Dear Student-Athlete:

This handbook provides specific information related to the Intercollegiate Athletics program and its policies and procedures at William Paterson University. General policies and other information for students can be found in the Undergraduate Catalog and Student Handbook.

The goal of our Athletics program is to provide you with an educationally-sound and athletically-competitive experience.

Best wishes in your academic endeavors and in your intercollegiate sport. If I can be of any assistance, please do not hesitate to contact me.

Sabrina Grant
Director of Athletics
# Table of Contents

Important Campus Numbers/Office Locations ................................................. 4  
William Paterson University Mission, Vision and Core Values ...................... 5-6  
William Paterson University Athletics Philosophy ........................................ 6-7  
Diversity and Inclusion ................................................................................. 7  
Student-Athlete Code of Conduct ................................................................. 7-8  
Policy on Hazing .......................................................................................... 8-9  
Drug, Alcohol, Gambling and Sexual Harassment Policies .......................... 9-11  
Academics .................................................................................................... 11  
Athletics Eligibility ......................................................................................... 11-14  
Athletic Training Services and Policies ......................................................... 14-15  
Concussion Management Policy .................................................................. 16  
Equipment Policies ....................................................................................... 17  
Media Relations/Sports Information ............................................................. 17  
Travel Policy .................................................................................................. 18
**Important Campus Numbers/Office Locations**

*(all phone numbers 973-720-xxxx; [https://wpconnect.wpunj.edudirectories/offices-standalone.cfm](https://wpconnect.wpunj.edudirectories/offices-standalone.cfm))*

Academic Success Center (includes tutoring): 2563 / Raubinger Lower Level  
Accessibility Resource Center (ARC): 2853 / Speert 134  
Advisement Center: 2653 / Raubinger 140  
Bookstore: 3232 / Student Center Lower Level  
Campus Activities, Service and Leadership (CASL): 2518 / Student Center 302  
Campus Police: 2300 / Campus Police Building  
Career Development Center: 2282 / Student Center 301  
Counseling, Health and Wellness Center (CHWC): 2360 / Overlook South First Floor  
Educational Opportunity Fund (EOF): 2182 / Raubinger 140  
Financial Aid: 2202 / Morrison  
First-Year Foundations: 2562 / Raubinger 207A  
Honors College: 3657 / Raubinger 154  
Hospitality Services (includes meal plans, Pioneer Express and IDs):  
   2671 / Student Center First Floor  
Human Resources: 2605 / College Hall First Floor  
Information Technology Helpdesk: 4357 / College Hall Second Floor  
International Student Services: 2976 / Raubinger 207B  
Library: 2541 / Cheng Library  
Payroll: 2885 / College Hall 130  
Recreation Services: 2776 / Sports and Recreation Center  
Registrar: 2305 / Morrison Lower Level  
Residence Life: 2714 / White Lower Level  
Science Enrichment Center: 3340 / Science East 3023  
Sophomore and Junior Experience: 2608 / Student Center 301  
Student Accounts: 2234 / College Hall 320  
Student Enrollment Services (SES): 3945 / Morrison  
Title IX Coordinator:  
   Regina Tindall 2389 / College Hall 120  
   ([http://www.wpunj.eduemployment-equity/titleix](http://www.wpunj.eduemployment-equity/titleix))  
Transfer Student Experience: 3720 / Raubinger 208A  
Veteran and Military Affairs: 3660 / Speert  
Women’s Center: 2946 / Student Center 313  
Writing Center: 2633 / Preakness 124
William Paterson University Mission, Vision and Core Values

Our Mission
William Paterson University of New Jersey is a public institution that offers an outstanding and affordable education to a diverse traditional and nontraditional student body through baccalaureate, graduate and continuing education programs. The University’s distinguished teachers, scholars and professionals actively challenge students to high levels of intellectual and professional accomplishment and personal growth in preparation for careers, advanced studies and productive citizenship. Faculty and staff use innovative approaches to research, learning and student support to expand students’ awareness of what they can accomplish. The University’s graduates embody a profound sense of responsibility to their communities, commitment to a sustainable environment and active involvement in a multicultural world.

