



# Student Athlete Handbook 2018-2019



Leadership

Commitment

Integrity

## SWTJC Athletic Program

The athletic program is an important and integral part of student life at Southwest Texas Junior College. This handbook is designed to assist student-athletes in their orientation to SWTJC policies and

procedures and to help them meet their

goals and achieve success while attending Southwest Texas Junior College. Additional information concerning educational programs, degree requirements, course descriptions, student personnel policies, financial assistance, support services, etc., can be found in the SWTJC *college catalog* and *student handbook*.



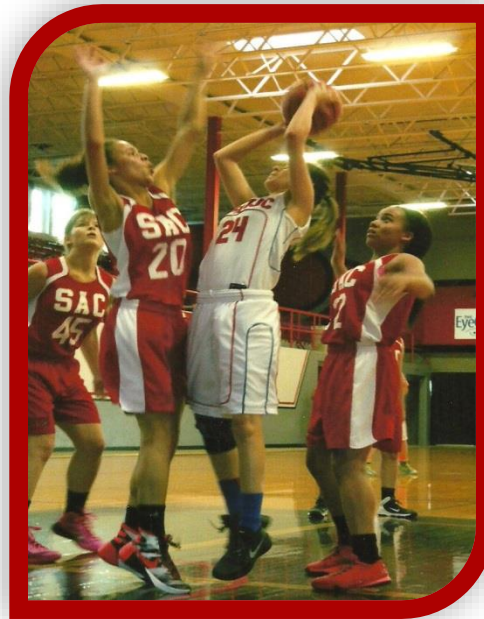
## SWTJC Athletics

The athletic program at Southwest Texas Junior College offers competition in four intercollegiate sports: men's basketball, men's cross country, women's basketball, and women's cross country. SWTJC is a member of the Texas Collegiate Club Sports League (TCCSL).



## Mission Statement

The mission of Southwest Texas Junior College Athletic Department is to provide programs that develop character and integrity of **student-athletes** in their academic, athletic and personal quest for excellence. Our program's mission is to prepare our student-athletes for transfer to four-year institutions, productive careers, active and responsible citizenship and life-long learning. The Athletic Department emphasizes personal development, professional preparation and degree completion.



The Athletic Department strives to provide adequate physical facilities and resources to promote pride among **student-athletes** and fans. The Department will operate with fiscal responsibility and compliance under the rules, policies and procedures of Southwest Texas Junior College and Texas Collegiate Club Sports League (TTCSL).

The Department is also committed to the following:

- Ensuring that intercollegiate competition is an integral part of the total educational offering under the control of those responsible for the administration of the institution;
- Encouraging the broadest possible student involvement in its competitive programs;
- Maintaining high ethical standards through commitment to the principles of self-monitoring and self-reporting; and
- Evaluating the competitive program in terms of the educational purpose of the College.



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## Coaching Staff

### Women's Teams

#### **Basketball**

**Luis Fernandez**

Head Coach

**Amanda Santos**

Assistant Coach

#### **Cross Country**

**Landra Fowler**

Head Coach

Uvalde Campus

830-591-7241

[lfowler@swtjc.edu](mailto:lfowler@swtjc.edu)

### Men's Teams

#### **Basketball**

**Phillip Botello**

Head Coach

830-591-7240

[pbotello@swtjc.edu](mailto:pbotello@swtjc.edu)

#### **Cross Country**

**Landra Fowler**

Head Coach

830-591-7241

[lfowler@swtjc.edu](mailto:lfowler@swtjc.edu)





## Goals and Objectives

### Goals

Southwest Texas Junior College is committed to providing quality educational experiences, and to offering intercollegiate athletic programs designed to foster the personal growth of each student without regard to race, sex, age, income, religion, disability, or occupation.

Our programs encourage individual and team achievement and strive to enhance the academic success, social development, and physical and emotional well-being of the **student-athlete**.



### Objectives

- To encourage and stress the importance of academic success (**student first— athlete second**).
- To integrate physical and emotional development, and scholastic achievement.
- To provide opportunities for students to learn and practice leadership and interpersonal skills.
- To identify and recognize individual physical ability and academic achievement.



