

The Committee on Eligibility shall consist of three members. The commissioner shall be an ex officio nonvoting member of the committee. The committee has final jurisdiction, subject only to the vote of the faculty representatives as a whole, in matters affecting the status of conference athletes under the rules of eligibility, which matters may be submitted to the committee only by a faculty representative or by the commissioner. When a case to be considered involves the eligibility of an athlete at a campus whose representative is a member of the committee, it shall be the duty of the committee chair to advise the chair of the faculty representatives of this fact and the chair of the faculty representatives shall appoint another representative to act as a member of the committee in such particular case.

On the basis of information in the hands of the Committee on Eligibility suggesting a strong probability of the ineligibility of any conference athlete, that the athlete be withheld from competition until satisfactory proof is obtained establishing his/her eligibility.

The Committee on Eligibility is required to submit annually to the faculty representatives, in writing, reports of all its action, which reports shall become part of the minutes.

The Committee on Eligibility is authorized, between meetings of the conference, to review cases of sufficient urgency that, by conference regulations require the action of all faculty representatives, and to submit such cases, together with its recommendation, to the faculty representatives for a vote by mail.

The Committee on Agenda and Rules shall consist of three members. The commissioner shall be an ex officio nonvoting member of this committee. This committee shall solicit the faculty representatives for items to appear on the agenda of the next meeting of the faculty representatives, prepare and circulate the agenda for the meeting, study the rules and regulations, and upon request of a representative, prepare the wording of a proposed measure and present it to the faculty representatives together with any recommendations the committee may care to make.

## **ARTICLE III. DIRECTORS OF ATHLETICS**

### **Section 1. Officers**

Chair	The directors of athletics shall elect a chair at the spring meeting for a two year term.
Secretary	The commissioner of athletics is ex officio secretary without voting power.

### **Section 2. Meetings**

Two regular meetings are held each year, one in the fall and one in the spring.

At the request of three or more members, the chair shall call a special meeting. The chair may call a special meeting on his own motion, as may the commissioner.

Minutes of all meetings of the directors of athletics shall be made available promptly to the Chancellor, deans, commissioner, faculty representatives and athletic directors.

### **Section 3. Quorum**

A majority of the membership shall constitute a quorum for the transaction of business.

## **ARTICLE IV. COMMISSIONER OF ATHLETICS**

### **Section 1. Election and Terms of Employment**

The conference employs an office known as the “Commissioner of Athletics.”

When a vacancy in the office of Commissioner occurs, a committee composed of the chairperson of the Department of Health and Exercise Science (convener) and two members of the Department Executive Committee, the Chair of the Faculty Athletic Representatives (or his/her Designee) and one additional Faculty Athletic Representative will screen applications and forward a recommendation to the Asst. Chancellor of Student Affairs.

The Commissioners position will be a 20% Administrative Program Manager 1 Appointment from August 15 – June 15. The position will report to the Asst. Chancellor of Student Affairs. Evaluation of performance will be conducted in consultation with the Executive Committee of the Department of Health and Exercise Science annually. (Approved Faculty Reps April 8, 2009)

## **Section 2. Institutional Assessments**

An annual conference budget will be prepared by the commissioner with the assistance of the directors of athletics and presented to the faculty representatives for approval.

UW Colleges administration provides funding for the conference office to cover the cost of the conference budget. In case of insufficient funds to meet expenses in any one year, the commissioner may make special assessments if necessary with the approval of the faculty representatives.

## **Section 3. Duties**

The commissioner's duties shall be:

1. To serve as the chief administrative officer of the Wisconsin Collegiate Conference.
2. To serve as the principal enforcement officer of the conference rules and regulations.
3. To serve as secretary-treasurer.
4. To serve as an ex officio nonvoting member of the faculty representatives and directors of athletics, and of all special and ad hoc committees unless otherwise specified.
5. To study the problems of the conference and give advice and guidance to the members in the solution of those problems, promoting the general welfare of the conference at all times.
6. To conduct, through the press, radio, television, periodicals, meetings and the general service of his/her office, a continuous educational program looking toward the development of scholarship, sportsmanship, and understanding of the values of competitive athletics, and exert all reasonable effort to acquaint the public with the ethics and high ideals which motivate the conference in its conduct of intercollegiate athletics.
7. To issue the call for meetings and on his/her own motion, call special meetings of the faculty representatives and the directors of athletics.
8. To enforce and interpret rules of eligibility and provide copies of his/her decisions to the faculty representatives and directors of athletics upon request or at the spring meeting.
9. To perform administrative duties, which include:
  - a. Keeping of the minutes of the directors of athletics and the faculty representatives.
  - b. Purchasing and distribution of rule books and awards.
  - c. Serving as a member (ex officio and nonvoting) in all coaches' groups and assistance in the preparation of schedules in all sports.
  - d. Serving as a liaison between the conference and representatives of the news media.
  - e. Maintaining and distributing historical and statistical records.
  - f. Maintaining a compilation of precedents and interpretations of conference rules and regulations.
  - g. Preparing and distributing reporting forms required by the conference.
  - h. Arranging for the meetings of the faculty representatives and directors of athletics and the distributing of all minutes setting forth actions of these groups.
10. To perform such other duties as the faculty representatives or directors of athletics may direct and which are approved by the Asst. Chancellor of Student Affairs of the UW-Colleges.

## ARTICLE V. PENALTY AND APPEAL PROCEDURES

A faculty representative or a director of athletics may request like officials at another member campus to investigate within their campus alleged violations of conference rules. As a principle of conference policy it is recommended that such requests be made and the answers considered prior to the lodging of formal complaints with the conference office.

The commissioner shall receive and investigate reports of alleged violations of the conference rules of eligibility and regulations. Complaints must be detailed in writing, endorsed by both the faculty representative and the director of athletics and submitted to the commissioner only through the faculty representative or the director.

The commissioner shall be the principal enforcement officer of the conference rules and regulations. He/she shall, upon the request of the director of athletics or faculty representative of any member campus showing reasonable grounds therefore, or upon his/her own initiative, make such investigations as may be necessary to determine whether there has been a violation.

If such investigation reveals that a violation may exist, he/she shall inform the dean, the faculty representative, and the director of athletics of the member campus involved, and affords an opportunity to be heard. If after a hearing, or failure of such campus to appear for a hearing, he/she concludes there is a violation, he/she is empowered to impose penalties as provided below:

1. The offending campus or staff member may be reprimanded (private or public) and warned against repetition of the offense.
2. A student or prospective student in violation of any regulation printed herein will be declared ineligible. The term of ineligibility may be determined by the commissioner unless specified elsewhere.
3. The campus may be placed on probation for a period of one to three years.
4. The campus may be declared ineligible for post-season events.
5. The campus may be denied the right to schedule games with other conference members in the sport in which the violation occurred. This action shall be subject to the approval of the conference.
6. Severance of athletic relations with the offending campus may be ordered. This action shall be subject to the approval of the conference.
7. The commissioner shall report promptly by mail in writing to the Provost, deans, faculty representatives, and the directors of athletics of the member campuses all impositions of reprimands and penalties.
8. Public announcement of reprimands or penalties imposed by the commissioner may be made only after the campus involved has been notified and after the expiration of the period in which appeals may be made.

Member campuses may request rulings or opinions from the commissioner as to whether or not a proposed course of conduct or action by the campus will constitute a violation of the rules, regulations and agreements.

## WISCONSIN COLLEGIATE CONFERENCE

### **Regulations and Agreements Governing the Conduct of Athletics**

#### **A. General Regulations**

##### **1. Recognized Sports**

Member campuses administering any activity as a formal sport shall apply thereto conference regulations, agreements and rules of eligibility.

##### **2. Playing Rules**

- a. Playing rules of the conference shall be followed in all sports where such rules are published.
- b. Rule interpretations and modifications recommended by the conference coaches shall be subject to the approval of athletic directors.
- c. Athletic Directors make every effort to reschedule a canceled scheduled event, if for whatever reason this is not possible, than the AD's of each team involved must agree on determining a forfeit. If there is no agreement, than the WCC Commissioner of Athletics will determine a no-contest or forfeit.

##### **3. Schedules**

- a. All dual contests and all conference meets shall be scheduled upon such dates as will not conflict with the schedule of examination periods (must be approved by dean).
- b. No games will be permitted during closed periods or study periods and any mandatory practices are prohibited.
- c. Athletic competition on Sunday is discouraged. A contest may be rescheduled on Sunday if it is canceled due to inclement weather or unforeseen circumstances.
- d. All conference games scheduled should be completed. Should inclement weather prevent playing of a scheduled game, it should be rescheduled for a later date.

4. Medical Examinations

- a. All members of all athletic teams must have a medical examination and be cleared for competition by a medical doctor. A minimum of one physical examination shall be required for each student athlete for two years of competition. Third year athlete must have an updated medical examination form.
- b. If a medical examination is required by the university upon admittance to the university, it will suffice if all questions on the medical blank are filled out by a medical doctor. These medical reports must be checked and medical eligibility lists furnished by each institution before players are allowed to practice or play games.

5. Eligibility Report

The completed conference eligibility form shall be sent to the commissioner's office by the specific dates listed below. Schools among whom schedules for competition in athletics have been made shall exchange squad rosters for the teams to compete in such contests.

- a. Golf - Forms must be postmarked or e-mailed on or before the first regularly scheduled contest or twenty-one (21) calendar days after the beginning of the fall semester.
- b. Soccer - Forms must be postmarked or e-mailed on or before the first regularly scheduled contest or twenty-one (21) calendar days after the beginning of the fall semester.
- c. Basketball - Forms must be postmarked or e-mailed on or before the first regularly scheduled game each semester.
- d. Women's volleyball - Forms must be postmarked or e-mailed on or before the first regularly scheduled contest or twenty-one (21) calendar days after the beginning of the fall term.
- e. Tennis - Forms must be postmarked or e-mailed by April 15.
- f. The eligibility form shall include the following:
  - 1) Full name
  - 2) Date of high school graduation
  - 3) Date of initial college enrollment
  - 4) Transfer information
  - 5) Number of credits earned
  - 6) Grade point average
  - 7) Number of credits for the current registration

- 8) Number of seasons of participation
- 9) Date of physical examination
- 10) Athletic Directors shall include the Student-Athlete Tracking form for transfer students with their Eligibility Forms
- 11) Players can be added to the Eligibility Form up to and including the last regularly scheduled event or by the Commissioners action.

6. Failure to Comply with Eligibility Dates

- 1. Any campus which submits an eligibility form past the deadline may forfeit all games played prior to the postmarked or faxed date.
- 2. Late submission may also result in the loss of participation in postseason events.

7. False Statements

Any athlete who in registering has falsified his statements as to eligibility or professionalism shall be ineligible for further competition in this conference and games already played in which the ineligible athlete has participated shall be forfeited to the opposing team.

8. Participation

Participation in the conference shall be limited to male vs. male athletes and female vs. female athletes. Female athletes are allowed participation versus male athletes in non-contact sports (golf, tennis and soccer).

