

**NCAA DIVISION I FOOTBALL COACHES OFF-CAMPUS RECRUITING GUIDE**  
**Effective August 1, 2008**

<b>Freshman/Sophomore</b>	<b>Junior</b>	<b>Senior</b>	<b>Two-Year College Prospects</b>	<b>Four-Year College Prospects</b>	<b>Evaluations and Contacts</b>
<b>Recruiting materials -</b> <ul style="list-style-type: none"> <li>• Questionnaires and camp brochures only.</li> </ul>	<b>Recruiting materials -</b> <ul style="list-style-type: none"> <li>• September 1.</li> </ul> <b>Telephone calls -</b> <ul style="list-style-type: none"> <li>• One between April 15 and May 31.</li> </ul>	<b>Telephone calls -</b> <ul style="list-style-type: none"> <li>• Once per week after September 1.</li> <li>• Unlimited during contact period.</li> </ul> <b>Off-campus contact -</b> <ul style="list-style-type: none"> <li>• July 1 (limited to contact periods).</li> </ul> <b>Official visit -</b> <ul style="list-style-type: none"> <li>• Opening day of prospect's classes.</li> </ul>	<b>Telephone calls -</b> <ul style="list-style-type: none"> <li>• Once per week.</li> </ul> <b>Qualifier -</b> <ul style="list-style-type: none"> <li>• Contacts permissible.</li> </ul> <b>Nonqualifier -</b> <ul style="list-style-type: none"> <li>• No contacts until after completion of first year of enrollment at the two-year college.</li> </ul> <b>Official visits -</b> <ul style="list-style-type: none"> <li>• No earlier than October 15 following prospect's completion of high school.</li> </ul>	<b>Telephone calls -</b> <ul style="list-style-type: none"> <li>• Once per week.</li> </ul> <b>NCAA or NAIA institution -</b> <ul style="list-style-type: none"> <li>• Only after written permission has been granted by the student-athlete's institution.</li> </ul> <b>Other four-year institution -</b> <ul style="list-style-type: none"> <li>• Written permission not necessary.</li> </ul> <b>Official visits -</b> <ul style="list-style-type: none"> <li>• No earlier than October 15 following prospect's completion of high school.</li> </ul>	<ul style="list-style-type: none"> <li>• 42 evaluation days (54 for U.S. service academies) during fall evaluation period.</li> <li>• Limit of three evaluations during academic year: <ul style="list-style-type: none"> <li>• One evaluation during fall.</li> <li>• Two evaluations - April 15 through May 31 (one evaluation to assess athletics ability and one evaluation to assess academic qualifications).</li> </ul> </li> <li>• Not more than six off-campus contacts per prospect at any site.</li> <li>• Practice/competition site restrictions (see other side).</li> </ul>

\*Please note that this document should not be used as a substitute for the NCAA manual. Coaches are encouraged to contact the athletics compliance office for additional information.

**DEFINITIONS**

**Contact**

A contact is any face-to-face encounter between a prospect or the prospect's parents, relatives or legal guardian(s) and an institutional staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged (e.g., positions himself/herself in a location where contact is possible) or that takes place on the grounds of the prospect's educational institution or at the site of organized competition or practice involving the prospect or the prospect's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of whether any conversation occurs. However, an institutional staff member or athletics representative who is approached by a prospect or the prospect's parents, relatives or legal guardian(s) at any location shall not use a contact, provided the encounter was not prearranged and the staff member or athletics representative does not engage in any dialogue in excess of a greeting and takes appropriate steps to immediately terminate the encounter.

**Evaluation**

Evaluation is any off-campus activity designed to assess the academic qualifications or athletics ability of a prospect, including any visit to a prospect's educational institution (during which no contact occurs) or the observation of a prospect participating in any practice or competition at any site. Any evaluation that occurs during a contact period by a coaching staff member is a countable contact rather than a countable evaluation.

**Evaluation Days**

An evaluation day is defined as one coach engaged in the evaluation of any prospect on one day (12:01 a.m. to midnight); two coaches making evaluations on the same day shall use two evaluation days. The combined total of such days for all staff members shall not exceed 42 (54 for U.S. service academies).

**Recruited Prospective Student-Athlete**

Actions by staff members or athletics representatives that cause a prospect to become a recruited prospect at that institution are:

- Providing the prospect with an official visit;
- Having an arranged, in-person, off-campus encounter with the prospect or the prospect's parent(s), relatives or legal guardian(s); or
- Initiating or arranging a telephone contact with the prospect, the prospect's relatives or legal guardian(s) on more than one occasion for the purpose of recruitment; and
- Issuing a National Letter of Intent or the institution's written offer of athletically related financial aid to the prospect (excluding summer term awards prior to initial full-time enrollment).

**Telephone Calls**

All electronically transmitted human voice exchange (including videoconferencing and videophones) shall be considered telephone calls. All electronically transmitted correspondence (e.g., electronic mail, facsimiles) shall not be considered telephone calls (see NCAA Bylaw 13.4.1).

**Contacts, Evaluations and Telephone Calls**

**Off-Campus Recruiters**

An institutional staff member is not permitted to recruit off campus until he or she has been certified on an annual basis as to knowledge of applicable recruiting rules.

