



NCAA DIVISION II COACHES OFF-CAMPUS RECRUITING GUIDE

Please note this document should not be used as a substitute for the NCAA Manual.
Coaches are encouraged to contact the athletics compliance office for additional information.

Freshman/ Sophomore	After June 15 Immediately Preceding Junior Year	Two-Year College Prospective Student- Athletes	Four-Year College Prospective Student-Athletes	Evaluations and Contacts	After National Letter of Intent Signing or Other Written Commitment
<p>Recruiting Materials:</p> <p>Questionnaires, camp brochures, NCAA materials and nonathletics recruiting publications only.</p>	<p>Official Visits:</p> <ul style="list-style-type: none"> After June 15 immediately preceding prospective student-athlete's junior year in high school. <p>There are no limits on the following recruiting functions for prospective student-athletes entering their junior year:</p> <ol style="list-style-type: none"> Athletically related recruiting materials. Electronic media and transmissions (e.g., email, facsimiles, text messaging, instant messages, etc.). Must be private between sender and recipient.* 	<p>Official Visits:</p> <ul style="list-style-type: none"> At any time during an appropriate recruiting period. If prospective student-athlete has previously visited the institution, a second visit may not occur until September 1 following prospective student-athlete's completion of high school. <p>There are no limits on the number or frequency of the following recruiting functions for two-year college transfers:</p> <ol style="list-style-type: none"> Athletically related recruiting materials. Electronic media and transmissions (e.g., email, facsimiles, text messaging, instant messages, etc.). Must be private between sender and recipient.* 	<p>Official Visits:</p> <p>At any time during an appropriate recruiting period. If prospective student-athlete has previously visited the institution, a second visit may not occur until September 1 following prospective student-athlete's completion of high school. If prospective student-athlete's institution is an NCAA institution, a visit may occur only after written permission to contact has been granted. If prospective student-athlete's institution is an National Association of Intercollegiate Athletics (NAIA) institution, permission to contact is not required; however, the institution's director of athletics (or an individual designated by the director of athletics) must send notification of recruitment to the NAIA institution prior to contact with an NAIA student-athlete.</p>	<ol style="list-style-type: none"> No restriction on the number of evaluations. Contacts are restricted at the prospective student-athlete's practice/competition site until such time as the competition has concluded and the prospective student-athlete has been released by the appropriate authority. May have contact with a prospective student-athlete's parents or legal guardians at the competition site during a contact period provided prospective student-athlete has reached June 15 prior to his or her junior year in high school. 	<ol style="list-style-type: none"> Privacy requirement between sender and recipient for electronically transmitted correspondence is no longer applicable (e.g., email, facsimiles, text messaging, instant messaging, etc.). May have contact outside of permissible contact periods.

	<ul style="list-style-type: none"> 3. Telephone calls.* 4. In-person, off-campus recruiting contacts. 	<ul style="list-style-type: none"> 3. Telephone calls.* 4. In-person, off-campus recruiting contacts. 	<p>NCAA and NAIA Institution:</p> <p>Following receipt of permission to contact from an NCAA institution, or notification of recruitment to an NAIA institution, there are no limits on the number or frequency of the following recruiting functions:</p> <ul style="list-style-type: none"> 1. Electronic media and transmissions (e.g., email, text messaging, instant messages, etc.). Must be private between sender and recipient.* 2. Telephone calls.* 3. In-person, off-campus recruiting contacts. 	<ul style="list-style-type: none"> 4. Electronically transmitted correspondence may not be sent to a prospective student-athlete during the conduct of any of the institution's intercollegiate athletics contests in that sport.* 	<ul style="list-style-type: none"> 3. Contact restrictions with the prospective student-athlete and/or the prospective student-athlete's parent or legal guardians at the prospective student-athlete's practice/competition site are no longer applicable.
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*Electronically transmitted correspondence may not be sent and telephone calls may not be made during the conduct of any of the institution's intercollegiate athletics contests in that sport from the time the institution's team reports on call at the competition site at the direction of the coach until the competition has concluded and the team has been dismissed by the coach (NCAA Bylaws 13.1.3.2.1 and 13.4.4.2).

