



THE UNIVERSITY OF SOUTH DAKOTA DEPARTMENT OF ATHLETICS

DIVISION I - CAMPS & CLINICS MANUAL

The following document provides a summary of NCAA legislation applicable to sports camps and clinics. This document should be used as a source for coaches and staff members to review NCAA regulations and interpretations applicable to sports camps and clinics. And athletic department staff members and coaches are also encouraged to review the Bylaws specific to camps and clinics for further information on sports camps and clinics. Any specific questions related to camps and clinics should be addressed to the Compliance Office.

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I. INSTITUTIONAL CAMP OVERVIEW

What is an institutional camp?

An institution's sports camp or clinic is owned or operated by a member institution or an employee of the member institution's athletics department, either on or off its campus in which prospects participate.

- In order to be considered an *owner* of an institution's sports camp or instructional clinic, the individual must be at least a majority owner (i.e. 51 percent of the camp or clinic).
- In order to be considered an *operator* of an institution's sports camp or instructional clinic, an individual must be personally and directly responsible for the management and operation of the camp or clinic. [NCAA Official Interp 2/1/90]

What are the purposes of institutional camps and clinics?

- Places special emphasis on a particular sport or sports and provides specialized instruction or practice and may include competition;
- Involves activities designed to improve overall skills and general knowledge in the sport; or
- Offers a diversified experience without emphasis on instruction, practice or competition in any particular sport. [NCAA 13.12.1.1.1]
- **Camps and clinics may not be used to make verbal or written recruiting offers to prospects. Institutional staff members employed at any camp or clinic may not recruit any prospect during the time period that the camp or clinic is conducted. [NCAA 13.12.1.3]**
- Camps and clinics may not engage in prohibited "combine" activities (see below)

WHEN and WHERE may institutional camps and clinics be conducted?

- **Football:** Camps and clinics may be conducted only during **two designated periods of 15 consecutive days** in the months of **June** and **July**. *The dates of the two 15-day periods must be on file in the Compliance Office and in the office of the athletics director.* [NCAA 13.12.1.1.2]
 - Football camps must be conducted on the USD campus, within the state or within 50-mile radius of campus. *(This includes any camps "owned or operated" (see NCAA definitions) by USD football coaches and held elsewhere. And, Involvement by USD football coaches in ANY other off-campus camps/clinics must be reviewed and approved by the Compliance Office.)*
 - FB coaches are permitted to work (coach, counselor, lecturer) at other institution's AND Noninstitutional (privately-owned) camps/clinics **BUT ONLY DURING USD's 2 declared periods of 15-consecutive days in June and July. *Must receive approval via Compliance to work other institution or noninstitutional camps!!***
- **Basketball:** Camps and clinics may only be conducted during **June, July, and August**.
 - *Basketball coaches and non-coaching staff members with responsibilities specific to basketball may be employed ONLY at their own camps/clinics. It is not permissible for a BB coach or noncoaching staff member with responsibility only in BB to be employed at other institutional camps/clinics OR at noninstitutional privately owned camps/clinics.* [NCAA 13.12.1.1.3, 13.12.2.3.2]
 - **ALSO:** In men's basketball, a coach or noncoaching staff member with basketball-specific duties may NOT be employed at another institution's or noninstitutional boys basketball camp or clinic that includes **seventh and eighth graders** [Bylaw 13.12.2.3.2 – changed January 2009]
- **Sports other than football and basketball:** Camps and clinics can be conducted anytime during the academic year or summer, **except during a dead period.**

II. PROHIBITED “COMBINES” ACTIVITIES; TESTING & FILMING AT CAMPS

*COMBINE Activities

- A member institution or conference may not host, sponsor or conduct a tryout camp, clinic, group workout or combine (e.g., combination of athletics skill tests or activities) devoted to agility, flexibility, speed or strength tests for prospective student-athletes *at any location*. [NCAA 13.11.1.5]. Also, an institution is not permitted to host the competition portion of an event that also includes flexibility, speed or strength test for prospective student-athletes that take place at an off-campus location. [Official Interpretations, Athletic Testing 4/4/2007 and Portion of Events, 10/25/2006]
- *In sports OTHER than football*, a member institution’s staff members may only attend such an event sponsored by an outside organization if the event occurs off the USD campus and is open to all institutions [NCAA 13.11.1.5]
- ***In FOOTBALL***, all evaluations, are limited to regularly scheduled high school, preparatory school and two-year college contests and practices and regular scholastic activities involving prospective student-athletes enrolled at the institution at which the regular scholastic activities occur. ***Therefore, evaluations may NOT occur at nonscholastic events, including, but not limited to, camps, combines and all-star games.*** [NCAA 13.1.8.9.4]

*TESTING and FILMING Activities @ USD Institutional Camps/Clinics

Athletic testing activities coaches may not engage in:

- Camps and clinics **may not** engage in activities devoted to measuring agility, flexibility, speed or strength for the purpose of evaluating prospective student-athletes.