Vision: The University in 2022
William Paterson University will be widely recognized as the model of outstanding and affordable public higher education characterized by rigorous academic preparation and a wide array of experiential, co-curricular and extra-curricular opportunities. The University will be distinctive for nationally recognized programs that prepare its students for the careers of today and tomorrow and known for its support of the personal growth and academic success of a highly diverse student body. It will be an institution of first choice for students committed to transforming their lives and making a difference.

Core Values
At the core of everything the University does, the following five values define its ethos and fundamental beliefs:

**Academic Excellence**
As individuals and as an institution, we seek to model and to impart to our students the highest standards of knowledge, inquiry, preparation, academic freedom and integrity, as well as an expanded sense of what an individual can accomplish.

**Creating Knowledge**
We strive to expand the boundaries of knowledge and creative expression in and outside of our classrooms. We help students think imaginatively and critically and encourage innovative solutions to social issues, the challenges of ecological sustainability and economic growth and ethical dilemmas confronting our communities, regions, nation and world.

**Student Success**
Students are our reason for being. We judge our effectiveness, progress and success in terms of how well we provide a platform for their personal, intellectual and professional development, enabling them to transform their lives and become civically engaged.

**Diversity**
We value and promote the expression of all aspects of diversity. We maintain a campus culture that welcomes diversity of personal circumstances and experiences and
prepares students to become effective citizens in an increasingly diverse, interdependent and pluralistic society.

**Citizenship**
We challenge our students, faculty, staff and alumni to recognize their responsibility to improve the world around them, starting locally and expanding globally. We offer critical expertise to New Jersey and our region, while our scholarship and public engagement address pressing community needs in the region and beyond in keeping with our public mission.

**Department of Intercollegiate Athletics Philosophy**
The William Paterson University Department of Intercollegiate Athletics is an integral part of the University’s overall mission to provide its students with a comprehensive educational experience, one that stresses the importance of academic, personal, emotional, social and physical development. As a part of the University’s Division of Student Development, the Department of Intercollegiate Athletics extends the learning environment beyond the classroom to enrich student-athletes’ educational growth, providing them with the opportunities and means to be successful both in the classroom and the athletic arena.

**Mission**
1. The retention, success, growth, and graduation of each student-athlete are of the utmost importance. The ultimate goal is for every student-athlete enrolled at the University to make progress toward degree completion and graduation.

2. Coaches and other professional staff within the Department of Intercollegiate Athletics will foster an atmosphere of academic success by providing the guidance necessary to promote high academic achievement.

3. The Intercollegiate Athletics program will establish and maintain an environment that values cultural diversity and gender equity among our student-athletes, coaches, administrators and support staff.

4. The Intercollegiate Athletics program shall be conducted in a manner designed to protect and enhance the physical and educational welfare of all student-athletes.

5. All student-athletes, coaches and staff are required to abide by all University policies and the rules and regulations of the National Collegiate Athletic Association and the New Jersey Athletic Conference.

6. The Intercollegiate Athletics program will contribute to the overall quality of campus life while providing a source of pride to the University community and beyond.

7. Student-athletes will be encouraged to actively engage in community service and outreach.
8. The Intercollegiate Athletics program will provide equipment and facilities that both conform to the rules of each sport and ensure the health and safety of our student-athletes.

9. The Intercollegiate Athletics program will provide certified athletic trainers for the prevention, recognition, evaluation, immediate care, rehabilitation and reconditioning of injuries.

10. Intercollegiate Athletics coaches will recruit quality individuals and promote skill development, conditioning, game preparation and strategy to achieve athletic success.

11. As a member of the NCAA, the Department of Intercollegiate Athletics will adhere to the NCAA Division III Philosophy Statement.

Vision of Athletic Success
1. Place student-athletes on all-conference and all-region teams on an annual basis.
2. Compete in conference, regional and national postseason competitions.

