

Policies and Procedures
40.10.7 – Recruiting Regulations

Policy Number: 40.10.7
Name: Recruiting Regulations
Origin: Ad Hoc Working Group
Approved: December 2015
Approval Process: Board of Directors
Revision Date(s): August 2017, August 2018

PREAMBLE

- A. U SPORTS expects that all participants including Member Institutions, Regional Associations, Directors of Athletics (or equivalents), coaches, officials, student-athletes, administrators, Institution Representatives, volunteers, and others connected to our athletic programs and events uphold our core values of honesty, integrity, fair play, sincerity and honourability. All participants shall accept and actively encourage compliance with both the spirit and the letter of the rules governing U SPORTS, and shall ask for clarity on or interpretation of any rule regarding which there is uncertainty. An accepted element of the spirit of those rules is that any suspected violation be brought forward as a Complaint or be brought to the attention of the alleged violator as soon as possible, and that intentionally withholding such suspicion until a later date is against the spirit of the rules.
- B. As a legal entity, U SPORTS has the authority to establish policies to govern its own affairs and to prescribe, monitor and enforce the conduct of its Member Institutions and the conduct of other individuals involved directly or indirectly in U SPORTS activities pursuant to such policies.
- C. No action or legal proceeding may be commenced against U SPORTS in respect of a dispute unless U SPORTS has refused or failed to provide or abide by the appeal process as set out in U SPORTS' policies and all remedies available under these policies has been exhausted.

40.10.7	<u>RECRUITING REGULATIONS</u>
40.10.7.1	Definitions
40.10.7.2	Principles
40.10.7.3	Recruiting
40.10.7.4	Contact
40.10.7.5	Visits
40.10.7.6	Participation
40.10.7.7	U SPORTS Letter of Intent
40.10.7.8	Financial Assistance
40.10.7.9	Employment

- 40-10.7.10 Violations/Discipline
- 40.10.7.11 Sport Specific
- 40.10.7.11.1 Football

40.10.7.1 Definitions

40.10.7.1.1 Recruiting

The solicitation of a prospective student-athlete, or a prospective student-athlete's parents, legal guardian, relatives or coach(s), by an institution's representative for the purpose of securing the student-athlete's enrollment and ultimate participation in the institution's U SPORTS athletic program.

40.10.7.1.2 Prospective Student-Athlete

Any Canadian or international athlete whether they are in high school, college or university or whether they are a non-student, who is interested in enrolling and competing athletically for a U SPORTS institution in a U SPORTS sport. This includes the athlete's representatives (family, legal guardian, agents, relatives and coaches)

40.10.7.1.3 Confirmed Recruit

An individual ceases to be a prospective student-athlete when they sign a U SPORTS Letter of Intent or the prospective student-athlete has accepted the institution's offer of admission and is confirmed for the upcoming semester as a registered student at the institution.

40.10.7.1.4 Institution

Refers to any university that is a member of U SPORTS.

40.10.7.1.5 Institution Representative(s)

Refers to any individual, group or agency that is employed, volunteers or delivers a message independently or on behalf of an institution including individuals or groups representing alumni. University Academic Recruiters are not subject to this clause as long as they are not specifically recruiting potential student-athletes

40.10.7.1.6 U SPORTS Letter of Intent

A commitment between a prospective student-athlete and a U SPORTS institution with respect to the prospect being a part of that institution's U SPORTS interuniversity athletic program for the coming academic year.

40.10.7.1.7 Contact

When an institution's representative(s) has communication with a prospective student- athlete, their parents, legal guardian, relative or coach(s) beyond 'hello' regardless of where or how the communication occurs.

40.10.7.1.8 Visit

40.10.7.1.8.1 Official Visits

a) On-Campus

When a prospective student-athlete is invited and provided financial assistance, in whole or in part, by institution representatives during a visit where some or all of it occurs on campus.

b) Off-Campus

When a prospective student-athlete is provided financial assistance, in whole or in part, during a visit with institution representatives when the entirety occurs at an off-campus location.

40.10.7.1.8.2 Unofficial Visits

a) On-Campus

When a prospective student-athlete is provided no financial assistance by institution representatives during a visit where some or all of it occurs on campus.

b) Off-Campus

When a prospective student-athlete is provided no financial assistance during a visit with institution representatives when the entirety occurs at an off-campus location.