Athletic testing activities coaches may engage in:

- An institution's coaching staff member **may** engage (at an institutional camp or clinic) in activities devoted to agility, flexibility, speed or strength tests (e.g., timing of the 40- yard dash), ***provided the timing activity is performed in an instructional context.***

For example, at the start of a camp, an institution's coach would like to measure the distance each camper can throw a football in order to determine the prospect's arm strength prior to receiving instruction from the camp coaching staff. Throughout the week, each camper would then learn activities and drills that help increase arm strength and improve their throwing motion of the football. An institution's coach would then like to again measure the distance of passes at the conclusion of the camp to determine how much each camper improved over the course of the camp. This would be **permissible because the testing activities being performed are instructional in nature.** [NCAA Education Column 4/26/2007]

- Further, an institution **may not engage** in such testing that will then be used or recorded for purposes of evaluating the abilities of prospective student-athletes for recruiting purposes.

For example, an institution's football coach records times for all campers for the purpose of documenting the campers' performance. The coach would then like to identify the top performers in specified categories and send recruiting correspondence to these prospects. This would **not permissible because the purpose of the testing activities was not instructional in nature.** [NCAA Education Column 4/26/2007]

Filming athletic testing activities of prospects participating in football camp activities on campus:

- Videotaping of prospects at camp is permitted exclusively when the video is used directly in an instructional context. *For example*, if camp staff were to film quarterbacks involved in a passing drill, staff members would then be required to go over the film with each quarterback and critique the prospect’s mechanics. If the receivers involved in the drill are also filmed, then staff members must go over the film individually with the receivers as well. It would not be permissible to use such film for evaluation purposes or to retain any film of campers after the conclusion of camp.

***Camp Activities Itinerary must be approved by the Compliance Office
AT LEAST TWO WEEKS PRIOR TO START OF CAMP. Refer to the Camp Checklist.***

III. ADVERTISEMENTS, BROCHURES, & AWARDS

*Advertisements

- Camp or clinic advertisements may appear in USD athletics publications such as USD game programs.
- Camp/clinic advertisements **may not** appear in high-school or two-year college game programs.
- Camp/clinic advertisements may appear in recruiting publications or newsletters, *but only if the publication includes a camp directory and only if the advertisement meets the following requirements:*
 1. The size and format of all the camp/clinic advertisements must be identical and the size may not to exceed one-half page;
 2. The camp directory must include multiple listings of summer camps on each page (i.e., at least two summer-camp advertisements of the same size must appear on each page).
- Camp/clinic advertisements may appear on a recruiting publication website provided the website's camp directory includes multiple listings of summer camps/clinics and the size and format of all the advertisements are identical. The half-page size restriction applicable to advertisements in print publications is not applicable to website advertisements.
- **USD APPROVAL PROCEDURES:** Coaches and/or camp directors may not place any advertisements in recruiting publications or on websites until *the Compliance Office reviews and approves the layout plan prior to publication, airing or posting, to ensure that the advertisement meets the NCAA specifications.*

*Brochures

- **Size Restrictions:** *Camp brochures are restricted to a single 2-sided sheet, not to exceed 17"x 22" when opened in full* per NCAA Bylaw 13.4.1.1(c). It is not permissible to create a brochure that folds out into a poster.
- **Restrictions on Use of a Student-Athlete's Name or Picture:** It is permissible to use a current student-athlete's name, picture and institutional affiliation ***ONLY IN A CAMP COUNSELOR SECTION of a brochure to identify the student-athlete as a staff member.*** A student-athlete's name or picture may not be used in any other way to directly advertise or promote the camp. [NCAA 12.5.1.7] The picture can be an action shot, provided that other student-athletes with eligibility remaining are out of the frame.
- **Schedule:** It is permissible to list the institution's upcoming season's schedule in a camp brochure
- **Sending Brochures to Prospects:** Camp brochures *may be* mailed to a prospective student-athlete prior to September 1 of the prospect's junior year in high school.