9. Limitation of Contests

The following are the maximum number of contests that conference schools may participate in during any one season:

- a. Basketball - 24 games excluding post-season play
- b. Golf - 10 dates excluding post-season play
- c. Tennis - 10 dates excluding post-season play
- d. Soccer - 15 dates excluding post-season play
- e. Volleyball - 15 dates excluding post-season play

**Note:** The above limitations exclude alumni events and scrimmages. A scrimmage is defined as any event in which uniforms are not worn, scores and/or statistics are not recorded and the event is not publicized in any manner.

10. Forfeiture Policies

Athletic Directors make every effort to reschedule a canceled scheduled event, if for whatever reason this is not possible, than the AD's of each team involved must agree on determining a forfeit. If there is no agreement, than the WCC Commissioner of Athletics will determine a no-contest or forfeit.

11. Conduct

Members of athletic teams are representatives of their institutions and the Wisconsin Collegiate Conference and must govern their conduct and actions to be a credit to their institution and the conference.

12. Officials for Athletic Contests

Qualified officials should officiate at all contests. Wherever possible, use officials with college officiating experience (at least W.I.A.A. certified). Names of officials for an athletic contest should be sent to opposing coaches at least one month before the start of the season. Should any coach object to an assigned official, that official should be replaced. The decisions of officials in all contests shall be final.

13. Notice of Protests

Written detailed reports should be made giving the reasons for a protest. Protest of games because of the use of an ineligible player will be accepted when discovery of the use of the ineligible player is made.

14. Penalty for the Use of Ineligible Player

Any team using an ineligible player, according to the rules as set forth by the conference; will forfeit those contests in which the ineligible athlete participates.

15. Faculty Supervision at Athletic Contests

A coach or a designated representative of the campus approved by the dean must accompany each team to all athletic contests.

16. Determining Divisional Conference Championships

- a. The conference men's basketball divisional championship shall be determined by the best winning percentage in each division at the end of the regular season.
- b. The conference women's basketball championship shall be determined by the best winning percentage at the end of the regular season.



- c. The conference soccer champion will be the team with the best record at seasons end.
- d. The conference women's volleyball divisional championship shall be determined by the best winning percentage in each division at the end of the regular season.

17. Determining Conference Tournament Championship

- a. The finals for the men's and women's basketball tournament will be held on the last weekend of February. The first tournament play will be on the third Saturday of February. The last regular season game will be played no later than Wednesday prior to tournament play.

Men Basketball – Teams in each division will be seeded by winning percentage for tournament play. All teams must play home and away schedules within their division.

Eastern division Quarter final pairings: (#1 seed will have a first round bye, #2 vs #7, #3 vs #6 and #4 vs #5).

Western division Quarter final pairings: (#1 seed and #2 seed will have first round bye, #3 vs #6 and #4 vs #5).

Women Basketball – The WCC Tournament is organized into one division with seeding by winning percentage. Tournament will be organized based on number of teams participating. All teams must play home and away schedules.

Soccer - The top eight teams will play off for the WCC State Soccer championship". Eight teams included in play-offs with the first round games played on Saturday prior of championship week, second round games played preferably on Thursday, and the championship on Saturday.

- 1) The higher ranked teams will have home field. 1 vs. 8, 2 vs.7, 4 vs. 5, 3 vs. 6.
- 2) The highest seeded team will host the WCC Championship tournament game, with a starting time of 1:00 p.m.

Women's Volleyball – All participating teams will compete in a Tournament Championship via pool play. The top two teams in each pool will advance to the semi final play to determine a tournament champion.

- b. State Championships in all other sports shall be determined by a State Championship meet (Golf & Tennis).

18. Guidelines on Recruitment of Athletes

- a. No member of the Wisconsin Collegiate Conference may give financial assistance, i.e., scholarships or grants, to athletes outside the State of Wisconsin financial aids program with the exception that athletes are eligible for local College foundation scholarships that are open to all students based upon academic achievement, leadership and similar qualifications.
- b. Recruitment of out-of-state students, primarily for athletic purposes, is discouraged.
- c. 128 funds shall not be used for the recruitment of student athletes who are ineligible for Wisconsin resident tuition.
- d. The penalty for violation of these rules shall be ineligibility of the violating campus for conference championships in that sport for one year from the date of the infraction.

19. Sponsoring Conference Championships

A minimum of five (5) member campuses shall sponsor a sport to qualify that sport for championship status in the conference.

There must be a minimum of three teams to qualify women's golf for championship status in the conference.

For all WCC Conference sports, if there is a tie for Divisional First Place, a co-championship is awarded.

## B. Eligibility Rules

1. A player must be a bona fide student of the institution which he represents.
2. A player must be enrolled in courses which total nine credits per semester. A minimum of six (6) credits must come from courses with a regular campus designation, and a minimum of nine (9) credits must be within the UW System. One course may be by a UW System correspondence course or a UW System On-line course and normal progress in such a course must be shown during the semester.
3. A player must have a minimum cumulative grade point average of 1.75 after the first semester of attendance to be eligible for competition. Thereafter, a player must maintain a cumulative G.P.A. of at least 2.00 to be eligible. Any student dropping below the required grade point average will become ineligible two weeks prior to the first day of classes of the second semester. Note that ALL classes, including non-degree credit courses, are counted when calculating athletic eligibility.
  - a. The GPA requirement for eligibility to participate in athletics shall be waived until the student has attempted a minimum of six credits as a UW Colleges student.
  - b. If a period of three years or more has passed since the student was previously enrolled as a UW Colleges student, only credits earned after that period shall be used to determine if the GPA eligibility requirement for athletic participation has been satisfied.

### THIRD YEAR OF ELIGIBILITY

- c. For a third year of eligibility, a student must have received passing grades in classes totaling a minimum of 36 credits, prior to the semester of participation. In addition, the student must meet with an advisor to discuss selection for the third year. (The Athletic Director must receive the completed WCC Third Year Eligibility form from the student after meeting with the advisor).
4.
  - a. Continuing students who become eligible for competition at the end of the first semester become eligible for the second semester two weeks prior to the first day of classes of the second semester.
  - b. New freshman or transfer students registered for the second semester become eligible for participation two weeks prior to the first day of classes provided they have not participated in a regular scheduled athlete contest in the same sport during the same academic year.

- c. Students who receive suspension notice following their first semester of work due to campus academic rules become ineligible two weeks prior to the first day of classes of the second semester. They may become eligible after this time only by their appeal being upheld by the appropriate campus Academic Actions Committee.
- 5.
  - a. A player may participate three seasons in golf, soccer, tennis, and volleyball. The player participating in basketball is allowed a total of six semesters of eligibility. The player may not play more than three first or three second semesters within the Wisconsin Collegiate Conference,
  - b. Participation in any fraction of any regularly scheduled contest during the collegiate year shall constitute one season or semester of participation in that sport. Participation includes entry into an athletic contest and does not include dressing for such an event.
  - c. Students may be granted additional competition for reasons of “hardship” which is defined as their incapacity resulting from injury, illness or emergency beyond the control of the student. (Reference page 18 #13).
  - d. All decisions on hardships shall be referred to the Eligibility Committee. It is strongly recommended that the Campus Faculty Representative be consulted before an appeal is sent to the Commissioner.
  - e. No player may receive more than three conference awards in any one sport.
  - f. Previous intercollegiate participation at any institution of Higher Learning in a given sport will count toward eligibility in that sport within the Wisconsin Collegiate Conference
- 6.
  - a. All transfer students from outside the WCC shall be considered initially eligible, assuming the student has no UW College course work of record during the previous three years.
  - b. Transfer students with UW College course work during the previous three years, must use their UW College cumulative grade point average for eligibility requirements.
  - c. Transfer students who satisfy the eligibility requirements are eligible provided they have not participated in a regularly scheduled athletic contest in the same sport during the same academic year.
- 7. All student athletes (men and women) shall be required to meet the same eligibility requirements in any sport in which coeducational participation is permitted.

**NOTE:** BAAS Students with eligibility remaining can participate in WCC Athletics as long as they meet all other WCC requirements.

8. Amateur Status - Principle of Amateurism and Student Participation

An amateur student-athlete is one who engages in athletics for physical, mental, social and educational benefits he/she derives therefrom, and to whom athletics is an avocation. One who takes or has taken pay, or has accepted the promise of pay, in any form for participation in athletics, or has directly or indirectly used his athletic skill for pay in any form, shall not be eligible for intercollegiate athletics, it being understood that a student-athlete may accept scholarships or educational grants-in-aid from his/her institution provided such aid is not in conflict with governing legislation of this conference.

Compensation paid to a student-athlete for work performed not only must be commensurate with the going rate in that locality for services of like character, but also must be given for services actually performed and not for services expected or promised to be performed that never in fact are performed. Such compensation may not include any remuneration for value or utility which the student-athlete may have for the employer because of the publicity, reputation, fame, or personal following the student-athlete has obtained because of his/her athletic ability.

A student-athlete may receive reasonable compensation for supervision of physical education, playground or recreational activities not involving extra pay for coaching. The student-athlete also may work in a tennis or golf shop provided he/she does not give instruction for compensation.

Officiating: A student-athlete may officiate when the remunerations are for reasonable expense only.

Professional Standing: An athlete who becomes a professional in one sport will be a professional in that sport only, and thus ineligible for intercollegiate competition in that sport during the time he/she is ruled a professional athlete.

9. Outside Competition During Academic Year

During the season a member of a freshman or varsity team in any sport may not play in that sport on an amateur team which is not connected. The penalty shall be suspension in that sport for one year from the date of enforcement. The student-athlete shall, however, be declared ineligible as of the date of the infraction and all contests in which that person participated after the date of the infraction shall be forfeited.

This shall not apply to persons becoming eligible at the beginning of the second semester.

Official Interpretation: This rule shall not be construed to prohibit (1) a student's participation in the intramural program of his institution; (2) student's participation as an unattached individual at his/her own expense whether or not that occurs during the season (tennis, golf, cross country); (3) participation in Olympic or Pan-American games or their regular designated trials; (4) student-athlete's participation in high school alumni activities.

10. No student shall play in any game under an assumed name.

11. Part-Time Student Participation

- a. The student must attend that same UW College at least one academic year as a part-time student prior to participation, passing at least 12 credit hours with a cumulative G.P.A. of 2.00 or better.
- b. During each term of participation, the student must carry at least 6 credit hours at the same UW College.
- c. Prior to a second season of participation in any sport, the student must pass a minimum of 24 credit hours with a cumulative G.P.A. of 2.00 or higher.
- d. A student who withdraws to less than 6 credit hours becomes immediately ineligible.
- e. UW-Colleges which apply for this provision of the rules, must submit a transcript to the WCC Commissioner to establish the eligibility of the student.

12. Transgender Student Athlete Participation

- a. The Wisconsin Collegiate Conference (WCC) will follow the policies and procedures set forth by the National Collegiate Athletic Association (NCAA) with issues, questions, and concerns surrounding transgender student-athletes.

13. Hardship

Hardship is defined as an incapacity resulting from a season-ending injury or illness that occurred. If the season-ending injury or illness occurs when the student-athlete has not competed in more than one-third of the team's contest or dates of competition, the student may request an extension of eligibility in that sport proving the following condition are met:

- A. The student participated in not more than one third of the team's contests during the season.
- B. The faculty representative and athletic director of that campus certify that the competitions to be forgiven were the only competitions experienced during the season in question.