40.10.7.1.9 U SPORTS Sports

a.) League

Those interuniversity teams that participate in an organized schedule of conference competition including; basketball, field hockey, football, ice hockey, rugby, soccer and volleyball.

b.) Event Based Sports

Those interuniversity teams that participate in organized conference events, meets, matches and/or tournaments including; curling, cross country swimming, track and field and wrestling.

40.10.7.1.10 Practice

Any form of physical or mental training led by an Institution's representative that aims to maintain or improve athletic performance. Strength & Conditioning sessions are not considered a practice.

40.10.7.2. Principles

40.10.7.2.1 Institution representatives shall apply and enforce U SPORTS and Conferences recruiting regulations. These regulations apply to the recruitment of all prospective student- athletes who wish to participate in a sport leading to a U SPORTS Championship.

- 40.10.7.2.2 Institutions, Conferences and/or U SPORTS sport specific regulations may only deviate from U SPORTS recruiting regulations if their regulation(s) are more stringent than those of U SPORTS.
- 40.10.7.2.3 Institution representatives, when communicating with prospective student-athletes are to comply with the U SPORTS Code of Ethics Policy 90.60. In particular, they are to promote the benefits and descriptions of the academic and athletic programs at their institution and are not in any way to comment on other institutions' academic or athletic programs and/or other institution representatives.
- 40.10.7.2.4 It is imperative that institution representatives properly supervise underage prospective student-athletes during the official visit.
- 40.10.7.2.5 Institution representatives must inform and educate prospective student-athletes of U SPORTS Recruiting Regulations and are required to inform them that the prospective student-athlete will be responsible for any violation of those regulations. Prospective student-athletes are responsible for their involvement in any violation of those regulations.
- 40.10.7.3 Recruiting
- 40.10.7.3.1 The following actions by institution representatives are considered to be recruiting:
- a) Financially assisting a prospective student-athlete with an official on or off campus visit.
 - b) Having an arranged, in-person, on or off-campus meeting with the prospective student-athlete or the prospective student-athlete's parents, legal guardian, relatives or coach(s).
 - c) Issuing a U SPORTS Letter of Intent.
 - d) Issuing an institutional offer of Athletic Financial Awards to the prospective student athlete.
- 40.10.7.3.2 Institution representatives are expected to act as per U SPORTS Code of Ethics Policy 90.60 when contacting prospective student-athletes.
- a) When approaching non-students, or those that are attending high school or CEGEP, institution representatives should only make contact at times away from the prospective student-athlete's in-season competition times, i.e. after games or at the conclusion of events, matches or tournaments.
 - b) When approaching CCAA student-athletes, the initial contact by institution representatives must be through the CCAA institution's Director of Athletics or coach.
- 40.10.7.3.3 Confirmed recruits are not to be contacted. Students registered at a member institution, but not listed on an eligibility certificate may only be contacted by another institution once it has been confirmed in writing from that student's institution's Director of Athletics that the student is not a confirmed recruit or

participating with that institution's athletic program.

40.10.7.3.4 In the case when a student athlete (or designate) initiates contact to an institution representative of a potential transfer, the contacted institution's representative shall immediately notify his/her Director of Athletics who in turn shall inform the Director of Athletics of the institution in which the student-athlete is enrolled.

40.10.7.4 Contact

40.10.7.4.1 Communication with a prospective student-athlete includes, and is not limited to, in- person, telephone, mail, email, text, social media or other correspondence.

40.10.7.4.2 Institution representatives and prospective student-athletes may contact each other at any time without consequences only until the prospective student-athlete has become a confirmed recruit at another institution.

40.10.7.5 Visits

40.10.7.5.1 An Official On-Campus Visit is when a prospective student-athlete is invited to an institution and receives financial assistance for the visit by an institutional representative. An institution may fund, in whole or in part, a prospective student-athlete's visit once every 365 days to a maximum of two visits in the prospective student-athlete's lifetime. An official visit cannot exceed 72 hours from the time of arrival on campus until the time of departure from campus. Institutionally-funded attendance at formal ID camps, evaluation camps and/or individual evaluation sessions (organized by an institution is considered to be an official on-campus visit. Institutions are bound by the following regulations regarding official visits:

a) Institutions may fund the prospective student-athletes transportation costs with receipts provided the route used is as direct as possible from the student-athlete's originating location to the institution. Ground transportation can be reimbursed up to the maximum institutional mileage rate.

b) Funding of transportation and/or accommodation (unless shared with the student- athlete) for parents, relatives, legal guardians or the student-athlete's coaches is not allowed.

