

Turtle Mountain Community College

Athletics Handbook



***TMCC Athletics will follow all policies, rules, and regulations set forth by the TMCC, NJCAA, and NIAC. You can find more in-depth information about these policies at www.tm.edu and NJCAA.org

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Introduction

The Turtle Mountain Community College is a member of the Northern Intercollegiate Athletics Conference (NIAC). The NIAC offers men's and women's basketball for featured members. The NIAC consist of 10 teams from North Dakota, Minnesota, South Dakota, and Manitoba. Teams include Turtle Mountain Community College (ND), Canadian Mennonite University (MB, Canada), Association Free Lutheran Bible School (Plymouth, MN), Cankdeska Tribal College (ND), Leech Lake Tribal College (ND), Trinity Bible College (ND), Oak Hills Christian College (MN). In 2017-2018, the NIAC added 3 new members that include Providence University College (MB, Canada), Red River College (MB, Canada), and Sisseton Wahpeton College (ND).

Institutional Philosophy

Turtle Mountain Community College is a tribal community college with obligations of direct community service to the Turtle Mountain Chippewa Tribe. Under this unifying principle, the college seeks to maintain, seek out, and provide comprehensive higher education services in fields needed for true Indian self-determination.

The Seven Teachings of the Anishinabe People

The philosophical foundation of the college is embedded in the system of values that stem from the heritage and culture of the Anishinabe people and expressed in the Seven Teachings of the Tribe.

1. To cherish knowledge is to know **WISDOM**.
2. To know **LOVE** is to know peace.
3. To honor Creation is to have **RESPECT**.
4. **BRAVERY** is to face the foe with integrity.
5. **HONESTY** in facing a situation is to be honorable.
6. **HUMILITY** is to know yourself as a sacred part of the Creation.
7. **TRUTH** is to know all of these things.

INSTITUTIONAL MISSION STATEMENT

Turtle Mountain Community College is committed to functioning as an autonomous Indian controlled college on the Turtle Mountain Band of Chippewa Indian Reservation focusing on general studies, undergraduate education, Career & Technical Education, scholarly research, and continuous improvement of student learning. By creating an academic environment in which the cultural and social heritage of the Turtle Mountain Band of Chippewa is brought to bear throughout the curriculum, the College establishes an administration, faculty, staff, and student body exerting leadership in the community and providing service to it.

TMCC Philosophy for Athletes

Turtle Mountain Community College Athletics plays an integral role in developing character and personal growth in our student athletes. Here at the Turtle Mountain Community College, our main focus is on education first, athletics second. We want to provide each student athlete with opportunities for growth in education and personal development.

Our mission is to recruit and develop student-athletes who will perform successfully in the classroom and compete at the championship level in every sport in compliance with the letter and spirit of all NJCAA, NIAC, and TMCC rules. We will operate under an administrative structure managed in an open and fiscally sound manner, supporting equitable opportunity for all students and staff, and committed to the highest standards of ethical conduct. The TMCC Athletic Department will follow four basic principles: to promote the well-being of student participants; to attain and maintain competitive excellence; to administer clearly, openly and responsibly; and to support the overall goals of the Turtle Mountain Community College.

The goals of TMCC Athletics are to:

- Graduate every student-athlete who completes athletics eligibility at TMCC
- Compete successfully in every sport
- Provide an environment conducive to positive growth and development of student-athletes and Athletic Department staff
- Provide adequate financial support within the department to ensure continuing development of each sport program
- Comply and follow fully with all the rules, regulations, and policies of the TMCC, NJCAA and NIAC.

Student/Student Athlete Code of Conduct

College students are expected to be mature individuals. Their conduct both in and out of college is expected to be that of any other responsible adult. Under these circumstances, it is expected that the student will at all times remember the reputation of this institution is affected by his or her conduct. Student conduct regulations apply to actions on college premises and at college sponsored activities off campus. In addition, students must also abide by tribal, state and federal laws. Failure to meet the following standards of conduct may result in disciplinary action. However, the regulations do not define misconduct in every circumstance. All athletes are expected to follow the student code of conduct as referenced in the TMCC Student Handbook (Page 12).

A. Eligibility/Academics/Participation (Accordance to NJCAA Rules & Regulations)

A. Academic Eligibility:

A.1. 12 hour rule: In order to be participate in sports, a student-athletes must be enrolled in full-time status (12 credits) per semester and must maintain a GPA of 2.0 or higher.