## Athletic Department Procedures & Activities

### Eligibility

- Student athletes must be in good standing with the college (academically/discipline).
- Student athletes must be enrolled full-time (9+hours) and maintain full-time status @ SWTJC. \*\*\* **See requirements for 12+hours below.**
- Ensure that athletes maintain a minimum GPA of 2.0 for each semester of play, 2.00 (minimum) every semester thereafter, meet all other SWTJC rules and regulations in order to participate.
- Student Athlete must maintain a "C" average or greater in all academic courses per semester.
- Head Coach will make periodic checks throughout the semester via progress reports (to be completed at least three times a semester) to ensure athletes are maintaining their grades at or above acceptable levels and are attending classes. Progress reports will be monitored by the head coach and submitted to the Student Success Coordinator.
- Require students to seek academic assistance if grades fall below required levels, or if they are experiencing difficulties. Head coach may choose to remove student-athlete from athletic participation until grades are brought up to an acceptable level.
- Submit and complete all required paperwork:
  - Acknowledgement of Athletic Handbook.
  - Signed Consent to Participate Form.
  - Completed Emergency Contact and Insurance Form.
  - Previous Illness/Injury Form.
  - Individual Sport Acknowledgement of Participation Form.
- Student Athletes will attend weekly tutoring hours:
  - Log three hours per week at the Student Support Center.
  - Meet with the Student Support Service Coordinator and set up IAP (Individual Academic Plan) with in the second week of each semester. Must be completed by the second week of classes.
  - Submit all required progress reports with instructor signatures by assigned due date.

**\*\*\* All Student Athletes awarded dorm scholarships must be enrolled 12+plus hours to be eligible for a dorm residency and scholarship.**

## Leadership and Recognition

### Leadership Skills

- Promote the development of leadership and management skills by encouraging athletes to assume leadership roles within the different team sports.
- Involve athletes in team sports that require them to be cooperative and to develop their interpersonal skills in order to achieve both team and individual success.
- Require teams to participate in community service projects at least once a semester, promoting vital servant-leadership traits necessary for personal and professional success.

### Athlete Recognition

- Allow athletes who exhibit the best abilities AND attitudes to receive the greatest amount of playing time in athletic competition.
- Provide student-athlete recognition and sports awards to all athletes and sports scholars.
  - Athletic Scholar Awards
  - Student Athlete Awards (Leadership)
- Distribute material on the athletic ability of all athletes in order to enhance their opportunities for continuing their education and career after graduating from Southwest Texas Junior College.





## Orientation

All **student-athletes** are required to attend the Student Athletes Orientation meeting. A written record is kept of those in attendance. The meeting will cover a variety of topics and offer services specific to **student-athletes**. Those with extenuating circumstances unable to make the meeting, as determined by the sport's head coach, and the College's athletic administrator, are required to have a make-up meeting with Head Coach before the fall semester or spring semester begin. Written notification with excuse must be submitted to the Athletic office.

## Individual Rules

- **Student-athletes** will avoid all situations that will embarrass themselves, their families or the College. As a SWTJC athlete, you represent Southwest Texas Junior College both on the sports field and off campus in your personal life. You have an interest in the protection and control of the SWTJC image. Any article of clothing or item with the SWTJC logo is not to be worn or used at any function or social event that involves the inappropriate use of alcohol or drugs. You are expected to always act in a manner that supports a positive image of yourself as an athlete and ambassador of SWTJC. Every athlete that wears our letters represents us and is expected to live up to SWTJC standards.
- **Student-athletes** will DRESS NEATLY and use GOOD PERSONAL HYGIENE at all times.
- **Student-athletes** will be on time and ATTEND all classes.
- **Student-athletes** will take extreme care of all equipment and property that belongs to the College.
- **Student-athletes** will be on TIME for all College and team functions, with all required equipment necessary to compete.
- **Student-athletes** will show RESPECT for coaches, College officials, and faculty members, community members, opposing teams, game officials and fellow players.
- **Student-athletes** will abide by all College and area rules.



- **Student-athletes** will obey all city, county, state and/or national laws. Failure to do so may result in loss of scholarship and removal from the team. Use, possession and/or distribution of narcotics, dangerous drugs or other controlled substances is prohibited except as expressed by law.
- **Student-athletes** are subject to unannounced random testing for enforcement of this rule. Students found in violation will be subject to disciplinary action, outlined later in this handbook.

Use of any tobacco products at any meeting, practice or athletic contest is prohibited by SWTJC. Any College official may report a policy violation to the coach or Athletic Director. Coaches are responsible for ensuring that all **student-athletes**, managers, and officials adhere to this policy. Failure to do so will result in disciplinary action, to be determined by the head coach of the particular sport.

## Travel and Transportation

The Athletic Department will provide all transportation necessary for an athletic team. This includes travel to regular season and practice games, state and invitational tournaments and regional and national tournaments. It is the responsibility of the head coach to ensure that all players travel with the team and are under his/her supervision. Players will not be allowed to travel with parents/legal guardians to or from an athletic event. Head coaches will use discretion on extenuating circumstances to this rule.

