

Student Drug and Alcohol Abuse Prevention Program

Health Risks and Effects:

Alcohol and drug usage causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including domestic violence and date rape. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death.

Repeated use of alcohol and drugs can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Long-term consumption of large quantities of alcohol and drugs, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and liver.

Alcohol-and-Drug-Free Campus Workplace Policy:

Ferrum College is committed to providing student, faculty, staff, and visitors a safe campus and workplace. The college recognized the health risks associated with controlled substance use and alcohol misuse and is committed to supporting students and employees who seek treatment for these conditions. The college also recognizes that controlled substance use and alcohol misuse diminish workplace and campus safety and undermine the college's ability to fulfill its mission of providing quality education for all students in an atmosphere that promotes intellectual pursuit, spiritual growth, and social and personal responsibility. Compliance with this policy is considered a condition of employment and attendance at Ferrum College and monitored by the Human Resource Department. All employees and students have been notified of this policy by print publication and electronic delivery.

Student Life Summary:

All Ferrum College students are responsible for complying with Virginia state laws, and the policies of Ferrum College. These guidelines establish that:

- No person under 21 years of age may use or be in possession of alcoholic beverages.
- Alcoholic beverages may not be available to minors.
- Misrepresentation of age for the purpose of purchasing alcoholic beverages is a violation of state law.
- Personal possession and consumption of alcoholic beverages is not permitted in residential halls, at athletic events, at social event attended by students, and on the campus grounds.

Residence Hall Summary:

Ferrum College employs Residence Hall Educators and Residence Hall Assistants who are trained to enforce the community standards regarding alcohol and drugs for the students residing in the residence halls. Each resident is provided information on residence hall policies along with the college's alcohol and drug policies that are in the Student Handbook/College Catalog and include:

SECTION 1.0 – ALCOHOL POLICY

1.10 - Philosophy

Ferrum College is an educational institution which is related to the Virginia Conference of the United Methodist Church. The College supports the position of the church that the choice to abstain from the use of alcohol is a wise one. Therefore, the College supports, encourages, and respects the decision of individuals who choose not to consume alcohol.

Ferrum College also recognizes that the misuse and abuse of alcohol is a persistent social and health problem of major proportions in our society. The primary goal of Ferrum College is to provide an atmosphere where students can achieve academic excellence. Illegal use or misuse of alcohol does not foster academic excellence and, therefore, is not condoned or permitted. The College takes the strongest possible stance against such abuse.

Consequently, the College expects all members of the community to be aware of the potential for abuse and to approach the consumption of alcohol in a responsible manner. Students must adhere to community standards and local, state, and federal laws regarding the use of alcohol.

Ferrum College views the consumption of alcohol by students of legal age as a privilege, not a right. The Community Standards set the parameters of that privilege.

1.30 - College Alcohol Policies

Ferrum College has established the following specific alcohol policies:

- 1.31 -** Students under the age of 21 are prohibited from possessing or consuming beer, wine, liquor, or other alcoholic beverages. The Ferrum College definition of possession of alcohol includes the presence of such materials on or in the student's person, among the property owned by the student, or among such College property that is being used by the student.
- 1.32 -** Inappropriate behavior as a result of alcohol consumption is a violation of Community Standards. Alcohol abuse which results in intoxication, destruction of property, abuse of or personal injury to an individual(s), litter, and misconduct of any kind, is a violation of the Ferrum College Alcohol Policy. Such behavior is intolerable. Being under the influence of alcohol is not a valid reason for inappropriate behavior and, in fact, increases responsibility for one's behavior.
- 1.33 -** Public use or display of alcohol on the Ferrum College campus is prohibited. This includes, but is not limited to, all campus buildings, hallways, lobby areas, classrooms, parking lots, recreational areas, public areas, and all motor vehicles on campus (except when otherwise designated by the Vice President for Student Affairs). **Alcohol is prohibited in Adams Field Sports Complex or at any sports venue at Ferrum College.**
- 1.34 -** The possession or use of a keg of beer and/or large quantities (more than 300 ounces or 25 beers) of alcohol is prohibited. College officials, upon discovery of a large quantity of alcohol, will require students who have violated this policy to dispose of the alcohol and container(s) in a manner determined by College officials. Kegs, returnable bottles, beer taps, etc., will be confiscated and returned to the distributor by Ferrum College. All proceeds derived from deposits will be donated to residence hall activities and improvements.
- 1.35 -** Possession and/or display of alcohol containers such as liquor bottles, beer cans, beer bottles, kegs, beer balls, beer bong, beer cases, alcohol posters, and the like are prohibited in all areas of the College.
- 1.36 -** Serving or providing alcohol to anyone under the age of 21 is strictly prohibited.
- 1.37 -** Students who sponsor an event where alcoholic beverages are being consumed, including the assigned students of residence hall rooms in which alcoholic beverages are being consumed, are responsible for: 1) ensuring that underage students and/or guests are not in attendance, and 2) ensuring that underage drinking of alcoholic beverages does not take place on the premises, and 3) ensuring that of-age drinking of alcoholic beverages on the premises does not lead to intoxication.
- 1.38 -** If a student is 21, he/she may not drink alcohol in a residence hall room or apartment where both student occupants are not 21 years of age. Of-age students living with an under-age student in a residence hall room or apartment may not drink alcohol in that residence hall room or apartment until such time when all assigned occupants are of legal age to consume alcohol.