A.2. 24 hour rule: A student-athlete must *accumulate* a total of 24 credit hours and maintain a GPA of 2.0 or higher for semesters in the two terms of attendance immediately preceding the term of participation, except that the second term student, i.e., freshman, must have passed 9 credit hours in their first term of attendance.

A.3. 36 hour rule: A student-athlete must accumulate a total of 36 credit hours and maintain a GPA of 2.0 or higher for 3 terms of attendance immediately preceding the term of participation.

A.4. 48 hour rule: A student-athlete must accumulate a total of 48 credit hours and maintain a GPA of 2.0 or higher for 4 terms of attendance immediately preceding the term of participation.

A.5. 60 hour rule: A student-athlete must accumulate a total of 60 credit hours and maintain a GPA of 2.0 or higher for 5 terms of attendance immediately preceding the term of participation.

A.6. 72 hour rule: A student-athlete must accumulate a total of 72 credit hours and maintain a GPA of 2.0 or higher for 6 terms of attendance immediately preceding the term of participation.

A.7. 84 hour rule: A student-athlete must accumulate a total of 84 credit hours and maintain a GPA of 2.0 or higher for 7 terms of attendance immediately preceding the term of participation.

A.8. 96 hour rule: A student-athlete must accumulate a total of 96 credit hours and maintain a GPA of 2.0 or higher for 8 terms of attendance immediately preceding the term of participation.

A.9. Late Enrollment: Student-athletes who are not enrolled full-time on the 15th calendar day of the regular term as published in the college course catalog shall be ineligible for the remainder of the term.

A.10. Student-athletes who have not been enrolled in college in 12 or more credit hours for a period of 18 calendar months or more, who have not utilized the certified disabled student-athlete exemption, shall be exempt from first season academic requirements during their first full-time term following non-attendance.

A.11. Full-Time enrollment must be established by the 15 calendar day from the beginning of the regular term as listed on the college academic calendar.

A.12. Students who are ineligible either academically or because of rule violation will not be able to travel, practice, or play in any games until the ineligibility is resolved.

B. Academic Withdrawal Regulations: The following regulations govern the eligibility of a student-athlete who withdraws from one or more classes causing the student-athlete to be enrolled in less than a full-time basis (11 credits or less).

B.1. A student-athlete who drops below full-time enrollment, after the 15th calendar day of the term becomes ineligible at the time of withdrawal and remains ineligible until full-time enrollment is regained within the term.

-This section applies to any student-athlete who is administratively withdrawn, is dismissed or withdraws from a class resulting in the student-athlete's enrollment being reduced to 11 credit hours or less.

B.2. Student-athletes who withdraw completely or to part-time status after 15 calendar days from the beginning of classes OR after they have participated in an athletic competition shall have that term *count as a full-time term for all eligibility purposes.*

B.3. Student-athletes who withdraw completely or to part-time status within 15 calendar days of the beginning of classes AND *have not participated in any athletic competition shall not have that term affect their future eligibility.*

C. Student-Athlete Seasons of Participation: Student-athletes may participate in a *maximum of two seasons* at any intercollegiate level (varsity, JV or club). Participation beyond two seasons is prohibited. Maximum is based on seasons of athletic participation without regard to student-athlete's length of college attendance. **TMCC is part of the NIAC. If attending a two year college, students are eligible to play sports for a maximum 3 years. Academic rules still apply.**

Participation at a college offering Four-Year Programs: Student-athletes enrolled at a member college which offers certain four-year academic programs directly, and not through a satellite program or separate college, may participate in NJCAA sports despite being a junior or Senior academically. **TMCC is a part of NIAC. If students attend a 2 year college that offers 4 year academic programs, he/she is eligible to play sports for 4 years. However, the student must be enrolled in the 4 year program in order to participate their senior year.**

C.1. Participation in any fraction of any official contest during the academic year shall constitute one (1) season of participation in that sport.

C.2. In the NJCAA, a scrimmage shall not qualify as an official contest and participation in a scrimmage or scrimmages alone shall not constitute one year of NJCAA participation.

C.3. In the NJCAA, a student-athlete who dresses for an event, but has not participated in any event shall not constitute one year of participation.

C.4. In the NJCAA, it is not permissible for an ineligible student-athlete to be in uniform and/or participate in pre-game activities or an official contest.

C.5. When determining NJCAA eligibility, participation in a sport at a varsity, junior varsity or club level shall count against a student-athlete's maximum seasons of participation.