**Remember, student athletes are always representing Southwest Texas Junior College, whether on campus or away. The College has a positive image in the community and all student athletes will behave in a manner that reflects this image at all times.**

## Equipment

It is the responsibility of the head coach to issue and inventory all items of equipment that are necessary for the **student-athlete** to participate properly in the sport. All issued items remain the property of Southwest Texas Junior College. Failure to properly care for or replace lost/damaged items could result in removal from team. There are certain items that will be regarded as personal items that the



Athletic Department will not furnish. The head coach will list these items and it is the responsibility of the **student-athlete** to obtain these items for his/her own use. **Student-athletes** will be financially responsible for uniforms and equipment not returned to the Athletic Department. **Student-athletes** who fail to return College issued equipment will also have a registration and transcript hold placed on their account and thus, not be granted a transfer release/waiver.



## Attendance, Absences and Academic Progress Monitoring

Students are required to attend all classes for which they are registered. Students should recognize that a mature acceptance of their responsibilities as a student athlete is necessary for reasonable accomplishment in college work; this applies particularly in the area of all absences. Make sure you understand and follow each instructor's attendance policy. Student-athletes will be issued progress reports at least three times a semester. The reports are designed to track academic progress and monitor

attendance records. This is a measurement tool designed to help students succeed in all academic courses. Consequences for unsatisfactory reports will be dealt with on an individual basis, but may include athletic suspension until a report (academic or attendance related) comes back satisfactory.



## Class Schedules and Drop/Add

It is the responsibility of the head coach to monitor the student-athlete's selection of courses. This will ensure that the student-athlete is taking courses that will apply to the curriculum he/she has chosen for a degree. The head coach will have each term's class schedule on file in the Athletic Department. It is the student-athlete's responsibility to notify the head coach of any change in the schedule. Student-athletes are not permitted to drop or add a course during the term without prior approval from the head coach, College athletic administrator and the student-athlete's academic advisor.



## **Athletic Advisors**

Prior to registration for each semester, each student-athlete must be advised and counseled concerning the curriculum of his/her chosen field of study. A designated advisor works with each team to ensure scheduling conflicts do not occur. Coaches and players must obtain schedules through these advisors.

## **Institutional Policies**

The institutional policies found in the general catalog are the minimum requirements for students attending this College. The Athletic Department recognizes that athletics require more guidelines to ensure proper function within the system. Therefore, student-athletes must adhere to all policies of the institution and the Athletic Department.

## **Documents Required for Participation**

The following documents are to be provided to the Head Coach PRIOR to any athletic participation:

- Acknowledgement of Athletic Handbook.
- Signed Consent to Participate Form.
- Completed Emergency Contact and Insurance Form.
- Previous Illness/Injury Form.
- Individual Sport Acknowledgement of Participation Form.



## Athletic Scholarship Guidelines 2018-2019

1. The terms of the scholarship are as follows:
  - a. Scholarship amount is awarded based on Student athlete need.
  - b. Scholarship is void if student quits team, becomes academically ineligible per SWTJC Student athlete handbook, or is dismissed from team due to inappropriate behavior.
  - c. Any student-athlete who is removed from athletic scholarship for the aforementioned reasons will be required to reimburse the College scholarship fees for the semester in which he/she was dismissed.
  - d. Student will be financially responsible for uniforms and equipment not returned.
2. Athletic scholarships may not be given for any term in which the student does not meet SWTJC Student eligibility requirements without written approval. A student-athlete who fails to meet the criteria of his/her scholarship will not receive a probationary status – that is, the scholarship may be terminated. The continuation of aid will be evaluated on a case-by case basis by Administration and Head Coach. The Head Coach will send written notification of the decision as to whether or not the scholarship will be terminated to the student-athlete and coach.
3. Athletic Scholarships will begin on the official start date of the Fall or Spring semesters.
4. Student-athletes must be full-time to be on scholarship during the Spring and Fall semester. If a student drops below full-time status, they will be ineligible and will be responsible for paying for their fees. Exceptions may be made on an individual basis as determined by the head coach, College athletic administrator.





## Athletic Forms

Acknowledgement of Athletic Handbook Form

**Southwest Texas Junior College Athletic Department**  
Acknowledgment of the 2018-2019 Athletic Handbook:

I acknowledge receipt of a copy of the Athletic Handbook and have the rules of conduct. I understand the rules and realize that I am subject to disciplinary measures should I violate them. I do agree to participate and conduct myself in accordance with the rules of our Athletic Department and any other specific rules of the College or the coaches.