SECTION 7.0 – DRUGS

The possession, use, or sale of illegal drugs, drug paraphernalia, stimulants, hallucinogens, depressants, or any other illegal substance is a very serious violation of community standards that may result in immediate suspension or expulsion. The Ferrum College definition of possession of dangerous drugs includes the presence of such materials on or in the student's person, among the property owned by the student, or among such College property that is being used by the student.

Intervention:

Ferrum College has several options available for students and staff members who need to address alcohol and other drug abuse issues. The college has an agreement with Carilion Clinic, to provide counseling for students and staff members. Students are also given information regarding other resources in the area: Piedmont Community Services, Tri-Area Health Center and Alcoholics Anonymous.

Resources for Assistance:

All students and employees are encouraged to seek early help if they feel they have a problem with alcohol and/or other drugs, and to learn how to assist others with substance abuse problems. With early assistance it is less likely that serious consequences will result from an alcohol or other drug problem. There are resources on campus and in the community for assistance. Questions should be directed to the Human Resources Department at the Pine House, or to the Student Health Office located in Bassett Hall. Some other resources include:

- Alcoholics Anonymous – <http://www.aa.org>
- Al-Anon - <http://www.va-al-anon.org>
- Narcotics Anonymous – (540) 344-3400 Roanoke, Virginia
- Focus on Recovery Helpline (alcohol/drugs) – 1-800-374-2800 or 1-800-234-1253
- National Suicide Prevention Lifeline – 1-800-SUICIDE (784-2433)
- Piedmont Community Services – (540) 483-0582 Rocky Mount, Virginia

Proposed Opportunities/Activities Regarding Drugs and Alcohol Prevention and Safety/Security:

- Athletic Orientation, early arrivals for Fall semester
- Freshman Orientation during Fall and Spring semester
- Campus Posters year round
- Dorm Agreements each semester
- Student Handbook distributed each Fall and to new students in the Spring
- Health Policies distributed to each student every semester
- Catalog Distribution annually in the Fall
- Employee Personnel Handbook distributed in the Fall
- Website for electronic copies of Catalog, Student Handbook, Employee Handbook, etc. - all year

Ferrum College

Department of Athletics

Drug Awareness and Testing Program

Revised 10/6/2014

Table of Contents

Philosophy Statement		3
Purpose of Drug Education and Screening	3	
Eligibility for Testing		3
Drug Education Program	3	
Method for Selection for Testing	4	
Tested Substances		5
Dietary Supplements		5
Alcohol	6	
Tobacco	6	
Drug Testing Procedures	6	
Procedures for any Drug Confirmed Positive Test	8	
First Positive Test or Drug Related Charge	8	
Second Positive Test or Drug Related Charge	9	
Falsification of Test Results		9
Selection of Lab	9	
Appeals Process	9	
Safe Harbor/Self-Referral	10	
2013-2014 NCAA Banned Drugs	10	
Substance Abuse Informed Consent Statement		13
Student-Athlete Nutritional Supplement Disclosure and Review Form	14	
First Positive Drug Test Contract Statement		15
Second Positive Drug Test Contract Statement		16
Drug Testing Reasonable Suspicion Reporting Form		17
Drug and Alcohol Testing Program Student-Athlete Notification Form	18	

This policy is not to be construed as a contract between the college and the student-athletes at Ferrum College. However, signed consent and notification forms shall be considered affirmation of the student-athlete's agreement to the terms and conditions contained in this policy and shall be a legal contractual obligation of the student-athlete. The Head Athletic Trainer and Athletic Department Administrators are responsible for assuring all student-athletes adhere to this policy. Any student-athlete who tests positive for recreational, illegal, or banned substances will be subject to sanctions specified in this policy and enforced by the Ferrum College Athletic Department.

Ferrum College reserves the right to amend this policy at any time. Ferrum College's Drug Testing Policy is separate and distinct from the NCAA Drug-Testing Program.

Recognizing that drug and alcohol abuse among college athletes is of national concern and could endanger the health, development, and well-being of some of the student-athletes, Ferrum College's Department of Athletics has developed this policy of drug education, testing and counseling.

Philosophy Statement

Ferrum College supports the NCAA statement regarding substance abuse. We are committed and dedicated to preserving the integrity of athletics for the benefit and welfare of our student-athletes.

Purpose of Drug Education and Screening

1. To protect the student-athlete from the detrimental effects of alcohol and drug use/abuse.
2. To increase awareness of the long term effects and dangers of certain substances.
3. To identify those athletes who are involved in alcohol and drug use/abuse so that they may receive the professional help and support which they need.
4. To act as a deterrent to prevent alcohol and drug use/abuse.
5. To give our student-athletes another reason to say “no” to drugs
6. To improve the quality of life of our student-athletes.
7. To improve class attendance, academic performance, and increase the retention rate of our student-athletes.
8. To promote a positive role of Ferrum College student-athletes in the college, local, and competitive communities.

Eligibility for Testing

All student-athletes who are listed on the official eligibility sheets will be eligible to be screened. This includes those student-athletes who are eligible, ineligible, red-shirted, or injured.