c) Institutions may for the duration of the official visit, cover shared accommodation and up to nine meals that have been submitted for expense with official receipts, for each of the prospective student-athlete and their parents or legal guardian(s).

d) Institutions may provide up to three complimentary event tickets for a campus-sponsored event such as interuniversity sport event or music department concert.

e) Institutions may provide reasonable entertainment and/or services for the prospective student-athlete and their parents or legal guardian during the official visit at an institution-sponsored event or at an institution facility. The cumulative value (paid or in-kind) of such entertainment products and/or services not to exceed a retail value of \$100 (CDN). This \$100 is limited to entertainment and/or services and is not to include other charges (i.e.: apparel, university application fees, etc.).

40.10.7.5.2 An Unofficial On-Campus Visit is when a prospective student-athlete meets institution representatives where some or all of the visit occurs within the physical boundaries of the university campus or buildings controlled by the athletic department, but receives no financial assistance of any kind.

40.10.7.5.3 An Official Off-Campus Visit is when a prospective student-athlete meets with an institution representative for a meal exclusively outside of the boundaries of the

university campus or buildings controlled by the athletic department. An institution may fund, in whole or in part, a prospective student-athlete's Official Off-Campus visit once every 365 days to a maximum of two Official Off-Campus Visits in the prospective student-athlete's lifetime.

- a) A maximum of two meals can be paid for by an institution representative for a prospective student-athlete and their parents or legal guardians during on Official Off-Campus Visit (i.e.: coffee with the prospective student-athlete, then dinner with the prospective student-athlete and their parents).
- b) Institution representatives are prohibited from, at any point during an Official Off-Campus Visit, providing the prospective student-athlete with any financial benefit other than meals (i.e.: may not provide complimentary entertainment tickets, merchandise, institutional fees, etc.).
- c) Institutional representatives are prohibited from recompensing prospective student-athletes or their parents or legal guardians for transportation (i.e.: parking, taxi, Uber, etc.) costs during an Official Off-Campus Visit.

40.10.7.5.4 An Unofficial Off-Campus Visit is when an institution representative watches a prospective student-athlete practice and/or compete for the purpose of evaluation, or engages in conversation with the prospective student-athlete outside of the physical boundaries of the university campus or buildings controlled by the athletic department without providing financial assistance.

40.10.7.5.5 Entertainment and Gifting

Once a prospective student-athlete becomes a confirmed recruit, the institution may provide that confirmed recruit ONE piece of university or athletic department branded apparel that does not exceed \$100 in retail value. This one piece of apparel cannot be mentioned during the recruiting process. This \$100 is limited to clothing and may not be used in another capacity in place of clothing (i.e.: payment of application fees, etc.).

40.10.7.6 Participation

40.10.7.6.1 With respect to U SPORTS league sports, during the competitive season only student-athletes that are listed on their U SPORTS Eligibility Certificate or students registered at their institution can practice or occupy the institution's team bench. The competitive season for U SPORTS fall sports is August 15 to December 1 and for U SPORTS winter sports is August 15 to April 1. (There is an exception to the rule in 40.10.7.6.5).

40.10.7.6.2 Institutions that compete in U SPORTS league play cannot have prospective student-athletes participate in off-season practices. Once a prospective student-athlete becomes a confirmed recruit they are eligible to participate in team practices off-season (i.e. U SPORTS fall sports December 1 to August 15 and U SPORTS winter sports April 1 to August 15).

