



Western

STUDENT-ATHLETE HANDBOOK

2014-2015



The UNIVERSITY of WESTERN ONTARIO

TABLE OF CONTENTS

Contents.....	2
Program of Intercollegiate Athletics Directory.....	3
2014-15 Academic Calendar.....	4
Student Athlete Code of Conduct.....	5-6
OUA (Ontario University Athletics) Eligibility.....	7
CIS (Canadian Interuniversity Sport) Eligibility.....	8-10
Policy on Participation on More Than One Intercollegiate Team.....	11
Academics and Athletics.....	11-12
Western Student-Athlete Fee.....	12
Mustangs Athlete Student Council (MASC).....	12
Academic Success Program (ASP).....	13
Student Development Centre /Student Success Centre.....	13-14
Fowler Kennedy Sport Medicine Clinic.....	14-18
CIS Drug Education and Doping Control Program.....	18-20
Weight Training Centre Policy.....	20
Team Travel Regulations.....	21-22
Communications & Media Relations & Marketing, Sponsorship & Fundraising.....	22-23
Athletic Program Award Code Policy	24
Western Foot Patrol.....	24
Financial Aid /Work Study Plan.....	24-25
Awards, Scholarships and Bursaries.....	26-27
Financial Services Contacts.....	27

Did You Know?

The University of Western Ontario was founded in 1878 by Bishop Isaac Hellmuth and the Anglican Diocese of Huron as "The Western University of London Ontario. The first students graduated in arts and medicine in 1883.

PROGRAM OF INTERCOLLEGIATE ATHLETICS DIRECTORY

NAME	LOCATION	PHONE	EMAIL
Quigley, Thérèse	Room 3165A, Thames Hall Director, Sports & Recreation Services	519-661-2111 ext. 88448	tquigley@uwo.ca
Mathies, Chuck	Room 3235E, WSRC Manager, Sports & Recreation Services	519-661-2111 ext. 86716	cmathie@uwo.ca
Wheatley, Sean	Room 3235B, WSRC Manager, Business Operations	519-661-2111 ext. 88535	swheatle@uwo.ca
Cooper, Bonnie	Room 3235D, WSRC Athlete Services Coordinator	519-661-2111 ext. 85003	bcooper@uwo.ca
Emery, Beth	Room 2235B, WSRC Clubs Coordinator	519-661-2111 ext. 88349	bemery2@uwo.ca
Castrilli, Sherri	Room 3235A, WSRC Travel Coordinator	519-661-3552	sherri.castrilli@uwo.ca
Durack, Dan	2 nd Flr, Thompson Arena Events Coordinator	519-661-2111 ext. 88331	ddurack@uwo.ca
Young, Jason	Room 3170D, Thames Hall Manager, Sponsorship, Marketing & Sales	519-661-2111 ext. 80031	jyoung47@uwo.ca
Von Richter, Tony	Room 3156, Thames Hall Media Relations and Communications	519-661-2111 ext. 83089	mustangsmmedia@uwo.ca
Erle, Frank	Room 3235, WSRC Manager, Facilities	519-661-2111 ext. 88102	ferle@uwo.ca
Denault, Kim	Room 3144, WSRC Facilities Reservations Coordinator	519-661-2111 ext. 83629	kmdenaul@uwo.ca
Charlton, Ann	Room 3235A, WSRC Payroll Clerk	519-661-2111 ext. 85043	pheamc@uwo.ca
Irvine, Stuart	Room 3156, Thames Hall Publications & Graphic Design	519-661-2111 ext. 85490	sirvin2@uwo.ca
Mitchell, Nikki	Room 3170A, Thames Hall Administrative Assistant to the Director	519-661-3551	nmitche7@uwo.ca
Smith, Jenna	Room 3144, WSRC Customer Service - WSRC	519-661-2111 ext. 85197	srs-facilities@uwo.ca
Walsh, Rob	Room 2160B, Thames Hall Athletic Therapist	519-661-2111 ext. 88369	rwalsh@uwo.ca
Watson, Jeff	TD Waterhouse Stadium Strength & Conditioning	519-661-2111 ext. 81031	jwatso45@uwo.ca
Knights, Jennifer	Room 2235E, WSRC Aquatics, Dance & Instruction	519-661-2111 ext. 85492	jknights@uwo.ca
Henderson, Leah	Room 2235C, WSRC Community Outreach	519-661-2111 ext. 85493	lhende24@uwo.ca
Ripley, Robyn	WSRC Fitness and Wellness	519-661-2111 ext. 80581	rripley3@uwo.ca
Schultz, Guy	Room 2235D, WSRC Intramurals & Informal Recreation	519-661-2111 ext. 80361	gschult2@uwo.ca
Thames Hall Locker Room	Room 2130D, Thames Hall	519-661-3711	
Mustang Tickets		519-661-4077	
Fowler Kennedy Sport Medicine Clinic	Ground Floor, 3M Centre	519-661-3011	
TD Stadium		519-661-2111 ext. 88395	
Thompson Arena		519-661-3629	
Campus Police	Lawson Hall, Room 1257	519-661-3300	
Western Foot Patrol	Room 57, UCC	519-661-3650	
Student Health Services	Room 11, UCC	519-661-3030	
Student Development Centre	4 th Floor, WSS	519-661-3031	
University Student Council (USC)	Room 340, UCC	519-661-3574	
Office of the Registrar/Financial Aid	1 st Floor, WSS	519-661-2100	
Western News	Ste 360, Westminster Hall	519-661-2045	
Gazette	Room 263, UCC	519-661-3580	
CHRW Radio	Room 250, UCC	519-661-3602	

2014-2015 ACADEMIC CALENDAR

First Semester

Sept. 4	Fall/Winter Term classes begin
Sept. 10	WEB registration ends
Sept. 12	Last day to add a first-term first quarter ('Q') course (Kinesiology). Last day to add a full course, a first-term half course, a first-term full course, or a full-year half course on campus and Distance Studies.
Sept. 19	Last day to drop a first-term first quarter ('q') course (Kin) without academic penalty
Oct. 13	Thanksgiving Holiday
Oct. 15	Deadline to apply for relief against a final grade in a Spring/Summer Distance Studies course
Oct. 20	First day of a first-term second quarter ('R') course (Kin)
Oct. 24	Last date to add a first-term second quarter ('R') course (Kin)
Oct. 30-31	Fall Study Break & Autumn Convocation
Nov. 3	Last date to drop a first-term second quarter ('R') course (Kin) without penalty.
Nov. 3	Last day to drop a first-term half course or a first-term full course (2013-14 Fall/Winter Term) without academic penalty
Nov. 30	Last day to drop a full course and full-year half course (on-campus day and evening and Distance Studies) without academic penalty
Dec. 3	Classes end
Dec. 4-5	Study Day
Dec. 6-17	Mid-year examination period
Dec. 18	First term ends for all programs except Dentistry, Education, Law and Medicine

Second Semester

Jan. 5	Classes resume
Jan. 9	Last day to add a second-term first quarter ('S') course (third quarter, Kin)
Jan. 13	Last day to add a second-term half course, or a second-term full course
Jan. 16	Last day to drop a second-term first quarter ('S') course without academic penalty
Jan. 31	Deadline to apply for relief against a final grade in a first-term course
Feb. 16	Family Day
Feb. 16-20	Reading Week
Feb. 27	Last day to add a second-term second quarter ('T') course (fourth quarter, Kin)
Mar. 3	First day for web registration for Summer Evening and Spring/Summer Distance Studies
Mar. 5	First day for web registration for Intersession
Mar. 6	Last day to drop a second-term second-quarter ('T') course without academic penalty (Kinesiology).
Mar. 7	Last day to drop a second-term half course, or a second-term full course without academic penalty
Mar. 10	First day for web reg for Summer Day
Apr. 3	Good Friday
Apr. 5	Easter Sunday
Apr. 8	Fall/Winter Session classes end
Apr. 9-10	Study Days
Apr. 11-30	Final examination period
May 8	Last day to add a full course, a first-term half course, a first-term first quarter ('Q') course, and a full year half-course in Summer Evening
May 11	Intersession courses begin
May 13	Last day to add a full course, or a 6-week half course, a first-term first quarter ('Q') course or a full-year half course in Intersession

THE UNIVERSITY OF WESTERN ONTARIO CODE OF CONDUCT FOR VARSITY TEAMS - ICARE

The Department of Sports and Recreation Services requires that all student-athletes* conduct themselves in a manner consistent with the high values and tradition maintained by The University of Western Ontario. All students are expected to understand that they are required to behave at all times in a manner consistent with the Western Code of Student Conduct, and will be subject to discipline under that Code if it is violated. The Western Code of Student Conduct is located at http://www.usc.uwo.ca/government/documents/Western_Code_of_Student_Conduct.pdf

Preamble:

Understand that it is a privilege to be a part of the Mustang family, and that your actions, positive and negative, reflect on Western athletes as a whole. It is your responsibility to uphold the principles outlined in this Code of Conduct.