Drug Education Program

1. Drug testing along with drug education deters the use and/or abuse.
2. Ferrum College is committed to providing educational programs and services for all student-athletes to increase awareness of the long-term effects and dangers of certain substances and situations.
3. Throughout the academic year, a speaker series will address various issues and topics encountered by today’s student-athlete. These seminars will be conducted on campus.
4. Student-athletes can refer to the NCAA Education Affairs website (www.ncaa.org/health-safety) and the Dietary Supplement Resource Exchange Center (REC) website (www.drugfreesport.com) for more education and information.

Method for Selection for Testing

The selection for student-athletes for testing will be done as follows:

1. In keeping with the purpose outlined previously, all student-athletes will be subject to testing.
2. Testing will be carried out on an unannounced and random basis.
3. For testing purposes, the following grouping will be used: Football, Men’s Soccer, Women’s Soccer, Men’s Cross Country, Women’s Cross Country, Women’s Field Hockey, Women’s Volleyball, Men’s Basketball, Women’s Basketball, Women’s Tennis, Men’s Tennis, Men’s Golf, Women’s Softball, Men’s Baseball, Women’s Lacrosse, Men’s Lacrosse, Men’s Wrestling, Women’s Equestrian.
4. Postseason/Championship Screening - Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student-athletes at any time within thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he or she will not be allowed to compete at the post-season event and will be subject to the sanctions herein.
5. Re-entry Testing - A student-athlete who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug and alcohol violation may be required to undergo re-entry testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete’s case indicates that re-entry into the intercollegiate sports program is appropriate.
6. Follow-up Testing - A student-athlete who has returned to participation in intercollegiate sports following a positive drug test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the Athletic Director or his/her designee in consultation with the counselor or specialist involved in the student-athlete’s case.
7. Pre-season Screening - Student-athletes are subject to pre-season drug testing and may be notified of such by the Director of Athletics
8. Any athlete who demonstrates behavior indicative of possible substance abuse (probable cause) or having previously tested positive will be subject to unannounced testing at any time. Probable cause referrals must be made directly to the Director of Athletics, in writing (see attached form below), with behavior indicative of probable cause documented. Probable cause referrals can be made only by head coaches, the athletic trainer and/or Athletic Department administrators. It is up to the discretion of the Director of Athletics whether to follow-up with the test. The following sign(s), symptom(s), and/or behavior(s) are all possible reasons for probable cause testing:
 - a. The Student-Athlete has shown:

- i. Irritability
- ii. Loss of temper
- iii. Poor motivation
- iv. Failure to follow directions
- v. Verbal outburst
- vi. Physical outburst
- vii. Emotional outburst
- viii. Weight gain
- ix. Weight loss
- x. Poor hygiene and/or appearance
- b. The Student-Athlete has been:
 - i. Late for practice
 - ii. Late for class
 - iii. Not attending class
 - iv. Receiving poor grades
 - v. Staying up too late
 - vi. Missing appointments
 - vii. Missing/skipping meals
- c. The Student-Athlete has demonstrated the following:
 - i. Dilated pupils
 - ii. Constricted pupils
 - iii. Red eyes
 - iv. Smell of alcohol on the breath
 - v. Smell of marijuana
 - vi. Staggering or difficulty walking
 - vii. Constantly running and/or red nose
 - viii. Recurrent bouts with a cold or flu
 - ix. Over stimulated or “hyper”
 - x. Excessive talking
 - xi. Withdrawn and/or less communicative
 - xii. Periods of memory loss
 - xiii. Slurred speech
 - xiv. Recurrent motor vehicle accidents and/or violations
 - xv. Recurrent violations of the Ferrum College Student Code of Conduct

Tested Substances

Ferrum College may test for substances not listed on the NCAA Banned Substances List and may test at different cut-off levels of banned substances than the NCAA.

Banned substances include, but are not limited to:

1. Alcohol
2. Amphetamines/Methamphetamine
3. Anabolic Steroids/Performance-enhancing compounds
4. Barbiturates
5. Benzodiazepines
6. Cocaine
7. Ecstasy (MDMA)
8. Ephedrine
9. Marijuana
10. Methadone
11. Methylphenidate
12. Opiates (Heroin and other opium derivatives)
13. Phencyclidine (PCP or “Angel Dust”)
14. Propoxyphene
15. Ephedrine

A qualifying division of the tested substances will include the listed items and/or other controlled substances which may or may not appear on the most current NCAA banned drug listing. Also, any student-athlete convicted of driving under the influence of alcohol or drugs (DUI), drunk or disorderly conduct, and/or found in possession of any of the above tested substances as defined by Virginia State law, will be considered to have had tested positively for substance abuse, and will be subject to the consequences outlined in this document.

Dietary Supplements

1. The Ferrum College Athletic Department neither approves of nor condones the use of dietary supplements.
2. The NCAA has issued a position statement on dietary supplements:
“Nutrition/dietary supplements may contain NCAA banned substances. The U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional/dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student athlete’s own risk. Student athletes should contact their institution’s team physician or athletic trainer for further information.”
3. All student-athletes are responsible for knowing the ingredients in any supplement they choose to take.
4. A student-athlete may risk the loss of eligibility to participate in intercollegiate athletics if they test positive for an NCAA or Ferrum College banned substance that may be found in any substance they take, regardless of the reason or purpose for taking the supplement(s).
5. The labeling on the products can be misleading and inaccurate, and the sale personnel may not be qualified to accurately certify that products contain no banned substance.
6. “Healthy” or “naturally occurring” are terms often used to market sales of dietary supplements, but do not necessarily mean they are safe.
7. Before taking or using any dietary supplement, student-athletes are responsible for ensuring the product does not contain any banned substance.
8. Student-athletes should consult with a sports medicine staff member for the purposes of determining whether a dietary supplement is medically safe to use and does not contain a banned substance.

