



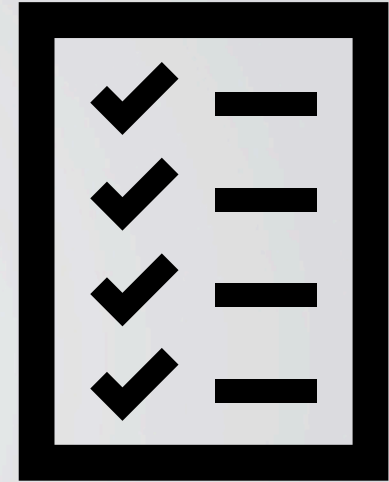
ATTESTATION OF COMPLIANCE OBLIGATIONS

TOPICS

- ▶ Attestation Requirements.
- ▶ Failure To Complete Attestation.
- ▶ Accessing the Attestation Course.

CONSTITUTION 2.1 AND 2.8

- ▶ The proposal maintains the emphasis on the principle of institutional control and responsibility and the principle of rules compliance without the undue administrative requirement to have each individual staff member provide an attestation.



Chancellors and Presidents

Attest that they understand the institutional obligations and personal responsibilities imposed by NCAA Constitution 2.1 and 2.8.

Directors of Athletics

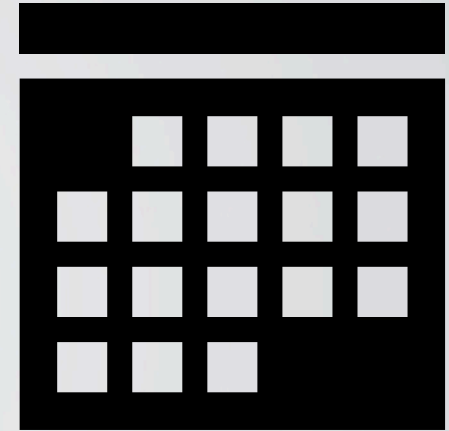
Attest the following:

- Understand institutional obligations and personal responsibilities imposed by Constitution 2.1 and 2.8.
- All athletics department staff members are aware of the institutional obligations and personal responsibilities imposed by Constitution 2.1 and 2.8.
- Conditions for entry of individuals and teams in NCAA championship competition have been satisfied.
- Policies, procedures and practices of the institution, staff members and representatives of athletics interest comply with the Association's legislation.

Note: This is not an exhaustive list of the attestation requirement. The full document can be found in the NCAA manual.

KEY DATES FOR ATTESTATION PROCESS

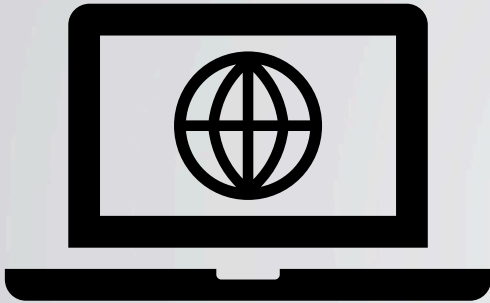
- ▶ Date Available: Aug. 9, 2021
- ▶ Due Date: Oct. 15, 2020



COMMON QUESTIONS

- ▶ What if an institution does not have a president or chancellor and/or director of athletics between Aug. 9 and Oct. 15?
 - ▶ If the institution does not have a full-time individual in either position, the attestation would have to be signed by whoever is serving in that role (e.g., acting or interim).
- ▶ If a new president or chancellor and/or director of athletics is hired by the institution after Oct. 15, does that individual have to sign the attestation of compliance form?
 - ▶ Yes. If the school did not have an individual serving full-time in either capacity before Oct. 15 (e.g., acting or interim), the individual hired would have to sign the attestation of compliance form within 30 days of the individual's start date.

NCAA LEARNING PORTAL



Attestation will occur through the NCAA Learning Portal.

COMMON QUESTIONS

- ▶ How does a school complete the course?
 - ▶ The course will be completed through the NCAA Learning Portal.
 - ▶ The courses are accessed through:
 - Division I University.
 - Division II University.
 - Division III University.
- ▶ How does someone get access to the NCAA Learning Portal?
 - ▶ School's Single-Source Sign-On administrator provides access.

COMMON QUESTIONS

- ▶ Can the Single-Source Sign-On administrator assign the course to other individuals for viewing?
 - ▶ We ask that the course assignment only be made to the individuals with the appropriate title.

COMMON QUESTIONS

- ▶ How long will it take to complete the online course?
 - ▶ President/chancellor course takes approximately six minutes.
 - ▶ Director of athletics course takes approximately 10 minutes.

- ▶ Can an institution sign the attestation form without watching the video portion of the course?
 - ▶ No. To access the attestation form, the president or chancellor and director of athletics must complete all sections of the course, including watching the video.

EXPECTATIONS OF INSTITUTION



Institutions have the discretion to determine the best way to ensure their staffs are aware of their obligations.