Diversity and Inclusion
Diversity and inclusion are essential to the fulfillment of our William Paterson University Intercollegiate Athletics mission. We value inclusive excellence in learning, curricular and co-curricular programming, campus climate, recruitment, admissions, hiring and retention. We are deeply committed to promoting and maintaining a civil community that facilitates opportunities for shared understanding and expression of individual and collective truths. Moreover, we resolve to create and uphold a community that is respectful of all persons, despite differences in age, class, creed, disability, educational background, gender expression, gender identity, geographical location, income, marital status, national origin, parental status, race, religion, sex, sexual orientation, work experience and other dimensions of diversity.

Student-Athlete Code of Conduct
Participation as an intercollegiate athlete at William Paterson University is a privilege, not a right. As a member of the William Paterson University athletic community, you will be representing your teammates, your coaches, the Athletic Department, the University and the New Jersey Athletic Conference.

Student-athletes are required to abide by all policies and procedures regarding conduct outlined in the William Paterson University Student Handbook, as well as by federal, state and local laws.

The following guidelines specific to student-athletes will be applied and enforced:
• Student-athletes shall refrain from the use of alcoholic beverages while representing William Paterson University in competitive events, while in transit to and from Athletics events, and at social events related to Athletics
• The use of all illicit drugs, including banned and performance enhancement substances, are strictly prohibited
• In the event of a disruption that results in the stoppage of play, report to your bench immediately
• Use appropriate language while representing the University

Violations of policies and guidelines pertaining to conduct will subject a student-athlete to discipline that may include, but is not limited to: verbal reprimand, written reprimand, game(s) suspension, suspension from the team for a specified length of time as decided by the Director of Athletics, expulsion from the team, or expulsion from the University.

The head coach of each sport may also develop additional guidelines relating to appropriate student-athlete conduct at his/her discretion.

**Athletics Policy on Hazing**

The hazing of William Paterson University students is prohibited. Hazing is not only inappropriate behavior, but in accordance with the New Jersey State Criminal Statute Pledge’s Bill of Rights, it is considered a crime. Any William Paterson University student-athlete found to be involved in hazing may be subjected to probation, squad dismissal, University disciplinary action, and/or criminal prosecution.

The University defines hazing as any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person’s willingness to participate.

**How Do You Know if it is Hazing?**

Examples of hazing, including but not limited to those listed below, are:

- An activity done against a person’s will
- Requiring a person to eat/drink something, or restricting access to food/drink
- Preventing/restricting normal personal hygiene
- Causing indecent exposure
- Applying a substance to someone’s body
- Harassment (pushing, cursing, yelling, etc.)
- Treating a person in a degrading or demeaning manner
- Throwing anything at an individual
- Stunt or skit nights with degrading, crude or humiliating acts
- Expecting new members/rookies to perform personal service for other members

**New Jersey Hazing Law § 2C:40-3. Hazing; aggravated hazing**

a. A person is guilty of hazing, a disorderly persons offense, if, in connection with
initiation of applicants to or members of a student or fraternal organization, he knowingly
or recklessly organizes, promotes, facilitates or engages in any conduct, other than
competitive athletic events, which places or may place another person in danger of
bodily injury.

b. A person is guilty of aggravated hazing, a crime of the fourth degree, if he commits
an act prohibited in subsection a. which results in serious bodily injury to another
person.

Responsibility
It is the responsibility of every William Paterson University student-athlete, department
staff member, and/or administrator to report hazing to the Director of Athletics. If you are
aware of the potential for hazing, you are strongly encouraged to report it before it
occurs to prevent potentially dangerous and illegal behavior. If you witnessed a hazing
incident or were hazed, you are responsible for reporting it. If it is discovered that you
were involved with or witnessed hazing and did not report it, you may be subject to
sanctions. Any person who participates in hazing is subject to disciplinary action.

Drug, Alcohol, Gambling and Sexual Harassment
Policies
Athletic Department Position on Alcohol and Other Drugs
The William Paterson University Department of Intercollegiate Athletics prohibits the use
of any banned substance, either recreational or performance enhancing, by student-
athletes, staff and volunteers associated with the athletic program.

The NCAA condemns the use of non-therapeutic drugs of any kind by any of its
member institutions or affiliated organizations. In Division III, the NCAA reserves the
right to drug test student-athletes competing in NCAA postseason championships. Any
athlete who tests positive is subject to all NCAA sanctions.

The NCAA has an extensive list of banned substances. The list includes illegal drugs as
well as a number of common over-the-counter drugs. The banned list is available from
the Athletic Training staff, the Director of Athletics Communications and Compliance,
and ncaa.org.

Each student-athlete will be required to sign and acknowledge that he or she
understands the NCAA substance abuse policy. If the student-athlete refuses to sign
this statement, he or she will be declared ineligible for competition.

Alcohol use is not permitted during departmental activities. These activities include, but
are not limited to:
• Practice
• Competition
• Team travel
• Team social activities
Sanctions
Student-athletes involved in improper use of alcohol or drugs on campus will be subject to University disciplinary action. There may be additional Athletics Department sanctions applied. Any or all of the following sanctions may be applied:

- Letter of apology
- Game or contest suspension
- Full financial responsibility for any inappropriate behavior
- Community service activities
- Required counseling
- Meeting with the Director of Athletics
- Indefinite suspension from the team
- Dismissal from the team
- Immediate return to campus if the inappropriate behavior occurs during a team-sponsored trip

NCAA and NJAC Tobacco Policy
The NCAA and NJAC policy “bans the use of tobacco-related products by any of our players, coaches, or other team personnel at practices, meetings or contests.” This includes cigarettes, cigars, snuff, e-cigarettes/vapes and chewing tobacco.

Gambling
Regardless of federal or state laws, sports wagering by student-athletes and Athletics staff is a violation of NCAA rules.

- NCAA Bylaw 10.02.1 Sports Wagering. Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

- NCAA Bylaw 10.02.2 Wager. A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

Failure to comply with these NCAA Bylaws may result in loss of athletic eligibility for student-athletes, or sanctions for staff that may include termination.

Sexual Harassment
Sexual harassment is defined as any unwelcome sexual conduct, whether the behavior is verbal or physical in nature, regardless of the peer, supervisory, or other relationship between the parties, and regardless of whether the manifestation of the harassment is a
request for sexual favors, sexist remarks, or behavior that denigrates a person because of the person’s sex or sexual orientation.

If you need additional information on this topic, or have any questions or problems related to sexual harassment and want to talk to someone, contact the Dean of Students or the Counseling, Health and Wellness Center on campus. All inquiries will be kept in strict confidence.

**Academics**

**Attendance Policy**

Student-athletes are expected to be present at all class sessions. Each instructor determines the attendance policy for that course.

**Class Absences Due to an Intercollegiate Competition**

Class absence notification due to a contest should consist of the following:

- A note provided by the student-athlete to the professor in advance of the missed class, signed by the Associate Director of Athletics or designee that states the departure time from campus
- A schedule of games provided by the student-athlete at the beginning of the semester/season to any professor whose class will be missed due to a contest
- A request in advance by the student-athlete to the professor for any missed assignments

Students are expected to complete all work missed according to the instructor’s policies. If concerns, problems, or questions arise about absence policies, contact the individual instructor.

Each faculty member will determine whether or not s/he will allow a student-athlete to be excused from class for an athletic competition commitment. Per NCAA rules, student-athletes are not allowed to miss class in order to attend practice.

**Eligibility**

**Ethical Conduct, Gambling and Financial Aid**

You must act ethically with honesty and good sportsmanship at all times

- It’s unethical to withhold information/be dishonest when we are determining your eligibility, or during any type of investigation (your lack of honesty could result in you losing your eligibility)
- You are ineligible if you participate in any gambling activities associated with professional/college/amateur sports (includes fantasy leagues, pools, sports books and apps like FanDuel)
• You may not accept any financial aid other than the non-athletics financial aid that WP distributes to the general student population
  o You can receive assistance from anyone on whom you are naturally/legally dependent
  o You can receive award(s) based on things other than athletics leadership, athletics ability, athletics participation or athletics performance
  o You can receive from a group outside of WP, but only if it meets the requirements specified by the NCAA (you must report to the WP Compliance staff any financial aid like this that you receive)

Amateurism
You must be an amateur in order to compete in intercollegiate athletics
• If, after your first day as a full-time college student, you have done any of the following, you are ineligible:
  o Received goods/services (or promise of such in the future) for competing in your sport (besides what WP provides)
  oCompeted on any professional athletics team, or agreed (orally/in writing) to compete professionally in the future
  o Received any goods/services (free/discounted rate) based on your athletic skill or participation
  o Accepted money, transportation or other benefits from an agent, or agreed to have an agent represent you in the future
  o Accepted anything of tangible value for endorsing a commercial product/service, unless:
    ▪ You became involved for reasons outside of athletics
    ▪ No reference is made to your involvement in athletics
    ▪ Your compensation is consistent with your skill/experience, not based on anything related to athletics
    ▪ You actually completed the work you were paid for, and at the going rate
  o You appear in advertisements/social media posts for an outside business, even if you don’t receive compensation

Credits, Semesters and Seasons – Division III Eligibility Requirements
You must be eligible in order to participate in any athletically-related activity (includes tryouts, practice and competition)
• You must be a full-time student (registered for a minimum of 12.0 credit hours, unless one of the exceptions is met)
  o If you are in your final semester and you are graduating, you can just take the courses required to complete your degree and compete as a part-time student (you must also apply for graduation; notify the WP Compliance staff in advance if you will be doing this)
  o Graduate students are full time if registered for at least 9.0 credits
• You must meet the Division III 4/10 rule: you have four seasons of competition to use, per sport, during your first 10 full-time semesters
A season will be used if you are on the roster on/after the first date of competition, even if you never actually get into a game/match/meet (no practice-only redshirts like Division I)
  - If a season-ending injury/illness occurs during the first half of the competitive schedule, contact the WP Compliance or Athletic Training staff regarding your eligibility for a medical hardship waiver (gives you the season back)
A semester is considered full time if a student is registered for the minimum number of credits at the end of the Drop/Add period approximately one week into the semester (does not matter how many credits you are registered for at the end of the semester)
- You must meet the semester and annual academic progress standards

**Academic Progress Standards – How Do You Continue to Remain Eligible?**

**Semester Standard**
William Paterson Athletics requires student-athletes to make academic progress each semester in order to be eligible athletically for the next semester; details about this policy will be shared during each team’s annual eligibility meeting

**Annual Standard**
You must pass a minimum of 24.0 credits and have a cumulative WP GPA of at least 2.000 each calendar year (Sept. 1 - Aug. 31) in order to be eligible the following academic year
- A one-time, non-transferable waiver is available (allows you to compete while on probation); if you fail to meet these standards again, you are ineligible
- Mid-year transfers must pass 12.0 credits and have a 2.000 GPA during the single semester
- Credits earned prior to your first semester at WP may not be counted towards your first 24.0-credit requirement
- If you retake a class you have already passed during that same year (Sept. 1-Aug. 31), it will only count once towards the 24.0-credit requirement
- Leave of Absence/Withdrawal from University does not wave these requirements

Your WP GPA is based only on courses you complete at WP

**Transfer Eligibility**
School(s) you are transferring from determine your athletic/academic eligibility status, and how many full-time semesters and seasons of participation you have used

You must report to the WP Compliance staff all of the colleges/universities you previously attended, even if you didn’t participate in athletics
Those who participate athletically in any way (try out, practice and/or compete) must be eligible when leaving WP in order to transfer to another school and be immediately eligible to participate in athletics there

- Once you participate athletically in any way, even if you choose to stop, you are held to the above academic progress standards for the remainder of your time at WP
- Student conduct/disciplinary actions can also affect your eligibility status

If you are not eligible to participate at the time you transfer out of WP, you must do one of the following before you can compete athletically at a new school:

- Become eligible at William Paterson before you transfer
- Serve a year in residence at the new school (after one year of full-time residency, that school will determine your eligibility status)
- Meet the requirements for a two-year non-participation exception (non-NJAC schools only)

A student-athlete transferring from WP to another Division III college/university may use an NCAA Self Release form to allow contact between you and the new school (available on ncaa.org)

- EXCEPTION: Self Release cannot be used to contact another NJAC school
- Self Release form is valid for 30 days; after 30 days, contact must stop and that school must ask WP for official permission to contact you

**Athletic Training Services and Policies**

Additional athletic training information is available under the Athletic Department/Athletic Training tab at wpupioneers.com

**Immunization**

As per New Jersey state legislation, it is required for all students living in the residence halls to receive the Menomune vaccine, which is administered to prevent bacterial meningitis. Any questions or concerns should be forwarded to the Counseling, Health and Wellness Center/CHWC.

**Pre-Participation Physical Exam**

All student-athletes are required to pass a pre-participation physical exam on campus given by a WPU physician or his/her designee. The student-athlete is not allowed to participate in practice and will not receive equipment or practice gear without passing said exam. The examination must be administered within six months prior to participation in any practice, competition or out-of-season conditioning activities. Beginning in 2013, all student-athletes must show proof of prior sickle cell testing or be tested during their physical. Additional information regarding physicals and sickle cell
testing, as well as forms necessary for the physicals, are available under the Athletic Training tab at wpupioneers.com.

Medical Expenses and Insurance
All medical appointments will be made through one of the Certified Athletic Trainers. The University’s athletic accident insurance covers only those accidents and injuries that occur during the traditional season as a direct result of participation in intercollegiate practices or contests. The student-athlete must report any athletic injury within 72 hours to a Certified WPU Athletic Trainer. Do not submit or forward any unpaid bills to the University. Additional information regarding insurance and medical expenses is available under the Athletic Department/Athletic Training tab at wpupioneers.com

Athletic Training Room Hours
The primary Athletic Training Room, located in Wightman Gym (ext. 2358), will be open Monday through Friday, from 10:00 a.m. to 2:00 p.m. You must be in the Athletic Training Room no later than 1:30 p.m. in order to begin treatment. If your academic schedule conflicts with these hours, arrange an alternate time with a Certified Athletic Trainer. The Athletic Training Room hours may vary slightly to accommodate game and practice schedules.

Athletic Training Room Rules and Procedures
- You must sign in prior to receiving treatment
- Appropriate dress is required in the Athletic Training Room(s) at all times; shorts and t-shirts should be worn to allow access to receive treatment of the injured area
- All student-athletes are required to remove their cleats and turf shoes prior to entering the Athletic Training Room(s) unless it is an emergency
- Loitering is prohibited in the Athletic Training Room(s); those not receiving treatment will be asked to leave
- No profanity
- No tobacco products of any kind
- Leave all equipment and personal belongings in the hall or on the shelves near the entrance
- Use of the phone in the Athletic Training Room(s) without permission is prohibited
- Use of the computer is prohibited
- DO NOT touch any of the Athletic Training Room equipment unless instructed to do so by a Certified Athletic Trainer
- All food, drink, candy, and gum is prohibited
- If you are told to come in for treatment of any kind and you fail to show up, your coach will be notified
- Treat all Student and Certified Athletic Trainers with the utmost respect
Concussion Management Policy

At William Paterson University, we take pride in providing optimal health care to all students. Our concussion policy was developed and adopted by the Counseling, Health and Wellness Center (CHWC), Athletic Department, and Campus Activities, Service and Leadership (CASL) in an effort to provide a consistent management approach to any student who sustains a concussion while participating in NCAA athletics or club sports, while also recognizing that each concussion injury is unique and individualized in nature.