Alcohol

The Ferrum College Athletic Department does not tolerate illegal or irresponsible use of alcohol (including underage drinking and purchasing alcohol for use by a minor.) Any student athlete that is involved in an alcohol related incident will be held accountable for his/her actions. He/she will be subject to the college, athletic department, and team disciplinary actions whether or not legal implications result from the incident.

Tobacco

The NCAA prohibits the use of tobacco products by all student athletes, coaches, athletic trainers, managers, and officials in all sports during practice and competition. Violators of this policy are subject to disciplinary actions deemed appropriate by the Athletic Director.

Drug Testing Procedures

1. Each student-athlete will sign a consent form prior to becoming an active member of the athletic program. This form will spell out the substance abuse policy and will indicate the student-athlete’s consent to be tested according to the procedures outlined in this policy as a prerequisite of participation in the athletic program. The Director of Athletics will then assign each student-athlete a code to his or her name, usually the Ferrum College student number.
2. The Director of Athletics and/or the Athletic Trainer shall be responsible for selecting the dates for testing and notifying the appropriate coaches concerning the specific test date, time, and athletes to be tested. Appropriate coaches and student-athletes will be notified no more than 24 hours prior to the test.
3. The sample collection agency will be responsible for randomly selecting the athletes for testing. It will then be the responsibility of said coaches to insure the presence of said athletes for testing as scheduled. If after being notified by their coach, an athlete fails to report for the test, it will be considered as a positive test.
4. Upon entering the collection station, an institutional representative will identify the student-athlete and the student-athlete will record time of arrival and print name on the Student-Athlete Roster Form.
5. When ready to urinate, the Student-athlete will select a sealed beaker from a supply of such and will record their initial on the beaker's lid.

6. A collector will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen until a specimen of at least 50mL (85mL for anabolic steroid testing) is provided.
7. Once a specimen of at least 50mL (85mL for anabolic steroid testing) is provided, the student-athlete is responsible for keeping the collection beaker closed and controlled.
8. Fluids and food given student-athletes who have difficulty voiding must be from sealed containers (certified by the collector) that are opened and consumed in the station. These items must be caffeine and alcohol free and free of any other banned substances.
9. If the specimen is incomplete, the student-athlete must remain in the collection station until the sample is completed. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled.
10. If the specimen is incomplete and the student-athlete must leave the collection station for a reason approved by the collector, the specimen must be discarded.
11. Upon return to the collection station, the student-athlete will begin the collection procedure again.
12. Once a specimen is provided, the collector will pour a small amount of urine into an approved container in the presence of the student-athlete. The collector will check the specific gravity and pH of the urine in the presence of the student-athlete.
13. If the urine has a specific gravity below 1.005(1.010 if measured with a reagent strip), the specimen will be discarded by the student-athlete. The student-athlete must remain in the collection station until another specimen is provided. The student-athlete will provide another specimen.
14. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the student-athlete. The student-athlete must remain in the collection station until another specimen is provided. The student-athlete will provide another specimen.
15. If the urine has a pH greater than 7.5(with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the student-athlete. The student-athlete must remain in the collection station until another specimen is provided. The student-athlete will provide another specimen.
16. The laboratory will make final determination of specimen adequacy.
17. If the laboratory determines that a student-athlete's specimen is inadequate for analysis, at the client's discretion, another specimen may be collected.
18. If a Student-athlete is suspected of manipulating specimens (e.g., via dilution), the client will have to authority to perform additional tests on the student-athlete, not to exceed two consecutive negative tests.
19. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the student-athlete will select a specimen collection kit and a uniquely numbered Custody and Control Form from a supply of such.
20. The collector that monitored the furnishing of the specimen by observation will sign the Custody and Control Form.
21. A collector will record the specific gravity and pH values on the Custody and Control Form.
22. The collector will pour approximately 30mL (60mL for anabolic steroid testing) of the specimen into the "A vial" and the remaining amount (approximately 20mL) into the "B vial" in the presence of the student-athlete.
23. The collector will place the cap on each vial; the collector will then seal each vial in the required manner under the observation of the student-athlete and witness (if present).
24. The laboratory's copy of the Custody and Control Form shall not contain the name of the student-athlete.
25. All sealed specimens will be secured in a shipping case. The collector will put the laboratory copy of the Custody and Control Form in the case, and prepare the case for forwarding.
26. The student-athletes and witness (if present) will sign the Custody and Control Form, certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded on the Custody and Control Form at that time. If deviations are alleged, the athlete will be required to provide another specimen.
27. The collector will sign the Custody and Control Form, give the student-athlete or a designee a copy and secure all remaining copies. The compiled Custody and Control Forms constitutes the "Master Code" for that drug testing.
28. After the collection has been completed, the specimens will be forwarded to the laboratory and all copies of all forms forwarded to the designated persons.

