

ATHLETIC AWARD APPEAL POLICY, GUIDELINES AND PROCEDURES

POLICY

In accordance with National Collegiate Athletic Association (NCAA) regulations, a student who's Athletic Award is not renewed, is reduced, or is cancelled, is entitled to an appeal. If Intercollegiate Athletics (ICA) decides to change the Athletic Award, the student will be notified by the Financial Aid and Scholarships office and provided with information on the appeals process. If the student appeals ICA's decision, the Financial Aid Scholarships office will review the appeal as outlined below.

COMMITTEE

A Financial Aid Appeal Committee (FAAC) will be formed and shall consist of three members: staff from the Financial Aid and Scholarships office (including either the Director or Senior Associate Director who will serve as Chairperson for the Committee).

APPEAL PROCEDURES

The student will have two weeks from the date of the notification from the Financial Aid and Scholarships office to file an appeal using the *Athletic Award Appeal Form*, along with any required documentation. The form is available online at: financialaid.ucdavis.edu/undergraduate/forms/appeal.html

A student shall submit the appropriate appeal documentation to the Director of Financial Aid and Scholarships, and must include:

- A completed *Athletic Award Appeal Form*;
- Description of any extenuating circumstances (if applicable); and
- Copies of any relevant supporting documents. May include emails and correspondence with coaches.

Upon receipt of the appeal, the Financial Aid and Scholarships office will submit the student's documentation to ICA. The head coach will have seven days to submit a written statement and appropriate documentation to the Financial Aid and Scholarships office. An In-Person Hearing will be completed within 30 days of receipt of all appeal materials by the FAAC members.

IN-PERSON HEARING

The following parties should attend the hearing: student, head coach, Faculty Athletic Representative (FAR), a representative from ICA Compliance Services and the FAAC members. The FAR and an ICA compliance representative will be in attendance to answer any NCAA bylaw questions of the committee or student-athlete. One other individual (e.g. a parent, advisor, or faculty member) may accompany the student to offer support, but cannot act as a legal representative.

The support person will not be allowed to address the committee; however, he or she may confer with the student if necessary. The FAAC reserves the right to approve the presence of other parties as appropriate (e.g., both parents).

In the event that the student or head coach cannot attend the in-person hearing, they will be permitted to participate via telephone, videoconference (e.g., Skype).

The student will present their reasons why the cancellation, reduction or non-renewal should be overturned. The head coach will present reasons for the cancellation, renewal or non-renewal. The FAAC will be allowed to question all participants.

APPEAL GUIDELINES

At the conclusion of the hearing, the FAAC shall confer. Once testimony is given, the committee will consider its decision in private. The representative from ICA Compliance Services and the FAR may be present during the Committee's deliberations to respond to inquiries or questions posed by members of the Committee; however, they shall not vote on the appeal. Only members of the FAAC shall vote on the decision.

The FAAC shall reach a decision and notify both parties in writing within seven days of the date of the hearing. One of two actions will be taken:

- If the FAAC finds that the decision to reduce, cancel or not renew is consistent with applicable rules, regulations or institutional policies, and the Committee does not find that whatever extenuating circumstances may be present warrant a different decision, the Appeal will be denied.
- If the Committee finds that the decision is not consistent with applicable rules, regulations or institutional policies, or that whatever extenuating circumstances may be present warrant a different decision, the decision may be reversed or modified as the Committee deems appropriate, and the Committee will direct that some level of aid be made available to the student-athlete.

The decision of the FAAC shall be binding to ICA. Any student who wishes to appeal the decision of the FAAC shall be entitled to do so in accordance with the [University's student grievance policies and procedures](#).