

AUGUSTA

ATHLETICS

Athletic Compliance Summary Report August – July As of:

Project	Dates	Summary	Next Step	Comments	Completion Date
PBC Compliance Conference Calls	All Year	Participate in the monthly compliance conference call			
National Letter of Intent / Scholarships	All Year	Provide NLI/Scholarships to recruits during designated signing period	Upload Signed NLI/Scholarships into NLI Portal Submit signed Scholarships to Financial Aid Office		
Eligibility Updates	All Year	Provide coaching staff of each sport a list of each student-athlete who has items left to complete for eligibility certification			
AU Compliance Conference Calls	All Year	Participate in monthly compliance conference call with the Director of University Compliance			
ACERM Leadership Team Meetings	All Year	Participate in weekly ACERM Leadership Team meetings			
Athletic Retreat	August	Provide Compliance Updates to Athletic Department Staff			
Compliance Education	August	Assign in NCAA Learning Portal the following modules: Bylaw 17 and Life in the Balance; NCAA Coaches Assist for Sleep; Recruiting: Use of Recruiting Funds			

Declaration of Playing Seasons: All Sports	August 1	Collect Declaration of Playing Seasons from all sports and enter into Compliance Assistant		
Institutional Self Study (ISSG)	All Year	Assign and Complete the ISSG in the NCAA Portal	Work with Departments on Campus	Due by 5:00 PM, including all signatures
Staff Declaration: All Sports and Internal Departments	August 1	Collect Staff Declaration from all sports and internal departments and enter into Compliance Assistant and prepare Certification of Compliance for Staff Form		
Attestation of Compliance for Presidents and Chancellors	August 1	Assign the Attestation of Compliance for Presidents and Chancellors in the NCAA Learning Portal		
Attestation of Compliance for Director of Athletics	August 1	Assign the Attestation of Compliance for Director of Athletics in the NCAA Learning Portal		
Student-Athlete Orientation	Evening before Fall Classes Begin	Put together an agenda and schedule the Student-Athlete Orientation		
Fall Team Compliance Meetings	Prior to 1 st Day of Preseason	Have all student-athletes from fall sports complete the beginning of the year compliance paperwork; provide compliance education		
Certification of Academic Eligibility: Fall Sports	August - current	Complete the certification of academic eligibility form for all student-athletes in fall sports, including addendums for any changes		
Team Compliance Meetings: Winter and Spring Sports	Prior to 4 th Day of Class	Have all student-athlete from winter and spring sports complete the beginning of the year compliance paperwork; provide compliance education		
Certification of Academic Eligibility: Spring Sports that Compete in Fall	August - current	Complete the certification of academic eligibility form for all student-athletes in spring sports that compete in the Fall, including addendums for any changes		

Certification of Academic Eligibility: Winter Sports	August – current	Complete the certification of academic eligibility form for all student-athletes in winter sports, including addendums for any changes
Monitor Countable Athletically Related Activities	August – May	Collect CARA logs from coaches each week classes are in session to monitor that teams are staying within the weekly hour limits based on their season
Monitor Full-Time Enrollment Status of All Student-Athletes	August - May	Monitor that all student-athletes are enrolled in at least a minimum full-time program of studies
Compliance Education	September	Assign in NCAA Learning Portal the following modules: Recruiting: Benefits for Coaches of PSAs; Recruiting: Official Visits; Recruiting: Unofficial Visits
Academic Performance Census – DI	Due: 8 Weeks After First Day of Class	Complete the data entry into the Academic Portal
Academic Performance Census - DII	Due: 15 Weeks After First Day of Class	Complete the data entry into the Academic Portal
EADA/NCAA Membership Financial Report	Available September	Complete the data entry into the NCAA Membership Financial Reporting System regarding enrollment, student-athlete participation, Athletic Scholarships, Coaching Position Data
Compliance Education	October	Assign in NCAA Learning Portal the following modules: Recruiting: National Letter of Intent; Eligibility: General Eligibility Requirements
Update Financial Aid Form / Squad List	As Aid Pays	Update the Financial Aid information in CA for all Student-Athletes

