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**NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION**



**Infractions and Penalties**

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## Infractions and Penalties

### I. ENFORCEMENT

The Board of Directors has the power to enforce provisions of the Constitution and Bylaws and all other policies.

The Board of Directors has authorized the National Eligibility Committee to act on behalf of the National Christian College Athletic Association in processing all eligibility cases and, when appropriate, penalties which are not reserved exclusively to the Board of Directors. The Administration Committee shall also be empowered to process all conduct and/or ethics cases and apply appropriate penalties which are not reserved exclusively to the Board of Directors.

The Board of Directors is empowered by the membership as the only body which may expel member institutions or deny specific sports sponsorships for member institutions. Such action shall not be taken lightly and shall be considered only after a full review, by an appropriate committee, has been conducted and a recommendation has been submitted to the Board for its response.

### II. INFRACTIONS

#### A. Institutional Violations: An Administrative Error Not Requiring Forfeits

An administrative error is defined as an eligibility case in which one or more student-athletes who were otherwise academically eligible were left off the Official Eligibility Certificate or in which the filing of the Official Eligibility Certificate was completed correctly but was filed after the date of competition and within five days of the first contest. In such cases the following shall apply:

1. Forfeitures shall not be required for contests in which improperly certified student-athletes who were otherwise eligible competed.
2. Such institutions shall also receive an official warning for the first offense.
3. Repeated violations of certification procedures shall lead to an official reprimand and/or probation and/or suspension of the sport or of all sports sponsored in the affected program (men's and/or women's).

#### B. Institutional Violations: Use of Ineligible Athletes or Other Violations of Bylaws Regulations Which Require Institutional Forfeits

Forfeits are required in cases where the National Eligibility Committee or the affected institution has determined that a competing student was academically ineligible, an eligibility certificate was submitted over five days late, or other Bylaws regulations have been violated, other than administrative error(s) defined above.

#### C. Reporting Violations: An Institutional Responsibility

Should any Chief Executive Officer, Faculty Athletics Representative, Athletics Director and/or coach become aware of an apparent institutional violation involving a student-athlete or institutional representative of any member institution, it shall be the responsibility of that individual to notify their Faculty Athletics Representative or Athletics Director, who, upon being notified, shall contact in writing the Faculty Athletics Representative and Athletics Director of the institution in question and send copies of the notification to the National Eligibility Chair.

Notification shall take place within five business days of receiving the information. Failure to abide by any part of this regulation shall be viewed as unethical conduct and shall cause an investigation or inquiry by the National Eligibility Committee for appropriate action against the institution for withholding information.

#### D. Declaration of Intent to Participate in Postseason

Should an institution declare its intent to participate in postseason play in any sport requiring such documentation and then refuse an invitation to participate or change its Declaration of Intent after the deadline, it shall be suspended from that particular sport for the next academic year. Continued advancement in NAIA or NCAA postseason play shall be an acceptable exception to this rule.

#### E. Delinquent Filing of Intent to Participate Form

An institution that fails to file the Intent to Participate form, where applicable, shall:

1. Be declared ineligible to participate in NCCAA postseason in those sports in which it was delinquent.
2. Be denied statistical services for those sports.
3. Have its student-athletes and/or coaches be exempt from receiving postseason awards and honors.

F. Use of Ineligible Student-Athlete in Intercollegiate Competition

The institution or student-athlete shall:

1. Forfeit all contests in which the ineligible student-athlete participated.
2. Be charged with a season of eligibility.
3. Be charged a second season of eligibility if the student-athlete becomes eligible within the same season and participates.
4. Be charged with a season of eligibility if the student-athlete provides false information.
5. Supply to the National Eligibility Chair a statement concerning the ineligible student-athlete, including a listing of the student-athlete's college work (transcripts) and a statement of institutional action to correct the situation that led to the violation. A possible result could be the loss of a second year of eligibility for giving false information.
6. Be suspended from participation in all postseason events sponsored in that program until all required information is submitted.
7. Have the case reviewed by the National Eligibility Committee and Administration Committee, then by the NCCAA Board of Directors, if deemed appropriate.

G. Violations Reviewed by the Administration Committee

The Chief Executive Officer of an institution reported to be in violation shall be notified of the allegation prior to a formal investigation. The Administration Committee shall collect and consider all information regarding the issue, and in cases where violations have occurred, take action as authorized in Article VII, Section 7.10-7.13 of the Bylaws.

The Board of Directors is empowered by the membership to suspend or expel member institutions whose athletics conduct or behavior has clearly violated the Code of Ethics or recruitment policy.

