

TIGER SPORTS CAMP WORKER DOCUMENT CHECKLIST

NAME: _____
(Full Legal Name)

Student Athlete: _____
(Yes/No)

SPORT: _____

Camp Job Title: _____

INDEPENDENT CONTRACTOR

- Independent Contractor Agreement (*Confirm Exhibit A is completed*)
- Acknowledgement of Independent Contractor Status
- Camp Staff Member Background Check
- Louisiana Mandated Reporter Training Certification (*date completed _____*)
- Camp Staff Member IAWP Verification Form (*if applicable*)

EMPLOYEE

CHOOSE ONE	<input type="checkbox"/> HOURLY – Pay Rate: _____	<input type="checkbox"/> SALARY
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Returning Emp. **New Emp.**

- W-4 (*If new employee*)
- L-4 (*If new employee*)
- I-9 (*If new employee*)
- LSU Compliance Camp Staff Member Employment Agreement Form
- Camp Staff Member Background Check
- Louisiana Mandated Reporter Training Certification (*date completed _____*)
- Camp Staff Member IAWP Verification Form (*if applicable*)

FOR TSC ACCOUNTING USE ONLY

DOCUMENTS VERIFIED BY: _____

DATE: _____

PEACH SET UP BY: _____ Emp./Vendor ID: _____

DATE: _____

REVIEWED BY: _____

DATE: _____

SCANNED BY: _____

DATE: _____

SCAN VERIFIED BY: _____

DATE: _____

INDEPENDENT CONTRACTOR AGREEMENT
FOR ATHLETIC RELATED SERVICES

_____ a Louisiana corporation, (hereinafter Company), with
(Name of Sports Camp)
its principal place of business located in Baton Rouge, Louisiana, hereby retains the services
of _____, (hereinafter "Contractor"), to perform athletic related services on
(Individual's Name)
behalf of the Company, and Contractor hereby accepts such assignments in accordance with the terms
and conditions provided for herein.

1. The Contractor is declared to be an independent contractor and has no authority to act for or on behalf of the Company or to bind the Company to any Agreement on any matter. The term of this Agreement shall commence on the date below signed, and shall extend for a period of ninety (90) days thereafter.

2. The Contractor shall perform services in connection with the athletic related and instruction services offered by the Company. Contractor will not be provided with an office, and must provide his own supplies and equipment. Contractor shall perform such service during such times as are within the discretion of Contractor. The Company will not supervise the regular services of Contractor. The Company will maintain general liability insurance related to the services offered by the Company. Contractor retains the right to contact for similar services with other businesses.

3. Both the Contractor and the Company agree that the relationship created by this Agreement is that of independent contractor and not that of employee. The Contractor is responsible for the payment of any taxes, including, without limitation, all federal, state and local personal and business income taxes, sales and use taxes, other business taxes and license fees arising out of the activities of the Contractor. Contractor shall be compensated in accordance with a schedule attached hereto as Exhibit "A". Said compensation may be amended at any time pursuant to a written agreement. Said compensation shall not be disclosed to any third party.

4. Contractor agrees to obtain an employer identification number from the Internal Revenue Service and to furnish such number to the Company on Form W-9. Contractor agrees that Contractor will comply with all tax laws applicable to the operation of Contractor's independent contractor business, including the reporting of all gross receipts as income from the operation of the business, the payment of all self-employment taxes, compliance with all employment tax requirements for withholding on any employees used by Contractor and compliance with state employment workmen's compensation laws. Contractor acknowledges that the compensation paid to Contractor hereunder will be reported to him and the appropriate authorities on Form 1099 using the employer identification number contractor furnishes to the Company and that, since Contractor is not an employee, Contractor will not receive a W-2 Form nor will there be any income or employment tax withholding on the amounts paid to Contractor by the Company.