NOTE: In Basketball, a semester extension may be granted if hardship occurs during the first one-third of the contests of that semester.

- C. The petition for waiver shall be certified by a physician to the effect that the injury prevented further practice or play for the remainder of the season and includes the following:
  - 1. Date of injury.
  - 2. Anatomical diagnosis of the injury.
  - 3. Treatment prescribed.
  - 4. Medical reasons for terminating further competition that season.

**NOTE:** All decisions on hardship shall be referred to the eligibility Committee through the Commissioner. The Faculty Representative is to be consulted before an appeal is sent to the Commissioner.

## WISCONSIN COLLEGIATE CONFERENCE

### Student – Athlete Code of Conduct

The Wisconsin Collegiate Conference provides opportunities for students attending its member schools to participate in intercollegiate athletic contests. This is a service provided by member schools for the overall benefit of the students. Participation is therefore a privilege available to students, not a right. As such, it is imperative that the students choosing to participate in intercollegiate athletics represent the member schools in a positive manner that helps to maintain or improve the image of the member schools within their respective communities. In keeping with that goal, the following items make up the code of conduct that student-athletes are expected to follow.

1. The main objective for student-athletes in the WCC is to obtain a quality education that will provide opportunities in the future. Accordingly, student-athletes are expected to maintain a high scholastic average and display leadership in classroom attendance and participation.
2. The WCC eligibility standards will dictate the academic requirement necessary for participation. A student-athlete must carry a minimum of 9 credits and maintain a GPA of 1.75 for the first semester and a cumulative GPA of at least 2.00 for each semester thereafter.
3. Trash talking in any manner including profanity, obscene, racial, or sexual language or gestures, and physical or verbal assault have no part in an athletic program and will not be tolerated. The coach for the individual is responsible to uphold a zero tolerance policy.
4. Attention to dress and grooming will be stressed. Team members will be expected to keep themselves and their attire clean and neat at all times, but especially when representing their school away from campus. The individual coach shall make the ultimate decision as to whether the particular grooming of athletes is in interference to their best performance or that of fellow athletes.
5. Each coach and/or Athletic Director will determine policies regarding attendance at practice, protocol for game days. There will be no use of tobacco products, drinking of alcoholic beverages, or use of illegal drugs in connection with any varsity athletic event. This includes travel, overnight, and at the contest. Conference sponsored events, along with all intercollegiate competition is covered by these rules. As stated in the Student Rights and Regulations handbook, “Violation of these provisions by a student may lead to the imposition of a disciplinary sanction, up to and including suspension or expulsion under s. UWS 17.03(1)(b), Wis. Adm. Code.”
6. Student-athletes are expected to take pride in their team, their coaching staff, their campus and their community. It is expected that student-athletes will be team oriented and will strive for the success of the team over individual success.

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Signature of Student-Athlete

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Date



## **WISCONSIN COLLEGIATE CONFERENCE**

### **Individual Sports**

#### **Men's Basketball**

- A. The conference schedule shall consist of home and away games with each team in their own division.
- B. The schedule shall be made at the spring meeting one year in advance. No games shall be scheduled the week of the championship game/tournament.
- C. All-Conference Team
  - 1. At the end of the season, coaches will select an "All-Conference Team". Each coach will submit to the commissioner's office names and a summary of achievements of those players whom he considered worthy candidates for the honor. The total list from all coaches will then be voted upon.
  - 2. Coaches vote for players from their division only. They may not vote for their own players. Voting should be done on a weighted point basis from number ten for the best candidate and down to number one for the last man voted for. The five players from each division receiving the most points will make up the All-Conference first team, five (5) for the Second Team and five (5) Honorable Mention based on the ranking for 1 to 15.
  - 3. "All-Conference" awards will be given to the ten players making the first team. (5 - First Team awards in each division)
  - 4. "Player of the Year" and "Coach of the Year" will be selected in each division.
- D. The NCAA rules shall govern basketball games at all conference schools including the official basketball.
- E. Any player ejected from a game must sit out the next regularly scheduled game.
- F. The home team will wear light jerseys and the visiting team will wear dark jerseys. Other arrangements may be made by mutual agreement.
- G. Preliminary basketball games shall be terminated at least thirty minutes before starting time of the second game. (Any change in this time schedule must be agreed upon by both coaches.)
- H. The visiting team shall be provided fifteen (15) bench seats.

- I. Basketball practice starts on the Monday after the conclusion of the fall sports schedule. The season ends on the date of the championship game or as approved by the Faculty Athletic Representatives.
- J. It is recommended that the travel squad be limited to fifteen (15) members of the official school party for any game.
- K. It is strongly recommended that the scorer and timer at all basketball games be trained, preferably at least one faculty member, regularly designated for such duties. Computer stats must be provided by the host school if not available the host school must provide a video of the complete game.
- L. When schools are hosting both a women's and men's game, on the same date during the week, a uniform start time of 5:30 p.m. for the first game followed with a 7:30 p.m. for the second game. A single weekday or tournament game will start at 7:00 p.m. Weekend game time scheduled with agreement of the Athletic Directors.
- M. Wisconsin Collegiate State Championship Play-Off
  - 1. The Wisconsin Collegiate Conference basketball champion shall be determined by a State Tournament.

**West**

Baraboo  
Barron  
Marathon  
Marshfield  
Richland  
Rock

**East**

Fond du Lac  
Fox Valley  
Manitowoc  
Marinette  
Sheboygan  
Washington  
Waukesha

- 2. The championship tournament shall be played on the last weekend in February. The first tournament play will be on the third Saturday in February. The last regular season game be played no later then Wednesday prior to tournament play.

Tournament format - Teams in each division will be seeded by Divisional Record.

Eastern division Quarter final pairings: (#1 seed will have a first round bye, #2 vs #7, #3 vs #6 and #4 vs #5).

Western division Quarter final pairings: (#1 seed and #2 seed will have first round bye, #3 vs #6 and #4 vs #5).

**Note:** Division Cross-over scheduling for the Semi-Finals Men's Tournament will occur.

3. Procedures for tie-breakers within the Men's divisions to determine seeding
  - a. Teams with best overall division record
  - b. Head – to – Head record
  - c. Record against all divisional team starting at top ranked seed and down
  - d. Winning percentage against all two year schools
  - e. If still tied, coin flip by WCC Commissioner to determine seeding
  - f. Highest seeded team to host
4. The starting time for all play-off games will be 1:00 p.m. and 3:00 p.m. if both men and women are playing at the same site. If only one team is scheduled the start time will be 2:00 p.m.
5. Officials should be contracted by the hosting Athletic Director in consultation with the WCC Commissioner and paid by the host team.
6. Play-off games shall be played on regulation high school or college courts.
7. Time schedule for Basketball Tournament starting 2012-2013 season
  - 1:00 p.m. – Second highest seeded Women's team
  - 3:00 p.m. – Highest seeded Women's Team
  - 6:00 p.m. – Highest seeded Western Division Men's Team
  - 8:00 p.m. – Highest seeded Eastern Division Men's Team
  - 12:00 pm – Women's Final Championship
  - 2:30 p.m. – Men's Final Championship (or 20 minutes after a clear court)

**NOTE:** Above time format to alternate each year. If the host campus Women's and Men's teams are in the Tournament, they will be placed in the 3:00 p.m. and 8:00 p.m. game times.

**NOTE:** Any team that drops their program and not all teams are able to play them, cannot be counted in their Conference record, but will count in overall record.

## **Women's Basketball**

- A. The conference schedule shall consist of a home and away game scheduled with each team in the Conference.
- B. The schedule shall be made at the spring meeting one year in advance.
- C. NCAA women's basketball rules shall govern basketball games at conference sites.
- D. Any player ejected from a game must sit out the next regularly scheduled game.
- E. An NCAA approved basketball shall be used for conference games. Home team will furnish the game ball.
- F. The home team will wear light jerseys and visiting team will wear dark jerseys unless both coaches agree upon other arrangements.
- G. The season shall begin on the Monday after the conclusion of the fall sports schedule and be completed at the end of tournament play in which that team participates.
- H. Wisconsin Collegiate State Championship

- 1. The Wisconsin Collegiate Conference State basketball champion shall be the team with the best regular season winning percentage.

Barron	Marshfield
Fond du Lac	Richland
Fox Valley	Rock
Manitowoc	Washington
Marathon	Waukesha
Marinette	

- 2. The WCC State Championship Tournament shall be played the last weekend in February.

Tournament format –

Tournament will be organized based on number of teams participating.  
All teams must play home and away schedules.

### Tie Breaking Procedures within the Women's Conference to determine seeding

1. Team with best overall Conference record.
  2. Teams with best record in head to head competition
  3. Record against all WCC teams starting at top ranked seed and down
  4. Winning percentage against all two-year schools
  5. If still tied, flip of a coin by the WCC Commissioner to determine seeding
  6. Highest seeded team host game
- 
3. The starting times for all play-off games will be 1:00 p.m. and 3:00 p.m. if both men and women are playing at the same site. If only one team is scheduled the start time will be 2:00 p.m.
  4. Officials should be contracted by the hosting Athletic Director in consultation with the WCC Commissioner and paid by the host team.
  5. Play-off games shall be played on regulation high school or college courts.
  6. Time schedule for WCC State Basketball Tournament starting 2014-2015 season

1:00 p.m. – Second highest seeded Women's Team

3:00 p.m. – Highest seeded Women's Team

6:00 p.m. – Highest seeded Western Division Men's Team

8:00 p.m. – Highest seeded Eastern Division Men's Team

12:00 pm – Women's Final Championship

2:30 p.m. – Men's Final Championship (or 20 minutes after a clear court)

**NOTE:** Above time format to alternate each year. If the Host Campus Women's and Men's teams are in the Tournament, they will be placed in the 3:00 p.m. and 8:00 p.m. game times.

**NOTE:** Any team that drops their program and not all teams are able to play them, cannot be counted in their Conference record, but will count in overall record.

- I. It is recommended that the travel squad be limited to fifteen (15) members of the official school party for each game.

J. All-Conference Team:

1. At the end of the season, coaches will select an “All-Conference team”. Each coach will submit their nominations to the commissioner’s office including the names and summary of achievements of those players whom they consider worthy candidates for the honor.
- 2 Coaches may not vote for their own players and will cast their votes for players in their own division. For the purpose of determining All-Conference women’s Basketball selection, the women’s teams be placed into East/West Divisions (determined by the men’s division structure) with the following breakdown:
  - Five (5) First Team (East & West)
  - Five (5) Second Team (East & West)
  - Honorable Mention – five (5) collectively
3. Player of the Year will be the individual with the highest vote total in each division.
4. Coach of the Year will be selected by the basketball coaches in each division.

## **Golf**

### **A. Dual Matches/Invitational Matches**

1. Line-up of players according to rank or ability will be exchanged by coaches before play starts.
2. A team shall consist of five players. This number can be modified by mutual agreement of the coaches.
3. Coaches will agree on the number of holes to be played. A minimum of 18 holes should be played unless weather or darkness prevents play.
4. Meets may be scored by using rules for either stroke play or match play.
  - a. If stroke play is used, a team shall consist of five players and the four lowest scorers will count toward the team total or as agreed to by the coaches.
  - b. If match play is used, the scoring system should be agreed to prior to tee-off time by the respective coaches of the teams involved in the contest.
  - c. Results of all dual matches should be sent to the commissioner's office.
5. The use of electronic devices/range finders in WCC golf matches and tournaments will be allowed. Players must share the reading from spot where they stand and are not to roam to each player's ball for reading.