29. The specimens become the property of the institution.
30. If the student-athlete does not report for testing, the collector will notify the institutional representative.

Procedures for any Drug Confirmed Positive Test

1. First Positive Test

- A. Student-athlete meets with the Director of Athletics, Head Athletic Trainer, Compliance Director, and Head Coach and is advised of the test result.
- B. Suspension from ten percent (10%) of competitions. (If less than 10% of a season is left, the suspension will carry over to the following season. If the positive test comes in the off-season, the suspension will carry over to the following season.)
- C. The student-athlete agrees to enter into substance abuse counseling at his or her expense, within thirty (30) days of the confirmed positive test. Counseling continues for such time as deemed appropriate by the substance abuse counselor.
- D. The student-athlete and Director of Athletics sign a contract statement, acknowledging the positive test and the term of the nonrestrictive probation. Refusal to sign the contract statement will result in immediate dismissal from the athletic program.
- E. Any student-athlete having testing positive will be subject to follow-up testing as set forth by the Director of Athletics, Compliance Director, and the Substance Abuse Counselor at any time.
- F. The Student-athlete's head coach has the option to impose additional sanctions, including but not limited to, indefinite suspension, revoking team privileges, and travel. Any student-athlete participating in multiple sports may also be disciplined by that head coach for the positive test even if not in-season at the time of the positive test result.

2. Second Positive Test

- A. Student-athlete meets with the Director of Athletics, Head Athletic Trainer, Compliance Director, and Head Coach and is advised of the test result.
 - B. The student-athlete will be suspended from all intercollegiate competition for one full calendar year from the date of the positive test.
 - C. The student-athlete agrees to enter into substance abuse counseling at his or her expense, within thirty (30) days of the confirmed positive test. Counseling continues for such time as deemed appropriate by the substance abuse counselor.
 - D. The student-athlete and Director of Athletics sign a contract statement, acknowledging the positive test and the term of the nonrestrictive probation. Refusal to sign the contract statement will result in immediate dismissal from the athletic program.
 - E. Any student-athlete having testing positive will be subject to follow-up testing as set forth by the Director of Athletics, Compliance Director, and the Substance Abuse Counselor at any time.
3. Refusal of testing, attempted manipulation, attempted adulteration, attempted substitution, and excessive diluted samples are considered to be a confirmed positive test.
 4. Confirmed positive tests accumulate through the student-athletes career at Ferrum College.

Falsification of Test Results

Any attempt to falsify test results by providing false information, altering a urine sample, manipulating test results or any other conscientious effort to circumvent the process will result in an automatic suspension from participation in CSU's athletic program for a period of not less than six months.

Selection of a Lab

An appropriate lab will be selected based upon the following basic criteria:

1. Ability to provide appropriate, initial screening procedures and confirmatory testing.
2. Documented accuracy rates with respect to false-positive results.
3. Appropriate chain of custody plan which will minimize the possibility of inaccurate results.
4. Availability of confirmation affidavits from analysts/toxicologists upon request.
5. Convenience with respect to sample storage and transportation and prompt reporting of test results.
6. Only a Substance Abuse and Mental Health Services Administration approved lab.
7. Cost.

Appeals Process

1. A positive finding may be appealed by the institution to the NCAA or by the student-athlete. The student-athlete will remain ineligible pending the outcome of the appeal.
2. The request for an appeal should be submitted to the Director of Athletics in writing within two (2) business days of confirmation of the positive drug test.
3. The appeal process shall be conducted by a face-to-face conference with the student-athlete, Director of Athletics, NCAA Compliance Director, Faculty Athletic Representative, and Head Athletic Trainer.
4. Copies of the laboratory report will be made available.
5. Staff from Drug Free Sport staff may serve as consultants if deemed necessary.

Safe Harbor/Self-Referral

A student-athlete eligible for the Safe Harbor Program may refer himself/herself for voluntary evaluation, testing and treatment for alcohol or drug problems. A student-athlete is not eligible to enter the Safe Harbor Program:

1. More than one (1) time
2. After he/she has been informed of an impending drug test;
3. After documentation of a positive drug test; or
4. Thirty (30) days prior to NCAA or Conference postseason competition.

Ferrum College will work with the student to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanctions except those listed in this section (i.e. the team physician may suspend the student from play or practice if medically indicated). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan. If a student-athlete is determined to have new banned substance use and/or alcohol use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate disciplinary actions as detailed in the Ferrum College Department of Athletics Drug Testing Policy and Procedures. Entering the Safe Harbor Program will be treated as one of the disciplinary action phases and any positive test indicating new banned substance use and/or alcohol use after the initial Safe Harbor Program test will be treated as the next subsequent positive. While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Ferrum College. Students in the Safe Harbor Program may be selected for drug testing by the NCAA. The Director of Athletics, Team Physician, Head Athletic Trainer, Assistant Director of Athletics for Student Services and the student-athlete's Head Coach may be informed of the student-athlete's participation in the Safe Harbor Program. The athletic trainer assigned to the student-athlete's sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the Head Coach. Other University employees may be informed only the extent necessary for the implementation of this policy.

2014-15 NCAA Banned Drugs

The NCAA bans the following classes of drugs:

- a. Stimulants
- b. Anabolic Agents
- c. Alcohol and Beta Blockers (banned for rifle only)
- d. Diuretics and Other Masking Agents
- e. Street Drugs
- f. Peptide Hormones and Analogues
- g. Anti-estrogens
- h. Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

- a. Blood Doping.

- b. Local Anesthetics (under some conditions).
- c. Manipulation of Urine Samples.
- d. Beta-2 Agonists permitted only by prescription and inhalation.
- e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with your athletics department staff!

- ▶ Dietary supplements are not well regulated and may cause a positive drug test result.
- ▶ Student-athletes have tested positive and lost their eligibility using dietary supplements.
- ▶ Many dietary supplements are contaminated with banned drugs not listed on the label.
- ▶ **Any product containing a dietary supplement ingredient is taken at your own risk.**

It is your responsibility to check with the appropriate athletics staff before using any substance.

Note to Student-Athletes: There is no complete list of banned substances.

Do not rely on this list to rule out any supplement ingredient.

Check with your athletics department staff prior to using a supplement.

Some Examples of NCAA Banned Substances in Each Drug Class

- ▶ Stimulants:
amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, etc.
exceptions: phenylephrine and pseudoephedrine are not banned.
- ▶ Anabolic Agents – (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione)
Boldenone; clenbuterol; DHEA (7-Keto); nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.
- ▶ Alcohol and Beta Blockers (banned for rifle only):
alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.
- ▶ Diuretics (water pills) and Other Masking Agents:
bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.
- ▶ Street Drugs:
heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (eg. spice, K2, JWH-018, JWH-073)
- ▶ Peptide Hormones and Analogues:
growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.
- ▶ Anti-Estrogens :
anastrozole; tamoxifen; formestane; 3,17-dioxo-etiochol-1,4,6-triene(ATD), etc.
- ▶ Beta-2 Agonists:
bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by **contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesport.com/rec password ncaa1, ncaa2 or ncaa3.**

It is your responsibility to check with the appropriate athletics staff before using any substance.

**Ferrum College
Department of Athletics
Substance Abuse Informed Consent Statement**

I hereby acknowledge that I have reviewed a copy of the Ferrum College Department of Athletics Substance Abuse Policy, that it has been thoroughly explained to me, and that I have been given the opportunity to ask any questions regarding this policy.

I understand the aforementioned policy and my responsibilities thereto.

I hereby consent to have a sample of my urine collected and tested for the presence of drugs and to be tested for alcohol content in my system in accordance with the Ferrum College Department of Athletics drug testing program.

I understand that this testing will occur at any time or times as deemed appropriate by the Director of Athletics.

I understand that any urine samples will be sent only to a licensed medical laboratory for actual testing, and that the samples will be coded to provide confidentiality. I will release and hold harmless the collections facility, MRO, and laboratory from any liability arising from this request to furnish this sample, the testing of the sample, and any decisions made based upon the results of the drug test.

I authorized the release of my urine testing results to those individuals identified in the Ferrum College Department of Athletics Substance Abuse Policy, and I understand that all results will be made available to me. I give my permission to the collection facility, MRO, CBAT, and laboratory to release the results of this test to the rightful designated parties. I will release any such person from liability for the release of this information.

I understand that I am free to withdraw this consent for urinalysis and alcohol testing. However, I understand that should I refuse to submit to testing at the time requested, I will not be permitted to participate in the Ferrum College Athletic program until such time as the Department of Athletics and Clayton State shall deem appropriate.

I understand that I am free to refuse to sign this statement, but should I refuse to sign this statement, I will not be permitted to participate in the Ferrum College athletic program.

I hereby release Ferrum College, its trustees, officers, employees, and agents from legal responsibility and /or liability for the release of such information and records and authorized by this form.

Signature of Student-Athlete

Date

**Ferrum College Department of Athletics
Student-Athlete Nutritional Supplement Disclosure and Review Form**

I, _____ am taking or intend to take the following nutritional supplements. I acknowledge the risk of losing my eligibility to participate in intercollegiate athletics if I test positive for an NCAA banned substance that may be found in any substance that I may take, regardless of the reason or purpose for taking such supplements.

I acknowledge and understand that the labeling on these products can be misleading and inaccurate, and that sale personnel are paid to sell these products and cannot accurately certify that these products contain no substances banned by the NCAA. Terms such as “healthy” or “naturally occurring” do not necessarily mean safe to take or use, or that the NCAA endorses a product or approves its usage.

Before taking or using any supplement, I am responsible for taking appropriate steps to ensure that it does not contain any substance banned by the NCAA. By making this disclosure, I am requesting that these products and their ingredients be reviewed by my medically safe to use and do not contain substances banned by the NCAA. I understand that I should not take or use these products until my institution’s head athletic trainer has approved their usage.

****If you are not taking any supplements currently please mark “none.” Sign and date this form.****
Remember if you begin taking a supplement you are responsible for notifying the head athletic trainer.

Brand Name	Listed Ingredients	Banned Substances
-------------------	---------------------------	--------------------------

1. _____

2. _____

3. _____

4. _____

Student-Athlete’s Signature	Date
------------------------------------	-------------

Athletic Trainer’s Signature	Date
-------------------------------------	-------------

**Ferrum College
Department of Athletics
First Positive Drug Test Contract Statement**

Student-Athlete _____ Sport(s) _____

I hereby acknowledge that I tested positive on _____, 20 ____ for _____.