By managing each concussion injury individually, it helps to ensure the safety of our students. Prior to each season, all student-athletes will be educated on how to recognize the symptoms of concussions, WP’s Concussion Management Policy, and current trends in concussion treatment. Handouts and other resources will be available for students and for coaches on concussions. These educational programs will be provided by the Athletic Trainers or Counseling, Health and Wellness staff. Anyone that suspects an athlete has a concussion or notices an athlete suffering from any symptoms of a concussion, must report their concerns to the Athletic Training, CASL or CHWC staff.

All athletes that exhibit symptoms of a concussion will be immediately removed from participation by either a coach or Athletic Trainer. All athletes will remain out of play until further evaluation by the medical providers at the CHWC. All athletes have the option to be evaluated by their own medical provider but must return to the CHWC for return to play guidelines.

The treatment plans for athletes that sustain concussions are highly individualized and can vary depending on severity, symptoms, and mechanism of injury. There are various phases of the treatment plan. An athlete can move up and down the phases as determined by the medical provider. Each case is planned individually and there is no pre-determined time frame for each phase. At any time during the treatment plan, it may be necessary for the athlete to be referred to an outside specialist for more comprehensive care.

After an athlete successfully moves through Phases 1-3 of the concussion treatment plan, he/she will be referred to the Certified Athletic Trainer for return to play guidelines. A note will be given to the athlete that states that s/he needs to be seen by the Athletic Trainer for return to play guidelines. The athlete is medically cleared to engage in return to play guidelines and it is the decision of the Athletic Trainer when the athlete can return to full sport participation. Please refer to the Athletic Department/Athletic Training tab at wpupioneers.com for the full concussion policy as well as educational materials.
Equipment Policies

Equipment Manager
All equipment issues, questions, and concerns should be addressed to the Head Equipment Manager or assistant. The Equipment Room is located in the Field House adjacent to Wightman Stadium (ext. 2052).

Equipment Policies
- Student-athletes are not permitted in the Equipment Room unless instructed to be there by Equipment personnel
- No equipment is to be removed from authorized areas, and usage is restricted to practice and games
- You are responsible for all equipment/apparel issued to you and will be charged for items not returned or damaged due to neglect, loss, or theft; a “hold” will be put on your account if University-owned equipment/apparel is not returned
- You are responsible for packing your equipment/apparel and ensuring its return to the appropriate locker room or Equipment area
- Report any and all equipment/apparel problems to the Equipment staff as soon as possible
- Treat all student, part-time and full-time Equipment staff with the utmost respect and courtesy

Media Relations and Sports Information

The Director of Athletics Communications and Compliance, the Sports Information Director (SID) and the Sports Information Graduate Assistant will coordinate any and all contact between the media and members of William Paterson University Athletics, including coaches and student-athletes.

Please follow these tips when working with the media:
- When a reporter calls you directly, the reporter should be told to contact the Sports Information staff (973-720-2170) to request the interview -- regardless of what type of story the writer would like to report, a student-athlete should not grant an interview to any reporter without the Sports Information staff’s confirmation; this also applies to requests for class projects
- If you are unsure of how to answer certain questions, do not hesitate to ask the Sports Information staff for advice
- In discussing the opponent before or after the game, do not provide game strategy information
- Do not criticize coaches, officials or competitors (WPU or opponent)
- Always compliment your opponent
- Always think before you speak
- Never talk “off the record”
- Thank the reporter(s) when completed
Travel Policies
The following policies apply for all travel to and from athletic events:

- All transportation, to and from athletic events, shall be provided by William Paterson University
- Should a student-athlete need to travel to/from the site of an athletic event separate from the rest of the team, a signed Travel Release Form must be submitted and approved by the Director of Athletics 48 hours prior to the date of competition; this exception can only be made when a student-athlete is traveling with a parent
- Transportation provided by the University for travel to and from events will be limited to team members, student assistants, Certified and Student Athletic Trainers, coaches, and other University personnel as designated by the Director of Athletics
- Each student-athlete shall assume responsibility for ensuring that buses, etc., are left litter-free following travel
- In addition to the above, the head coach of each sport may develop guidelines relating to team travel policies at his/her discretion

Best Wishes for a Successful 2019-20 Academic Year!
Go Pioneers!