### **B. WCC State Tournament**

1. A team shall consist of five players. The best scores of four players will count toward the championship. Campuses unable to field a full team may enter individual golfers who may qualify for individual honors.
2. Women's teams shall consist of three players. The best scores of two players will count toward the championship. There must be three teams in order to conduct a championship for women. Campuses unable to field a full team may enter individual golfers who may qualify for individual honors.
3. Coaches will submit a ranking of average scores of their players by Monday of the week of the tournament to the tournament referee.
4. Pairings should insure not more than two members from each team in a foursome and never more than one member from each team in a threesome.
5. Stroke - 36 holes - best four out of five scores for each day will be counted to determine the team championship.

6. Players will abide by the official USGA and local golf rules.
  7. There shall be a minimum of 18 holes. There may be a warm-up of nine holes prior to official starting time.
- C. The golf season begins on the third Monday in August and ends with the completion of tournament play.
  - D. All players shall use the same tee areas unless there are separate divisions for men and women.
  - E. The All-Conference Team shall be the first five finishers in the conference tournament. The second five finishers shall be designated as second team all-conference. Certificates shall be provided to the five First Team all-Conference members. As well as, Second Team All-Conference members.
  - F. The medalist would receive Player of the Year certificate.
  - G. The coach of the State Championship team shall be designated as the “Coach of the Year.”



## Co-ed Soccer

- A. The conference schedule shall consist of one game with each conference team. The teams are as follows:

UW-Baraboo	UW-Rock
UW-Fond du Lac	UW-Sheboygan
UW- Fox Valley	UW-Washington
UW- Marathon	UW-Waukesha

- B. Each coach shall e-mail a legible copy of the game results immediately after the contest to the commissioner's office.
- C. All-Conference Team – At the end of the season, each coach will send in to the Commissioner the names of his players he feels deserve consideration for all conference honors. A coach may nominate any number of qualified players up to a maximum of five players. Each coach will vote on those players, ranking them according to ability in his opinion, 11-10-9-8, etc. to 1. Each coach shall vote for 11 players. The top 11 will be the all conference first team. The next 11 will be placed on the all conference second team. Any remaining players who receive points will be on the honorable mention team. A player's name must appear on a minimum of three ballots in order to be eligible for selection to the WCC first or second team. The player's nomination by his/her coach is considered one ballot. Players named on fewer than three ballots are automatically placed on the honorable mention team.
- D. Player of the Year and Coach of the Year will be selected when All Conference selections are made determined by most votes.
- E. The annual soccer coaches' meeting will be held via WisLine, or as otherwise directed by the conference office.
- F. NCAA soccer rules will govern play with the exception of free substitution conditions. The official time will be kept by the officials on the field.
- G. All officials should be either NISOA registered, or have attended a soccer clinic, or have been trained in some acceptable way. They must be aware of the NCAA rules and interpretations and that these are the rules under which we play. It is the responsibility of the home coach to arrange for the competent officiating of games.
- H. The soccer season begins on the third Monday in August and ends with the completion of tournament play. The WCC allows second semester (Spring Term) contact between coach and players in an organized fashion sponsored by the Campus up to 20 hours.
- I. There is no limit on the number of players who may dress and participate under free substitution rules.
- J. The host institution has the option of using diagonal officiating (one referee and two line judges) or dual officiating (two referees) for home soccer games.

**Note:** If diagonal officiating is used, it is the responsibility of the host institution to see that the line judges are trained and qualified.

- K. An official soccer ball of top quality should be used in all conference games. It is recommended that three game balls be available at the field.
- L. The home team will wear light colors and the away team dark, unless an agreement to the contrary has been established by the two teams involved.
- M. It is recommended that a scorer, timer, line judge and ball boys be provided by the home team.
- N. The hand shake procedure is to occur before contest.
- O. Overtime protocol: If after 2 ten minute overtime periods the score is still tied, the game shall be recorded as a tie. A point system will be instituted with 3 points awarded for a win, 1 point for a tie, and 0 points for a loss.
- P. Soccer format:
  - 1. Play each WCC team one time.
  - 2. Team with the best record is the “WCC Conference Champion.”
    - a. Tie Breaker Procedure.
      - 1) Head-to-head results.
      - 2) Goals against for season long conference games only.
      - 3) Goal differential among teams involved in a tie to determine #1, then home and home results to determine #2 and #3 if necessary. (Goal Differential = total number of goal made subtracted by goal against).
  - 5. Top eight teams will play for the WCC State Tournament Championship.
  - 6. The highest seeded team will host the WCC State Championship game with a starting time of 1:00 p.m.

Q. Conference soccer awards.

1. WCC Champion – large plaque.
2. WCC State Tournament Champion – large plaque.
3. WCC State Tournament Runner-up – division plaque.
4. A sports like conduct award based on coaches submission of the top 3 teams ranked in point value 5 – 3 – 1.
5. Offensive and Defensive MVP will be chosen from the first team All-Conference selection. (Coaches are to identify offensive and defensive players).

R. A suspended game will only be completed if it has an effect of first place. The following criteria shall govern such games:

1. Games suspended up to the first 15 minutes of the first half: restart game but score stands.
2. Games suspended after first 15 minutes but before half time: game resumes at that point and score stands.
3. Games suspended at half time: play second half and score stands.
4. Games suspended in first 15 minutes of second half: replay all of second half and score stands. If game has no effect on first place the game will be declared complete and score will stand.
5. Game suspended after 15 minutes of second half: game will be considered complete and score will stand.

## **Tennis**

### **A. Dual Matches**

1. USTA rules will be adhered to unless otherwise agreed upon by the coaches involved in the matches.
2. Line up of players according to rank or ability will be exchanged by coaches before play starts. Number one players will play against each other; number two players will play against each other, etc.
3. There will be six singles matches and three doubles matches in a men's team match or any modification by mutual agreement of coaches. There will be 4 singles and 2 doubles in a women's match.
4. The team winning the most number of matches will win the dual match.
5. Each win will count one point.
6. Results of all dual matches should be mailed to the conference office.
7. All matches shall be the best of three sets or pro-sets as agreed upon by the coaches.

### **B. State Tournament (Men and Women)**

1. USTA rules will be adhered to unless otherwise agreed upon by the coaches.
2. The conference championships shall be played in six divisions in singles and three divisions in doubles for men, and four singles and two doubles for women.
3. Two players will be seeded whenever possible. Should there be three or four outstanding players in a division, those who are not seeded will be placed in opposite brackets to insure the best players meeting in the semi-finals.
4. The winner and the runner-up in divisions one of the singles and the doubles shall be considered the individual and the doubles champions and runner-up, respectively, of the State Tournament.
5. The team championship shall be determined by the total number of points won by the players of each team represented. Each match won by a singles player or doubles team shall count one point, except that a bye will count one point if a player wins his next match. (Teams earn one point for winning Play-in).
6. Byes will be determined proportionally depending upon the number of teams entered.

7. To be eligible for the men's team championship, teams must have a minimum of four singles players and two doubles teams (full team is 6 singles and 3 doubles).
  8. To be eligible for the women's team championship, teams must have a minimum of three singles players and one doubles team (full team is 4 singles and 2 doubles).
  9. All matches shall be two of three sets with 4 point no add scoring for all games.
  10. Coaches will submit their entries for the tournament by a given date as determined by the commissioners's office.
  11. Players will be listed according to their ranking. Number 1 - best, number 2 - second best, etc.
  12. With the approval of the tournament director and prior to the start of the tournament, a half point per win in the consolation tournament on the first day only will count towards team scores. This format will be decided on a year-to-year basis.
- C. The tennis season begins on March 1 and ends at the end of the spring semester.
- D. The coaches of the championship teams in both men's and women's tournament shall be named "Coach of the Year".
- E. The winner in each flight of the men's and women's tennis championship tournament (singles and doubles) shall be named to the all-conference tennis team. The Champion and Runner up for men and women's in singles and doubles will receive medals.
- F. Ties in the WCC Tennis State Tournament

If two teams tie for 1<sup>st</sup> place in tennis, each team will be designated Co-Champion

Note: Men's and Women's teams scored separately.

## **Women's Volleyball**

- A. The season shall begin on the third Monday in August ends with the completion of tournament play.
- B. The maximum number of contests in women's volleyball shall be 15 dates excluding the conference tournament.
- C. The WCC utilized NJCAA approved volleyballs, regardless of color format.
- D. The WCC volleyball match start times to be 6:00 p.m. or as agreed upon by Athletic Directors.
- E. NCAA volleyball rules shall govern contests between conference schools and the conference tournament.
- F. Every school must provide two line judges, with flags, at scheduled matches. All line judges should wear tennis shoes during the season and at the state tournament.
- G. Require that all schools submit Divisional result forms at the half way and final scheduled matches prior to the State tournament.
- H. WCC volleyball will be played in divisions.

### **EAST**

UW-Fond du Lac  
UW-Fox Valley  
UW-Manitowoc  
UW-Marinette  
UW-Sheboygan  
UW-Washington  
UW-Waukesha

### **WEST**

UW-Baraboo  
UW-Barron  
UW-Marathon  
UW-Marshfield  
UW-Richland  
UW-Rock

## WCC VOLLEYBALL ROTATION

### EVEN YEARS

#### WESTERN DIVISION

Baraboo  
vs Marathon  
vs Marshfield  
vs Richland

@ Barron  
@ Rock

Barron  
vs Baraboo  
vs Marathon  
vs Richland

@ Marshfield  
@ Rock

Marathon  
vs Marshfield  
vs Richland

@Baraboo  
@ Barron  
@ Rock

Marshfield  
vs Barron  
vs Rock

@ Baraboo  
@ Marathon  
@ Richland

Richland  
vs Marshfield  
vs Rock

@ Baraboo  
@ Barron  
@ Marathon

Rock  
vs Baraboo  
vs Barron  
vs Marathon

@ Marshfield  
@ Richland

#### EASTERN DIVISION

FDL  
vs Manitowoc  
vs Sheboygan  
vs Waukesha

@ Fox  
@ Marinette  
@ Washington

Fox  
vs FDL  
vs Marinette  
vs Sheboygan

@ Manitowoc  
@ Washington  
@ Waukesha

Manitowoc  
vs Fox  
vs Sheboygan  
vs Waukesha

@ FDL  
@ Marinette  
@ Washington

Marinette  
vs FDL  
vs Manitowoc  
vs Washington

@ Fox  
@ Sheboygan  
@ Waukesha

Sheboygan  
vs Marinette  
vs Washington  
vs Waukesha

@ FDL  
@ Fox  
@ Manitowoc

Washington  
vs FDL  
vs Fox  
vs Manitowoc

@ Marinette  
@ Sheboygan  
@ Waukesha

Waukesha  
vs Fox  
vs Marinette  
vs Washington

@ FDL  
@ Manitowoc  
@ Sheboygan

## I. WCC State Tournament Play

- a. The Commissioner or designee can then identify which teams are #1 and #2 in their division to be drawn for pool play at the coach's meeting.
  - b. The Commissioner would also determine which teams are in the bottom two in each division. Those teams will be drawn from a hat at the coach's meeting for pool determination.
  - c. The remaining teams would then be drawn for the remaining slots in each pool.
3. Each team in a pool will play teams in that pool two games to twenty-five points.
4. The two teams with the best record in each pool at the end of the round-robin shall advance to the semi-finals.
5. In case of a first place tie, head to head between tied teams, defensive points against, then a flip of a coin.
6. In case of ties for second in a division, there will be a one game play-off to 25 points.
7. The team with the best record in one pool will play the team with the second-best record in the other pool. Semi-finals and finals will be 25 point games, best two-out-of-three games.
8. Each team must bring one qualified student volunteer to the tournament and if not they must contact the tournament director five days in advance of the tournament. The team will be charged for additional cost for salary and lodging for said service.
9. If a team is scheduled for line judging and does not show up, that team starts the next set with a 10 point deficit.
10. The Commissioner or a designated chair will be present to run the coaches meeting.
11. The WCC State Volleyball Tournament to have the Coach's Meeting starting at 10:00 a.m. with play starting at approximately 12 Noon. (as determine by facility use)



J. Ties in Tournament Play

1. In determining ties for 1<sup>st</sup> place in tournament play, the following procedure will be used.
  - a. Head to Head
  - b. Defensive points against tied teams
  - c. Flip of the coin
2. In determining ties for 2<sup>nd</sup> place in tournament play, a one game play-off to 25 points.