Integrity

- Fair Play – Abide by the rules and spirit of the game as well as the principles laid down by the applicable sport governing body. Live up Western’s high standards of sportsmanship.
- Honesty – Uphold a strong moral principle at all times.

Citizenship

- Ambassador – Represent your team, sport and school with class and dignity.
- Leadership – Be a role model for younger athletes to carry on Mustang traditions.
- Outreach – Work to give back to the community.

Accountability

- Courage – Be willing to stand up and fight for our collective values.
- Communication and Social Media – Be accountable for the words, text, and images you put forth. Be aware that what we say in social media lasts forever; think carefully before you communicate through social media.
- Professionalism – Be professional all the time including conduct to teammates, coaches, referees, sport administrators, the Western community, and the greater community.

Respect

- Self – Live and play with class. Be a good sport. Be gracious in victory and accept defeat with dignity. Help fallen opponents, compliment extraordinary performance, and show sincere respect in pre- and post-game rituals. Treat others the way you want to be treated.
- Team – Fully commit to your team in all ways (e.g. by going to practices, games, team functions, being loyal to your team, being on time, helping others to succeed). Put team accomplishments above personal accomplishments.
- Community – Be respectful of the institution you represent including the professors, administrators, students, and alumni.

Excellence

- Competition – Excel in competition. Work to continuously better your talent. Be open-minded, always be willing to listen and learn.
- Academics – Excel in the classroom. Attend in every way in all classes. Work to continuously better your mind.
- Team Spirit – Advance the high standards and uphold the responsibilities of being a Western Mustang

Generally, the head coach (in accordance with league regulations and issues pertinent to the specific sport) is responsible for the establishment and implementation of team rules and behavioral expectations. Coaches are responsible for establishing team curfews when staying overnight.

**Student-athlete is defined as a University of Western Ontario student who has been selected to be a member of a varsity team.*

SANCTIONS FOR VIOLATION OF PROGRAM POLICY

Violation of any policy will be dealt with in a very firm manner by the intercollegiate athletics administration. Sanctions may include any or all of the following: suspension (of the individual and/or the team from further intercollegiate athletic competition), probation of the individual and/or the team, adjustments to travel arrangements (e.g. suspension of overnight accommodation), and ineligibility for individual awards (e.g. 1st and 2nd colours, Bronze W, Purple Blanket).

SANCTIONS RELATED TO TEAM EVENTS INVOLVING ALCOHOL CONSUMPTION

It is unacceptable for any Mustang team to host a team event where alcohol is available. All student events that include alcohol require approval via the Campus Alcohol Policy. Any team not abiding by this policy will be subject to sanctions involving those responsible for the event.

POLICY ON ORIENTATION ACTIVITIES/HAZING

The Intercollegiate Athletic Program subscribes to the following definition of orientation activities/hazing as:

“Any action taken or situation created intentionally, to produce mental or physical discomfort, embarrassment, harassment, or ridicule.”

Even well intentioned activities or situations meant to make students feel part of a group or team qualify as hazing, if they make any student feel uncomfortable in any way.

All athletic team members will be held responsible for taking the necessary steps to ensure that the individual rights of all student athletes are respected.

Hazing is not permitted:

All team activities must be organized in concert with the University’s Code of Student Conduct as spelled out in our Orientation Principles and Guidelines.

An affirmation of the dignity, worth and autonomy of the individual must guide any such activity and any suggestion of coercion must be avoided.

The Program of Intercollegiate Athletics is vehemently opposed to any form of hazing at any time.

If you are aware of any hazing, please report it to the intercollegiate athletic administrator for an investigation. Any student guilty of a hazing violation is subject to the penalties listed in the Code of Student Conduct.

POLICY ON HARASSMENT AND DISCRIMINATION

The Program of Intercollegiate Athletics at The University of Western Ontario supports the Harassment and Discrimination Policy of the Canadian Interuniversity Athletic Union (CIS). This policy is committed to providing a sport and work environment in which all individuals are treated with respect and dignity. The CIS recognizes that harassment is prohibited by the Canadian Human Rights Code and by human rights legislation in every province and territory of Canada. Harassment can also be an offense under Canada's Criminal Code.

Please consult the Program of Intercollegiate Athletics (661-3551) or the Department of Equity Services (661-3334) at The University of Western Ontario for further information.

Did You Know?

The original creator of our mascot J.W. is David Lee Tracey – Mustang Cheerleading coach. The name was inspired by J.R. Ewing the character from the TV show "Dallas." The idea of initials was appealing because it made the mascot gender neutral. The letters then came from the old J.W. Little Memorial Stadium.

OUA (ONTARIO UNIVERSITY ATHLETICS) ELIGIBILITY

[http://www.oua.ca/members_info/CONSTITUTION - 2014-15.pdf](http://www.oua.ca/members_info/CONSTITUTION_-_2014-15.pdf)

Definition of OUA Sports and Student-Athletes

OUA sports are those which are offered by the OUA, lead to OUA championships, and are not offered by the CIS. OUA athletes are those who compete in OUA sports.

OUA Student-Athlete Eligibility Requirements

1. Undergraduate students are eligible provided they are registered as "full-time" by the academic regulations of the respective institutions or are registered in a minimum of three (3) full courses or the equivalent during the academic term (September to April).
2. In order to participate in the subsequent year, undergraduate students in the OUA Market Driven & High Performance category must successfully complete three (3) full courses or the equivalent and pay an athletic fee. This does not apply to students in the OUA Competitive Level category.
3. Graduate students may compete if they are declared "full-time" by the academic regulations of their respective institutions.
4. In order to participate in the subsequent year, graduate students must be deemed "in good standing" as determined by the academic regulations of their respective institutions and must also pay an athletic fee.
5. Students participating in OUA sports not leading to a CIS national championship shall be permitted unlimited years eligibility.
6. Students who have participated in sport competition as professionals, and who wish to participate in OUA competition, shall be governed by CIS eligibility rules.
7. New – students involved with OUA competitive club sports just need to be classified as a full time student at the time of participation.

CIS (CANADIAN INTERUNIVERSITY SPORT) ELIGIBILITY RULES

http://english.cis-sic.ca/information/members_info/eligibility_package

Definition of CIS Sports and Student-Athletes

CIS sports are those which are offered by both the OUA and the CIS and lead to both OUA and CIS championships. CIS athletes are those who compete in CIS sports. Student-athletes who participate in a CIS sport must meet all the CIS eligibility requirements for participation in that sport.

1) Course Load Requirements

A student-athlete must be enrolled in a minimum of three (3) courses, (minimum 9 credit hours or equivalent) in the term in which he/she is competing within the CIS.

2) Academic Standing

a) In order to be eligible for CIS competition, a continuing student-athlete must be in good standing.
b) Any athlete who is ineligible to compete in CIS competition because the athlete is no longer in good standing, must, over and above previously attained academic credits, successfully complete within an academic year three (3) full courses, or six (6) half courses, or eighteen semester hours at a recognized post-secondary institution where courses are recognized for credit at the member institution registering the CIS athlete.

c) Any athlete officially classified by a member institution as an academic exchange or visiting student shall be eligible to participate in CIS competition for one competitive season. (note: the transfer rule does not apply, i.e. athlete does not have to sit out one year, when an exchange student returns from his/her exchange to his/her original institution).

