Policy Statement
A student athlete’s scholarship award may not be reduced during an academic year because of issues relating to performance, injury, for any athletic reason, or for expressing a desire to contact another four-year collegiate institution about transferring. Financial aid may only be reduced during the academic year if the student/athlete violates NCAA, NSIC, NCHC, WCHA, University of Minnesota Duluth or team rules.

It should be noted that each student athlete who plays in an NSIC sport signed the NSIC Conference Tender of Financial Assistance and Declaration of Intent which reads: “I further understand that the aid provided in this tender may be reduced or cancelled if I violate NCAA Eligibility Rules (Article 14 of the NCAA Bylaws) or Team or Athletic Department rules.”

It should be noted that each student athlete who plays hockey at UMD signed the University of Minnesota Duluth Athletics Grant-in-Aid Letter which reads: “Your athletics grant-in-aid may be terminated or reduced immediately DURING the period of the award by the coaching staff or athletics administration if you:

a) Become ineligible for intercollegiate competition (for example, by carrying less than 12 credits); (NCAA Bylaw 15.3.4.2)

b) Give false information on any application, letter of intent, or financial aid agreement; (NCAA Bylaw 15.3.4.2)

c) Engage in serious misconduct that warrants substantial disciplinary action from this institution; (NCAA Bylaw 15.3.4.2)

d) Voluntarily withdraw from your sport for personal reasons; (NCAA Bylaw 15.3.4.2)

e) Fail to comply with all UMD Athletics Department policies and rules; (NCAA Bylaw 15.3.4.2.2)

f) Exhaust NCAA eligibility; (NCAA Bylaw 15.3.4.2.2)

g) Sign a professional contract for your sport. (NCAA Bylaw 15.3.4.2.2)

h) Agree to be represented by an agent. (NCAA Bylaw 15.3.4.2)

i) Receive other aid that applies to your individual limit and causes you to exceed your individual limit established by NCAA regulations. (NCAA Bylaw 15.1)

j) Engage in any form of misconduct. (This can include but is not limited to violations of UMD policy, UMD Athletics Department rules and policies (including but not limited to items outlined in the SA Handbook), Federal, State, Local ordinances, and/or Team rules and policies.)(NCAA Bylaw 15.3.4.2.2)

If a scholarship award is reduced during the year the following process must be followed to ensure due process for the student/athlete.

A student may appeal the cancellation, reduction or non-renewal of current athletic financial aid by submitting a written appeal with supporting documentation to the Financial Aid Department Program Manager within 14 days of receipt of the notification letter. Appeal material should include the completed appeal form, and copies of relevant documents that support the student’s claim.
The Athletic Financial Aid Appeal Committee will meet within 30 days to review the appeal and make a determination. If the student has requested an in-person hearing, the committee will set a date for the hearing. The Athletic Financial Aid Appeal Committee will deliberate to make the final decision. The student and the Athletic Department Compliance Officer will receive the final decision in writing.

The appeal process is confidential and all submitted documents become part of the student’s athletic appeal file.

**Procedures**

1. Team coach determines Financial Aid cancellation/reduction for a particular athlete.
   a. Must provide written justification and documentation upon demand.
   b. Reduction of financial aid must be based on existing NCAA, NSIC, NCHC, WCHA or UMD policies/regulations.

2. Student athlete will acknowledge (written) that he/she was notified of the reduction by signing the Athletic Aid Reduction form.

3. Coach will forward to the Athletic Department Compliance Officer the completed Athletic Aid Reduction form.
   a. Athletic Department Compliance Officer will verify that all applicable NCAA, NSIC, NCHC, WCHA and UMD policies and regulations have been adhered to.

4. Athletic Department Compliance Officer sends email to Financial Aid Department Program Manager with roster that includes: name, id# sport, scholarship, $ amount.

5. Financial Aid Department Program Manager makes adjustments in PeopleSoft and Compliance Assistant.

6. Financial Aid Department Program Manager sends a letter to the student athlete within 5 days of receiving the financial aid reduction information from the Athletic Department.
   a. Letter indicates amount of financial aid reduction and total amount to receive in the current academic year.
   b. Student is notified in letter how to
      i. Initiate appeal process/procedure
      ii. Time limit to formally file an appeal of financial aid reduction

7. If student chooses to appeal, student submits the appeal to Financial Aid Department Program Manager within 14 days of notification. In the appeal process, the student has the ability to request a face-to-face hearing before the committee.

8. Upon receipt of student’s formal notice of appeal the Financial Aid Program Manager will
   a. Notify the Financial Aid Appeal Committee
   b. Athletic Department Compliance Officer
   c. Athletic Director

9. Chair of Financial Aid Appeal Committee will convene appeal meeting within 30 days of receiving notification from Financial Aid Program Manager.
a. Financial Aid Appeal Committee will have access to all pertinent records involving the student athlete.
b. The student athlete has the right to meet with the Financial Aid Appeal Committee in person.
c. The Athletic Department has the right to meet with the Financial Aid Appeal Committee in person.

Faculty Athletic Representative (2014-15: Steve Castleberry)
Member of Campus Athletic Committee (2014-15: Rodger Brannan)

10. Athletic Financial Aid Appeal Committee communicates final decision, based on majority decision, by letter to the student.

C: Athletic Financial Aid Appeal Committee, Athletic Department Compliance Officer