- 40.10.7.6.3 Institutions that compete in U SPORTS interuniversity non-league sports can have prospective student-athletes practice with their institution year round, but during competitions where only U SPORTS student-athletes are competing, such prospective student-athletes shall be situated in the spectator viewing areas.
- 40.10.7.6.4 Institutions cannot provide prospective student-athletes with free membership/access to the institution's athletic/fitness facilities; all applicable fees to community or non-students users must be applied.
- 40.10.7.6.5 Institutions that compete in interuniversity league play may allow prospective student-athletes to practice with the team and/or utilize the institution's athletic/fitness facilities at no cost only during the prospective student-athlete's one official visit per 365 day period.
- 40.10.7.7 U SPORTS Letter of Intent
- 40.10.7.7.1 Minimum requirements, conditions and obligations of a U SPORTS Letter of Intent are detailed in U SPORTS Policy 40.30.4. Further information, which may be of assistance to prospective student-athletes, can be found on the U SPORTS Web Page at <http://www.usports.ca>.
- 40.10.7.7.2 A U SPORTS Letter of Intent is not a prerequisite for participation in U SPORTS, nor is it an offer of admission to an institution or an indication that admission will be provided.
- 40.10.7.7.3 Any verbal commitment announced or otherwise is not binding on the prospective student-athlete or the institution.
- 40.10.7.7.4 Following the signing of a U SPORTS Letter of Intent and the posting of the confirmed recruit's name to the U SPORTS Letter of Intent Registry, all U SPORTS members are to immediately discontinue further recruitment of the confirmed recruit U SPORTS members are required to reference the U SPORTS Letter of Intent Registry prior to contacting any prospective student-athlete.
- 40.10.7.7.5 U SPORTS institutions may, at their discretion, include the terms of Athletic Financial Awards within a U SPORTS Letter of Intent.
- 40.10.7.7.6 A U SPORTS Letter of Intent is null and void if the prospective student-athlete is not admitted to the U SPORTS institution with which they signed, or if the student is not accepted into their academic program of choice (where applicable and noted on a student's application for admission or equivalent), or if the student does not satisfy U SPORTS Academic Standing Requirements.
- 40.10.7.7.7 Prospective student-athletes and institutions may, by mutual agreement, nullify a

previously signed U SPORTS Letter of Intent.

40.10.7.7.8 Where a U SPORTS Letter of Intent is not nullified and a student-athlete attends a U SPORTS institution other than the one with which he/she initially signed, that student-athlete is unable to receive an Athletic Financial Award for the entirety of their first full academic year (September 1 – August 31).

40.10.7.8 Financial Assistance

40.10.7.8.1 Information regarding Athletic Financial Awards (AFA), also known as athletic scholarships, may be found in U SPORTS Operations Manual Policy 50.10. This policy also covers non-athletic financial awards such as academic scholarships or other benefits. Institution representatives have a responsibility to be aware of and to abide by this policy as it applies to the recruiting of prospective student-athletes.

40.10.7.8.2 Institution representatives cannot offer other forms of financial assistance in cash or in-kind to prospective student-athletes unless otherwise allowed within these U SPORTS Recruiting Regulations. In particular these restrictions apply to assistance with travel, accommodation, housing, meals, equipment, apparel or school supplies over and above normal team expenses.

40.10.7.9 Employment

40.10.7.9.1 Prospective and confirmed student-athletes may be employed by an institution as long as their employment is secured through the institution's normal application processes.

40.10.7.9.2 The compensation for prospective and confirmed student-athletes that become employed by an institution (including in the institution's athletic program), are not to exceed the standard compensation established by the institution for similar positions, i.e. on-campus positions, not positions in the general public.

40.10.7.9.3 Prospective and confirmed student-athletes who become employed off-campus by institutional representatives through normal application processes are to be paid at a compensation rate comparable to what the private sector would pay for comparable student employment.

40.10.7.9.4 Such prospective and confirmed student-athlete employees are not to receive free, reduced or subsidized housing or any form of travel subsidy or transportation. Housing may only be provided if the camp or clinic involves overnight accommodation for the participants and the employee is as part of the employment contract responsible for the overnight supervision.

40.10.7.10 Violations/Discipline

40.10.7.10.1 U SPORTS Policy 90.30 dealing with Complaints, Investigation and Discipline shall be applied to an institution and/or institutional representatives deemed to have not adhered to U SPORTS recruiting regulations.

40.10.7.11 Sport Specific

The following sections are sport specific and may include recruiting regulations that are more stringent than non-sport-specific U SPORTS recruiting regulations. Institution representatives must be knowledgeable regarding the generic U SPORTS recruiting regulations as well as any that are sport specific.

40.10.7.11.1 Football

40.10.7.11.1.1 Employment: Institutional representatives are not permitted to offer prospective student-athletes any form of employment during the recruiting process. Institution's representatives cannot assure a prospective student-athlete employment as a method of recruiting inducement.

40.10.7.11.1.2 An Official On-Campus Visit is when an institution representative funds a prospective student-athlete's visit. An institution may fund, in whole or in part a total of 50 Official On-Campus Visits in one academic year in exception of the black-out periods set out in this Policy 40.10.7.

40.10.7.11.1.2.1 In their lifetime, prospective student-athletes may only make one official visit to a U SPORTS institution and may only make official visits to a total of five (5) different U SPORTS institutions that offer U SPORTS Football.

Note: with the exception of (e), all other sections of regulation 40.10.7.5.1 including length of visit and allowable expenses apply to the sport of football.