I understand that the results of this test have been made known to me, the Director of Athletics, the Head Athletic Trainer, Compliance Director, and my Head Coach.

I understand that I had the opportunity to have the drug test repeated using the frozen portion of my original urine sample at my expense.

I understand that:

- I am immediately being placed on probation. I understand that I am suspended from 10% of competitions.
- I agree to enter into substance abuse counseling at my expense, within (30) days of the confirmed positive test. Counseling continues for such time as deemed appropriate by the substance abuse counselor.
- I will be subject to follow-up testing as set forth by the Director of Athletics, Compliance Director, and the Substance Abuse Counselor.
- I understand that I am free to refuse to sign this statement, but that such refusal will result in immediate dismissal from the Ferrum College Athletic Department.

Student-Athlete's Signature

Date

Athletic Director's Signature

Date

**Ferrum College
Department of Athletics
Second Positive Drug Test Contract Statement**

Student-Athlete _____ Sport(s) _____

I hereby acknowledge that I tested positive on _____, 20 ____ for _____.

I understand that the results of this test have been made known to me, the Director of Athletics, the Head Athletic Trainer, Compliance Director, and my Head Coach.

I understand that I had the opportunity to have the drug test repeated using the frozen portion of my original urine sample at my expense.

I understand that:

- I am immediately being placed on probation. I understand that I am suspended for one full calendar year from the Ferrum College Athletics Program.
- I agree to enter into substance abuse counseling at my expense, within (30) days of the confirmed positive test. Counseling continues for such time as deemed appropriate by the substance abuse counselor.
- I will be subject to follow-up testing as set forth by the Director of Athletics, Compliance Director, and the Substance Abuse Counselor.
- I understand that I am free to refuse to sign this statement, but that such refusal will result in immediate dismissal from the Ferrum College Athletic

Student-Athlete's Signature

Date

Athletic Director's Signature

Date

**Ferrum College
Department of Athletics
Drug Testing Reasonable Suspicion Reporting Form**

I, _____, under the reasonable suspicion clause that is outlined in the Ferrum College Drug Education and Drug Testing Policy, report the following objective sign(s), symptom(s), or behavior(s) that I reasonably believe warrant _____ be referred to the Director of Athletics or their designee for possible drug testing. The following sign(s), symptom(s), or behavior(s) were observed by me over the past _____ hours and/or _____ days.

Please check below all that apply:

The Student-Athlete has shown:

- Irritability
- loss of temper
- poor motivation
- failure to follow directions
- verbal outburst (to faculty, staff, team)
- physical outburst (throwing equipment)
- emotional outburst (crying)
- weight gain
- weight loss
- sloppy hygiene and/or appearance

The Student-Athlete has been:

- late for practice
- late for class
- not attending class
- receiving poor grades
- staying up too late
- missing appointments
- missing/skipping meals

The Student-Athlete has demonstrated the following:

- dilated pupils
- constricted pupils
- red eyes
- smell of alcohol on the breath
- smell of marijuana
- Staggering or difficulty walking
- constantly running and/or red nose
- recurrent bouts with a cold or the flu
- overstimulated or hyper
- excessive talking
- withdrawn and/or less communicative
- periods of memory loss
- slurred speech
- recurrent motor vehicle accidents/violations
- recurrent violations of Ferrum College Student Code of Conduct

Other specific objective findings include: _____

Print Name of Athletic Dept. Staff Signature of Athletic Dept. Staff Date

Print Name of Athletic Director Signature of Athletic Director Date

Reasonable Suspicion finding upheld

Reasonable suspicion finding denied

**Ferrum College
Department of Athletics
Drug and Alcohol Testing Program Student-Athlete Notification Form**

Student-Athlete: _____ Sport(s): _____

Date of notification: _____ Time of notification: _____ AM / PM

I, _____, the undersigned:
Student-athlete name

Acknowledge being notified to appear for institutional drug and alcohol testing and have been notified to report to the drug and alcohol testing station at:

_____, on _____ on or before _____ AM/PM
(Location) (Date) (Time)

- I will be prepared to provide an adequate urine specimen and will not over hydrate. I understand that providing numerous diluted specimens may be cause for follow-up drug testing.
- I will be prepared to provide adequate saliva sample if necessary and will not eat or drink at least 10 minutes prior to providing a saliva sample.
- I will be prepared to provide an adequate hair sample if necessary.
- I understand that I may have a witness accompany me to the drug and alcohol testing site.
- I understand that failure to appear at the site on or before the designated time will constitute a withdrawal of my previous consent to be tested as part of the Institutional Drug and Alcohol Testing Consent and will result in a penalty.

By signing below, I acknowledge being notified of my participation in institutional drug and alcohol testing, and I am aware of what is required of me in preparation for this drug and alcohol testing event.

Student-Athlete Signature: _____ Date: _____

I can be reached at the following telephone number on test day: _____

Ferrum College institutional representative retain top portion of completed form.

Student-Athlete: _____

Name of test facility: _____

Location of test: _____

Date of test: _____

Time to report: _____

Report to the test site with photographic identification. Do not drink too many fluids.