C.6. Non-Participant / Red Shirts: A student-athlete may "red shirt" without being charged a season of participation, provided that he/she complies with these regulations:

- Definition: As defined by the NJCAA, a red shirt student-athlete is a student-athlete who is eligible to and may practice, but who has not been submitted on the eligibility form, and who must not participate in any official competition.

C.6. Open Competition: A red shirt student-athlete may not utilize college funds, equipment, etc. in open competition.

C.7. Partial Season Red Shirt: The NJCAA does not utilize a partial season red shirt under any circumstance; any student-athlete who participates in any portion of a season shall be charged a season of eligibility.

D. Transfer Students/Academic Eligibility: Transfer students must meet the academic/Participation requirements of (Section A&B) by the 15th calendar day of the term which they choose to participate, to be considered for immediate eligibility. In addition to transfer regulations, student-athletes who transfer must conform to all generally applicable academic regulations.

E. Amateur Status of NJCAA Student-Athletes

E.1. Amateur athletes are those who engage in sports for the physical, mental, and/or social benefits they derive from participation and to whom athletics is an avocation and not a source for personal financial remuneration. Only amateur athletes are permitted to participate in the certified sports of the NJCAA.

E.2. An athlete must maintain amateur status at all times once they reach their 19th birthday or initially enroll as a fulltime student in college, whichever comes first. They must maintain their amateur status until their NJCAA eligibility in a sport is exhausted.

E.3. An athlete loses amateur status and shall be deemed permanently ineligible for competition in an NJCAA certified sport if any of the following criteria applies once the athlete reaches their 19th birthday or once they enroll in college as a full-time student, whichever comes first:

E.3.a. The athlete used/uses his/her athletic skill (directly or indirectly) for pay in any form in that sport; OR

E.3.b. The athlete accepts a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation; OR

E.4.c. The athlete signs a contract or makes a commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received; OR

E.5.d. The athlete receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based on athletics skill or participation; OR

E.6.e. The athlete competes on any professional athletics team; OR

F.7.f. The athlete enters into a professional draft; OR

E.8.g. Try out with a professional sports organization or team while enrolled full-time during any part of the academic year unless they have exhausted their eligibility in that sport (in this instance the academic year is defined as beginning at the start of the fall term and ending at the end of the spring term including any intervening period); OR

E.9.h. Contracts in writing to be represented by an agent in the marketing of athletic ability or reputation in a sport OR

E.10.i. Competes professionally or contracts to compete professionally in a sport regardless of its format.

F. Health

Physical Examination: All student-athletes participating in any of the NJCAA certified sports must have passed a physical examination administered by a qualified health care professional licensed to administer physical examinations.

F.1. A physical must be administered and filed with the athletic department at the college of participation prior to the first practice of each calendar year in which the student-athlete participates.

F.2. A cardiovascular screening is recommended as part of the physical exam.

F.3. A physical is valid for 13 months from the date of its administration.

F.4. A student-athlete must always have a valid physical on file in order to practice or participate in NJCAA sanctioned sports.

F.4.a. A student-athlete who does not pass his/her physical is ineligible and may not practice, dress or participate in any contest.

F.4.b. The physical examination requirement applies to all in season and off season practices, workouts and contests.

F.4.c. Penalty: A student-athlete who has not passed a valid physical exam is an ineligible student-athlete, and a member college who plays such athlete is subject to all penalties for playing an ineligible student-athlete including forfeiture of games. Further penalties will be applied if such ineligible participation was known by the member college.

G. Drug and Alcohol Policy

The Turtle Mountain Community College has a strict drug and alcohol policy in place and student-athletes will be held to the highest standards. There will be a zero tolerance policy in place. Drug tests will be administered in the event that use comes into question, with documented reasonable suspicion. If found to be under the influence or refusal of drug testing, you will automatically be suspended from participation in all athletic activities for the remainder of the semester. Reinstatement may be considered upon presentation of documentation of successful completion of rehabilitation program to the Athletic Director.

As TMCC student-athletes, we are called to uphold the highest standards not only in our school, but in the community as well. The TMCC Student Handbook contains the drug and alcohol policy.

The following disciplinary sanctions, which are consistent with tribal, state, and federal laws, will be imposed for violation of the Standards of Conduct cited in this policy:

- Warning; Loss of Privileges; Mandatory participation in an approved drug and/or alcohol abuse treatment, rehabilitation, and/or re-entry programs; Probation; Suspension; and Dismissal.