Camp Director Name (Print)

Contractor Name (Print)

Camp Director Signature

Contractor Signature

Date

Date

EXHIBIT A

_____ agrees to pay _____
(Name of Sports Camp) (Contractor Name)
for services rendered during the period of _____ in an amount not
(Date Range)
to exceed _____ .
(Amount)

Credentials for Working Camp – Circle One

Bus Driver	Coach - High School Coach	Referee/Official
Clerical Student Worker	Coach - LSU Coach	Student Athlete
Clerical/Administration	Concession Worker	Trainer
Coach - 2 Year Institution Coach	Graduate Assistant	Other (Please Specify) _____
Coach - 4 Year Institution Coach	LSU NonCoaching Staff	
Coach - Club Coach	Manager	

RULES REGARDING EMPLOYMENT OF CAMP WORKERS LSU COMPLIANCE

* NCAA Bylaw 13.12 governs sports camps/clinics. As a camp worker you are subject to adhering to all NCAA and SEC regulations. Please read the following statements carefully and certify your understanding by printing and signing your name below.

Name of Camp Worker: _____

SSN of Camp Worker: _____

Address: _____

City, State & Zip: _____

Sport: _____

Date(s) of camp/clinic: _____

1. NCAA regulations prohibit the employment of high school athletic award winners in institutional sports camps.
2. NCAA regulations prohibit the employment of Junior college student-athletes in an institutional sports camp.
3. Prospective student-athletes who have signed a NLI may not work sports camps/clinics.
4. Current Student-athletes may work camp/clinics with prior approval of Athletic Director.
5. All camp workers must be credentialed and qualified to work camp/clinics.
6. Camp workers are responsible for the safety and well being of all campers.
7. Camp workers cannot have any felony arrests.
8. Camp workers cannot have any previous arrests and/or legal incidents resulting in endangerment of a juvenile, child pornography or any improper sexual activity with a juvenile.
9. Camp workers cannot transport prospects and/or provide complimentary camp gear to prospective student-athletes.

I signature below indicates my understanding of the expectations of serving as a camp counselor and my intent to comply with the stipulations listed above. I understand that I am responsible for alerting the camp director of any prior arrests and/or legal issues.

Printed Name of Camp Worker

Date

Signature of Camp Worker

Date

**ACKNOWLEDGEMENT
OF
INDEPENDENT CONTRACTOR STATUS**

The Contractor hereby acknowledges that the IRS may not respect Section 3 of that certain Independent Contractor Agreement for Athletic Related Services entered into between _____, a Louisiana corporation (the
(Name of Sports Camp)
"Company"), and _____ (the "Contractor") dated the ___ day of
(Individual's Name)
_____, 20__ (the "Services Agreement"), which generally provides that Contractor and the Company agree that the relationship created by the Services Agreement is that of an independent contractor and the Contractor is responsible for the payment of all taxes arising out of the activities of the Contractor. The Contractor further acknowledges that the Company may be subject to taxes, penalties and interest should the IRS fail to respect Section 3 of the Services Contract.

In consideration of the terms and conditions provided for in the Services Agreement and the premises, the Contractor hereby agrees as follows:

1. The Contractor shall treat his relationship with the Company as an independent contractor relationship for all purposes of the Internal Revenue Code of 1986, as amended (the "Code"), and applicable state tax laws, including but not limited to Chapter 2 of Subtitle A of the Code (Tax on Self-Employment Income) and Subtitle C of the Code (Employment Taxes).

2. The Contractor shall report on his federal and state income tax returns all income received by him pursuant to the Services Agreement (the "Remuneration") as income received from a trade or business subject to self-employment tax. Further, the

Contractor shall pay all federal self-employment taxes shown on his federal income tax return that are attributable to the Remuneration.

3. Upon request of the Company, the Contractor shall properly complete and execute a Form 4669, Statement of Payments Received, a copy of which is attached. The Contractor shall provide such Form 4669 to the Company within 30 days of the Company sending a written request to the Contractor via USPS mail or comparable delivery service to the following address:

(Contractor's Mailing Address)

4. Should the Contractor fail to satisfy any covenant or obligation contained herein, the Contractor shall indemnify and hold harmless the Company for all federal and state withholding and employment taxes that Company pays with respect to the Remuneration. The Contractor shall satisfy its indemnification and hold harmless obligation set forth in the preceding sentence within 30 days of Company sending a written demand to the Contractor via USPS mail or comparable delivery service to the address set forth in the preceding section.

5. All covenants and obligations contained herein shall survive until the expiration of all statutes of limitation with respect to the Company's obligation, if any, to report and pay any federal and state withholding and employment taxes with respect to the Remuneration.