K. All-Conference Team Selections:

1. At the end of the season, coaches will select an All-Conference Volleyball Team for their own Division. The six (6) players from each division receiving the most points will make up the All-Conference First Team and the next six (6) for the Second Team.
2. Each coach will submit names and a summary of achievements of those players whom they consider worthy candidates up to 4 nominations per school.
3. Voting for all conference shall take place at the conference tournament.
4. Coaches cannot vote for their own players.
5. Each coach will vote for eight players per division on a “weighted ballot” - 8 points for first selection, 7 points for second selection, etc.
6. “Coach of the Year” shall be selected by the volleyball coaches in each division when voting for the All-Conference team at the conclusion of the conference tournament.
7. The player in each Division receiving the most votes in the balloting for All-Conference shall be named “Player of the Year”.
8. The setter in each Division receiving the most votes shall be named “Setter of the Year.” Setter Player needs to be indicated by the coach.
9. The defensive player in each Division receiving the most votes shall be named “Defensive Player of the Year.” Defensive Player needs to be indicated by the coach.

10. Both of the above players (Defensive and Setter of the Year) will be part of the First Team All-Conference to make a team of eight players.

**NOTE:** You will vote for an initial team of 6 with two additional players, one Setter and one Defensive player making a team of eight. The Setter and Defensive players are separate selections from your first six selections. If the coach feels that the Setter or Defensive player should also be a candidate for Player of the Year, that player can also be selected with the first six players as well. If the Setter / Defensive Player is also a hitter and earns Player of the Year, then there will be only 7 players on first team.

L. WCC State All - Tournament Team

- a. The WCC adopts a six (6) person All-Tournament team selected by coaches. Coaches will select players from their own pool with the three highest players from each pool receiving All-Tournament Team honors. Each winner will receive a State All-Tournament Plaque.

M. The conference office shall provide team plaques for the division champions, state conference championship, state runner-up and appropriate all-conference certificates.

N. Costs of the WCC State Volleyball Championship shall be shared equally by all teams participating. Cost of awards provided by the WCC Commissioner.

## **IMPORTANT WCC DATES**

### **Practice Start Dates:**

Fall Sports – Golf – Soccer - Volleyball

Practice (season) may begin on the third Monday of August.

Basketball

Practice may begin the Monday following the conclusion of fall sport schedules

Spring Sports - Tennis

Practice may begin March 1.

### **Eligibility**

The second semester eligibility date is two weeks prior to the first day of second semester classes.

### **Tournaments**

Golf – First Sunday/Monday in October

Soccer – Third weekend in October

Volleyball – Third weekend in October

Basketball – Last weekend in February

Tennis – First or second weekend in May (based on site availability)

### **All - Conference Selection Procedure**

Soccer – nominations at conclusion of regular season schedule with voting to follow.

Volleyball – nominations submitted at the WCC State Tournament with voting done before the conclusion of the tournament.

Golf – N/A

Basketball – Nominations due on the first Saturday of WCC State Tournament play with the voting due the following Thursday.

Tennis – N/A

## SCHOOL COLORS AND MASCOTS

<u>School</u>	<u>Colors</u>	<u>Mascot</u>
Baraboo	Maroon & Gray	Fighting Spirit
Barron	Maroon & White	Chargers
Fond du Lac	Kelly Green & White	Falcons
Fox Valley	Red, White & Black	Cyclones
Manitowoc	Royal Blue & White	Blue Devils
Marathon	Red & White	Huskies
Marinette	Red & White	Buccaneers
Marshfield	Blue & Gold	Marauders
Richland	Royal Blue, White with Red accent	Roadrunners
Rock	Columbia Blue & Red with White accent	Rattlers
Sheboygan	Purple & White	Wombats
Washington	White & Red	Wildcats
Waukesha	Green, Gold & White	Cougars

## AGREEMENTS

The following covers the principles and agreements among the directors of athletics affecting the conduct of all sports.

A. The responsibility of spectator control is vested with the director of athletics of the home institution where the game is being played.

B. Guarantees will be dispensed with. Each team will pay its own expenses and the game expenses will be paid by the home team.

C. The rules and regulations of the conference will govern all athletic contests.

Official rules for the various activities will be followed.

D. Regulations Governing Conference Championship Meets.

1. Sites of conference championships will be determined by facilities available.

2. All medals and trophies will be ordered by the conference office and paid for out of the commissioner's budget. These medals and trophies shall be provided to the Director of Athletics at the host institution prior to the meet.

3. The host school, because of traveling costs, will pay the cost of:

- a. Fees and expenses for meet officials
- b. Grounds and preparations
- c. Dressing room and facilities

4. The meet director of the institution hosting a conference championship will send to the conference office full results of the conference meet for the conference records.
5. The meet director of the institution hosting a conference championship will, at least three weeks in advance of the meeting, notify the other member institutions of the time schedule for the meet, giving details on the meet and on such related items as housing, publicity needs, and shall inform member institutions of the deadline for entries.
6. The host institution shall schedule necessary coaches' meetings and shall inform the other member institutions and the commissioner of the time and place of such meetings.
7. Income from conference tournaments or play-offs shall be retained by the host school.

E. Coaches' Association.

1. The head coaches of each sport constitute a coaches' association. Regular meetings shall be held as follows: soccer coaches in October (Wisline), volleyball coaches in October (Wisline), basketball coaches in February (Wisline), and all other coaches at the time of the conference championship meet.
2. Minutes of all coaches' association meetings shall be made available promptly to the faculty representatives and directors of athletics, and all actions are subject to the approval of either group.

F. Comments on Officiating.

Coaches and officials will refrain from postgame comments on officiating. Any comments, criticisms or complaints of game officials' performance should be directed to the commissioner's office by a written memorandum from the head coach through the director of athletics of the complainant's institution. Such complaints shall not be released to the press or public through any news media.

G. The host school representative will issue results of contests to news media (UP & AP), radio and television.



### **MAX SPARGER SCHOLAR ATHLETE AWARD**

Each year the most outstanding scholar-athlete from each member campus shall be awarded the conference Scholar-Athlete Award, the highest honor achieved by a conference athlete. The award is made to the sophomore exhibiting the greatest combination of performance and achievement in scholarship, athletics and leadership. Each campus will select the award winner and submit the following information to the conference office: Name and major, cumulative grade point average, the sports in which the athlete participated, and his/her standing in school. To be eligible for this award, the student-athlete must have a cumulative grade point average of B or better and must be of sophomore class standing in school.

There are three criteria:

1. Outstanding athletic ability and performance.
2. Outstanding academic application and performance.
3. Outstanding school leadership and citizenship.

The athlete need not necessarily be the finest athlete in the conference, but should certainly be a good one. The person should obviously be a team player, person with courage, persistence, sportsmanship, and an overall feeling for athletics with proper respect for coaches, teammates, opponents and school.

So far as scholarship is concerned, the athlete needs not be a straight "Grade A" scholar, but should be studious, persevering, dedicated, and has supportive academic credentials. This person should be a better than average student, interested in schoolwork, and without serious subject weakness. This athlete should be a person who is appreciated by teachers.

Leadership is more difficult to judge, but certain individuals are outstanding in their social affairs and respected by their friends. This student-athlete should have an interest in many of the aspects of campus life. This individual need not be the president of the class, or the person with the highest marks or most letters, but should be well-respected, and a person whose attitudes and actions are considered to be an example by others.

## **SCHOLASTIC HONOR ROLL**

The purpose of such honor roll is to give encouragement to, and recognition of, superior academic performances by athletes engaged in intercollegiate sports.

Designation for honor roll status is to be determined on the basis of grade-point average attained during an academic year. Any varsity athlete who attains a grade-point average of 3.0 (based on a 4.0 rating basis) for two semesters shall be designated for the honor roll, provided he/she completed a minimum of 24 semester hours during the normal academic year. Each honor roll member shall receive an appropriate scroll of commendation.

## **WCC ACADEMIC TEAMS**

The Conference establish a WCC Academic All Conference award (3.0 GPA) and a WCC Distinguish Academic All Conference award (3.5 GPA) to be recognized each fall and spring semester. The GPA being determined on completion of 12 degree credits or more.

## **ALL CONFERENCE TEAM**

All - Conference teams in men's and women's basketball, women's volleyball, and co-ed soccer shall be selected at the conclusion of the season. The selections shall be made by the coaches. Appropriate awards shall be given to those selected.

## **TEAM CHAMPIONSHIP AWARDS**

- A. Men Basketball - The Conference champion in each division shall receive a division plaque. The WCC State Tournament Champion and runner-up will receive plaques.
- B. Women's Basketball – The Conference champion is the team with the best winning percentage during the season shall receive a plaque. The WCC State Tournament Champion and runner-up will receive plaques.
- C. Golf - A golf certificate will be presented to the first five place winners and a team plaque to both the WCC State championship team and runner-up team. In the event that a separate women's WCC State championship is held, the golf coaches will determine the number of all-conference awards to be made.
- D. Tennis - A tennis medal will be presented to the individual winner in both men's and women's singles and doubles in each flight. A team plaque will be given to the WCC State champion and runner-up in both men's and women's tennis.
- E. Soccer - The Conference champion shall receive a championship plaque. The WCC State champion team shall receive a championship plaque and the runner-up will also receive a plaque.
- F. Volleyball - The WCC State champion winner receives a championship plaque and the runner-up a plaque. Division winners will receive WCC Conference Division plaques.