Where appropriate, referral for prosecution may be made. One or more sanctions may be imposed. A complete description of the applicable legal sanctions under tribal, state, and federal laws for unlawful possession or distribution of illicit drugs and alcohol is included in the Student Conduct Code

H. Ethical Conduct: Sportsmanship & Behavioral Guidelines

H.1. Sportsmanship:

TMCC does not accept unsportsmanlike behavior at any athletic contest. This includes both coaches and players. Conduct in and out of the athletic arena is a direct reflection on Turtle Mountain Community College, the local community, and as Native Americans/other. Athletics is an arena where we represent our school in a very public light, so both participants and spectators are reminded to behave in a responsible manner. This includes, but is not limited to, treating opponents, officials and spectators with respect, never using improper or foul language, cheering for our team and not against our opponents, and abiding by all rules and regulations. By using the role of education through sports we aim to teach our student-athletes and surrounding community acts of good sportsmanship and respect for others. Through sportsmanship

we show and teach values of love, humility, responsibility, sincerity, equality, pride, and the goal of excellence. Furthermore, players and spectators shall never behave in a manner that is an embarrassment to our programs, athletes, or college. Coaches, players, and spectators not adhering to this policy will be removed from that event and may be banned from future contests and/or removal from the team. Remember that participating in intercollegiate athletics at Turtle Mountain Community College is a privilege, not a right!!!

H.2.Social Media:

Student-athletes must remember that they are representatives of the Turtle Mountain Community College and are in the public eye more so than other students. Any harmful information towards TMCC, Coaches, Students, Players, Staff, and community members

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will be subjected to discipline which may include removal from the team or termination. Please keep in mind the following.

H.2.a. No offensive or inappropriate pictures or comments

H.2.b. No content that could embarrass, disrespect, or harm you, your family, your team, the athletics department, or any other person in the community. (Including information that may be posted by others onto your site)

H.2.c. Never post your home address, phone number, birth date or personal info for safety reasons.

H.3. Discipline for student athletes will be at the coach's discretion.

I. Travel

I.1. Participants will ride to and from away games with the team.

I.2. Exceptions include medical or family reasons

I.3. If a player is taking their own vehicle to and from away games, the following must occur before the player is eligible to do so;

I.a. Permission by the Coach

I.b. Signed waiver form stating that the TMCC is not responsible for any type of medical issues or any type of damage to vehicles that might occur to and from the event.

I.4. All Student Athletes must sign a student contract travel form, to be filed with the Athletic Director, before they are eligible to travel to any TMCC sporting event.

J. Uniforms/practice gear/equipment

J.1. Student Athletes are responsible for any uniforms, practice gear, or equipment issued to them.

J.2. Any gear returned at the end of the year that is considered to be less than satisfactory may require full or partial reimbursement to the school.

J.3. Any gear that is not returned and/or lost will be required to be reimbursed in full.

K. Tryouts and Auditions

In the event that a sport requires team cuts to occur, the coach will let players know about the tryout process at his/her pre-season meeting. Much like playing, any decision on cuts will end

with the head coach. Coaches will have the final say.

K.1. Audition Definition: An audition is any organized recruiting event for prospective student-athletes that is open to the general public held in an effort to fill roster spots on one or more of a member college's athletic teams. An audition is not related to an official or unofficial visit.

K.2. Physical Examination: A prospective student-athlete participating in an audition must provide verification that he/she has received a physical examination administered by a qualified health care professional within 13 months prior to the tryout/audition.

K.3. Location: A member college must conduct auditions of prospective student-athletes only on its campus or at a site at which the member college has been approved to conduct its practices or competition as their "Home Venue".

K.4. Participation of current student-athletes: Current student-athletes or student-athletes who are signed to an NJCAA Letter of Intent may not participate in auditions.

L. Playing Time

Playing time will be left to the discretion of the coaches. If a student athlete has a problem with their playing time, they are encouraged to set up a one-on-one meeting with the coach to discuss the matter, and follow the chain of command.

M. Chain of Command

M.1. Coaches- All coaches shall be responsible to the Athletics Director for the total operation of their respective sport program. Coaches shall act as official representatives of the school as they carry out their intercollegiate athletics responsibilities.

M.2. TMCC Athletic Director- The Athletic Director is directly responsible to the President of the Turtle Mountain Community College. The Primary responsibility of the AD is the administration and supervision of the intercollegiate athletic program of the NJCAA, NIAC, and TMCC. The AD duties will be those described in his/her job description and any others as designated. He/she will provide the leadership necessary for the day- to-day operation of the athletic department.