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Student Number**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Sport**

\_\_\_\_\_  
**Date**



## Intercollegiate Athletics Consent to Participate

I give my permission and understand that the coaching staff, administrators, or other school officials can use their own judgment in applying first aid until medical help becomes available, or to secure medical aid and ambulance service in case parents cannot be reached. I voluntarily accept their service on my behalf and grant permission for them to perform their necessary duties as described above.

Athlete Name \_\_\_\_\_

Birth date \_\_\_\_\_ Student # \_\_\_\_\_ Age: \_\_\_\_\_

Father: Day Phone \_\_\_\_\_ Mother: Day Phone \_\_\_\_\_

Evening Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Email Email: \_\_\_\_\_

Medications currently taking: \_\_\_\_\_

Known allergies (including medications): \_\_\_\_\_

Medical conditions (diabetes, epilepsy, etc.): \_\_\_\_\_

Do you wear contact lenses/glasses?  yes  no

Any other medically related condition that may affect emergency care?

I \_\_\_\_\_ wish to  
participate in \_\_\_\_\_

at Southwest Texas Junior College, Uvalde, Texas.

I am aware that the very nature of athletic participation carries with it an inherent risk of injury. I understand that the dangers and risks of participating in athletics, whether in competition or preparing to compete, include, but are not limited to, death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the muscular skeletal system, and serious injury or impairment to other aspects of my body and general health and well-being. In addition, I am aware that



participation in intercollegiate athletics will involve traveling with the team, and that such traveling may expose me to the risks of a motor vehicle accident, as well as other conditions that result from traveling. I also accept the responsibility in taking personal measures to help prevent injury to myself or other athletes by notifying the coaching staff, administrators or other SWTJC personnel of conditions that I am aware of that may predispose me or other athletes to an increased risk of injury resulting from athletic participation. Having understood the risks of athletic participation and particularly the risk inherent in \_\_\_\_\_, I voluntarily assume and accept these risks as they have been explained above.

Student's signature \_\_\_\_\_

Date \_\_\_\_\_

Parent's signature \_\_\_\_\_

Date \_\_\_\_\_

Southwest Texas Junior College  
Athletic Department  
2401 Garner Field Road  
Uvalde, TX 78801  
830-278-4401



## Previous Injury/Illness Release Form

Athlete's Name \_\_\_\_\_  
 Sport \_\_\_\_\_

If there has been an injury or any medical condition that prevented, limited, or altered your participation in, or preparation of athletic activity, with in the last 12 months, you must be medically released by the treating physician before being allowed to participate in Southwest Texas Junior College Athletic activities.

\_\_\_\_\_  
 Treating Physician Office Phone #

\_\_\_\_\_  
 Address City State Zip

What was the injury/condition that prevented, limited, or altered the student athlete named above from participation or preparation for athletic activity.

\_\_\_\_\_  
 Injury/Condition

\_\_\_\_\_  
 Comments

Date first seen and/or treated \_\_\_\_\_

On the basis of my treatment, and/or evaluation, I have found no reason which makes it medically inadvisable for the student-athlete to fully and completely participate in any intercollegiate activities and release this student-athlete for intercollegiate participation.

\_\_\_\_\_  
 Physician Name Date

\_\_\_\_\_  
 Physician Signature



## Emergency Contact & Insurance Information Form

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sport(s) \_\_\_\_\_

Student Number \_\_\_\_\_ Academic Year \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Cell # \_\_\_\_\_ Home # \_\_\_\_\_ Work # \_\_\_\_\_

Policy Holder Name & DOB \_\_\_\_\_

Relationship to Student-Athlete \_\_\_\_\_

Address \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_

Insurance Company Name \_\_\_\_\_

Insurance Co. Address \_\_\_\_\_

Group # \_\_\_\_\_ I.D.# \_\_\_\_\_

Effective Date of Policy \_\_\_\_\_ Expiration Date \_\_\_\_\_

Primary Physician \_\_\_\_\_ Office # \_\_\_\_\_

Policy Limit \_\_\_\_\_ Policy Deductible \_\_\_\_\_

Policy Co-Pay \_\_\_\_\_ Does policy cover athletically-related injuries? \_\_\_\_\_

I authorize any Health Care Provider, Insurance Company, Person, or Organization to release information regarding medical, dental, mental, alcohol or drug abuse history, or treatment to the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. I further authorize release of this information to SWTJC Athletic Department staff.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Student-Athlete

\_\_\_\_\_  
Signature Date

**To ensure eligibility for participation this form must be completed and returned immediately. Please keep a copy for your records.**

Return To: SWTJC, Athletic Office, 2401 Garner Field Rd, Uvalde, TX 78801