## **SUGGESTED GUIDELINES FOR SCHOOLS HOSTING CONFERENCE TOURNAMENTS**

### **Tennis**

1. Courts - Minimum of 12 courts.
  - a. Brushes and squeegees should be available in case of rain.
  - b. Nets should be in good shape and of proper height. They should have a center strap if possible.
  - c. Scoreboard or bulletin boards should be available to post results.
  - d. A table and two chairs should be available.
  - e. If no bubbler, water in thermos jugs should be available.
  - f. Courts should be numbered.
2. Host school should:
  - a. Have lockers available. Players should bring their own locks.
  - b. Have towels available. Coach or manager of team is responsible for return of towels.
  - c. Make available complete directions for getting to tennis courts if off campus.
  - d. Have assistants available for any emergencies.
  - e. Have a meeting room available.
  - f. Be prepared to hold the meet on Sunday if weather is a factor.
  - g. Have a gym open where players may meet or relax.
  - h. Have trophy and medals available for presentation at conclusion of tournament.
  - i. Have available 16 team score sheets.
  - j. Handle publicity by making results available to newspapers, radio and TV.
3. Coaches will:
  - a. Send player's list - 1-2-3-4-5-6 singles and 1-2-3 doubles by a certain date. These may be changed before the draw.
  - b. Be available to share in supervising matches on off-campus courts.
  - c. Make sure own players are on time for matches.

### **Golf**

1. Course - 18 hole (approximately 6200-6700 yds.)
  - a. WCC members will be allowed to play the day before or early before tee-off time for practice.
  - b. Eating facilities will be available at the course or very close to the course.
  - c. If possible, shower facilities will be available.



2. Host director will:
  - a. Furnish directions to the course.
  - b. Calculate cost per player for practice and official play.
  - c. Provide tee-off times, placing players of equal ability in foursomes.
  - d. Have result sheets prepared for scoring.
  - e. Have a recorder present when players finish tournament and check to see that score cards are signed.
  - f. Have trophy and medals ready to award winners.
  - g. Furnish news media with results.
  - h. Send complete copies to each school of individual results, team results and medalists.
  - i. Send copies of the above to the commissioner's office.
  - j. Send names and rates of hotels and motels.
  - k. Arrange to have the pro explain local rules and etiquette.
3. Coaches will:
  - a. Instruct their players in the etiquette of golf.
  - b. Make sure their players know the rules.
  - c. Have their players at the tee on time.



## WCC HARDSHIP WAIVER

1. Rule(s) involved in case	
2. Name of athlete	
3. Campus	
4. List schools in order of attendance:	
	Dates
	Dates
	Dates
5. Sports	
6. Chronological sequence by terms of athletic practice and/or competition at all schools attended:	
20__	20__
20__	20__
20__	20__
20__	20__
20__	20__
(Describe what athlete did each semester or quarter after date of first matriculation, such as in school, practiced, competed, injured, not in school, etc.)	
7. Other pertinent information required in particular case is to be attached. (Medical statement required for injury waiver.)	
8. Number of days of practice - before injury _____ after injury	

“The above-named student-athlete was eligible for competition for the period requested to be waived.”

Faculty Representative \_\_\_\_\_ Institution \_\_\_\_\_

Athletic Director \_\_\_\_\_ Date \_\_\_\_\_



**NOMINATION FORM**  
**FOR MERITORIOUS SERVICE AWARD**

Our campus recommends the following individual to be considered as a nominee for the WCC  
"Meritorious Service Award."

**Name**

**Address**

**Supportive Information (years of service, special achievements, etc.)**

**Classification:**

<input type="checkbox"/> Athlete	<input type="checkbox"/> Special Award (Dean, Registrar, Official, etc. - please explain)
<input type="checkbox"/> Coach	
<input type="checkbox"/> Administrator	
<input type="checkbox"/> Other (explain)	

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



**"HOLD HARMLESS AGREEMENT"**

The undersigned hereby acknowledge that he/she understands that participation in any intercollegiate sport at the University of Wisconsin – \_\_\_\_\_ is purely voluntary. The undersigned hereby releases the WCC University of Wisconsin – \_\_\_\_\_, its successors, assigns, officers, agents, and employees from any and all claims demands, and causes of action whatsoever in any way growing out of or resulting from the undersigned student's participation in the activities.

I authorize the University of Wisconsin - \_\_\_\_\_ and its designated representatives to consent, on my behalf, to any emergency medical/hospital care or treatment to be rendered upon the advice of any athletic trainer and/or licensed physician. I agree to be responsible for all necessary charges incurred by any hospitalization or treatment rendered pursuant to this authorization.

\_\_\_\_\_  
Athlete's Name

The undersigned further agrees that he/she understands that many of the activities of such intercollegiate sports involve substantial risk of injury; that the Conference and University does not and may not provide medical insurance covering such injuries and the undersigned has, accordingly, been encouraged and is hereby encouraged to secure adequate insurance protection. **INTERNATIONAL STUDENTS.** International students must purchase available athletic insurance, in addition to the standard health care coverage, at the time they register for classes. They will not be permitted to participate in intercollegiate sport activities (including practices) until the athletic coverage is obtained.

If the undersigned is married and/or a minor, then the signature of the spouse, parent, or guardian appearing in the space indicated below signifies acceptance by said spouse, parent, or guardian that the terms and conditions hereof shall be binding upon them and shall constitute a release by them of any and all claims, demands and causes of action whatsoever which they or any of them may have against the Conference or this institution, its successors, officers, agents or employees as a result of the undersigned student's participation in the activities described.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ - 20 \_\_\_\_\_

Age: \_\_\_\_\_ Married: \_\_\_\_\_

\_\_\_\_\_  
Athlete's Name

\_\_\_\_\_  
Athlete's Signature

\_\_\_\_\_  
Parent or Guardian (if student is minor)  
Spouse (if student is married)

Note: This form must be signed and filed with the Athletic Director prior to Student-Athlete's first practice.



## University of Wisconsin Colleges

### Athletic Medical Certification

The University of Wisconsin Colleges requires that all individuals provide written proof that they are physically qualified to participate in intercollegiate athletics.

.....

I, Doctor \_\_\_\_\_ (Medical Doctor)  
certify that \_\_\_\_\_ is physically  
qualified to participate in intercollegiate athletics for the 20\_\_\_\_ - 20\_\_\_\_  
academic year.

\_\_\_\_\_(Doctor's Signature)

\_\_\_\_\_(Address)

\_\_\_\_\_(Date)

**\*\*Note to Doctor:** The University of Wisconsin assumes that you have recently examined this individual, and that this medical examination is the basis for your certification.



## WISCONSIN COLLEGIATE CONFERENCE

### Student – Athlete Code of Conduct

The Wisconsin Collegiate Conference provides opportunities for students attending its member schools to participate in intercollegiate athletic contests. This is a service provided by member schools for the overall benefit of the students. Participation is therefore a privilege available to students, not a right. As such, it is imperative that the students choosing to participate in intercollegiate athletics represent the member schools in a positive manner that helps to maintain or improve the image of the member schools within their respective communities. In keeping with that goal, the following items make up the code of conduct that student-athletes are expected to follow.

1. The main objective for student-athletes in the WCC is to obtain a quality education that will provide opportunities in the future. Accordingly, student-athletes are expected to maintain a high scholastic average and display leadership in classroom attendance and participation.
2. The WCC eligibility standards will dictate the academic requirement necessary for participation. A student-athlete must carry a minimum of 9 credits and maintain a GPA of 1.75 for the first semester and a cumulative GPA of at least 2.00 for each semester thereafter.
3. Trash talking in any manner including profanity, obscene, racial, or sexual language or gestures, and physical or verbal assault have no part in an athletic program and will not be tolerated. The coach for the individual is responsible to uphold a zero tolerance policy.
4. Attention to dress and grooming will be stressed. Team members will be expected to keep themselves and their attire clean and neat at all times, but especially when representing their school away from campus. The individual coach shall make the ultimate decision as to whether the particular grooming of athletes is in interference to their best performance or that of fellow athletes.
5. Each coach and/or Athletic Director will determine policies regarding attendance at practice, protocol for game days. There will be no use of tobacco products, drinking of alcoholic beverages, or use of illegal drugs in connection with any varsity athletic event. This includes travel, overnight, and at the contest. Conference sponsored events, along with all intercollegiate competition is covered by these rules. As stated in the Student Rights and Regulations handbook, "Violation of these provisions by a student may lead to the imposition of a disciplinary sanction, up to and including suspension or expulsion under s. UWS 17.03(1)(b), Wis. Adm. Code."
6. Student-athletes are expected to take pride in their team, their coaching staff, their campus and their community. It is expected that student-athletes will be team oriented and will strive for the success of the team over individual success.

---

Signature of Student-Athlete

---

Date



## WCC Social Media Policy

As a student athlete in college, you represent the college and are subject to public scrutiny. While social networking on websites such as Facebook, MySpace and Twitter are great ways to communicate, express yourself and connect with others, student-athletes must understand that the information and pictures that they post, or others post about them, may adversely impact their personal safety, reflect poorly on their personal or institutional character, violate WCC or college policy, or undermine their career after college.

Inappropriate conduct on social network websites includes, but is not limited to, comments, depictions or presentations of the following:

- Hazing
- Use of alcohol or drugs
- Defamatory comments, WHETHER EXPRESSED OR IMPLIED, disrespecting a teammate, coach, referee, opponent, administrator, WCC Campus or UW-Colleges.
- nudity
- Sexual conduct
- Obscene gestures

Student athletes,

Exercise extreme caution before posting anything on a social network website. Understand that anything posted online is available to anyone in the world. Failure to comply may result in disciplinary action. Disciplinary action may include but is not limited to:

- Verbal Reprimand
- Written Reprimand
- Restriction of participation
- Restitution
- Dismissal from team
- Dismissal from school

By signing below you affirm that you understand this Social Media Policy and Guidelines for Student-Athletes and the requirements that you must adhere to. Also, you affirm that failure to adhere to this policy and guidelines may result in consequences that include suspension from your athletic team.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_



Student-Athlete's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Advisor's Signature: \_\_\_\_\_

Category	Course Taken	Grade	Credits
<b>Core Requirements</b>			
<b>Writing Competency</b> <i>Must earn a C or better in ENG 102</i>	ENG 102		
<b>Mathematics Competency</b> <i>Must earn a C or better in MAT 108, MAT 110, or MAT 124</i>	<input type="checkbox"/> MAT 108 or <input type="checkbox"/> MAT 110		
<b>Breadth Requirements</b>			
<b>Humanities &amp; Fine Arts (9 credits)</b> <i>Minimum of 9 credits total. At least one HU and one FA required.</i>	HU:		
	FA:		
	HU or FA:		
<b>Natural Science &amp; Math Science (11 credits)</b> <i>Minimum of 11 credits total; must include at least 8 NS credits. Two different NS disciplines required. One Lab Science (LS) required.</i>	NS/LS:		
	NS:		
	NS or MS:		
<b>Social Science (9 credits)</b> <i>Minimum of 9 credits total. Must be from at least <u>TWO</u> different disciplines.</i>	SS:		
	SS:		
	SS:		
<b>Application &amp; Performance (3 credits)</b> <i>Minimum of 3 credits total.</i>	AP:		
<b>Ethnic Studies</b>	ES:		
<b>Interdisciplinary Studies</b>	IS:		
<i>At least one course must be taken with an ES designation and one course with an IS designation.</i>	<i>These courses may be used to satisfy other breadth requirements, but the credits are only counted once toward the degree.</i>		
<b>Additional courses and Electives (EL) taken to bring total degree credits to 60:</b>			
<i>Students are encouraged to take courses that relate to an AAS emphasis and/or are required for their major/program at their next institution.</i>			
<i>MAT 105 and ENG 101 are recorded in this section.</i>			
<i>Please use the transfer guides available online on the Transfer Information System (TIS) website: <a href="http://tis.uwsa.edu">tis.uwsa.edu</a></i>			
<i>Students should also speak with an advisor at the next institution to ensure appropriate degree progression.</i>			
<b>Total Credits Earned:</b> <b>(60 credits and 2.0 GPA required for AAS degree)</b>			