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### Telephone Calls During Conduct of Athletics Contest

Telephone calls to a prospect [or the prospect's relatives or legal guardian(s)] may not be made during the conduct of any of the institution's intercollegiate athletics contests in that sport until the competition has concluded and the team has been dismissed by the coach.

### Telephone Calls - Institutional Staff Members - General Rule

All telephone calls to prospects (or the prospects' parents, legal guardians or coaches) must be made by the head coach or one or more of the assistant coaches who count toward the numerical limitations in football. In Football Bowl Subdivision, such calls may be made and received by the graduate assistant coach, provided the coach has successfully completed the coaches' certification examination.

### Visits to a Prospect's Educational Institution

Institutional staff members may visit a prospect's educational institution on not more than one occasion during a particular week within a contact period, regardless of the number of prospects enrolled in the institution or whether any prospect is contacted on that occasion. During a contact period, such a visit counts as a contact for all contactable prospects that attend the educational institution.

### Head Football Coach Restrictions - Off-Campus Contact - Football Bowl Subdivision (formerly Division I-A)

The head coach may make in-person, off-campus contact with a prospect or the prospect's relatives or legal guardian(s) only during one calendar day. It is permissible for this contact to occur both at the site of the prospect's educational institution and away from the institutional grounds. During such contact, the head coach may be accompanied by an assistant(s) who otherwise is required to observe the restrictions contained in the bylaws.

### Visits during Contact Period

One contact per prospect is permitted during each week of the contact period either at the prospect's educational institution or any other location (e.g., prospect's home). A visit to the prospect's educational institution and any other location (e.g., prospect's home) during the same calendar day shall be considered one contact. In addition, institutional staff members may visit a prospect's educational institution on not more than one occasion during a particular week, regardless of the total number of prospects enrolled in the institution.

### Prospective Student-Athlete's Educational Institution

Any staff member desiring to contact a prospect at the prospect's educational institution during that portion of the day when classes are being conducted for all students, first shall obtain permission for such contact from that institution's president or chancellor (or the president or chancellor's authorized representative).

### Practice or Competition Site

Recruiting contact may not be made with a prospect prior to any athletics competition in which the prospect is a participant during the day or days of competition, even if the prospect is on an official or unofficial visit. Contact includes the passing of notes to a prospect by a third party on behalf of an institutional staff member. Contact shall not be made with the prospect as follows:

- a. At any site prior to the contest on the day or days of competition;
- b. From the time the prospect reports on call and becomes involved in competition-related activity to the end of the competition;
- c. After the competition, including competition that requires more than one day of participation (e.g., a tournament), until the prospect is released by the appropriate institutional authority and departs the dressing and meeting facility; and
- d. Coaching staff members may send general correspondence to a prospect while the prospect is participating in an athletics event, provided the general correspondence is sent directly to a prospect (e.g., the front desk of the hotel, the prospective student-athlete's personal fax machine) and there is no additional party (e.g., camp employee, coach) involved in disseminating the correspondence.

### Athletics Events Outside Contact Period

In-person contact with a prospect shall not be made on or off the member institution's campus at the site of practice or competition or for any athletics event in which the prospect participates outside the permissible contact periods. When a prospect participates in an athletics contest or event (including a noninstitutional, private camp or clinic) on a member institution's campus outside of a contact period, it is not permissible for an authorized institutional staff member to have contact with the prospect until the calendar day following his or her release from the competition. Further, if a prospect is visiting an institution's campus immediately before or after participating in an athletics contest or event on the institution's campus, the prospect must depart the locale of the institution the calendar day before or after the contest or event.

### Limitations on Number of Evaluations

Institutional staff members shall be limited to three evaluations during the academic year during which the prospect competes or practices on any team. Not more than one evaluation may be used during the fall evaluation period and not more than two evaluations may be used during the April 15 through May 31 evaluation period. An authorized off-campus recruiter may use one evaluation to assess the prospect's athletics ability and one evaluation to assess the prospect's academic qualifications during the April 15 through May 31 evaluation period. If an institution's coaching staff member conducts both an athletics and an academic evaluation of a prospect on the same day during the April 15 through May 31 evaluation period, the institution shall be charged with the use of an academic evaluation only and shall be permitted to conduct a second athletics evaluation of the prospect on a separate day during the April 15 through May 31 evaluation period.

### Spring Evaluations

Institutional staff members may not visit a prospect's educational institution on more than two-calendar days during the spring evaluation period. It is permissible during the evaluation period to visit a prospective student-athlete's educational institution on two-calendar days during the same week. A visit to the prospect's educational institution that only includes contact with a signed prospect during the spring evaluation period shall be considered one of the institution's two permissible days at the institution. In Football Bowl Subdivision, the head coach shall not engage in off-campus recruiting activities during the April 15 through May 31 evaluation period.

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**Scholastic and Nonscholastic Activities**

All live evaluations shall be limited to regularly scheduled high school, preparatory school and two-year college contests and practices and regular scholastic activities involving prospective student-athletes enrolled only at the institution at which the regular scholastic activities occur.