Should a possible violation of the Coaches Code and/or Code of Ethics occur involving one or more institutions participating in a national championship during the course of competition at the site of the national championship, the National Championship Tournament Committee shall be authorized to review the case and, if a violation is found to have occurred, may place an institutional team, participant(s), and/or staff member(s) on suspension for one or more contests. Such sanctions shall be limited to the duration of the applicable national championship. All pertinent information and decisions by the National Championship Tournament Committee shall be forwarded to the Conduct and Ethics Committee (yet to be formed) for further review.

### III. PENALTIES

A. Warning

Place a specific sport and/or the institution's entire athletics program on official warning for a specified time. A warning is a notification to the specific institution that a violation has occurred and that future violations will lead to more severe penalties for any subsequent offense(s).

B. Reprimand

Place a specific sport and/or the institution's entire athletics program on official reprimand for a specified time. A reprimand is an institutional notification that a violation has occurred which will require a written response from the institution as to the corrective measures it will follow for the first offense.

C. Probation

Place a specific sport and/or the institution's entire athletics program on probation for a specified time. Probation is an institutional notification that a violation has occurred which requires a written response of corrective measures to be taken by the institution. In addition, further violation(s) while on probation may lead to suspension of any or all athletics programs. Institutions on probation shall be listed in the NCCAA newsletter, *The Pursuit*, for a second offense or repeated offenses during the academic year.

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D. Withholding Student-Athlete

Require the institution to withhold the student-athlete in question from competing in one or more contests during the current or next sport season, and/or charge the student-athlete with one or more additional seasons of competition, and/or ban the student-athlete from further intercollegiate competition. Banning a student-athlete may result from improper conduct, withholding information or supplying false information about previous season(s) of competition or attendance at institutions of higher learning.

E. Suspension of Institution

Place any or all of the institution's athletics programs or staff on suspension for a specified time. Suspension shall deny the institution's student-athletes and/or staff member(s) in the affected sport(s) the opportunity to participate in any postseason competition. The specific sport(s) and its student-athletes shall also be excluded from the national awards program and all statistical services during the period of suspension. Institutional suspension(s) shall be listed in the NCCAA newsletter, *The Pursuit*, during the suspension period.

F. Dismissal of Personnel

Require the institution to relieve athletics staff from NCCAA-designated responsibilities for a set period of time and/or deny staff member(s) in the affected sport(s) the opportunity to participate in any postseason competition. The specific sport(s) and its student-athletes shall also be excluded from the national awards program and all statistical services during the period of suspension. Banning of athletics staff may result from improper conduct, violating the Administrators' and Coaches' Code of Ethics, or supplying false information regarding eligibility or financial aid. All decisions resulting in an NCCAA member institution's athletics staff representative being banned shall be reviewed by the Administration Committee prior to notification of the staff member and the NCCAA member institution, and is subject to review and modification at the discretion of the Administration Committee at any time.

G. Loss of Privilege

Voting privileges shall be denied an institution whose entire athletics program is serving suspension. Such institutions are no longer considered to be in good standing with the association.

H. Membership/Sport Suspension

The NCCAA Board of Directors may release, suspend, and/or deny institutional membership or specific sport participation.

#### IV. NOTIFICATION OF PENALTIES

Notification of penalties shall be sent to the following:

1. Member Institution President
2. Athletics Director
3. Coach (if athlete is involved, if coach is involved)
4. Faculty Athletics Representative/Registrar
5. National Sport Chair
6. Region Chair
7. Region Sport Chair
8. Executive Director and/or Chairperson of the Board of Directors – (only if appealed)

#### V. APPEALS

- A. An institution shall have the right to submit, in writing, an appeal of a ruling on behalf of the institution and/or individual within 30 days of notification, provided:
1. There is new or additional evidence;
  2. The decision reached was demonstrably capricious or arbitrary; and/or
  3. There was demonstrable bias or discrimination that influenced the decision.

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- B. The request for an appeal must be made in writing to the National Eligibility Committee, Administration Committee, and copied to the Executive Director and Director of Member Relations within 30 days of the notification to the school of the original decision. The letter should clearly state the reasons for the requested appeal and include documentation to support that request.
- C. The Executive Director and Director of Member Relations, in concert with the National Eligibility Committee and/or the Administration Committee of the Board of Directors, shall review the written request for appeal and reach one of the following decisions:
1. No sufficient grounds exist for allowing the appeal, or
  2. The appeal is justified and the case is returned to the appropriate person/body for reconsideration, or
  3. The appeal is justified and the Executive Director, Director of Member Relations, National Administration Council, and/or the Administration Committee of the Board of Directors shall review the case.

During both the investigation of the violation and appeal process, all current rights to appear and/or provide testimony or evidence remain for the appealing institution under investigation.