

PUMA ATHLETICS STUDENT SUCCESS (P.A.S.S TIME) POLICIES

All athletes are required (those with 24 cumulative hours and a 3.0 GPA are exempt) to be in a non-credit PASS Time section for two (2) hours each week from 12:30-1:30PM either Monday/Wednesday or Tuesday/Thursday. PASS Time hours are earned and logged in the Learning Support Center (LSC) located in the E-Building. Accountability and tracking will begin on the first day of classes and continue through the entire academic year. Reports are generated weekly and reviewed on Fridays by the athletics staff and coaches. If at any time a student falls below the minimum requirement of two (2) hours per week, the following will occur:

IN-SEASON ATHLETES:

Student must meet with Kevin Arps or Todd Lehman for resolution and may be declared ineligible. Period of ineligibility begins on Wednesday of that week. Student will remain ineligible until resolution has been reached.

OUT-OF-SEASON ATHLETES

Student must meet with Kevin Arps or Todd Lehman for resolution. If hours are not adequately maintained throughout the semester, the student may:

- Lose any and all athletic scholarship assistance.
- Be subject to single or multiple game suspensions.
- Be declared ineligible to compete the following season.

Student athletes who need to make up time are strongly encouraged to make the time up Monday - Thursday between 12:30 – 1:30PM. When making up hours, students must let the Learning Support Staff know that they are making up for missed hours. In addition, missed hours due to scheduled athletic competitions or travel must be made up prior to the trip or competition.

LEARNING HOUR POLICIES

- Student ID's are required to log in.
- When you are in the LSC, you must adhere to the policies... no loitering.
- Unproductive or disruptive students will be asked to leave the LSC and are required to make up missed time.
- PASS Time is proctored by Kevin Arps and Todd Lehman as well as the LSC Staff.
- No Cell phone use in LSC. (including text msg., email, or voice mail)
- Use of computers is limited to approved research and to access Blackboard/on-line classes. They may not be used to check personal e-mail or web browsing.
- Students may not use the library or computer commons for required hours. If you need to use them you may log out and log back in when done.
- All work, except with tutors and The Writing Center will be done in designated rooms.
- Noise should be kept at a minimum when working in groups.
- You should never have a time with nothing to study, or nothing to do.
- Come to the LSC with a plan for what you are going to work on.
- Work or practice schedules do not excuse or override Learning Hour commitments.
- Holiday's do not exempt required hours. Students must make hours missed because of school holidays.
- You must exit and enter the LSC through the main entrance ONLY.
- PASS Time is not lunch time. You may bring snacks to eat *while you are studying*.

I have read and understand my obligations to the P.A.S.S. Time Program as they relate to my participation in athletics at Paradise Valley Community College.

Student Signature: _____ Date: _____