40.10.7.11.1.3 Institution representatives may not purchase or provide any tickets for off-campus events nor can they provide any current U SPORTS student-athlete with funds to entertain prospective student-athletes while on campus. As well, institution representatives may not provide any apparel to prospective student-athletes. Once a potential student-athlete becomes a confirmed recruit, the institution may provide that confirmed recruit ONE piece of apparel that does not exceed \$100 in retail value. This one piece of apparel cannot be used or mentioned during the recruiting process. This \$100 is limited to clothing and may not be used in another capacity in place of clothing (i.e.: payment of application fee, etc.).

40.10.7.11.1.4 Institution representatives cannot entertain a prospective student-athlete at any on or off-campus professional sporting or entertainment event.

40.10.7.11.1.5 Contact: Institution representatives may initiate contact or be contacted and officially or unofficially visit institutions at any time throughout the year

excluding U SPORTS Football black-out periods. Quiet periods indicate the dates in which coaches are not permitted to attend third-party recruiting camps. The annual Football recruiting calendar is as follows:

Open Period

12:01 AM August 1

11:59 PM Dec 21

Quiet Period

12:00 AM September 1

11:59 PM Feb 28

Holiday Blackout Period

12:00 AM Dec 21

11:59 PM Jan 3

East-West Blackout Period

12:00 AM May 7

11:59 PM May 14

July Blackout Period, less Canada Cup

12:00 AM July 1

11:59 PM July 31

Open Period

3 days prior to Game 1 until 1 day after Final Game at Canada Cup

*All times Eastern Standard Time

- 40.10.7.11.1.6 Prospective student-athletes may attend developmental football camps provided they pay the same registration fee as all participants and that their travel to the camp is not funded or reimbursed in whole or in part by any institution representative.
- 40.10.7.11.1.7 During an Official Visit, a prospective student-athlete may practice in non-football drills and/or non-contact football drills that involve the coach and the prospective student-athlete, but cannot participate in any institution football practices. During an Unofficial Visit, a prospective student-athlete may practice in non-football drills, but cannot participate in any football practices or football specific drills.
- 40.10.7.11.1.8 A confirmed recruit can participate in Permissible Activities with a U SPORTS institution's football team and/or with institutional representatives.
- Since Canada West has traditionally held spring camps, Canada West may continue this practice with the proviso that only student-athletes within the Canada West boundaries be allowed to participate in these camps. This traditional territory is defined as extending from British Columbia to Thunder Bay, Ontario.
 - A student-athlete is considered to be from within the "traditional Canada West boundaries" if where they currently play or where they last played for is/was within these boundaries.
 - Permissible Activities with those student-athletes listed on the eligibility

certificate include:

- Skill improvement sessions where a coach works one-on-one with a student-athlete (to address that student-athlete's individual skill improvement) or in small groups (maximum seven (7) student-athletes) for the purpose of individual skill improvement only.
- Strength and conditioning sessions done as a group where athletes work on individual strength and conditioning.
- "Chalk-talk" or video sessions.

40.10.7.11.1.9 Each U SPORTS team shall be allowed to begin their respective in-season practices/training camps fourteen (14) days immediately prior to the first scheduled U SPORTS league game.

NOTE: Teams are allowed to utilize the day immediately prior, as a Testing Day in which administrative details can be completed.

40.10.7.11.1.10 Out-of-Season Practice:

- (a) There can be a maximum of twenty (20) off-season team practices. These practices are limited to the time period between the end of the season (Vanier Cup) and May 10th. Participation in the twenty (20) practices is restricted to those student-athletes listed on the eligibility certificate for the current academic year and students academically registered at the institution.
- (b) Included within the twenty (20) off-season practices, institutions may hold a spring camp with a maximum of five (5) practices over a one (1) week period, one of which may be a scrimmage. Exception: Reference 40.10.7.11.1.10 (a) (b)
- (c) Out-of season practices and spring camps may not take place outside of Canada or outside of the province of the institution.

40.10.7.11.1.11 Roster Sizes

By 11:59 PM (EST) of day one of Training Camp, institutions must declare to the Conference office on the standard roster form a training camp roster with a maximum of 110 players. Teams may add players to the maximum of 110 until the October 1 Eligibility Certificate deadline, at which point a final roster will be declared. No additions may be made after this point. Any changes made between the initial deadline and October 1 must be provided to the Conference office on the standard roster form.