M.3. TMCC Dean of Students

M.4. TMCC Vice President

M.5. TMCC President- The President of the Turtle Mountain Community College is the official Representative directly under the Board of Directors and Board of Trustees.

M.6. Board of Directors

N. Student Athlete Complaint/Grievance Procedure

The following procedure provides the steps for a student to file a complaint/grievance/appeal about the conduct of a faculty member, other TMCC employee, student, or auxiliary service personnel about a matter unrelated to academic decisions. Example of a non-academic complaint/grievance/appeal-student to student argument, fighting, or threatening contact.

N.1. Depending on the complaint, try to resolve it directly with the coach by setting up an appointment with them as soon as possible following the incident so the issue can be resolved.

N.2. If the complaint is not resolved. Please follow the chain of command. (Coach, Athletic Director, Dean of Students, Vice President, and President of TMCC)

N.3. Please put all complaints in writing through the chain of command. Please file the complaint in a reasonable time frame (within 14 days from the incident).

N.4. Complaints filed with the coach will be shared with the Athletics Director and the TMCC President.

N.5. The student wishing to file a complaint/grievance/appeal about a matter not related to academic decisions may discuss the matter with the person responsible for the work area of the person who is the subject of the complaint/grievance/appeal in an effort to resolve the situation informally. This meeting must take place within 14 days of the date of the action.

N.6. If not resolved through informal discussion with the coach/AD and over a period not to exceed 7 days, the student may complete a Non-Academic Complaint Form within 7 days of speaking with the individual who the complaint/grievance/appeal is against. See Dean of Students for the complaint/grievance/appeal form.

N.7. The form is submitted to the Dean of Student Services

N.8. Within the next seven days, the Dean of Student Services schedules a meeting with the student to attempt to resolve the concern. The person whose action caused the complaint/grievance/appeal may be invited by either the student or the Dean of Student Services to attend the meeting.

N.8. A written response will be provided to the student by the Dean of Student Services either personally or by first-class mail within 7 college days of the meeting

N.9. If the student is not satisfied with the Dean of Student Services written response, she/he has one 5 college days to request in writing that a grievance committee hear the matter. This request is given to the TMCC Vice President. A hearing will be scheduled within five 5 college days. The recommendations of the grievance committee will be provided to the TMCC Vice President within five 5 college days of the hearing. The Vice President in conference with the President will have 7 college days to decide whether to accept the recommendation of the committee or to render a different decision. The TMCC Vice President will notify the student in writing within that time frame. The decision of the Vice President is final and there are no further means of appeal to be made. In cases where the appeal involves the TMCC President, the appeal will be heard by the Board of Directors.

N.10. Depending on the complaint, try to resolve it directly with the coach by setting up an appointment with them as soon as possible following the incident so the issue can be resolved.

N.11. If the complaint is not resolved. Please follow the chain of command.

N.12. Please put all complaints in writing through the chain of command. Please file the complaint in a reasonable time frame (within 14 days from the incident).

N.13. Complaints filed with the coach will be shared with the Athletics Director and the TMCC President.

O. Discrimination or harassment complaint/grievance procedure

The following procedure provides the steps for a student to file a complaint/grievance/appeal about the conduct of a faculty member, other TMCC employee, or student, about a matter that is related to the discrimination or harassment of the student based on the student's race, color, religion, gender, national origin, age, disability, or veteran's status relative to employment.

O.1. The student first contacts TMCC's Dean of Students, Safety and Compliance Officer, or Human Resource Manager to provide a written description of the discrimination or harassment activity causing the complaint/grievance. This contact must take place within 14 days of the date of the action.

O.2. A meeting will take place with the person who is the subject of the complaint/grievance to document, in written form, information about the incident. This meeting must take place within 7 college days of the filing of the complaint/grievance

O.3. Additional persons who may be witnesses or observers of any information about the complaints/grievance may be interviewed by the Human Resource Manager to provide written accounts of any activities relative to the issue.

O.4. After a review of all the documentation by the Human Resource Manager a decision will be written and provided to the student and the person who is being accused of discrimination or harassment. If the investigation confirms that discrimination or harassment occurred, the college will take corrective action including discipline up to and including immediate dismissal, as appropriate. Discipline may include verbal and written reprimand, reassignment, suspension, counseling, termination, or any combination of these actions. A decision must be made within 30 days of receiving documentation.