DEFINITIONS:

Contact.

A contact is any face-to-face encounter between a prospective student-athlete or the prospective student-athlete's relatives or legal guardian(s) and an institutional staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged (e.g., positions himself/herself in a location where contact is possible) or that takes place on the grounds of the prospective student-athlete's educational institution or at the site of organized competition or practice involving the prospective student-athlete or the prospective student-athlete's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of whether any conversation occurs. However, an institutional staff member or athletics representative who is approached by a prospective student-athlete or the prospective student-athlete's relatives or legal guardian(s) at any location shall not use a contact, provided the encounter was not prearranged and the staff member or athletics representative does not engage in any dialogue in excess of a greeting and takes appropriate steps to immediately terminate the encounter.

Evaluation.

Evaluation is any off-campus activity designed to assess the academic qualifications or athletics ability of a prospective student-athlete, including any visit to a prospective student-athlete's educational institution (during which no contact occurs) or the observation of a prospective student-athlete participating in any practice or competition at any site.

Prospective Student-Athlete.

A prospective student-athlete is a student who has started classes for the ninth grade. In addition, a student who has not started classes for the ninth grade becomes a prospective student-athlete, if the institution provides such an individual (or the individual's relatives or friends) any financial assistance or other benefits that the institution does not provide to prospective students generally. An individual remains a prospective student-athlete until one of the following occurs (whichever occurs earlier):

1. The individual officially registers and enrolls in a minimum full-time program of studies and attends classes in any term of a four-year collegiate institution's regular academic year (excluding summer); or
2. The individual participates in a regular-squad practice or competition at a four-year collegiate institution.

Contacts, Evaluations and Telephone Calls.

Off-Campus Recruiters.

An institutional staff member is not permitted to recruit off campus until he or she has been certified on an annual basis as to knowledge of applicable recruiting rules per Bylaw 11.6.1.1. However, institutional staff members (e.g., faculty members) may contact prospective student-athletes for recruiting purposes on campus or within the locale of the institution's main campus during the prospective student-athlete's official visit.

Telephone Calls and Other Correspondence During Conduct of Athletics Contest.

Telephone calls and electronically transmitted correspondence to a prospective student-athlete [or the prospective student-athlete's relatives or legal guardian(s)] may not be made during the conduct of any of the institution's intercollegiate athletics contests in that sport until the competition has concluded and the team has been dismissed by the coach.

Visits to a Prospective Student-Athlete's Educational Institution.

Visits to a prospective student-athlete's educational institution that will occur during that portion of the day when classes are being conducted for all students must receive the approval of the executive officer (or the executive officer's designated representative) of the prospective student-athlete's educational institution.

Practice or Competition Site.

Recruiting contact may not be made with a prospective student-athlete prior to any athletics competition in which the prospective student-athlete is a participant during the day or days of competition, even if the prospective student-athlete is on an official or unofficial visit. Contact includes the passing of notes to a prospective student-athlete by a third party on behalf of an institutional staff member. Contact shall not be made with the prospective student-athlete as follows:

1. At any site prior to the contest on the day or days of competition;
2. From the time the prospective student-athlete reports on call and becomes involved in competition-related activity to the end of the competition; and
3. After the competition, including competition that requires more than one day of participation (e.g., a tournament), until the prospective student-athlete is released by the appropriate institutional authority and departs the dressing and meeting facility.

Recruiting contact may be made with the prospective student-athlete and/or the prospective student-athlete's parents or legal guardians at a prospective student-athlete's athletics competition as follows:

1. With a prospective student-athlete's parents or legal guardians at the site of competition during a contact period following June 15 immediately preceding the prospective student-athlete's junior year in high school;
2. With a prospective student-athlete and/or the prospective student-athlete's parents or legal guardians at any site on the day or days of competition, provided a prospective student-athlete has signed a National Letter of Intent or written offer of admission and/or athletically related financial with the coach's institution.

NOTES: