

SYRACUSE UNIVERSITY OFFICE OF ATHLETIC COMPLIANCE



STUDENT-ATHLETE/ COACH APPEARANCE REQUEST FORM

The following information must be provided in order to determine the permissibility of a Syracuse University student-athlete's proposed involvement in the activity. Please be aware that even if an activity is determined to be permissible by NCAA regulations, the availability of student-athletes must still be determined by the involved sports program, coaches and the student-athletes themselves. Submitting a request does not guarantee the request will be filled. If you have any questions, please contact the Office of Athletic Compliance at 315/443-1265 or 315/443-1441 (fax). Thank you for your cooperation.

Student-athlete(s)/coach being requested: _____

Today's date: _____ Date of event: _____

Requestor information

Requestor's name: _____ Email address: _____

Telephone number: _____ Fax number: _____

Agency information

Name of agency: _____

Agency address: _____

- Your organization is: (check one) Charitable Agency (Must attach a copy of a 501c) Educational Agency Nonprofit Agency (Must attach a copy of a 501c) Syracuse University entity (e.g. department, fraternity, sorority, student gov't, etc.)

Event information

Description/purpose of activity: _____

Location of the activity (include city, state and specific site): _____

Time of activity: _____ Specific time student-athlete/coach needs to appear: _____

- Expenses being provided: (check all that apply) Breakfast Lunch Dinner Overnight lodging Mileage Other expenses What other expenses will be provided?: Total miles:

Additional questions

Are funds being raised at this event? Yes No If yes, what will the funds be used for? _____

Will any other agency aside from the requesting agency receive moneys from this appearance? Yes No

If yes, please explain: _____

Will the appearance benefit individuals in 9th through 12th grades? Yes No

If yes, please explain: _____

Will the coach/student-athlete(s) appearance involve any athletics participation? Yes No

If yes, please explain: _____

Is the event location a commercial establishment? Yes No If yes, will the commercial establishment be a cosponsor, advertise or promote the event? Yes No If yes, please explain: _____

Will the student-athlete(s)/coach name, picture or appearance be used to promote any commercial ventures? Yes No

Will there be any outside organizations involved in this activity? Yes No If yes, please explain: _____

Will there be any advertisement or promotion of this activity? Yes No If yes, please explain: _____

Will any promotional items bearing the name(s) or picture(s) of the coach/student-athlete(s) be used? Yes No If yes, please explain: _____

**** PLEASE SEE OTHER SIDE ****

Applicable NCAA Legislation

NCAA Guidelines for Fund-Raising Activity

Syracuse University and its staff, student-athletes and boosters (with limited exceptions*) are not permitted, directly or indirectly, to assist in raising funds for high schools or organizations that consist of any prospects. A prospect is any student who has entered the ninth grade.

NCAA Bylaw 12.5.1.1 Institutional, Charitable, Educational or Nonprofit Promotions

A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a noninstitutional charitable, educational or nonprofit agency may use a student-athlete's name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete's participation in intercollegiate athletics, provided the following conditions are met: *(Revised: 1/11/89, 1/10/91, 1/10/92)*

- (a) The student-athlete receives written approval to participate from the director of athletics (or his or her designee who may not be a coaching staff member), subject to the limitations on participants in such activities as set forth in Bylaw 17; *(Revised: 1/11/89, 4/26/01)*
- (b) The specific activity or project in which the student-athlete participates does not involve cosponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company's officially registered regular trademark or logo on printed materials such as pictures, posters or calendars. The company's emblem, name, address and telephone number may be included with the trademark or logo. Personal names, messages and slogans (other than an officially registered trademark) are prohibited; *(Revised: 1/11/89, 1/10/91)*
- (c) The name or picture of a student-athlete with remaining eligibility may not appear on an institution's printed promotional item (e.g., poster, calendar) that includes a reproduction of a product with which a commercial entity is associated if the commercial entity's officially registered regular trademark or logo also appears on the item; *(Adopted: 11/12/97)*
- (d) The student-athlete does not miss class; *(Revised: 1/11/89)*
- (e) All moneys derived from the activity or project go directly to the member institution, member conference or the charitable, educational or nonprofit agency; *(Revised: 1/11/89, 1/10/92)*
- (f) The student-athlete may accept actual and necessary expenses from the member institution, member conference or the charitable, educational or nonprofit agency related to participation in such activity; *(Revised: 1/11/89, 1/10/92, 4/28/05)*
- (g) The student-athlete's name, picture or appearance is not utilized to promote the commercial ventures of any nonprofit agency; *(Adopted: 1/10/92)*
- (h) Any commercial items with names, likenesses or pictures of multiple student-athletes (other than highlight films or media guides per Bylaw 12.5.1.8) may be sold only at the member institution at which the student-athlete is enrolled, institutionally controlled (owned and operated) outlets or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event). Items that include an individual student-athlete's name, picture or likeness (e.g., name on jersey, name or likeness on a bobble-head doll), other than informational items (e.g., media guide, schedule cards, institutional publications), may not be sold; and *(Adopted: 1/16/93, Revised: 1/9/96, 4/27/06 effective 8/1/06)*
- (i) The student-athlete and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring that the student-athlete's name, image or appearance is used in a manner consistent with the requirements of this section. *(Revised: 1/11/89, 1/10/92)*

NCAA Bylaw 12.5.1.1.2 Promotions Involving Commercial Locations/Sponsors

A member institution or a charitable, educational or nonprofit organization may use the appearance, name or picture of an enrolled student-athlete to promote generally its fund-raising activities at the location of a commercial establishment, provided the commercial establishment is not a cosponsor of the event and the student-athlete does not promote the sale of a commercial product in conjunction with the fund-raising activity. A commercial establishment would become a cosponsor if the commercial establishment either advertises the presence of the student-athlete at the commercial location or is involved directly or indirectly in promoting the activity. *(Adopted: 1/10/92)*

SPONSORING AGENCY RELEASE STATEMENT

In signing this form I acknowledge that I have read and agree to abide by these NCAA requirements regarding use of a coach/student-athlete's or name, picture, or appearance in the promotion or involvement of this activity.

Signature of Authorized Agency Representative

Date

FOR OFFICIAL USE ONLY

Does this activity meet the requirements of NCAA Bylaw 12.5.1.1? YES NO

Approval _____

Office of Athletic Compliance

Date

Approval _____

Head Coach's Signature (only if activity is required by student-athlete)

Date

Approval _____

Dr. Daryl Gross, Director of Athletics (or designee)

Date