O.5. Confidentiality of all parties involved will be respected to the extent of the law; retaliation against anyone reporting discrimination or harassment is prohibited. Similarly, filing a false complaint will result in serious consequences.

P. Sexual Harassment

Sexual harassment is a form of sex discrimination, which is prohibited by law. It is the policy of the College that sexual harassment is unacceptable, shall not be tolerated, and that no member of the College community may sexually harass another.

Sexual harassment is unwelcome sexual conduct that is either implicitly or explicitly a term or condition of employment or academic advancement. There are two types of sexual harassment, “quid pro quo” and “environmental”.

“Quid pro quo harassment” - occurs when submission to or rejection of unwelcome sexual conduct by an individual is used as the basis for employment decisions or academic decisions that affect such individuals.

“Environmental sexual harassment” - is unwelcome sexual conduct that unreasonably interferes with an individual’s job or academic performance or creates an intimidating, hostile, or offensive working or academic environment, even if it leads to no tangible or economic job consequences.

Procedure

Any complaint or sexual harassment should be handled in the following manner:

1. The person making the complaint should try to resolve the issue with the person who this complaint is made. This should be done through a constructive and agreeable manner. This may be done verbally or in writing.
2. If the situation continues, the issue must immediately be taken to Dean of Student Services, Safety and Compliance Officer, or Human Resource Manager for informal discussion with both parties in separate meetings.

If these facilitative measures do not remedy the situation and merit for probable cause is determined, and the investigation confirms that discrimination or harassment occurred, the college will take corrective action including discipline up to and including immediate dismissal, as appropriate.

Q. Discipline for Infractions

Consequences for infractions committed by athletes are determined by the following guidelines set forth by the TMCC.

1. All students/student athletes will abide by the policy and procedures set forth by the TMCC student handbook.
2. All students/student athletes will abide by the policies and procedures set forth by NJCAA, NIAC, and TMCC Athletics Handbook.
3. All student/student athletes will abide additional rules set by coaches. These are some of the rules (but not limited too) that coaches might impose.
 - a. Curfew
 - b. Sport Attendance
 - c. Equipment Use

Guidelines apply during the entire calendar year when the student is actively engaged in a school related activity on or off campus.

Any additional guidelines and consequences set by the coach for infractions committed by athletes are determined by the following guidelines.

- 1st Offense- Player will sit ½ of game
- 2nd Offense- Player will sit 1 game
- 3rd Offense- Player will sit 2 games
- 4th Offense- Dismissal from the team

Coaches will have the final say on deciding what the overall punishment will be for their athletes for breaking any additional rules coaches have made. All other infractions will follow TMCC, NJCAA, NIAC policies.

R. Scholarships/Tuition Waivers

TMCC reserves the right to offer scholarships and tuition waivers to their athletes. Coaches will decide which student athletes receive a scholarship and/or a tuition waiver.

At the beginning of each season, both Men's and Women's Basketball Programs will be allocated a set amount of scholarships and tuition waivers that can be distributed among student athletes.

Women's Basketball Program:

- ✓ a minimum of \$8000.00 in Scholarships
- ✓ 14 semester Academic Tuition Waivers

Men's Basketball Program:

- ✓ a minimum of \$8000.00 in Scholarships
- ✓ 14 semester Academic Tuition Waivers

Coaches will have full authority to decide on how the scholarships/tuition waivers are distributed. The President will grant final approval of all scholarships and waivers.

Scholarship and Tuition Waivers are subject to change at the discretion of TMCC.

**Turtle Mountain Community College ACADEMIC/NON-ACADEMIC
COMPLAINT/GRIEVANCE/APPEAL FORM** *Return completed complaint form to
the Dean of Academic Programs.*

Student name _____ Student ID number: _____

E-Mail Address: _____

Address: _____

Telephone (Home): _____

(Cell/Work): _____

Date of Initial Filing _____ Date of Prior Meetings _____

Individual(s) named in Complaint/Grievance/Appeal: _____

TMCC department related to this incident (if applicable): _____

DESCRIPTION OF COMPLAINT

1. The nature of the complaint/grievance/appeal

2. The facts on which it is based

3. The actions requested to resolve the problem

The above statements are true. I understand that any misrepresentation of the facts can result in formal disciplinary action.

Signature of student Date

Use additional paper if necessary. Attach additional information to this form. Students must initiate the complaint procedure within 30 days of the occurrence of the action being grieved. A college day is defined as any day excluding Saturdays, Sundays, breaks in the academic year, or any holiday recognized by the college.