3) Graduating Year

An athlete who completes a degree during the previous academic year is eligible to participate in CIS sports notwithstanding that the athlete did not, during the previous calendar year, successfully complete sufficient courses to maintain the status of a "student in good standing".

4) National Team Membership (Team Sports)

a) An athlete who is an official member of a Canadian National Team who attends a National Designated Training Centre shall **not** be eligible to participate in CIS competition for the institution that is designated as the National Training Centre.

b) An athlete who is a member of a Canadian National Team during an academic year is eligible to participate in a CIS sport, provided that the athlete is registered in enough courses to fulfill the course load requirements at the time of participation.

c) An official member of a Canadian National Team who wishes to participate in a CIS sport may apply to the Eligibility Committee for permission to compete in the succeeding year, provided that the athlete is a full-time student of a member institution and has successfully completed nine (9) semester hours, three (3) half courses, or one and one-half (1 ½) full courses in a preceding year.

5) Transfer-General

Canadian Colleges Athletic Association (CCAA)

A student-athlete, who transfers to a member institution from a post-secondary degree or non-degree granting institution that participates in the Canadian Colleges Athletic Association leagues shall be eligible to participate immediately in CIS competition, unless:

- a) the athlete has participated in any post-secondary institution game or games in that semester or term, or
- b) the athlete has not achieved a minimum 60% average or equivalent on those courses utilized to determine his/her university admission as per Policy 40.10.3.3.6 or
- c) commencing in academic year 2008-09, the athlete has not maintained his/her academic eligibility to continue participating in the CCAA, or
- d) the athlete has completed his/her CCAA eligibility

CIS Transfer

A student-athlete, who transfers from one CIS member institution to another member institution, must not participate in any competition (conference or non-conference) for a period of one year in the recognized sport of CIS in which such athlete participated at the previous CIS institution in order to be eligible for CIS participation. Reference 40.10.3.5.1 – Graduate Student and 40.10.5.4.3 for exceptions

Specific to the sports of track & field, and cross-country running, a student-athlete can transfer to a CIS institution from any degree granting post-secondary institution without restriction in an immediately subsequent academic year if all the following conditions are satisfied:

- i) The student-athlete is transferring prior to the start of the first date of class of what would be his/her second consecutive academic year at the post-secondary institution; and,
- ii) The student-athlete has not previously attended and been charged with a year of eligibility at another post-secondary institution prior to the one they are seeking an unrestricted transfer from

Specific to the sport of swimming, a student-athlete may apply to transfer to a CIS institution from any degree granting post-secondary institution without restriction in accordance with the following parameters:

- i) CIS recruiting regulations have been adhered to; and,
- ii) The student-athlete has not previously been granted a transfer waiver under this policy (that is, this accommodation is only available at one time in a student-athlete's career); and,
- iii) The CIS school the student-athlete is transferring to has successfully applied for CIS approval

6) Graduate Student

A student-athlete, who enrolls in a **doctorate, master's degree, or first professional degree** at a member institution, **and** who **attended** another institution the previous academic year, shall retain any available CIS eligibility to participate immediately.

NON-CIS Transfer (Degree granting)

A student-athlete, who transfers to a CIS member institution from a non-Canadian post-secondary degree granting institution (such as the NCAA and NAIA), cannot participate for a period of one year in the sport in which such athlete participated at the previous post secondary institution in order to be eligible for CIS participation.

Reference 40.10.3.5.1 – Graduate Student **and** **40.10.5.4.3** for exceptions along with the new Repatriation Policy 40.10.5.7.3

7) Withdrawal-General

Any student-athlete who has been required to withdraw by their institution can compete immediately upon successfully completing 18 credit hours within an academic year at any post-secondary institution where courses are recognized for credit at the member institution registering the CIS athlete.

8) Participation

An athlete who has participated in a CIS sport at a degree granting post-secondary institution shall not be eligible to transfer and participate in the same sport at another member institution in the same academic year.

9) Maximum Years

- a) An athlete shall be permitted to participate in CIS competition for five (5) years.
- b) An athlete who has completed their eligibility to participate in post secondary sport in a non-Canadian jurisdiction, in accordance with that jurisdiction's rules, is ineligible for CIS competition.

10) Charging Of Eligibility

- a) With the exception of curling, participation in three or more non-conference competitions or tournaments, wherein any number of competitions that occur during three consecutive days shall count

as one non-conference competition for the purposes of this rule. This includes participation within a club or community league, beyond CIS conference competition, during the academic year. Specific to the sports of cross-country running, wrestling, track & field, and swimming, all competitions outside a CIS Championship or Conference Championship (or equivalent) are considered to be non-conference competitions for the purpose of this rule.

A non-conference or exhibition competition shall be recognized as such if any one of the following conditions exists (unless otherwise designated as a Conference competition):

- i. The competition is scheduled and publicized in advance;
- ii. Official score is kept;
- iii. Individual or team standings are maintained;
- iv. Admission is charged;
- v. Teams are regularly formed or team rosters are predetermined; or
- vi. Team uniforms are utilized.

b) In the sports of basketball, field hockey, ice hockey, soccer, and volleyball, participation in any conference competition if there is a non-conference schedule in that sport as determined by the institution, irrespective of the participation of the student-athlete in the non-conference schedule.

c) In the sports of football and rugby, and where a team has a one-game exhibition schedule, a student-athlete may participate in one regular season game without consuming a year of eligibility.

d) In the sports of basketball, field hockey, football, ice hockey, rugby, soccer, and volleyball, participation in two or more conference competitions if there is no non-conference schedule in that sport as determined by the institution.

e) Applicable to all sports, any participation in a conference playoff, regional qualifying event or conference-specific competitive structure that determines qualification to a CIS Championship.

f) Applicable to all sports, any participation in a CIS Championship.

11) Participation as a Professional

a) Any professional athlete may participate in CIS competition one calendar year from the date that the athlete last participated in a professional game or event in that sport.

b) One year of eligibility shall be charged to a professional athlete for each year that the athlete participated in a CIS sport as a professional.

c) An athlete who participated in a professional league game, playoff game, or event in a CIS recognized sport in the same academic year in which the athlete has participated in post-secondary competition in a CIS sport, shall only be charged with one year of eligibility.

d) Beginning with participate in 2011-12, participation in any league based outside of Canada and the US, subsequent to August 15th of the year an athlete turns 20, will be recognized as a professional league.

12) Sport Specific Requirements

Men's basketball, ice hockey, soccer, football, and volleyball have sport specific eligibility rules.

(Check with your coach or the Intercollegiate Athletics Office for sport specific rules).

Note: as of 2014-15 Football has an "Age Cap" rule – all student athletes in football must be born on or after September 1, 1989, irrespective of their initial entry in school and without exception.

Did You Know?

Don Wright donated \$250,000 toward the new track at TD Waterhouse Stadium, set a school record of 22 feet, eight inches in the broad jump as a first-year student in 1929, a mark that stood for 44 years.

POLICY ON PARTICIPATION ON MORE THAN ONE INTERCOLLEGIATE TEAM

The University of Western Ontario does not prohibit a student-athlete from participating on more than one intercollegiate team during the academic year. However, it is incumbent upon the student-athlete in full consultation and partnership with the relevant coaches to gain a clear understanding about the terms and conditions which will prevail in order for the student-athlete to participate in more than one sport. The student-athlete should be aware of the fact that, in some instances, it may not be possible for such an agreement to be reached.

When such an agreement cannot be reached, a coach or student-athlete may formally notify in writing the Director of Sports and Recreation Services of the School of Kinesiology, Faculty of Health Sciences that a satisfactory resolution has not been achieved. The author of the letter must provide a copy of the notification to the other relevant parties (i.e. other coach(es) or student athlete). The Director will then convene a meeting, or a series of meetings, in order to determine which one of three courses of action will be pursued. They are:

1. achieving a mutually satisfactory resolution with the assistance of the Director.
2. requesting mediation from a mutually acceptable, neutral third party.
3. requesting a formal review to be conducted by the Director.

If the third course of action is taken, it will be the responsibility of the Director to notify the relevant parties what rules and procedures (i.e., order of proceedings, rules of evidence, etc.) will govern the conduct of a formal review. Upon conclusion of a formal review, the Director will issue a decision in writing to the relevant parties.