## Wisconsin Collegiate Conference Student-Athlete Transfer Tracking Form

<b>To:</b>	<b>FROM: &lt;FILL IN&gt;</b>
<b>College:</b>	<b>&lt;FILL IN&gt;</b>
	<b>&lt;FILL IN&gt;</b>
<b>FAX #:</b>	<b>&lt;FILL IN&gt;</b>

The information requested below is needed to determine a student's athletic eligibility. We would appreciate the return of this form ASAP. Please fax to: **<FILL IN>**

\*\*Please complete this entire form\*\*

<b>STUDENT-ATHLETE:</b>	<b>S.S.</b>
<b>INTENDED SPORT(S) AT OUR INSTITUTION:</b>	
<b>PROBABLE YEAR(S) ATTENDED YOUR INSTITUTION:</b>	
<b>TYPE OF TERM:</b> _____ Semester      _____ Quarter      _____ Other	

<b>1. Did this student attend your institution?</b> ____ Yes    ____ No    ____ Full-Time    ____ Part-Time																
<b>2. List terms attended (i.e. Fall 2010) as a full-time student (12 or more credits):</b> <div style="margin-top: 10px;">           _____            _____         </div>																
<b>3. Did this student participate and/or "compete in athletics at your institution?"</b> ____ Yes    ____ No <small>*"Compete" is defined as playing in any official intercollegiate athletic contest, no matter how brief. This refers to competition on a Varsity, JV, or Freshman team in any type of sanctioned contest against an outside opponent. If scrimmage only, please indicate.</small> <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">SPORT</th> <th style="text-align: center;">ACADEMIC YEAR</th> <th style="text-align: center;">Practiced?</th> <th style="text-align: center;">Competed?</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">Yes / No</td> <td style="text-align: center;">Yes / No</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">Yes / No</td> <td style="text-align: center;">Yes / No</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">Yes / No</td> <td style="text-align: center;">Yes / No</td> </tr> </tbody> </table>	SPORT	ACADEMIC YEAR	Practiced?	Competed?	_____	_____	Yes / No	Yes / No	_____	_____	Yes / No	Yes / No	_____	_____	Yes / No	Yes / No
SPORT	ACADEMIC YEAR	Practiced?	Competed?													
_____	_____	Yes / No	Yes / No													
_____	_____	Yes / No	Yes / No													
_____	_____	Yes / No	Yes / No													
<b>4. Did the student-athlete participate on a "club" team at your college?</b> ____ Yes    ____ No																
<b>5. Did the student-athlete receive athletic related financial assistance at your institution?</b> ____ Yes    ____ No																
<b>6. Has the student-athlete ever been granted a medical hardship at your institution or any previous institution?</b> ____ Yes    ____ No    ____ Not to my knowledge    If yes, please include the sport and season: _____																
<b>7. If you have knowledge of any attendance by the student at any other post-secondary institution, please indicate the institution and dates of such attendance:</b> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span><b>Institution:</b> _____</span> <span><b>Dates Attended:</b> _____</span> </div>																
<b>8. Are you aware of anything else that may affect this student-athlete's intercollegiate athletic eligibility? If yes, please explain?</b>																
<b>9. Will you grant this student an unconditional release to compete at our institution?</b> ____ Yes    ____ No																

Person completing this form: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_

Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

### CONFIDENTIALITY NOTICE

This document may contain confidential information which is legally protected. The information is intended only for the use of the intended recipient named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information by you is strictly prohibited. If you have received this fax in error, please notify us immediately by telephone. Thank you.

WISCONSIN COLLEGIATE CONFERENCE



CERTIFICATE OF CLEARANCE

In accordance with the Family Educational Rights and Privacy Act, I the undersigned, hereby authorize the Faculty Athletic Representative, Athletic Director and Registrar of the institution I am attending to release any and all information about me which pertains to my eligibility to participate in intercollegiate athletics to any and all official representatives, the Conference and its member institutional representatives (if applicable), ONLY for the purpose of determining my eligibility for intercollegiate athletics. It is further understood that I may receive copies of such material from the institution upon request.

.....

The above statement is applicable for the sport of \_\_\_\_\_ for the academic year  
20\_\_\_\_ - 20\_\_\_\_.

This form is to be completed in duplicate. One copy is to be retained by the institution, with the original to be sent with the official Eligibility Certificate to the Conference Commissioner.

<u>Signature of Student-Athlete</u>	<u>Date</u>	<u>Signature of Student-Athlete</u>	<u>Date</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

As a representative of an institution affiliated with the W.C.C., I hereby certify that the above statement has been read to all student-athletes that are practicing or will participate in the above named sport.

\_\_\_\_\_  
Athletic Director or Faculty Athletic  
Representative

\_\_\_\_\_  
Institution – Location

\_\_\_\_\_  
Date



## **Coaches Code of Conduct**

A product of the Wisconsin Collegiate Conference

Coaches are expected to have the knowledge and preparation to lead their teams within the parameters outlined in the WCC handbooks.

Coaches are responsible to ensure that a student-athlete's academic progress is the student-athlete's priority.

Coaches are responsible to ensure that the health, well-being and development of athletes take precedence over the win/loss record. They are expected to exemplify honesty, integrity, fair play, and sportslike-conduct regardless of the impact that might have upon the outcome of the competition.

Coaches accept that they do serve as role models and there must be congruency between their actions and words. They should avoid situations that may be interpreted as inappropriate behavior by their players or public such as:

- a. Consuming alcohol in the presence of student-athletes
- b. Using nicotine products in the presence of student-athletes
- c. Using illicit drugs or recreational drugs.

Coaches should maintain a professional demeanor while acting as a coach of their squad. They should include but not be limited to the following:

- a. Treat the student-athletes with respect and maintain a professional relationship. The coach should model respectful language and actions while working with their student-athletes, coaching peers, community, or campus community.
- b. Maintain a professional and nurturing environment by creating a safe environment where players can thrive in practice and competition. The relationship should not grow into a dating, sexual, or peer relationship.
- c. Treat officials with dignity and appreciation for their efforts. Coaches are expected to avoid negative public remarks about an official's performance and expect the same respectfulness/professionalism from their players.
- d. Sustain a positive work environment for all competition-day employees or volunteers.
- e. Speak outwardly about the positive aspects of their program and privately with an athletics director about the areas that need improvement.
- g. Discourage the use of performance enhancing substances and dietary supplements
- h. Coaches maintain confidentiality when appropriate and avoid situations that would potentially create a conflict of interest or exploit the athlete.

*The following document was adapted from the NASPE Coaches Code of Conduct.*

Signature of Coach: \_\_\_\_\_

Date: \_\_\_\_\_



**Athletic Directors/Participating Students  
Wisconsin Collegiate Conference**

Athletes are encouraged to travel with the team in regularly scheduled vehicles, whenever possible- This *not only protects the UW System*, but also protects the coaches *and* athletes as well.

We recognize the need to have an acceptable alternate plan when conditions favor permitting the athlete to travel in a separate manner. Athletes are required to sign the following hold harmless statement indicating they been notified they are responsible for their own safety when they voluntarily leave *the travel jurisdiction of the coach and team*.

**Athletic Travel Hold Harmless Agreement**

I, \_\_\_\_\_ assume full responsibility  
(Student Print Name)

**for my travel to and from my campus when I elect to travel separately from the team or do not use transportation provided by the campus. I hereby release the University of Wisconsin Board of Regents and all its employees, officers, and agents from any liability associated with such travel.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

If the athlete is under *18 years of age* this statement must be signed by his parent(s) or guardian. If the *athlete* is married it should be signed by the spouse, as well as the athlete.

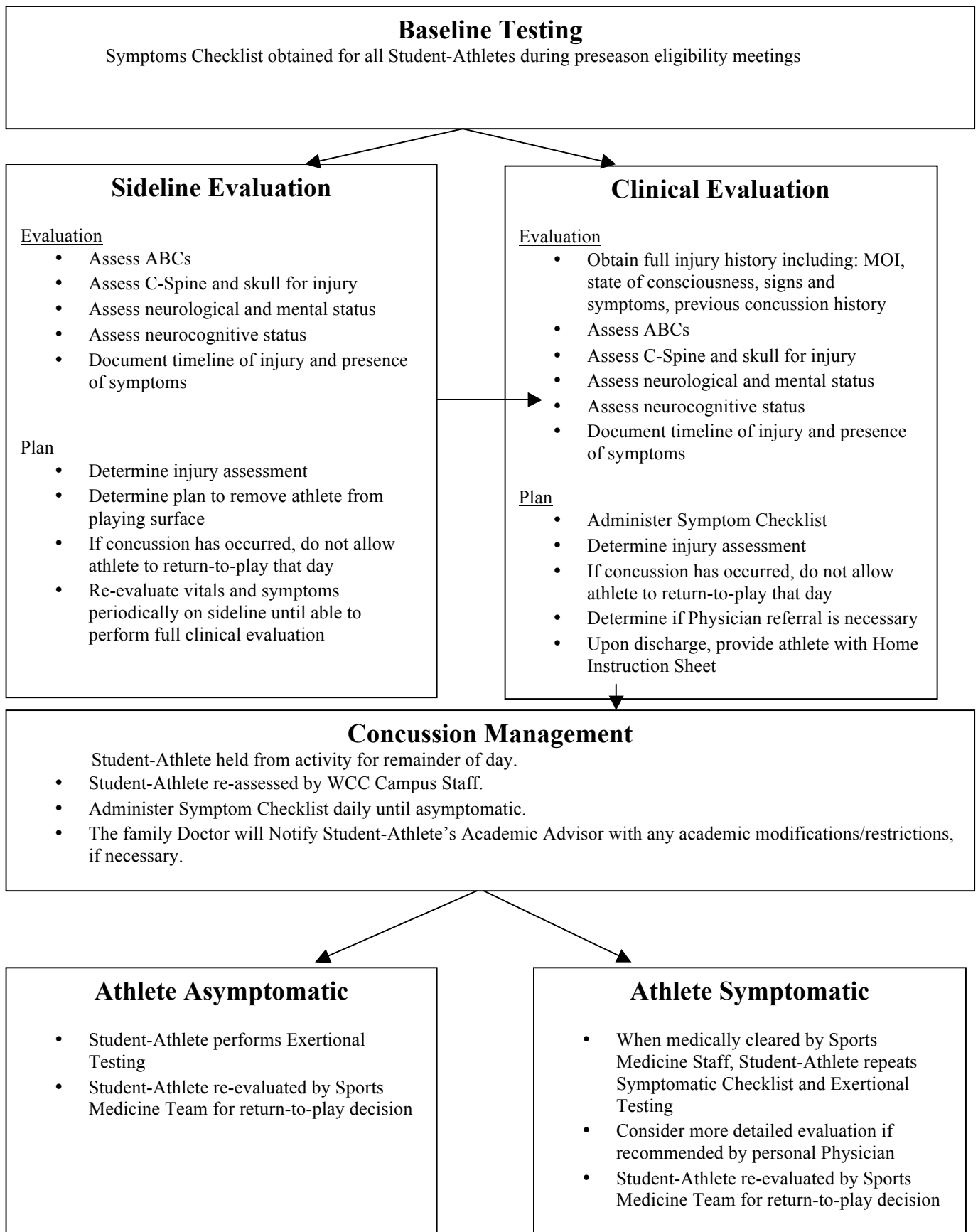
Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Spouse Signature \_\_\_\_\_ Date \_\_\_\_\_