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Turtle Mountain Community College

P.O. Box 340

Belcourt, N.D. 58316

Telephone: 701-477-7862 Fax: 701-477-7892

Student Travel Contract

Turtle Mountain Community College (TMCC) students participating in travel sponsored by TMCC need to recognize that they are representing the college. It is important to present themselves at all times in a professional manner. Social misconduct will not be allowed!

Social Misconduct constitutes the following:

- ✓ Possession of any firearms or other weapons;
- ✓ Assaulting, threatening, harassing, or endangering the health or safety of any individuals;
- ✓ Use, possession, or being under the influence of any **illegal drugs** or **alcoholic beverages**;
- ✓ Theft or damages of public or private property
- ✓ Use of tobacco;
- ✓ Refusing to comply with college officials performing their duties: and
- ✓ Disruptive behavior while representing the college on/off campus activities.

Student Activities

Social activities are an integral part of a college education. The student is given an opportunity to interact with other students as well as develop an informal contact with faculty and staff. Activities such as social gatherings, field trips, and intramural sports help to foster strong social relationships. TMCC encourages student participation in all extra-curricular activities sponsored by the College.

All Out-Of-Town Activities

To qualify for out-of-town trips, a student must have a cumulative GPA of 2.0 (except first semester students). A student must also be making satisfactory academic progress for the current term and have good attendance. Students are not allowed to bring their children to college sponsored out of town activities. Students will be required to sign a travel contract prior to attending any out of town activities

Conduct On/Off Campus Activities

A student who is participating in College-sponsored activities (on/off campus) is expected to abide by the policies of the College. A student who violates Academic Misconduct and Social Misconduct during their participation in college-sponsored activities will be disciplined according to the NJCAA and TMCC policies, rules, and regulations.

By signing this contract you agree to all of the above stipulations in representing TMCC.

Student Signature

Date:

****This is a TMCC sponsored event, no family members, or significant others will be allowed on college owned vehicles! NO EXCEPTIONS. If you want to bring a family member you will be responsible to secure and pay for your own transportation.**

Turtle Mountain Community College

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Belcourt, N.D. 58316

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EMERGENCY MEDICAL AUTHORIZATION FORM

Purpose: For student athlete participants to authorize emergency treatment for who become ill or injured while under school authority or during school sponsored event.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (Home): _____ (Cell): _____

Name of School: _____

In case of an Emergency

Contact: _____ Phone: _____

Contact: _____ Phone: _____

I _____ do authorize any hospital, clinic, or licensed physician to treat me and administer any examination, x-ray, anesthetic, or surgical diagnosis or procedure rendered under the general or special supervision of any member of the medical staff of the hospital, clinic, or office.

My preferred physician is _____ whose phone # is _____. My preferred dentist is _____ whose phone # is _____. My preferred hospital is _____ whose phone # is _____.

If in the event of an emergency, and if my preferred practitioner is not available, I authorize in advance another licensed physician or dentist the authority and power to render care in his/her best judgment and the transfer of myself to any hospital accessible. It is also understood that every effort shall be made to contact the emergency contact listed above prior to treatment of the patient, but the treatment will not be withheld if the emergency contact cannot be reached. Permission is also granted for the school coaches, trainers, and staff to provide emergency treatment to myself prior to his/her admission to any medical facility.

Signature of Student Athlete/Parent Guardian if under 18 years of age

List of restrictions/physical Impairments:

List of Special Medication taken:

TMCC Student Athlete Pledge

Turtle Mountain Community College Athletics plays an integral role in developing character and personal growth in our student athletes. Here at the Turtle Mountain Community College, our main focus is on education first, athletics second. We want to provide each student athlete with opportunities for growth in education and personal development.

Our mission is to recruit and develop student-athletes who will perform successfully in the classroom and compete at the championship level in every sport in compliance with the letter and spirit of all NJCAA and NIAC rules. We will operate under an administrative structure managed in an open and fiscally sound manner, supporting equitable opportunity for all students and staff, and committed to the highest standards of ethical conduct. The TMCC Athletic Department will follow four basic principles: to promote the well-being of student participants; to attain and maintain competitive excellence; to administer clearly, openly and responsibly; and to support the overall goals of the Turtle Mountain Community College.

Discipline for Infractions

Consequences for infractions committed by athletes are determined by the following guidelines set forth by the TMCC.