ACADEMICS AND ATHLETICS

The Program of Intercollegiate Athletics is committed to the concept of the student-athlete. Athletes must fulfill the normal requirements of their academic program as well as by the regulations of the CIS and OUA (see eligibility rules).

It is acknowledged that athletes must devote a great deal of time to their sport in order to excel. However, you as an athlete must recognize that your first priority is your academic program. Over the years, athletes have graduated from virtually all of Western's faculties and professional schools while excelling in their chosen sport. When asked, the most common reason given by athletes who have done well in both, is that their time was managed well. Ultimately, the responsibility for academic success lies with the individual student-athlete.

WHAT HAPPENS IF...

...practice conflicts with class?

Inevitably, with the number of students and courses on the campus, there are bound to be some conflicts with intercollegiate practices. It is the policy of the Program of the Intercollegiate Athletics that you are expected to honour your academic commitment and attend class. This may result in your late arrival at practice or your early departure.

...practice time/scheduled interuniversity competition conflicts with a test or mid-term?

Tests or mid-terms are sometimes scheduled outside of regular class meeting times. Once again, the academic commitment has priority. However, you may pick up an Intercollegiate Commitment Verification Form from the Intercollegiate Athletics Program Office or print one from the athletics website, have your coach and either the Manager of Intercollegiate Athletics (Chuck Mathies), Coordinator Varsity Athlete Services (Bonnie Cooper) or the Coordinator Varsity Clubs (Beth Emery) to sign it, and return it to your professor at least one week prior to your test or mid-term. It will be left to the discretion of your professor whether alternate arrangements can be made to write the test or mid-term. Remember that this is **NOT** your decision! It is your responsibility to inform your professor well in advance and to resolve the conflict in a cooperative manner.

WESTERN STUDENT ATHLETE FEE

The Western Student-Athlete fee has been revised from last year and includes the following:

- For all athletes the fee will be \$175.00 which includes all department athletic fees and an athlete package from Under Armour consisting of a wind suit and long sleeve t-shirt.

(Note: Arrangements will be made with your coaches for the payment of these fees which must be received by Sept. 30, 2014 for all one-term (fall) and full-year sports and by Nov. 30, 2014 for all two-term (winter) sports.)



MUSTANGS ATHLETE STUDENT COUNCIL

The Mustangs Athlete Student Council (MASC) will consist of leader representation from every team. It will work on behalf of all student athletes to instill pride in the Western Mustang teams, improving communication, fostering positive relations with the community and promoting a positive student-athlete experience.

OBJECTIVES

1. Facilitate communication between Western varsity athletes, the Leaders Circle, and the athletic administration in the Sports and Recreation Services department. This is accomplished through regular meetings and appropriate publicity of the Circle's activities through appropriate media.
2. Providing leadership and development opportunities for members of the Leaders Circle and all varsity athletes (ie. Outreach programs)
3. Providing the administration a resource for feedback in all areas relevant to varsity athletics at Western. (e.g. Program evaluation, banquet formats, awards)
4. Promoting sportsmanship for all varsity athletes and adherence to the Athletes Code of Conduct.
5. Initiating a number of activities for athletes and helping the administration recognize outstanding achievements of Western athletes. Examples can include: Homecoming, Orientation, Athletic Banquet, Athlete Socials, Development Opportunities, Community Outreach

Did You Know?

There are three women inducted into the "W" Club Hall of Fame (men's alumni) for their outstanding contribution to athletics at Western. Kay Eason (Miles), Elfrida Berzins and June Burr.

ACADEMIC SUCCESS PROGRAM

The Academic Success Program is a new initiative this year that has formalized a relationship with the Student Development Centre (SDC). It has two main components to it: learning skills workshops and study hall. The intent is to help assist student athletes in the transition and adjustment to the demands of university academics, varsity sport and university life.

There will be six key seminars available to all student athletes but **mandatory** for **first year** athletes. Attendance will be tracked at all sessions.

Wed. Sept. 3 rd	2:00 to 3:00 p.m.	3M Centre, Room 3250	Time Management
Thurs. Sept. 11 th	7:00 to 8:00 p.m.	Location TBD	Learning from Lectures
Thurs. Sept. 18 th	7:00 to 8:00 p.m.	Location TBD	Time Management
Tues. Sept. 23 rd	7:00 to 8:00 p.m.	Location TBD	Learning from Textbooks
Sun. Oct. 5 th	7:00 to 8:30 p.m.	Location TBD	Multiple Choice Prep & Writing

Mentors

Our ASP mentors are students in our Masters of Coaching program in the School of Kinesiology. All mentors have a varsity sport background and therefore an understanding of the demands of student athletes. Our mentors will play an integral part in helping student athletes set goals and balance academic life with athletic life. They will provide group and individualized attention during study hall sessions.

Study Hall

Study hall is available to student athletes (mandatory for some) each week on Sunday, Tuesday and Thursday from 7:30 p.m. to 11:00 p.m. Those involved in study hall are committed to a 2 hour slot during the session and must attend 2 of the 3 sessions per week. If the student cannot make study hall due to class, practice or game they should speak to their coach or one of the ASP contacts for an alternate study hall plan.

Contact Us

For more information about this program contact:

Bonnie Cooper
Intercollegiate Athletics
WSRC, Room 3235D
bcooper@uwo.ca

OR

Coleen Dalton
Student Development Centre
Western Student Services Bldg, Room 4100
coleen.dalton@uwo.ca

(519) 661-2111 ext. 85003

(519) 661-2183

Did You Know?

The Women's Athletic Alumnae (WAA) and the "W" Club are the women's and men's alumni organizations here at Western. Being a member of a varsity team makes you official members of these organizations.

STUDENT DEVELOPMENT CENTRE

4th Floor, WSSB

www.sdc.uwo.ca

SDC's LEARNING SKILLS SERVICES - 661-2183 • learning@sd.uwo.ca

The Student Development Centre's Learning Skills Services is open year-round and offers individual appointments, presentations, drop-in help in SDC's Learning Skills Clinic, and various self-help and on-line resources. Topics such as time management, learning from lectures & textbooks, and exam preparation & test taking strategies are explored with students to assess the effectiveness of individual study habits and to recommend learning strategies that lead to academic success. For more information visit SDC in Room 210, UCC or www.sdc.uwo.ca/learning.

SDC's EFFECTIVE WRITING PROGRAM - 661-3031 • ewptutor@sd.uwo.ca

The Effective Writing Program provides opportunities for members of the university community to improve their writing skills. EWP offers one-on-one instruction, non-credit courses and workshops on a variety of topics, evening drop-in hours at Weldon Library, an on-line writing service and help for ESL students. For more information visit SDC, Room 210 UCC or www.sdc.uwo.ca/writing.

SDC's PSYCHOLOGICAL SERVICES - 661-3031

Students have access to confidential, professional counseling to help them cope with personal and social concerns. Psychological Services provides individual and group counseling as well as crisis counseling appointments. There are workshops for issues such as procrastination, grief, and self-esteem. www.sdc.uwo.ca/psych

Other services offered by the Student Development Centre include: International Student Services (and The International Student Centre), Services for Students With Disabilities (and The Adaptive Computing Technology Lab), First Nations Services (and The First Nations Learning Resource Centre), The Volunteers In Progress Program, The Western Assistantship Program and The Gay, Lesbian, Bisexual and Transgendered Peer Support Program.

STUDENT SUCCESS CENTRE

UCC 210

<http://www.success.uwo.ca/>

CAREER SERVICES - 661-3559 • careercounsellor@uwo.ca

Students have access to resources that will assist them with career decisions and transitions. Resources include career counseling, on-line interest testing, workshops (on topics such as business etiquette, job searching for international students, interview power, marketing yourself on paper), volunteer opportunities, education and labour market information, drop-in job search assistance at the Job Search Clinic, a resource library, an all-campus job fair, videoconferencing services and on-line access to jobs and employers. For information visit the SSC or <http://www.success.uwo.ca/careers/>

The SSC provides other services for students, such as the Leadership and Mentorship Program, the Society of Off-Campus Students, Community Engaged Learning and co-operative experience, as well as many leadership opportunities.

Did You Know?