Fall Sport Medical-Hardship Waiver	As Needed	Identify Injured Fall Sport Student-Athletes for Medical Hardship Waiver Application
Compliance Education	November	Assign in NCAA Learning Portal the following modules: Eligibility: Progress-Toward-Degree; Recruiting and Communication; Recruiting: Publicity
Compliance Education	December	Assign in NCAA Learning Portal the following modules: Division II Governance: How the NCAA Works; Recruiting: Local Sports Club
Non-Renewals / Cancellations	December 1	Submit Non-Renewals and/or cancellations to the Financial Aid Office
Participation History: Fall Sports	Upon Completion of Season	Collect history report from each Fall sport regarding student-athlete participation in competition
Send End of Season Surveys to Fall Sports	Upon Completion of Season	Send End of Season Surveys to all Fall Sport Student-Athletes
Winter Sport Medical-Hardship Waiver	As Needed	Identify Injured Winter Sport Student-Athletes for Medical Hardship Waiver Application
Evaluate Fall Grades	Mid December	Evaluate Fall Grades of all student-athletes for academic eligibility and provide report to coaches
Certification of Academic Eligibility: All Sports	December/ January	Complete the certification of academic eligibility form for all student-athletes who gained eligibility after Fall or any mid-year enrollees/transfers
Submit Financial Aid Form / Squad List	As Aid Pays	Financial Aid Office to review and certify the financial aid information entered into CA
Compliance Education	January	Assign in NCAA Learning Portal the following modules: Recruiting: Offers and Inducements

Spring Mid-Year Addition Compliance Meetings	Prior to First Day of CARA	Have all mid-year addition student-athletes from all sports complete the beginning of the year compliance paperwork; provide compliance education
Attend NCAA Convention	January	Attend NCAA Convention
Compliance Education	February	Assign in NCAA Learning Portal the following modules: NCAA Coaches Assist for Sexual Violence Preventions; Working with International Student-Athletes
Compliance Education	March	Assign in NCAA Learning Portal the following modules: Eligibility: Seasons of Competition; Eligibility: Why it Matters
Participation History: Winter Sports	Upon Completion of Season	Collect history report from each Winter sport regarding student-athlete participation in competition
Send End of Season Surveys to Winter Sports	Upon Completion of Season	Send End of Season Surveys to all Winter Sport Student-Athletes
Spring Sport Medical-Hardship Waiver	As Needed	Identify Injured Spring Sport Student-Athletes for Medical Hardship Waiver Application
Compliance Education	April	Assign in NCAA Learning Portal the following modules: Eligibility: Delayed Enrollment; Eligibility: Two-Year College Transfers
Renewals/Non-Renewals	Submit to Coaches by: April 15	Provide Head Coaches with Scholarship Renewal/Non-Renewal Worksheet
Compliance Education	May	Assign in NCAA Learning Portal the following modules: Recruiting: PSA Tryouts; Recruiting: Tryout Exceptions
Participation History: Spring Sports	Upon Completion of Season	Collect history report from each Spring sport regarding student-athlete participation in competition

Send End of Season Surveys to Spring Sports	Upon Completion of Season	Send End of Season Surveys to all Spring Sport Student-Athletes
Attend Regional Rules	May/June	Attend Regional Rules
Update Financial Aid Form / Squad List	May	Update the Financial Aid information in CA for all Student-Athletes
Evaluate Spring Grades	May	Evaluate Spring Grades of all student-athletes for academic eligibility and provide report to coaches
Academic Success and Graduation Rate Report	Due by: June 1	Complete the Academic Success Rate and Federal Graduation Rate Report
Compliance Education	June	Assign in NCAA Learning Portal the following modules: Coaches Certification; Eligibility: Initial Eligibility Requirements
Recruiting Calendars	June 1	Provide Coaches Recruiting Calendars
End Of Year Report Submission	Due by: June 15	Submit any amended Financial Aid Reports to Conference Office
Update Student-Athlete Handbook	June/July	Update the Student-Athlete Handbook regarding any updates/changes
Update Compliance Manual	June/July	Update the Compliance Manual regarding any updates/changes
Create Booster Education Document	June/July	Update a Booster Education Document
Create Faculty Education Document	June/July	Update a Faculty Education Document

Compliance Education	July	Assign in NCAA Learning Portal the following modules: Recruiting Overview; Recruiting: Who, What, When Head Coaches Only: Regionalization; Championships Selection	
Collect Outside Income Form	July 1	Collect Outside Income Form from all AU Athletic Department Employees	
NCAA Sports Sponsorship and Demographic Report	July 26	Complete the NCAA Sports Sponsorship and Demographic Report	
NCAA Minimum Financial Aid Report	July 26	Complete the NCAA Minimum Financial Aid Report	Part of the NCAA Sports Sponsorship and Demographic Report
Verify Completion of Coaches Certification Required Courses	July 31	Verify which coaches have completed the coaches certification required courses	
Verify Safety, First-Aid, CPR and AED Certification	July 31	Verify Safety, First-Aid, CPR and AED Certification of all coaches and volunteers are up to date	
Verify Strength & Conditioning Coaches Certification	July 31	Verify Strength & Conditioning Coaches Certifications are up to date	
Evaluate Summer Grades	Beginning 08/04/2022 after Noon	Evaluate Summer Grades of all student-athletes for academic eligibility and provide report to coaches	
Multi-Divisional Review	April 22-23	Multi-Divisional Review will be conducted on-campus by K. Turpin Consulting	