1. I pledge that I will abide by the policy and procedures set forth by the TMCC student handbook.
2. I pledge that I will abide by the policies and procedures set forth by NJCAA, NIAC, and TMCC Athletics handbook.
3. I pledge that I will abide additional rules set by coaches. These are some of the rules (but not limited too) that coaches might impose.
 - a. Curfew
 - b. Sport Attendance
 - c. Equipment Use

Guidelines apply during the entire calendar year when the student is actively engaged in a school related activity (on or off campus).

Any additional guidelines and consequences set by the coach for infractions committed by athletes are determined by the following guidelines.

- 1st Offense- Player will sit ½ of game
- 2nd Offense- Player will sit 1 game
- 3rd Offense- Player will sit 2 games
- 4th Offense- Dismissal from the team

Coaches will have the final say on deciding what the overall punishment will be for their athletes for breaking any additional rules coaches have made. All other infractions will follow TMCC, NJCAA, NIAC policies.

I have read the above statement and promise to live up to the rules set forth by TMCC, NJCAA, and NIAC:

Print Name: _____

Signature: _____

Date: _____

NJCAA Eligibility Affidavit

SPORT: _____

Date: _____

Fill in all applicable information on this form to assist in determining eligibility for the NJCAA.

Name: _____ Birth Date: __/__/____ Social Security #: ____-____-____
First, Middle, Last

College Address: _____
Street Address City, State, Zip Code

Phone Number(s): _____ Email: _____

Personal Information:

Home Address: _____
Street Address City, State, Zip Code

Phone Number: _____ Parents' Names _____

Are you a United States Citizen or a Permanent Resident*? Yes _____ No _____ (*Holder of a Green Card or F1 VISA)

Are you on another type of VISA? Yes _____ No _____
If so, what type? _____

High School Information:

High School(s) Attended: _____ City, State & Country: _____

Graduated?: Yes* _____ No _____ High School Graduation Date (month/year): ____/____

Check here if you have earned a *GED: _____ GED: Date Earned (month/year): ____/____

*** Enclose a COPY of your High School Diploma or GED Certificate**

Additional Information:

1. Did you take any college credit classes while in high school? Yes* _____ No _____

* If yes, from what college(s)? _____

*** If yes, please furnish transcript(s) from each college.**

2. Have you ever signed a Letter of Intent form with any institution? Yes _____ No _____

If yes, specify the College: _____

Date (day/month/year): ____/____/____

3. Have you ever participated in a sport in a country other than the United States? Yes _____ No _____

If yes, describe the situation and complete the following: _____

Sport(s)? _____ Country: _____ Dates: _____

Affidavit Continued...

4. Have you ever been red-shirted for a season? Yes _____ No _____ If yes, list when, where, and describe the situation. _____

5. Have you ever participated in practices/tryouts/exhibitions/scrimmages/games for an intercollegiate team other than this college? Yes _____ No _____ If yes, name the school, date, sport, and describe the situation. _____

6. Have you ever played on a club team at a college or university? Yes _____ No _____ If yes, name the school, sport and the dates. _____

7. Have you ever received money beyond expenses for participating in any athletic event? Yes _____ No _____ If yes, describe the situation. _____

List ALL Colleges Attended Full-Time and/or Part-Time after High School
All transcripts from all previous institutions must be included.

College: _____ Dates: _____ Full-time or Part-time? (circle one)
College: _____ Dates: _____ Full-time or Part-time? (circle one)
College: _____ Dates: _____ Full-time or Part-time? (circle one)
College: _____ Dates: _____ Full-time or Part-time? (circle one)

Additional Explanations:

NOTE: If you attended college part-time or were not attending at all for any periods of time following high school graduation, please document your employment and military history during those times. If you were unemployed at any time, please list those dates as well. The NJCAA requires that we account for any time not enrolled full-time. Please use the space below. Please record months and years when referring to dates. _____

I understand that information falsified or omitted can make me ineligible for ALL future college competition in compliance with the National Junior College Athletic Association Eligibility Rules. Student-Athlete Signature: _____ Date: _____
Coach Signature: _____ Date: _____

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TMCC Athletics Travel Liability Waiver

I, _____, have chosen at my own free will to provide my own transportation to _____ and from _____ on this date _____.

I understand that Turtle Mountain Community College is not liable for any personal injuries (including death), damaged or stolen vehicles, personal belongings, or all other related incidences that may occur while using my vehicle. I further acknowledge that TMCC coaches, staff, and board of directors are not responsible, either monetarily or legally, for any aspects when taking your own vehicle or riding with other individuals.