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)

Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	
Substance/Quantity		Penalty		
Any Amount Of Other Schedule I & II Substances		First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if not an individual.		
Any Drug Product Containing Gamma Hydroxybutyric Acid		Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Flunitrazepam (Schedule IV) 1 Gram				
Any Amount Of Other Schedule III Drugs		First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.		
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)		First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.		
Any Amount Of All Schedule V Drugs		First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.		

Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule I Substances	
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	<p>First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.</p> <p>Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.</p>
Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	<p>First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.</p> <p>Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50million if other than an individual.</p>
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	<p>First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.</p>
Hashish More than 10 kilograms	<p>Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.</p>
Hashish Oil More than 1 kilogram	
Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight)	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.</p>
1 to 49 marijuana plants	
Hashish 10 kilograms or less	
Hashish Oil 1 kilogram or less	

Financial Policies

All returning students must indicate their intention of enrolling for the next academic year by remitting a confirmation deposit of \$250 prior to March 15.

Payment of Tuition, General Fees, Room and Board

Students are billed prior to the beginning of each semester for tuition, general fees, and room and board. Student accounts, after adjustments for Financial Aid, are required to be paid in full prior to the student attending classes, or participating in other college activities. (Exceptions: See the Monthly Payment Plan above.) For payments other than cash or credit cards, Ferrum College reserves the right to withhold services including, but not limited to, transcripts, grades and diplomas until method of payment has successfully been processed through all financial institutions. Any unpaid balances after September 1 may be subject to a finance charge.

All inquiries concerning financial aid and student loans should be made to the Financial Aid Office in advance. Prompt return of accurate and complete information will prevent delays in financial aid processing.

In order to avoid a delay in receiving academic information, all costs and charges must be paid in full prior to the student leaving college due to graduation, transfer, or any other reason. Any student who has an account balance will not receive a transcript, certificate, diploma, or any other academic information. Furthermore, should formal collection become necessary to collect past due accounts, an additional 50% of the unpaid balance plus all attorneys' fees will be assessed by the collection agency for expenses incurred in the collection process.

Institutional Withdrawal Policy (Also applies to moving off campus during the semester)

SCALE 1: Students who withdraw will be charged for tuition, room and board, based on the following:

During the first week of the semester 20%
During the second week of the semester 40%
During the third week of the semester 60%
During the fourth week of the semester 80%

SCALE 2: In situations involving suspension or expulsion of a student, charges for tuition, room and board will be based on the following:

During the first week of the semester 40%
During the second week of the semester 60%
During the third week of the semester 80%
During the fourth week of the semester 100%

The above scale does not apply to fees. Fees are charged at 100%.

After four weeks of any semester, no adjustments to any charges will be given.

Title IV aid recipients will have their financial aid pro-rated if they withdraw within the first 60% of the semester.

The College's complete refund policy is published on the Ferrum College website under Financial Aid.

Ferrum College Grant Funds Policy

Ferrum College funds (Merit Grants, FC Grants, FC Scholarship, Endowments, etc.) will be prorated based on SCALE 1 as listed above. (i.e. Students will receive 20% of total Ferrum College Grant funds if they are charged 20% and withdraw in the first week).

Students who are expelled/suspended will receive institutional funds based on SCALE 2. (i.e. If a student is suspended in the first week, the student will be charged 40% and only receive 20% of their institutional funds.)

Return of Title IV Funds Policy (Federal Withdrawal Policy)

When a student withdraws from coursework before 60% of the semester is completed (**regardless of the reason for the withdrawal**), a Title IV refund is **required** by federal laws. Title IV refund refers to all Title IV Federal funds such as Pell Grants, SEOG Grants, Iraq/Afghanistan Service Grant, TEACH Grants, Perkins Loans, Stafford Loans (Subsidized and Unsubsidized), and PLUS Loans. For example, if a student withdraws on day 30 of a semester that is 100 days in length (Week 4), they essentially would be eligible for 30% of any Title IV aid received. ($30/100=30\%$). This percentage is the amount of Title IV aid "earned" by the student.

Assume that the student received an award of \$2775 Pell Grant, \$350 SEOG, \$7000 Ferrum Grant, \$750 Perkins, and \$1742 in Subsidized Stafford Loan for a total of \$12,617 (both Federal and Institutional funds) for the semester.

Total Federal Funds \$5617 multiplied by percentage earned 30%

Federal Funds Earned to Date \$1685.10

Essentially the institution would be required to refund \$3931.90 of the students Title IV federal aid since this portion is considered "unearned" by the student. The student would then be responsible for payment of these funds and any other outstanding balance to Ferrum College after the adjustments have been made.

Only aid that is final and disbursed is eligible to be included in the total Title IV and Ferrum Grant aid figure.

(i.e. if a student fails to sign a promissory note and their Stafford Loan has not yet been disbursed, the student may no longer be eligible for those funds).

Additional Information

A student who earns a grade of "F" or "I" in all classes at the end of the semester is also subject to the Return of Title IV policy. Professors will be e-mailed to verify the last date of attendance in class and the withdrawal calculation will be completed based on the professor's certification of the last day the student attended the course.

Note: If a student withdraws before census date (4th Friday of class or end of drop/add period) they will lose eligibility for state aid such as the Virginia Tuition Assistance Grant (VTAG), College Scholarship Assistance program (CSAP), and Higher Education Teacher Assistance Program (HETAP).