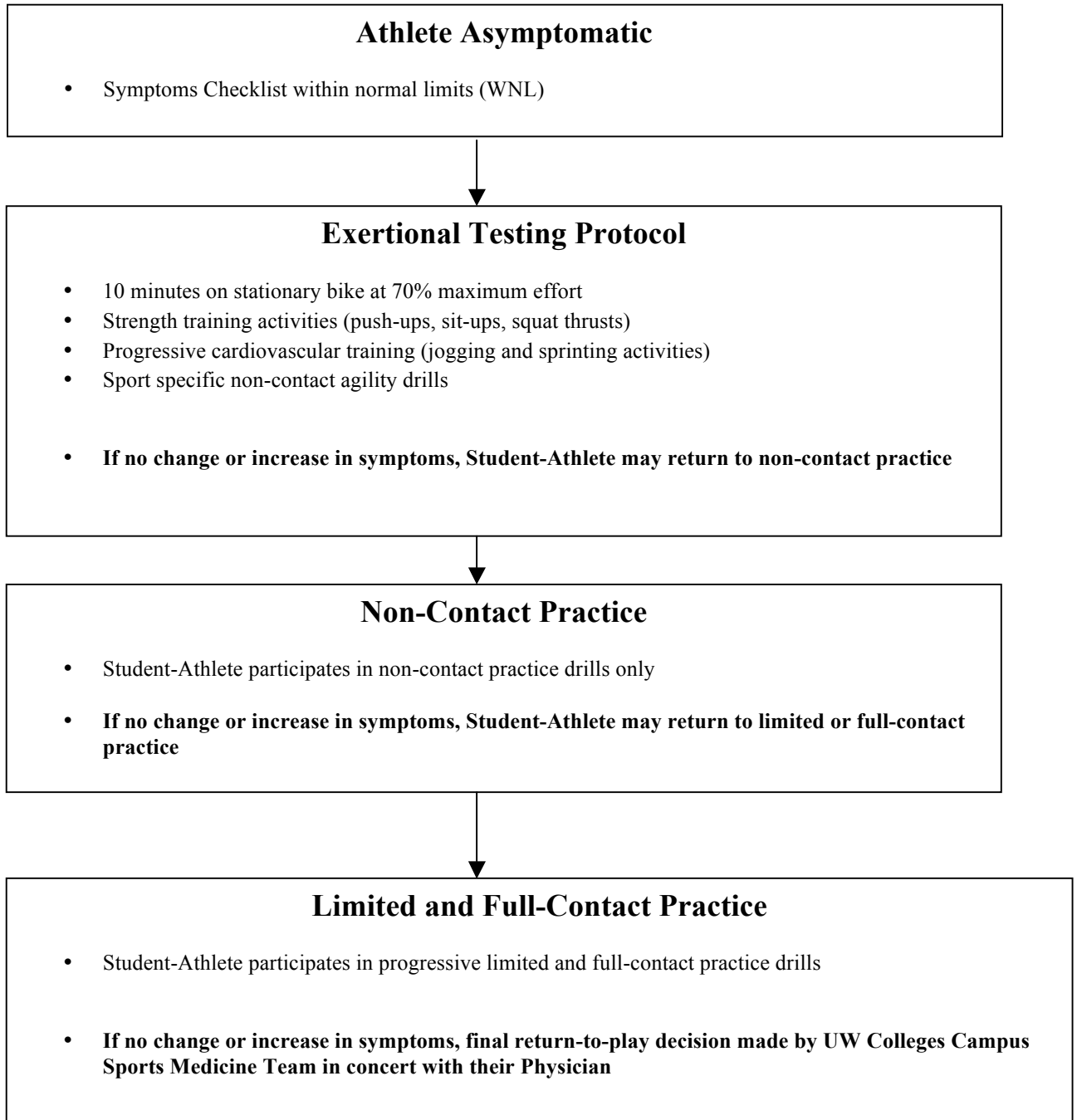
## **UW-Colleges Concussion Management Guidelines Wisconsin Collegiate Conference (WCC)**

1. The WCC Athletic Departments will provide the student-athlete educational material on concussions.
2. The WCC Athletic Departments will have on file and annually update an emergency action plan for each athletics venue to respond to student-athlete catastrophic injuries and illnesses.
3. The WCC Athletic Departments will have on file a written physician-directed concussion management plan.
4. The WCC Coaching Staffs will receive a copy of the concussion management plan and a fact sheet on concussions in sport. .
5. A Student-Athlete diagnosed with a concussion will be withheld from the competition or practice and not return to activity for the remainder of that day.
6. The Student-Athlete will receive serial monitoring for deterioration.
7. The Student-Athlete will be referred to their Physician by the WCC Campus Athletic Training Staff.
8. The Student-Athlete will be provided with written instructions upon discharge; preferably with a roommate, guardian, or someone that can follow the instructions.
9. When the Student-Athlete is asymptomatic and post-exertion assessments are within normal baseline limits, return-to-play will follow a medically supervised stepwise process. The return-to-play decision will be individualized, and not based on a rigid timeline.
10. The WCC Campus Sports Medicine Team will have the final authority for all return-to-play decisions in concert with personal Physician..
11. The WCC Campus Sports Medicine Team will document all pertinent information surrounding the concussive injury, including, but not limited to:
  - a. Mechanism of injury
  - b. Initial signs and symptoms
  - c. State of consciousness
  - d. Instructions given to the Student-Athlete
  - e. Recommendations provided by the WCC Campus Sports Medicine Team
  - f. Date and time of the Student-Athlete's return to participation
  - g. Relevant information on the Student-Athlete's history of prior concussion and associated recovery pattern(s)



## **UW-Colleges Concussion Information**

### **Exertional Testing Protocol and Return-to-Play Progression**



## **UW-Colleges Concussion Management Plan References**

1. NCAA and CDC Educational Material on Concussion in Sport. Available online at [www.ncaa.org/health-safety](http://www.ncaa.org/health-safety)
2. National Athletic Trainers' Association Position Statement: Management of Sport-Related Concussion. *Journal of Athletic Training*, 2004; 39:280-297.
3. Concussion (Mild Traumatic Brain Injury) and the Team Physician: A Consensus Statement. 2006. Publication by six sports medicine organizations: AAFP, AAOS, ACSM, AMSSM, AOSSM, and AOASM.
4. NCAA Sports Medicine Handbook. 2009-2010.



## UW-Colleges Campus Concussion Information Symptoms Checklist

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Sport: \_\_\_\_\_

Baseline Test: \_\_\_\_\_ Repeat Test: Day 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Symptom Checklist: *Circle “YES” if you have experienced the symptom within the last 24 hours and “NO” if you have not experienced the symptom over the last 24 hours.*

- |   |                |
|---|----------------|
| 1. Have you had a <b>headache</b> in the last 24 hours?                       | YES / NO _____ |
| 2. Have you experience <b>nausea</b> in the last 24 hours?                    | YES / NO _____ |
| 3. Have you had any <b>difficulty balancing</b> in the last 24 hours?         | YES / NO _____ |
| 4. Have you experienced <b>fatigue</b> in the last 24 hours?                  | YES / NO _____ |
| 5. Have you experienced <b>drowsiness</b> in the last 24 hours?               | YES / NO _____ |
| 6. Have you experienced <b>sleep disturbances</b> in the last 24 hours?       | YES / NO _____ |
| 7. Have you had <b>difficulty concentrating</b> in the last 24 hours?         | YES / NO _____ |
| 8. In the last 24 hours have you felt like you are “ <b>in a fog</b> ”?       | YES / NO _____ |
| 9. In the last 24 hours have you felt “ <b>slowed down</b> ”?                 | YES / NO _____ |
| 10. Have your eyes been <b>sensitive to light</b> in the last 24 hours?       | YES / NO _____ |
| 11. Have you felt <b>sadness</b> in the last 24 hours?                        | YES / NO _____ |
| 12. Have you experienced <b>vomiting</b> in the last 24 hours?                | YES / NO _____ |
| 13. Have your ears been <b>sensitive to noise</b> in the last 24 hours?       | YES / NO _____ |
| 14. Have you experienced <b>nervousness</b> in the last 24 hours?             | YES / NO _____ |
| 15. Have you had <b>difficulty remembering</b> things in the last 24 hours?   | YES / NO _____ |
| 16. Have you experienced <b>numbness</b> in the last 24 hours?                | YES / NO _____ |
| 17. Have you experienced any <b>tingling</b> sensations in the last 24 hours? | YES / NO _____ |
| 18. Have you experienced <b>dizziness</b> in the last 24 hours?               | YES / NO _____ |
| 19. Have you experienced any <b>neck pain</b> in the last 24 hours?           | YES / NO _____ |
| 20. Have you been <b>irritable</b> in the last 24 hours?                      | YES / NO _____ |
| 21. Have you experienced feelings of <b>depression</b> in the last 24 hours?  | YES / NO _____ |
| 22. Have you experienced <b>blurred vision</b> in the last 24 hours?          | YES / NO _____ |

Please list dates of any previous head injuries: \_\_\_\_\_

## UW-Colleges Concussion Information Home Instruction Sheet

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Sport: \_\_\_\_\_

You have had a head injury or concussion and need to be watched closely for the next 24-48 hours

It is OK to:	There is no need to:	DO NOT:
<p>Use an ice pack on head/neck pain for comfort</p> <p>Eat a light meal</p> <p>Go to sleep / Rest</p> <p>Return to school</p>	<p>Check eyes with a light</p> <p>Test reflexes</p> <p>Wake up every hour</p> <p>Stay in bed</p>	<p><b>Drink alcohol</b></p> <p><b>Drive a car or motor scooter</b></p> <p><b>Use aspirin, Advil, Aleve, or other NSAID product</b></p>

Special Recommendations: \_\_\_\_\_

### WATCH FOR ANY OF THE FOLLOWING PROBLEMS:

Worsening headache

Vomiting

Decreased level of consciousness

Dilated pupils

Increased confusion

Stumbling / Loss of balance

Weakness in one arm or leg

Blurred vision

Increased irritability

If any of these problems develop, call your certified athletic trainer immediately.

Certified Athletic Trainer: \_\_\_\_\_ Phone: \_\_\_\_\_

You will be seen for a follow-up examination \_\_\_\_\_ at \_\_\_\_\_

Home Instruction Sheet Provided **to**: \_\_\_\_\_ Date: \_\_\_\_\_

Home Instruction Sheet Provided **by**: \_\_\_\_\_ Date: \_\_\_\_\_