Our Academic Success Program is the only Canadian university that has mentors who are Masters students (School of Kinesiology). The mentors are in study hall to help and advise you!

FOWLER KENNEDY SPORT MEDICINE CLINIC 3M CENTRE - 661-3011

Western University is fortunate to have an outstanding Sport Medicine facility staffed by world-class Sport Medicine Physicians, Orthopaedic Surgeons, Sport Physiotherapists, Athletic Therapists, and other health professionals. Our philosophy is to provide total care for the student athlete. All medical problems, from colds to musculoskeletal injuries, will be treated at the Clinic. Student athletes will receive the best diagnostic, treatment, and rehabilitation services available.

1. PRE-SEASON SCREENING PROCESS OF WESTERN ATHLETES

Returning Athletes:

Low Risk Teams:

All returning varsity athletes on low risk teams will now go to the Western Mustangs website – [Medical Form \(Returning\)](#) and print off a one page update form that they will have to bring with them to your first team meeting or practice.

High Risk Teams: (Football M&W Hockey, M&W Rugby and Wrestling)

All returning athletes on high risk teams will fill out their update forms [Medical Form \(Returning\)](#) and bring them to their teams assigned medical clearance day.

****Please note if an athlete fails to hand in a completed form they are not to participate until their paperwork is completed.****

First Year Athletes: (this includes undergrads, graduate students and transfer students)

Low Risk Teams:

All first year athletes on low risk teams must go on line to the Western Mustangs web site - [Medical Form \(1st Year\)](#) and print off the athlete medical form. The athletes must complete the history part of the form and then take the completed form to either:

- A) their family physician.
- B) some other physician and have the assessment portion completed prior to coming to campus.
- C) the physical assessment done at the Fowler-Kennedy Sport Medicine Clinic on your teams' assigned day. (see below for assigned dates)

These athletes must then bring their completed forms to the team's first meeting or practice, and hand them in to the student trainer (if applicable) otherwise the head coach.

****Athletes that arrive at the first practice and do not have the forms and medical clearance from the physician completed, will not be allowed to participate until they have been completed.**

High Risk Teams: (Football, M&W Hockey, M&W Rugby, and Wrestling)

Print off the medical form, [Medical Form \(1st Year\)](#) fill out the medical history portion, and bring it with them to their pre-arranged medical clearance day at the Fowler Kennedy Sport Medicine Clinic for their team. Your team will be assigned a medical clearance day and the physical exam portion will be conducted by a physician at the Fowler Kennedy Sport Medicine Clinic.

Medical Screening days at the Fowler-Kennedy Sport Medicine Clinic:

The following days and times have been assigned to conduct medical exams/screenings for the High Risk teams and First year athletes on Non High Risk teams (who decided not to pursue Option A or B). The cost for this medical screening is **\$100 paid** directly to the Fowler Kennedy Sport Medicine Clinic at the time of screening.

***Saturday August 16 am 8:00- 12:00 / Sunday August 17 am 8:00- 12:00 (at Stadium)**

Football - All players wishing to try out must contact Coaching staff Chris Bertoia (cbertoia@uwo.ca)

***Friday August 29th 9:00am – 3:00pm (@ Fowler Kennedy Clinic)**

Men's Rugby, A and B squads – M & W Soccer, M&W Lacrosse, Baseball, Field Hockey, Softball, Rowing

***Thursday September 4th 10:00 am – 4:00 pm (@ Fowler Kennedy Clinic)**

M & W Hockey, M & W Cross Country, M & W Tennis, M & W Basketball, M & W Swimming.

Monday September 8 – finish Men's and Women's Hockey

***Friday September 12th 11:00 am – 4:00pm (@ Fowler Kennedy Clinic)**

Leftover Day – Fall Sports - Ultimate Frisbee, Waterpolo, Cheerleading

Friday September 26th 11:00 – 3:00pm (@ Fowler Kennedy Clinic)

*Wrestling , Squash Fencing Figure Skating, Badminton, Ringette, Swimming

**Dates are firm but some teams may change*

2. POST-PRACTICE / POST-GAME INJURY CARE

An athlete who is injured during a practice or game should report that injury immediately to the team trainer for evaluation and sports first aid. The student trainer will assist the athlete in arranging appropriate medical /therapy care. If your team does not have a trainer, contact the clinic at 519-661-3011 to arrange an appointment. When booking an appointment - inform the receptionist that you are a varsity athlete and that you were injured during a game or practice.

Athletes may come into the clinic for post-practice or post-game icing or use of whirlpool tubs during regular clinic hours. Athletes may only be in the Training Room in Thames Hall for post-practice or post-game icing if a student trainer is present to supervise and assist as necessary. If an athlete requires ice when the Clinic and Training Room are closed, he/she may secure ice from the Thames Hall equipment cage/locker room.

3. OTHER MEDICAL AND THERAPY APPOINTMENTS

Physician visits are by appointment only. Athletes requiring medical care should make an appointment with a physician by calling the Clinic at 661-3011- when booking be sure to tell the receptionist that you are a varsity athlete. Varsity Clinics will be run daily Monday to Thursday 12:00 - 1:30 on a first come first serve basis – you will be seen. Athletes are encouraged to call to book.

Physiotherapy access is available for all Mustang athletes requiring treatment. Injured athletes can initiate physiotherapy by speaking to the Physiotherapy reception staff or by calling the clinic. Every attempt will be made to accommodate acute injuries within 48 hours of the injury.

4. TEAM PHYSICIAN

Varsity athletes are encouraged to call to book appointments. A Varsity Athlete Clinic will be run daily Monday to Thursday 12:00 - 1:30 – athletes may book in person by coming into the clinic or by calling 519-661-3011. PLEASE be sure to inform the Receptionist what team you are on and the nature of your injury or issue. You will also be given the opportunity to book a time that maybe more convenient.

All of the primary care and orthopedic surgeons at the clinic are highly trained sport medicine specialists and communicate between themselves so that there is an assured continuity of care given to each athlete. It is the responsibility of the student trainer and/or athlete to inform the team coach of any problems, injuries, and treatment by way of the Red , Yellow, Green medical status cards that they can obtain from their physician or therapist. This will facilitate continuity of care, and medical status updates for the athlete and Coaches. Coaches with questions regarding their injured athlete(s) should contact the team physician. In order for the physician / physiotherapist to answer questions concerning an athlete, the athlete must have signed the agreement that allows medical personnel to speak with the coach and / or trainer .

5. PROPHYLACTIC TAPING

Prophylactic taping will be provided for prescribed purposes only, based on objective findings at the pre-participation physical and/or due to injury during the season. This applies to the taping of ankles particularly. Those who want to have ankles supported prophylactically will use their own braces ankle or ankle wraps. Ankle braces are available from the clinic store (**The Wreck Room**) located in the Fowler Kennedy Sport Medicine Clinic. Athletes with weak but not unstable ankles should strengthen their ankles and not rely on tape for strength. The Clinic staff will be pleased to provide such an exercise program. Athletes are to be taped by their team trainer unless the student trainer has made other arrangements with the Clinic staff.

6. MEDICAL HEALTH INSURANCE

It is important that athletes understand the different health insurance options that are available to them. Payment methods for medical and physiotherapy services differ and are outlined below. Medical Services (Doctors)

All athletes have access to medical services through their Provincial Health Plans or equivalent (UHIP) for out-of-country students. Athletes simply have to present their health card at the time of treatment and most services will be covered. Therefore, no athlete should be without medical care. **International students** are eligible for the same coverage as Ontario residents through their participation in a program called UHIP. Students must simply present their UHIP number to our staff and the services will be billed directly to UHIP. There is no cash outlay by students.

Physiotherapy Services

All student athletes, managers and trainers are **REQUIRED** to keep the extended health insurance provided by the University of Western Ontario to ensure adequate coverage in the event of an injury
PLEASE - DO NOT OPT OUT!!

When booking a therapy appointment at the clinic, varsity athletes enrolled in the student insurance plan can complete paperwork at the clinic to assign insurance benefits to Fowler Kennedy Sport Medicine Clinic (ie the clinic will direct bill for services rendered). The current student insurance plan provides \$320.00 of coverage towards physiotherapy per year. Varsity athletes will continue to receive therapy (at no additional cost to the athlete) even after the student insurance benefits are exhausted.