*Ads & Brochures - Approval Procedures

All camp advertisements and brochures must be approved by the Administration **BEFORE** they go to press or are aired, to ensure the following are met:

- NCAA RULES
- USD Logo and Trademark rules

Coaches must submit examples/proofs of brochures and advertisements to Compliance and Athletic Business Office prior to going to Print!!! Do not take your brochure or ad to print without prior approval !!

*Frequently Asked Questions

When may camp brochures be sent to prospects?

Summer camp brochures may be provided to prospects *at any time*. [NCAA 13.4.1.1-(c)]

May a coach invite particular prospects to a camp?

Yes, provided the institution legitimately advertises the camp, making it open to all entrants limited only by number and age. [NCAA Staff Interp 8/19/1988]

May one of the institution's coaching staff members employed at the camp work exclusively with certain prospects (e.g., prospects invited to camp, high profile prospects participating in camp)?

No, it is not permissible for an institution's coach to work exclusively with certain prospective student-athletes, inasmuch as such selective tutelage would constitute a special arrangement for the prospective student-athletes. [NCAA Staff Interp 8/19/1988]

What kind of information may I put in my camp brochure?

Per NCAA Bylaw 13.4.1.1-(c), camp brochures are not restricted by content or design, but must adhere to size restrictions, as well as the restrictions on the use of student-athlete pictures and names. All content and design must be reviewed and approved by the Compliance Office and Athletic Business Office before the brochure is printed.

May I include pictures of former student-athletes, who will be working the camp, in areas on the brochure other than the counselor section?

It is permissible to use pictures of former student-athletes in sections other than the camp counselor section provided they are no longer eligible for intercollegiate competition. The rules regarding photographs and names of counselors are restricted to current student-athletes with remaining eligibility. [NCAA Bylaw 12.5.1.7]

Where may I advertise my camp?

You may advertise your camp in a USD Athletics publication such as USD game programs. You may also advertise your camp online. However, **all advertisements must be approved by the Compliance Office prior to being published or posted online !!**

May AWARDS and MERCHANDISE be provided to prospects during institutional sports camps and clinics?

- Prospective student-athletes may receive awards from an institution's sports camp or clinic, with the understanding that the cost of such awards is included in the admissions fees charged for participants in the camp or clinic.
- It is not permissible to provide free mementos to prospective student-athletes and high school coaches for participating in an institution's sports camp or clinic, unless the value of the memento is included as part of the admission price of the camp or clinic, and it is provided to all participants in the camp or clinic. [NCAA 13.12.1.5.4]

May the media interview prospects who are attending our summer camps (which are open to the general public)?

Per NCAA Bylaw 13.10.4 an institution shall not publicize (or arrange for publicity of) a prospect's visit to the institution's campus; therefore, it is not permissible for you to arrange interviews between the prospects attending the camps and any member of the media.

May we invite members of the media to attend a sports camp or clinic held on USD's campus?

Per NCAA Bylaw 13.10.5, institutions shall not publicize, or arrange for publicity of, a prospective student-athlete's visit to the institution's campus. This prohibition includes publicizing, or arranging for publicity of, a prospective student-athlete's attendance at any camp or clinic held on the institution's campus. Therefore, it is not permissible for an institution to invite members of the media to attend a sports camp or clinic held on the institution's campus. It also is not permissible for an institution to provide members of the media special access (e.g., access to areas of the camp not accessible to the general public) to view or meet with the prospective student-athletes in attendance at a camp or clinic.

IV. EMPLOYMENT AT INSTITUTIONAL CAMPS/CLINICS

***Student-Athlete Employment**

In all USD sports, including FCS (I-AA) Football, a student-athlete *may be* employed by an institutional sports camp or clinic, *including USD's own camp/clinics*. A student-athlete who is employed in any sports camp or clinic must meet the following requirements:

1. The student-athlete must perform duties that are of a general supervisory character in addition to any coaching or officiating assignments. It is not permissible for student-athletes with remaining eligibility to be employed only to provide demonstrations.
2. Compensation provided to the student athlete shall be commensurate with the **going rate** for camp or clinic counselors of the like teaching ability and camp or clinic experience and may not be paid on the basis of the value that the student-athlete may have for the employer because of the athletics reputation or fame the student-athlete has achieved. *It is not permissible to establish varying levels of compensation for a student-athlete employed in a sports camp or clinic based on the level of athletics skills of the student-athlete.*
3. Payment for travel expenses may be provided to student-athletes *only if payment of such expenses is provided to all camp employees.*
4. Compensation paid to a student-athlete must come from the camp's general account and not from a coach's personal account.
5. It is not permissible to assemble members of an institution's athletics team with remaining eligibility for demonstration purposes only in conjunction with a sports camp or clinic that occurs outside the playing season in the student-athletes' sports.
6. The student-athlete may not participate in organized practice activities (observed by the coaching staff) if the camp occurs during the summer time.

***Procedures for Student-Athlete Employment**

Each year coaches wishing to employ current student-athletes at their camps or clinics must:

- Complete Student-Athlete Employment Agreements
- Include student-athletes employed at camp on the Camp Employment List (including rate of pay; duties; etc)

***High School, Prep School or Junior College Coaches - Employment**

USD Coaches who wish to employ high school, prep school or junior college coaches in institutional camps and clinics must provide the Compliance Office with the camp/clinic dates ,the names of the coaches, rate of pay on the Camp Employment List. High school, prep school and junior college coaches may be employed provided each coach receives compensation commensurate with the going rate for camp counselors of like teaching ability and experience. The coach may not be paid on the basis of the value the coach may have for the camp/clinic operator due to the coach's reputation or contact with prospects. *It is not permissible to compensate or reimburse a high school, prep school or junior college coach based on the number of campers the coach sends to the camp.*

***Prospects**

Prospects may not be employed at an institutional camp or clinic !! Prospects include high school, prep school, and two-year college athletics award winners. ****NOTE:** High school includes 9th grade regardless of whether the 9th grade is part of a junior high school system. And prospects may not serve as Volunteers at the camp OR operate a concession to sell items related to the camp/clinic.

***USD Athletic Department Staff**

Athletics Department staff members may be involved (as employees or guest speakers) in institutional sports camps or clinics provided the camp or clinic operates in accordance with restrictions applicable to institutional camps.

May prospects, who are CHILDREN OF STAFF MEMBERS, be employed by an institutional sports camp?

- It is permissible for an institution to have an institutional policy or athletics department policy that permits the children of institutional staff members or athletics department staff members to be employed or receive free or reduced admission to the institution's camps or clinics regardless of whether the staff member's child is a high-school, preparatory-school or two-year college athletics award winner.

V. ATTENDANCE AND FEE RESTRICTIONS

***Attendance and Fee Restrictions**

1. Camp must be open to any and all entrants, limited only by camp capacity and age. [NCAA 13.12.1.2]
2. However, **FOOTBALL** “senior prospects”, students eligible for admission who have started classes for the senior year or students enrolled in prep school or a JC, are not permitted to enroll, participate, or be employed at an institutional sports camp or clinic.
3. No free or reduced admissions are allowed for prospects who are high school, prep school, or two-year college athletics award winners or who are being recruited by USD. For purposes of this rule, a high school includes the ninth grade level, regardless of whether the ninth grade is part of a junior high school system .
4. A booster may not pay a prospect’s expenses to attend the camp.
5. It is permissible for an outside organization that is not associated with USD, to provide a free or reduced admission to underprivileged children to attend aUSD camp, provided the organization is associated with an outside amateur sports organization (e.g., Boys Club, Kidsports, YMCA). [NCAA Staff Interp 3/16/90]
6. It is permissible for a corporate sponsor of a camp to provide free admission to the camp to individuals who are not high school or junior college athletics awards winners nor have been recruited by the institution, provided such an opportunity is available to any individual on a **need basis**. [Staff Interp 6/7/89]
7. Institutional camps may provide GROUP DISCOUNTS to coaches and athletes provided those discounts are available on an equal basis with documented standards to all who wish to take advantage of them. [NCAA Staff Interp 6/2/89]
8. Institutions may provide free admission to the children of athletics department staff members, if there is an established policy to do so.

May a “senior prospect” enroll, participate or be employed at an institutional sports camp or clinic in any other sports?

