

Official and Unofficial Overnight Recruiting Visit Policy
For Coaches of Division III Programs

Recruiting visits to the college is an extremely important aspect of the total recruiting process. In order to help ensure a safe and enjoyable experience for the prospective student-athlete the coaching staff must adhere to the following guidelines:

- Coaches must submit in writing (via email or hard copy) to the Compliance Officer, a list of prospective students and their student hosts, including the date of the visit prior to the prospective student's overnight visit.
- Coaches must have overnight consent waiver signed (by prospective and parent/guardian) and forwarded beforehand, or upon arrival. Submit the waiver to the Compliance Officer within two working days of visit, and retain a copy.
- Coaches must submit completed department Official Visit Form to the Compliance Officer within 2 working days after visit. Retain a copy.
- If student host is receiving entertainment money, an Official Visit Student Host Expense Form must be completed by the coach and signed by the player when receiving entertainment money. Student Host Expense Form must be completed (along with receipts), signed, and submitted to the Compliance Officer with two working days after visit. Student host may be provided a maximum of \$20 for each day of the visit.
- Coaches must confirm that Student Host has reviewed and signed an acknowledgment form regarding NCAA rules and Union College's athletic recruiting policies prior to hosting a prospective student-athlete.
- Coaches will discuss with student host the academic and recreational activities that are available to the prospective student prior to the recruiting visit, and with the prospective student upon arrival.
- Coach will review expectations with the prospective student, and explain possible consequences that could result if there are any violations.
- Coach will provide emergency number of head coach (or designated assistant coach) for Student-Host/Prospective. Coach will be notified immediately should any incident, question, or concern arises.
- Coaches must impress upon Student-Host and prospective student that New York's drinking age is 21; it is against the law to serve alcohol to anyone under 21 years of age. Prospective students are only allowed to attend college sanctioned event.
- Prospective students should not be taken where illegal drugs are being used.