6. Should a court of competent jurisdiction finally determine that any provision of this Acknowledgement as written is not enforceable under applicable law, it

shall be reformed to the minimum extent necessary to cause it to be enforceable, but if such reformation is impossible or the provision as reformed would not effectuate the general intentions of the parties, such a determination shall not affect the enforceability and validity of any other provisions contained herein.

7. This Acknowledgement shall be binding upon the Contractor and his heirs, personal representatives, successors and assigns. This Acknowledgement supersedes any and all prior agreements respecting the subject matter hereof.

Executed this ___ day of _____, 20___, in Baton Rouge, Louisiana.

Signed: _____
(Signature of Individual)

Name: _____
(Print name of Individual)

Title: _____
(Print Individual's Title)

BACKGROUND CHECK PROCESS

- **Send Background Check Link to Camp Worker** – Send link to camp worker at least two weeks prior to the camp start in order to allow for time required to conduct the background checks. Each camp has received a link specific to that camp that can be forward to potential camp staff to complete the necessary documentation and authorize a background check. All individuals (paid and volunteer) must complete a background check prior to working camp.
- **Order Background Check at www.averity.com** – A username and password has been created for each individual identified by each camp as having responsibility to monitor this database. This login information was sent with links to the database systems. If you don't have, or have lost, the username and password, please contact Miriam Segar at tafcamp@lsu.edu to obtain a new one. See the User Guide below for detailed instructions on how to order a background check
- **Print completed background check** – Attach completed background check to camp worker packet.
- **Notify LSU of Background Check Results** – Notify Miriam Segar at tafcamp@lsu.edu if a worker did not have a clean background check.

Confidentiality

To help ensure confidentiality of information relating to background checks, it is recommended that no Sports Camp personnel, other than the Camp Director and Sports Camp Owner, be notified of or given access to an applicant's criminal history. The criminal background reports should be kept in secure location for a period as required by applicable law or, three years whichever is later.

USER GUIDE

ORDERING A BACKGROUND CHECK

Once an applicant has completed the online application, the department representative will receive an email notification and log in to their account to order the background check.

- 1) To order the background check, click the box next to the applicant's name (highlighting the row blue) and select "Order Background Check" from the actions menu on the left.



2) Select the National Combo Search package and select “Next”.

3) Select the county you wish to order (the county will auto populate according to the zip code provided by the applicant) and click on “Use this County”.

You will get to the following screen, click next.

Now you will reach the following screen, to order the background check make sure to click “Submit for Background Check.”

- 4) Once you submit the background check, you will be rerouted to the “New Applicant Detail” screen; you can ignore that and go to the “Pipeline>All” tab on the left.

VIEWING AND PRINTING APPLICATION/APPLICATION QUESTIONS

- 5) Once an applicant has completed an application, his information will be located under the “Pipeline>All” tab to the left. To view the application, click the box next to the applicants name (highlighting the row blue) and select “Open” to access the applicants profile.

Report	Training	Date	First	Last	Phone	Department	Position
<input type="checkbox"/>		05/01/2013	T	S	(212)555-1212	Baseball	Coach - Baseball
<input type="checkbox"/>		05/01/2013	M	S	(212)225-1212	Baseball	Coach - Baseball
<input checked="" type="checkbox"/>	P	05/01/2013	Minam	Sege	(000)000-0000	Baseball	Coach - Baseball
<input type="checkbox"/>		03/28/2013	Sharon	Kelley		Baseball	Coach - Baseball
<input type="checkbox"/>		02/04/2013	m	m	(000)564-5642	Baseball	Coach - Baseball

- 6) To view the entire application, go under the “Application” tab at the top of the profile and click on “View Application Form”. Once the application form (screenshot only shows general information, but the application questions are located towards to bottom of the page) has been opened, you can print it by holding the “ctrl” key on your keyboard and clicking the “P” key (this will open up your printing options).