The Clinic cannot direct bill for any athlete who has opted out of the UWO student insurance plan. In this case, if the athlete is submitting the fee through their parents' insurance plan, the athlete will pay for each treatment and seek reimbursement from the insurance company. *A Physician Referral may be required for reimbursement* – the athlete should be aware of the terms of the insurance plan before arriving at training camp.

7. BRACING:

Most extended health insurance plans have a provision for the coverage of braces and orthotics. Students can initiate the same options for payment as described for physiotherapy. A Physician referral is required for reimbursement for these services.

Important: We encourage all athletes to familiarize themselves with their extended health insurance plan so they understand the specific details before an injury occurs.

Some People you should know at the Fowler Kennedy Sport Medicine Clinic

Medical Director - Dr. Bob Litchfield

Director of Primary Care – Dr. Lisa Fischer

Administrative Assistant: Sandra Shaw ex : 88835

Primary Care Assistant: Tracey Barnes Ex -88804
Coordinator, IA Medical Coverage – Dr. Kevin Willits
Assistant to Dr. Willits – Anne McDougall - ex: 87921
Director of Physiotherapy – Nancy Adams
Physiotherapy Receptionist – Jan Fletcher , ex: 88832
UWO Head Athletic Therapist – Rob Walsh

Have a Great Season!

CIS DRUG EDUCATION AND DOPING CONTROL PROGRAM

The Program of Intercollegiate Athletics supports the position of the Canadian Interuniversity Athletic Union (CIS) which states:

CIS is unequivocally opposed to any doping practices by student-athletes or by individuals in positions of leadership in amateur sport (i.e. coaches, medical practitioners, sport scientists, administrators, team managers, etc.). This not only includes presence in a sample of a substance or method prohibited by the World Anti-Doping Agency (WADA) but also:

- Use or attempted use;
- Refusing or evading;
- Athlete availability, whereabouts information and missed tests;
- Tampering or attempted tampering with any part of doping control;
- Possession of prohibited substances and methods;
- Trafficking or attempted trafficking;
- Administration or attempted administration.

The CIS has unannounced doping control program in all sports. The CIS can and will test for all substances listed on the full International Olympic Committee (IOC) list of banned and restricted doping classes and methods.

A structured framework for doping infractions has been developed by the CIS. Once a doping infraction has been confirmed and this result has been communicated to the athlete and the respective university athletic director, the CIS and the member institution will cooperatively develop and release a public statement. This public statement will include the name of the individual who has committed the doping infraction and information on the appeal process. The actual release will be issued by the CIS in conjunction with the respective university.

Information about the CIS Drug Education and Doping Control Program can be found at the CIS website at http://english.cis-sic.ca/information/members_info/eligibility_package or, alternatively, from either the intercollegiate athletics office or the doping control officers at the Fowler Kennedy Sport Medicine Clinic.

Penalties for Anti-Doping Rule Violations

- a) **Removal of Awards/Records:** In accordance with the CADP, once an Anti-Doping Rule Violation (ADRV) has been confirmed by the Doping Tribunal, including an ADRV where no period of ineligibility is imposed on the athlete*, any CIS record or title awarded to the athlete in question shall be rescinded retroactive to the date of the Doping Tribunal decision or the date of the sample collection that gave rise to the ADRV, whichever is earlier. In the case of a team sport and a singular anti-doping rule violation, the team to which the athlete belongs will not be penalized and any record or title shall remain in place.

* Exception: please note that an athlete who participates in a team sport and who is subject to an ADRV where no period of ineligibility is imposed on the athlete will not have any CIS record or title awarded rescinded.

- b) **Sanctions:** An athlete will forfeit one (1) year of CIS eligibility for each full year he/she is suspended by CCES for an Anti-Doping Rule Violation. In the case of a suspension imposed by CCES that is less than one year of ineligibility **or that is reduced to less than one year of ineligibility**, and that extends into the time between the end of the current competitive season and the start of the subsequent competitive season (the “off-season”), the athlete (i) will be unable to participate in any sport activity for the full duration of the CCES imposed period of ineligibility and, in addition, (ii) will be unable to participate in any CIS activity for the length of the off-season portion of the CCES imposed period of ineligibility during the subsequent CIS competitive season(s), provided the extension of the period of ineligibility as it affects participation in CIS sport in the subsequent CIS competitive season does not extend beyond the later of (a) the date on which 50% of the athlete’s (team) regular season (or equivalent) schedule is completed, or (b) the date the CCES imposed period of ineligibility ends.

ON-LINE ANTI-DOPING COURSE: As a member of the CIS, the Program of Intercollegiate Athletics at Western must ensure that student-athletes are educated on drug use and doping control in sport. The CIS has established the CIS-CCES doping education e-Learning course. Student-athletes in their first year of eligibility are required to complete the comprehensive version with all other student-athletes to complete the update version of the course. Transfer students from another CIS institution who have completed the comprehensive version would be required to complete the update version only. The sessions must be completed prior to or within the first 2 weeks of the competitive season, are mandatory and, as such, are a condition of eligibility. For those student-athletes who participate on non-CIS teams, completion of the e-Learning course is not mandatory but is strongly encouraged.

NEW AS OF 2012-13: All coaches of teams are now required to view the CCES online course. Completion is required prior to first competition.

ATHLETE AND SUPPORT PERSONNEL INSTRUCTIONS

The Canadian Centre for Ethics in Sport (CCES) is pleased to invite you to complete the e-learning course **True Sport Clean 101**.

If you have taken the CCES online course previously:

Please use the login information you previously created. Can’t remember your username? Try your email address. Use the “Forgot Password?” function to retrieve your password if you have forgotten it. Contact the CCES if you have forgotten your login information. **Do not use the enrollment key below to create a new account.**

Please use this link to Login: <http://education.cces.ca>

If you are taking the CCES online course for the first time:

Please use this link, enrollment key and password to sign up: <http://education.cces.ca/#/signup>

Enrollment Key: **poDCnkjL** Password: **U2Rbayjk**

- You will be prompted to enter your name and your email address, which will generate a unique username.

- Enter a password that you will remember.
- A message confirming your new username and password will appear on screen, and will also be emailed to you.
- Log in with your new username and password.
- Go to the "My Courses" folder to begin the course.
- You must complete the "Profile" module before you can start the course.

If you return at a later date to start training or to continue a partially completed course, you must log in with your unique username and password. If you use the enrollment key again you will be creating a duplicate account! and will have to start your training from the beginning. You'd prefer the e-learning portal to display in the other official language? Locate the "Language" function in the bottom left-hand corner of the e-learning portal. If you have trouble logging in, please contact the CCES for assistance. 1-800-672-7775 or onlinelearning@cces.ca.

VARSITY WEIGHT TRAINING CENTRE POLICY

The Michael Kirkley Training Centre

IT IS YOUR FACILITY. PLEASE LOOK AFTER IT AND MONITOR ITS USE.

The following guidelines must be strictly adhered to: Failure to comply will lead to suspension of privileges.

1. The weight room is only for the use of current members of the Western Mustang Intercollegiate Athletic teams.
2. Student athletes can access the facilities during **supervised times only** or when their team coach provides supervised sessions.
3. The hours of operation of the room will be posted and may change seasonally.
4. The scheduled users of the room will also be posted in a weekly schedule.
5. The strength and conditioning staff will provide instruction and technique information. If additional assistance is needed, appointments can be made.
6. It is possible to arrange times to use the Bob Gage Weight Room as a team **provided there is supervision arranged.**
7. During hours when a staff person (coach, graduate assistant, work study) is present, all athletes are expected to cooperate fully with the staff in charge.
8. The facility and equipment must be treated with respect.
9. Please re-rack all weights and bars in their correct location. If you get something out, put it back.
10. No food or drink in Weight Room.

Did You Know?

Michele Vesprini (basketball), Michael Potts (soccer) and Jennifer Cotten (track & field) are the only two-time winners of the Athlete of the Year. Vesprini won the F.W.P. Jones Trophy in 1994-95 and 1995-96, Potts won the Claude Brown Trophy in 1999-00 and 2000-01 and Cotten won in 2008-09 and 2009-10.