- In sports other than Football, “senior prospects” are permitted to enroll, participate or be employed at an institutional sports camp or clinic provided the camp brochure and advertisements do not state otherwise. Football is the only sport that prohibits senior prospects from attending institutional camps. Per NCAA Bylaw 13.12.1.2, an institution’s camp “shall be open to any and all entrants (limited only by number and age).” Therefore, if your camp brochure advertises that the camp is open to only 11th grade and younger, then a senior prospect may not attend. However, if the advertisement(s) do not have any such limit, the senior prospect may attend the camp.

May free admission be offered for staff members’ children?

- Yes, It is permissible for an institution to have an institutional policy or athletics department policy that permits the children of institutional staff members or athletics department staff members to be employed or receive free or reduced admission to the institution’s camps or clinics regardless of whether the staff member’s child is a high-school, preparatory-school or two-year college athletics award winner. [NCAA Official Interp 10/29/03]
- Yes, It is permissible for an institution to provide free or reduced admission to its camp or clinic to the child of a coach who is an instructor in the camp or clinic (who is not an athletics department staff member at the institution hosting the camp or clinic), provided the opportunity is available to children of all coaches instructing in the camp or clinic. [NCAA Official Interp 10/29/03]

***Pro-rated Camp Fees**

It is permissible to pro-rate the camp fee for a camper, provided you do the following:

1. Document in writing your policies and procedures for pro-rating camp fees.
2. Pro-rated camp fees must be available to all campers and not just select campers.
3. Pro-rated amounts must be of equal proportion.
 - a. Example: cost of five day camp is \$300 (\$100 per day); the camper will be attending only two days of the camp; the campers pro-rated camp fees would be \$200 (\$100 per day X 2 days).

Please contact compliance with any further questions.

VI. TRANSPORTATION FOR CAMPERS

*Transportation to/from an institutional camp for the campers

- It is permissible to provide transportation to campers only if transportation is made available to all participants on an equal basis. For example, it would be permissible to include transportation from the airport to campus under the camp fee, as long as all campers were given the option to accept such transportation. It would not be permissible to offer transportation exclusively to select campers.

Transportation to/from an institutional camp for the campers provided (paid for) by an AAU coach

- It is not permissible for the prospect's AAU coach to provide transportation to attend summer camp; the prospect's amateur status would be jeopardized. It would be permissible for the AAU coach to provide transportation to the AAU team, if the camp were a team camp and the AAU team would be competing. [NCAA Staff Interp 7/22/87]

VII. NON-INSTITUTIONAL CAMP/CLINIC OVERVIEW

Non-institutional (privately owned) camp or clinic:

- A non-institutional privately owned sports camp or clinic is owned or operated by an individual or organization not affiliated with the member institution's athletics department.

*Employment at Non-institutional Camps and Clinics

Basketball

- It is ***not permissible*** for a men's or women's basketball coach or non-coaching staff member with responsibilities only in basketball to be employed at other institutional camps /clinics OR at non-institutional privately owned camps or clinics involving prospective student-athletes. [NCAA 13.12.2.3.2] It is permissible for managers who are full-time students and have responsibilities specific to basketball to be employed at institutional or non-institutional camps or clinics other than their own institution's camps or clinics. [NCAA Official Interp 7/13/05]

Football

- In football, participation in non-institutional, privately owned camps/clinics involving prospective student-athletes is limited to two DESIGNATED periods of 15-consecutive days in the months of June and July. [NCAA 13.12.2.3.3]

Sports Other than BB and FB

- For sports other than BB and FB, coaches may serve in any capacity in a noninstitutional, privately own camp/clinic, *provided the camp/clinic is operated in accordance with restrictions applicable to institutional camps* (e.g., open to any and all entrants, no free or reduced admissions to or employment of prospects). [NCAA 13.12.2.3.3]

EXCEPTION – Non-Coaching Athletics Staff Members

- A non-coaching athletics staff member with department-wide responsibilities (A.D., Compliance, etc) may present an educational session at a noninstitutional, privately owned camp/clinic that is NOT operated under the restrictions applicable to institutional camps/clinics, provided the staff member does not make a recruiting presentation. [NCAA 13.12.2.3.4]

Non-institutional FUNDAMENTAL SKILLS Camp/Clinic

Athletic department personnel may be employed in ANY capacity (e.g., counselor, guest lecturer, consultant) in a non-institutional, privately owned camp or clinic conducted under the following conditions:

1. *The camp or clinic is designed to develop fundamental skills in a sport (rather than refine the abilities of skilled participants in the sport);*
2. *The camp or clinic is open to the general public (except for restrictions in age or number of participants);*

3. *The camp or clinic is conducted primarily for educational purposes and does not include material benefits for the participants (e.g., awards, prizes, merchandise, gifts);*
4. *Participants do not receive a recruiting presentation; and*
5. *All participants reside in the state in which the camp/clinic is located or within 100 miles of the camp/clinic. [NCAA Bylaw 13.12.2.3.5].*

NO Involvement Permitted with camps that offer Recruiting Services?