FAILURE TO COMPLETE ATTESTATION

- ▶ The institution will be removed from and/or individuals will be ineligible to serve on an NCAA board, council or committee.
- ▶ The institution will be ineligible to compete in individual and team NCAA championships for the current academic year.

COMMON QUESTIONS

- ▶ How long is the period of ineligibility for board, council or committee service and championships?
 - ▶ Oct. 16 through the end of the academic year. The period of ineligibility will continue into the next academic year until the attestation of compliance form is signed.

COMMON QUESTIONS

- ▶ Will the NCAA national office track the attestation of compliance signatures?
 - ▶ No. The attestation of compliance is an institutional obligation. If the attestation of compliance is not signed by Oct. 15, the institution must report a violation to the enforcement staff.

COMMON QUESTIONS

- ▶ May an institution request a waiver of the attestation of compliance requirement?
 - ▶ Yes. However, the waiver must be filed on or before Oct. 15. Additionally, an institution requesting a waiver of the attestation of compliance requirement must follow the legislative relief waiver process of its division.

MORE QUESTIONS?

- ▶ Please contact your division's academic and membership affairs staff for any additional questions about attestation of compliance.

ACCESSING THE ATTESTATION COURSE

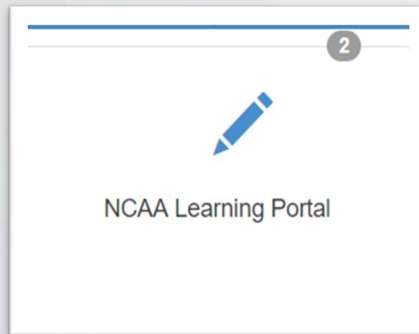
HOW WILL THE ATTESTATION COURSE BE ACCESSED?

4 Easy Steps To Access Course

Log in to My Apps



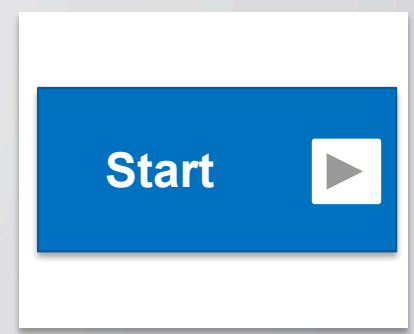
Click on Learning Portal



Click on My Courses



Click To Start Course



ATTESTATION HAS TWO PARTS:

1.

Attestation Video



2.

Attestation Statement

A screenshot of the NCAA Attestation Statement form. The title 'Attestation for Presidents and Chancellors' is at the top. The form contains two numbered items: 1. 'Consistent with Constitution 2.1, as a President or Chancellor of an NCAA member institution, I am ultimately responsible for the administration of all aspects of the intercollegiate athletics program, including approval of the budget and audit of all expenditures.' 2. 'Consistent with Constitution 2.8, my institution (including all members of the institution's staff, student-athletes, and other individuals and groups representing the institution's athletics interests) must comply with all applicable rules and regulations of the Association in the conduct of its intercollegiate athletics programs. This includes a requirement to monitor programs, cooperate fully with the NCAA, and report violations.' Below these items is a checkbox followed by the text: 'I attest that I understand the institutional obligations and personal responsibilities outlined above and imposed by Constitution 2.1 (Principle of Institutional Control and Responsibility) and Constitution 2.8 (Principle of Rules Compliance).' The NCAA logo is in the bottom right corner.

The attestation process is not finished until both watching the video and selecting to attest have been completed.

NCAA LEARNING PORTAL: COURSE ENROLL

REMINDER

- ▶ Must be enrolled to access course.
- ▶ Learning Portal is accessed through My Apps.
- ▶ Attestation has two actions that must be completed.

ATTESTATION PROCESS COMPLETE

Course Content

Course Content

- ▲ Attestation of Compliance for Presidents and Chancellors Video
 - ✓ Attestation of Compliance for Presidents and Chancellors Video Complete
- ▲ Attestation of Compliance for Presidents and Chancellors Statement
 - ✓ Attestation for Presidents and Chancellors Statement Complete

Completed
2/2

100%

Tags

Division I Division II Division III

ATTESTATION COURSE COMPLETION FACTS

- ▶ Access to the course begins at 8 a.m. Eastern time Aug. 10 and runs through 11:59 p.m. Oct. 15.
- ▶ Users must have access to NCAA My Apps, be assigned the NCAA Learning Portal and be assigned the course within the Learning Portal.
- ▶ Completion of both video and statement is required.
- ▶ Validate completion by checking for 100% graphic in the course content section of the attestation.

HELP AND SUPPORT

- ▶ For technical issues related to NCAA My Apps, the NCAA Learning Portal or the assigned attestation course, contact webhelpdesk@ncaa.org.
- ▶ Questions related to gaining access to NCAA My Apps, the NCAA Learning Portal and the course should be directed to the school's Single-Source Sign-On administrator.
 - ▶ SSO administrators are typically the senior compliance officer within the athletics department or the director of athletics.

THANK YOU



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