



Administrative Policy	
Policy Type:	Intercollegiate Athletics
Policy Number:	AC-1402
Date Adopted:	1/4/2012
Version:	4.0
Review Cycle:	Biennial
Date Last Reviewed:	7/27/2023
Office Responsible:	Student Services-Athletics
Reviewing Committee:	Customer Focused Committee
Related Policies:	
Related Laws:	N/A

Policy Statement:

Jackson College (JC) offers a wide range of intercollegiate athletic opportunities designed to enhance the experience of our students. Participation in intercollegiate athletics is a privilege and not a right. The Colleges' sports program and student-athletes must meet academic and eligibility requirements established by the National Junior College Athletic Association (NJCAA) rule and requirements.

Scope:

This policy applies to all NJCAA sanctioned and JC approved athletic programs, coaches, athletes and program administrators.

Policy:

JC's intercollegiate athletic program shall be administered in accordance with the National Junior College Athletic Association (NJCAA) and JC policies/guidelines and shall reflect/respect the College's commitment to local (i.e., tri-county service area).

<http://www.njcaa.org>

<https://www.mccaa.org/landing/index>

- The Chief Student Services Officer has oversight responsibility for all activities related to the administration of JC's intercollegiate athletic program. Day-to-day operational decisions are delegated to the Athletic Director. The Athletic Director shall render final approval of rules, practices and procedures related to the administration of the athletic program.
- The Athletic Director shall establish the annual budget for the athletic program.

RECRUITING: Athletic Department staff and coaches shall establish and maintain necessary competencies and written procedures necessary to assure compliance with NCJAA rules and guidelines. Recruiting procedures shall specifically address:

- Assessment of recruit eligibility.
- Creating and issuing a Letter of Intent; and

- Record keeping.

ATHLETIC SCHOLARSHIPS: Athletic scholarships shall be made on the recommendation of the Athletic Director and at the sole discretion of the President/designee. Scholarship awards shall comply with the following:

- The athlete is an admitted and academically eligible student;
- Scholarships are issued for a maximum award of a dollar amount equivalent to 12 billing contact hours and student services fee;
- Scholarship awards are exclusively granted for tuition and student service fees; and
- Scholarships may not be used for housing, transportation, or other fees.

ELIGIBILITY: Current or prospective student athletes must meet the eligibility requirements established by the NJCAA in order to participate. Students must also adhere to JC's policies and procedures including ongoing demonstration of good academic status and compliance with the Student Athlete Code of Conduct. Student-athletes are also subject to and must comply with random drug testing policy.

Student-athletes may be suspended or removed from a JC athletic team/program if they fail to maintain eligibility requirements or violate the Athletic or institutional code of conduct.

The Registrar and Athletic Director are responsible to ensure accuracy of all NJCAA eligibility forms.

RECORD KEEPING, INTERNAL CONTROLS AND REQUIRED REPORTING: The Athletic Director shall assure development and periodic review of procedures and practices that provide for:

- "Audit readiness" status for all programs.
- Internal controls for monitoring enrollment status and academic eligibility; and
- Timely provisions of records and materials required for annual reporting or required program audits.

Change Log:

Date Of Change	Description of Change	Responsible Party
1/4/12	Initial Release	S. Bloomfield
6/26/14	Annual Review	H. Bateman
6/12/17	Annual Review	H. Bateman
6/03/20	Annual Review	C. Ivan
9.25.2023	Review AND Changes	C. Ivan & Academic Deans