- It is not permissible for a athletics department staff member to be employed (either on a salaried or a volunteer basis) in any capacity by a camp or clinic established, sponsored or conducted by an individual or organization that provides recruiting or scouting services concerning prospects. This provision does not prohibit an athletics department staff member from participating in an *officiating camp* where participants officiate for, but are not otherwise involved in, a scouting services camp. [NCAA Bylaw 13.12.2.3.1]

VIII. EDUCATIONAL SESSION – BASKETBALL CAMPS/CLINICS

An institution's basketball sports camp or clinic must include an educational session presented in-person or in a video format detailing NCAA initial-eligibility standards and regulations related to gambling, agents and drug use to all camp and/or clinic participants. [NCAA Bylaw 13.12.1.6].

Contact the Compliance Office for resources and ideas for the basketball camp educational sessions.

IX. COACHES CLINICS

What are the NCAA rules specific to Institutional Coaches Clinics?

- (1) It is not permissible to provide, give away or sell *any* gifts or memorabilia (e.g. coaches' clinic mugs, USD hats, T-shirts, golf balls, etc) to coaches' clinic attendees. [NCAA 13.8.2.1];
- (2) Materials related to the clinic (e.g. clipboards, file folders) may be provided to each person attending the clinic, provided the items are included in the registration fee [NCAA 13.8.2.1];
- (3) It is not permissible to conduct any raffles/auctions during an institutional coaches' clinic for items provided by outside vendors/apparel manufacturers (e.g. Nike) or for items provided by USD, even if the cost of the raffle/auction prizes is included in the clinic admission fees [NCAA 13.8.2.1 and Staff Interp 2/9/94];
- (4) It is not permissible to offer merchandise discounts (e.g. discounts on Nike apparel) to the coaches' clinic attendees [NCAA 13.8.2];
- (5) It is not permissible for a prospect's coach to receive any gifts or prizes in conjunction with institutional coaching clinics, including gifts or prizes from outside entities (e.g., apparel or equipment manufacturers) who set up displays or booths at the clinics. [NCAA Staff Interp 2/9/94]
- (6) It is not permissible for a prospective student-athlete (i.e. individual who has started the 9th grade) to serve as a demonstrator at an institutional coaches clinic. (Note: If a coach attends an outside, non-institutional coaches' clinic that uses prospective student-athletes as demonstrators, the coach must count it as an evaluation.) [NCAA Staff Interp 10/24/01];

APPENDIX: LIST OF CAMP/CLINIC FORMS

The following mandatory FORMS are required for ALL USD camps and clinics and can be obtained online (www.usdcoyotes.com>Compliance>Camp>Forms) or in the Compliance Office. Please contact the compliance office with any questions.

- **Camp Checklist** – this checklist is for you to track required submission of camp documentation.
- **Participant List** – list all participants; contact information; year in school; payment amount
- **Free or Reduced Admission Form** – list campers that are receiving any free/reduced admission to the camp. If no campers are receiving free/reduced admission, complete the form and write "none" in the name of camper/group section of the form.
- **Employment List** – list all camp/clinic employees (e.g., staff, high school coaches, student-athletes) on this list. Remember to include any reason(s) for differences in pay on this list.
- **Student-Athlete Employment Agreement** – USD student-athletes employed at institutional camps must EACH fill this form out. These student-athletes must also be listed on the “Student-Athlete Employment List.”

The following mandatory items must be submitted to Compliance/Admin for ALL USD CAMPS (See CAMP CHECKLIST):

- **Camp Dates must be pre-approved by Compliance and Admin**
- **Camp BUDGET (proposed)**
- **Camp Financial Report (FINAL after camp is complete)**
- **Brochures (PRIOR to going to print)**
- **Advertisements (PRIOR to going to print)**
- **Camp Activities Itinerary** – Coach/Camp director must submit a detailed itinerary listing all camp/clinic activities (e.g., athletic timing/testing activities, filming/videotaping activities, all other camp activities)