TEAM TRAVEL REGULATIONS (August 2014 – April 2015)

The Program of Sports and Recreation Services (SRS) coordinates travel arrangements for all varsity athletic teams each season. As such, the University has a number of considerations and rules governing travel of athletic teams:

1. Only members of the official team travel party are authorized to accompany the group or team on University Business. All students and/or student clubs must be accompanied by SRS employee(s) or SRS-approved volunteer(s).
2. The mode of transportation should be determined by the following criteria:
 - Safety
 - Expense
 - Availability
 - Distance
 - Number of travel days
3. Use of vehicles for University business will be done in compliance with local, provincial, and Federal laws & regulations. Alcohol, drugs, and contraband will not be transported or used during University business.
4. The use of personal vehicles to transport teams is not encouraged. This places undue financial responsibility on the drivers in the case of legal action or vehicle damage. Whenever possible, vehicles should be arranged through SRS.
5. In an emergency situation, the driver, the coach or team leader may make a decision to stop travel until conditions are safe. Communication with the SRS Office is required.
6. When traveling to an away-from-home contest all team members must travel to and from the event with their teammates and must stay at the assigned lodgings.

For exceptions to these rules, use the Travel Release form;

http://www.westernmustangs.ca/documents/2012/9/21/2012-13_Travel_Release_Form.pdf?id=1256

Acceptable exceptions include the following:

- Academic conflicts
- Student-athletes are departing after the contest with their parents or legal guardians

Athlete Expectations with Respect to Accommodations

1. It is expected that all student-athletes will stay in the accommodations that are booked for the team, unless previously arranged with the coach.
2. Occupants should examine their assigned rooms for any damaged items and report it to their coach and the hotel management to ensure that the problems are not attributed to their occupancy.
3. Student-athletes are personally responsible for any damage to the room or any items reported missing from the room. Any damage incurred by a student-athlete will be the financial responsibility of that student-athlete and disciplinary action will be taken.
4. Student-athletes are responsible for any charges to the room, other than room and tax. Personal expenses such as telephone calls, movie and video rentals are the responsibility of the student-athlete.
5. Alcoholic beverages are not allowed in accommodations provided and booked through the Program of SRS.
6. Coaches will enforce curfews for all members during any stay over.

COMMUNICATIONS AND MEDIA RELATIONS

Room 3100, Thames Hall

The Communications and Media Relations (CMR) Office is responsible for a number of activities that directly relate to you and your team including: media relations, website updates, game day and other publications, press releases, social media, and more. None of this can be done without the help and assistance of you, your teammates, and your coaches. The main area we'll need your help with is **media relations**.

Interviews: It is important that you fulfill all interview requests if at all possible. Typically interviews will be arranged through the Communications and Media Relations Office and be timed to accommodate your schedule. If an interview request comes directly to you notify Tony von Richter (tvonrich@uwo.ca) in the CMR office of the request prior to agreeing to proceed. If you're comfortable proceeding with the interview, schedule a time that is convenient for you.

If at any time during the interview you feel uncomfortable or have a problem with how you were presented in the published piece please contact Tony in the CMR office immediately.

Media Relations: Cooperation with the media and the CMR office is an important responsibility in your role as a student-athlete. It is through these efforts that you gain recognition for yourself, your team, and the SRS department as a whole. Successfully dealing with the media is not only important during your time as a Mustang, but also to your future both in sport and your career. Over the course of the season you may be asked to participate in a number of media and public relations opportunities. Take this responsibility seriously, you are not only representing yourself, but your fellow varsity athletes, coaches, the SRS department and Western University.

Support Our Sponsors: We are very fortunate to have a number of tremendous sponsors who contribute significantly to our Intercollegiate Athletics program. Our sponsors assist us financially and provide enhanced visibility for our teams. Sponsors are important members of our athletics teams and we want to build lasting relationships with them for the future. Please remember to support them at all times.

Social Media: As a Western Mustangs student-athlete you are in the public light not only on the court or field, but on social media as well. Please refrain from posting anything that could put you, your teammates, or the University in a negative light. This includes images of you drinking, smoking, etc. anything containing profanity or calling out coaches and referees. Although these are your personal accounts as a Mustang everything you post on these accounts is subject to scrutiny from the public, media, and others.

We've put together a document containing general guidelines that should be reviewed prior to each season. They're available at the following link:

http://www.westernmustangs.ca/sports/2012/8/23/GEN_0823122644.aspx

Contact Info: For more information contact Tony von Richter, Manager - Communications and Media Relations, at (o) 519-661-2111 ext. 83089, (c) 519-709-1858, or by email at tvonrich@uwo.ca. For Mustangs Athletics news and info check out our website at westernmustangs.ca, and follow us on Facebook ([facebook.com/westernmustangs](https://www.facebook.com/westernmustangs)) and Twitter (@WesternMustangs).

Did You Know?

Anne Guzman was Western's first female wrestler, training with the men's team in 1994. More and more women became involved and in 1997 Western hosted the first unofficial women's Ontario Championship.

MARKETING, SPONSORSHIP AND FUND RAISING

MARKETING

The following documents have been created to formalize the efforts of the marketing and communications divisions of Sports and Recreation Services.

7. Marketing / Communications Policies and Procedures Manual
8. Community Relations Programming / Guidelines
9. Mustang Graphic Standards Guidelines.

SPONSORSHIP

The Department negotiates on an annual basis a number of corporate sponsors to be involved with the Intercollegiate Program. This arrangement can either include a financial or product contribution. In some cases the sponsorship is affiliated with a team for the purpose of relieving the budget or to provide players with an association to the Sponsor. In most cases the sponsorship affiliation is with the Intercollegiate Athletics program in general and all coaches must be aware of the sponsorships already in place.

In addition to the program and team benefits, the sponsoring company usually receives ad coverage in the team programs, schedules, web site and at the annual Intercollegiate Athletics banquet.

Coaches are permitted to approach a potential sponsor so long as the sponsor is not a category conflict with an existing Intercollegiate Athletics sponsor.

Mustang Athletics Exclusive Sponsors include:

1. Pizza – Domino's Pizza
2. Automotive – Toyota Town, Lexus of London
3. Moving and Storage – AMJ Campbell
4. Ground Transportation - Greyhound
5. Hotel – Westmont Hospitality
6. Apparel/Footwear – Under Armour
7. Hamburger - McDonald's
8. Fitness - GoodLife Fitness Club
9. Credit Card - MBNA

FUND RAISING

When a team decides that fund raising is required the following guidelines are to be followed:

1. Team members must vote in favour of the idea.
2. Approval by the Manager, Intercollegiate Athletics **MUST** be obtained before any fund raising activity is initiated. Refer to appendix for a copy of the approval form.
3. The coach must take on or assign a team member accountable for the funds collected.
4. Before an item can be purchased there must be a deposit of funds forwarded to the Team account as a note of intent.

Should you have any questions on categories please contact Jason Young, Manager of Marketing, Sponsorship & Sales at jyoun47@uwo.ca or (519-661-2111 ext. 89015).

ATHLETIC PROGRAM AWARD CODE POLICY

1. All student-athletes who compete on a recognized intercollegiate team are eligible for the granting of colour awards in recognition of participation and excellence.
2. The actual colour award will be presented to the athlete only on the first occasion of granting. Subsequent awards of the same type will be noted on the student's record.
3. The criteria for athletic colour awards are as follows:
 - 3.1 a. Normally, the First Colour will be granted to an individual who has made a significant contribution as a regular member of a varsity team in 60% of scheduled contests for two or more years. This does not preclude the granting of a regular member who has made an outstanding contribution in his/her first year of competition.
 - b. A First Colour will be granted to an individual who wins an individual league championship or who makes a significant contribution to a team winning a league championship.
 - c. The Second Colour will be granted to a regular member of a varsity team who does not qualify for a First Colour.
 - 3.2 a. Bronze "W" - This plaque will be awarded to a student who has been granted a First Colour three or more times.
 - b. Purple Blanket Award - This award will be in the form of a Purple Blanket normally granted and presented in the graduating year to a student who has been selected by the Jones-Brown Committee. The student-athlete shall be deemed to be making satisfactory academic progress by the Committee. The student-athlete recommended must have participated as a Western representative for a minimum of three years, must have earned a minimum of three First Colours, and actively participated in the year of recommendation. His/her contribution to University of Western Ontario athletics must be deemed to be out-standing. The deadline for submission of nominations with appropriate documentation will be March 1st.

WESTERN FOOT PATROL

The safety of the student-athletes is of paramount concern to the Program of Intercollegiate Athletics. The University of Western Ontario offers a foot patrol service during the evenings for personal walking escorts around the campus. Student-athletes are strongly encouraged to make use of this service during the evenings before or after practices. The telephone number is 661-3650.

FINANCIAL AID

Financial Aid Services works closely with students to assist them in meeting their financial obligations. A significant portion of assistance comes from various government programs, including OSAP, Ontario Special Bursaries, and Ontario Bursaries for Students with Disabilities. Our financial aid counselors are trained to be knowledgeable about a variety of public and private loan programs. We attempt to assist students to plan their academic year through budget counseling and access to other forms of financial aid.

WORK STUDY PLAN

http://www.registrar.uwo.ca/student_finances/work_study.html

Western's Work Study program offers an opportunity for students to work part-time on campus in jobs that accommodate their studies. The objectives of the Work Study program are: to assist students in financial need with a regular source of income that does not add to their debt load, offer students training and experience that will assist them in further studies and their eventual entrance into the workforce and to help staff and faculty. Financial need is determined in a manner similar to the Canada and Ontario Student Loans assessment. It involves assessing the costs of the program the student is registered in, based on advice from our students, and the resources available to them.

It is the principle of Western's Student Financial Services Office that no qualified student will be unable to attend or be required to withdraw from a program at Western for financial reasons. Funding available for needs-based undergraduate student assistance amounts to over \$12 million.

These funds are derived largely from the required tuition set-aside revenues from tuition fee increases and are supplemented by other sources such as private donations, the University's institutional funds and special targeted government funds.

To be considered for the work study program students must submit a Financial Assistance Application, located above, and meet the following eligibility criteria.

Eligibility

1. Must be a Canadian Citizen or Permanent Resident.
2. Must be registered at the constituent University in a minimum 60% course load (40% course load for students with disabilities). (Students registered at an Affiliated College are not eligible for the main campus work study program during the Fall/Winter academic term and should check with the college they are registered at for information regarding work study. Affiliated College students taking summer courses on main campus can apply for the summer work study program.) Check the application above for specific requirements in each term.
3. Must demonstrate financial need.

Contact Information

General Inquiries:
Student Financial Services
Western Student Services Bldg., Rm. 1100
(519) 661-2100 email: bursary@uwo.ca

Angela Eaton, Need Based Awards Coordinator
Student Financial Services
Western Student Services Bldg., Rm. 1140J
(519) 661-2111 ext. 80382 email: aeaton6@uwo.ca



AWARDS, SCHOLARSHIPS, AND BURSARIES

<https://studentservices.uwo.ca/secure/Awards/AwardSearch.cfm>

Scholarships and awards are generally awarded to full-time students (unless otherwise indicated), who have shown satisfactory progress in their previous year's work. Need based awards are based on financial need. Completion of a financial assistance profile (FAP) is required for consideration for a need based award. The FAP can be found by logging into the Student Services site and clicking on the 'My Present'. **The deadline to apply for need based bursaries is Sept. 30th.** Further information can be found at the Student Financial Services website at:

http://www.registrar.uwo.ca/student_finances/index.html

Athletic Financial Awards offered include some of the following:

NEED BASED AWARDS

'82/'83 Men's Hockey Award (1 @ \$2250)
125th Anniversary Alumni Athletes Merit Award (1 @ \$2000)
Barry Mitchelson Award (1 @ \$1000)
Bob Gage Awards (1 @ \$1000)
Darwin Semotiuk Athletic Leadership Award (1 @ \$450)
Dorothy Thompson Need Based Awards (several - range up to \$4000 each)
Dr. E.F. Lepine Memorial Award (1 @ \$1000)
Dr. Glynn A. Leyshon (1 @ \$700) - Wrestling
George Gordon Paterson Awards (2 @ \$1500)
George Turnbull Award (1 @ \$1125)
Gordon Risk Need Based Awards (several – range up to \$4000 each)
J.C. Hawlik Award (1 @ \$500)
James G. Farmer Award (1 @ \$500)
John P. Metras Bursaries (2 @ up to \$400 each)
Joy Taylor Memorial Bursary (1 @ \$350)
June Burr Award (1 @ \$1000)
London 2004 Ontario Winter/Summer Games Legacy Award (3-4 @ up to \$4000)
Station Park Hotel 125th Anniversary Alumni Athletic Award (1 @ \$800)
Dr. Glynn A. Leyshon Award (1 @ up to \$525) - Wrestling

MERIT BASED AWARDS

Alison M. De Bruyne Award (1 @ \$700)
Allen Philbrick Mustang Football Recruitment Scholarship (1 @ \$2000)
Bob Gage Athletic Leadership Awards (up to \$4,000 for specific sports)
D. Jane Riddell Student Athlete Award (1 @ \$1500) – Women's Basketball
Dan Smith Athletic Award (1 @ \$1000)
Dan Smith Men's Hockey Award (1 @ \$450)
Forest City Track & Field Athletic Scholarships (1 @ \$3000)
Founders Club Football Award (several up to \$4000)
Fran Wigston Women's Basketball Award (1 @ \$1000)
Heather and Whit Tucker Awards (4 @ \$1,050)
Jack Cowin Wrestling Scholarships (2 @ \$1800)
John Findlay Varsity Volleyball Scholarship (1 @ \$3500)
Judy and Murray Bryant HBA Award (Maximum of 2 @ \$2500)
Kay Miles (Easun) Swimming Award (1 @ \$4000)
Larry Haylor Recruitment Scholarships (several up to \$4000) – Football
Larry Shaw Athletic Scholarship (2 @ \$4000- football and one for women's sport)
Marc About Swimming Award (1 @ \$2000)
Margaret and Robert Frewin Award (1 @ \$1600)

Men's Soccer Award (2 @ \$1,000)
Michael Kirkley Football Award (1 @ \$1250)
Mr. Keith R. Halpenny Men's Basketball Fund (1 @ \$1,000)
Murray Bryant Men's Rugby Team Award (1 @ \$416 plus plaque)
Nash Family Football Athletic Scholarships (1 @ \$3500)
Tornado Insulation Athletic Awards (2 @ \$1000) – Women's Volleyball and Basketball
Vaughan Peckham Volleyball Award (1 @ \$1125)
Walter Dearness Tamblyn 125th Anniversary HBA Scholarship (1 @ \$2000)
William and Nesta Gordon Family Wrestling Scholarships (2 @ \$2000)
Wrestling Leadership Awards (3 @ \$1125)

Entry Athletic Scholarships are offered by our CIS sports programs but these are based on funding limits and donor agreements by sport. Amounts range up to \$4,000 and distribution is determined by a committee in consultation with CIS coaches.

For more information on Athletic oriented awards, please contact

Chuck Mathies		Bonnie Cooper
ext. 86716	or	ext. 85003
cmathie@uwo.ca		bcooper@uwo.ca

NOTE: Students may have to meet certain criteria to be eligible for certain awards. For a complete description of all awards, see the registrar's website at <https://www3.registrar.uwo.ca/Awards/Layout-Awards.cfm>

Did You Know?

You can take your essay to the Essay Writing Centre <http://www.sdc.uwo.ca/writing/> and get them to take a look at your essay to see if you are on the "write" track!

FINANCIAL SERVICES CONTACTS

MAIN CAMPUS

Student Financial Services - room 1100, WSSB
519-661-2100 reg-fees@uwo.ca, finaid@uwo.ca

BRESCIA UNIVERSITY COLLEGE

Amy Walby, Director of Financial Services – BUC MSJ153
519-432-8353 dekonig@uwo.ca

HURON UNIVERSITY COLLEGE

Jane Parker, Financial Aid Officer - room 120
519-438-7224 mjparker@huron.uwo.ca

KING'S COLLEGE

Dianne Konings, Financial Aid Officer - room KUC W144
519-432-3491 dekonig@uwo.ca