Applicant Detail & Background Check Request - (click on tabs)

Previous Info

[View Authorization Form](#)

Date: 5/1/2013

First Name: [Redacted]

Middle Name: [Redacted]

Last Name: [Redacted]

Other Names Used: (mother's maiden name required for Puerto Rico searches)

Social Security: [Redacted]

D.O.B.: [Redacted]

Sex: [Redacted]

Ethnicity: [Redacted]

Phone: [Redacted]

Driver's License: [Redacted]

DL State: [Redacted]

[View Application Form](#)

Position: Coach - Baseball

Requirements: Criminal Background Check

- Web Inquiries (0)
- Pipeline (5)
- Background Checks (0)
- Training (0)
- Settings
- Reports
- Imports

Application Form

Position: Coach - Baseball

Full Name: Minam F Segar
First Middle Last

Former Name(s) and Dates Used: [Redacted]
Maiden Name Year Married

Current Address Since: [Redacted] / [Redacted]
(MM / YY) Street, apartment, etc.

[Redacted] LA [Redacted]
City State Zip

Previous Address From: [Redacted] / [Redacted]
(MM / YY) Street, apartment, etc.

[Redacted] [Redacted] [Redacted]
City State Zip

Previous Address From: [Redacted] / [Redacted]
(MM / YY) Street, apartment, etc.

[Redacted] [Redacted] [Redacted]
City State Zip

Social Security Number: 00000000
Required Only for Identity Verification Purposes

Date of Birth: 12/31/1998
(MM/DD/YY)

Gender: Female

Phone Number: 000000000

Email: MSegar@isu.edu

Drivers License: 000000000000 LA
Number State

7) To just view the application questions, select “Application Questions” from the profile tabs.

Background Check	Training	Authorization	Application	Application Questions
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Application Questions

1. **Credential to Work Camp**
2. **Please Specify Credentials to Work Camp if Other**
3. **Current Employer**
4. **What is your current Job Title**
5. **Current Employer's Phone Number**
6. **Current Employer's City and State**
7. **Previous Employer**
8. **Previous Employer's Phone Number**
9. **Previous Employer's City and State**
10. **Reference Name**
11. **Reference Phone Number**

VIEW AND PRINT REPORTS

8) Once a background check has been completed for an applicant, you will receive an email notification to let you know that you can log in to your account and view the results. To view the results you will click on the green “C” (under the report column) next to the applicants name; this will open a PDF file that you can print.

	Report	Training
<input type="checkbox"/>		
<input type="checkbox"/>	C	
<input type="checkbox"/>	C	
<input type="checkbox"/>	C	
<input type="checkbox"/>	C	

MANDATED REPORTER TRAINING CERTIFICATION

- **Send DCFS Mandated Reporter Training Link to Camp Worker** – Send this link to each camp worker: <https://moodle.dcfslouisiana.gov/login/index.php>, along with the detailed instruction pages below. LSU requires that all members of your camps staff and/or volunteers complete the Mandated Reporter training available on the state of Louisiana Department of Children & Family Services website.
- **Create a New Account** – Camp worker will create an account in order to access the required training following the instructions provided below.
- **Complete the Training** – Camp worker completes the training. (See detailed instructions with screen shots below.)
- **Print Proof of Completion** – Camp worker will obtain proof of completion and provide documentation to camp director. Camp director will attach certification to camp worker packet.
- **Forward Proof of Completion to LSU** – A copy of the certification must also be forwarded to LSU Finance and Administrative Services via email to Ashley Territo at aterrito@lsu.edu.

A new state law has been enacted effective August 1, 2013 requiring training for “Mandated Reporters.” Included in the definition of Mandated Reporters are “health practitioners, teaching or child care providers, organizational or youth activity providers and coaches.” LSU requires that all members of your camps staff and/or volunteers complete the Mandated Reporter training available on the state of Louisiana Department of Children & Family Services. There is no cost associated with the training.

LSU will not authorize your camp or program to proceed without proof that the aforementioned training has been satisfactorily completed. The director of each Summer Youth Camp Program is accountable for all staff and/or volunteers completing the training and providing proof of completion to Finance and Administrative Services via aterrito@lsu.edu. **The certification must also be completed, printed and returned as part of the employment packet prepared for TAF in order for camp staff members to receive payment. This requirement is effective May 1, 2014.**

To read more about the Louisiana Mandatory Reporter Law, follow the link below:
<http://www.dcfslouisiana.gov/index.cfm?md=newsroom&tmp=detail&articleID=575>.

MANDATED REPORTER TRAINING CERTIFICATION

Click the link provided (<https://moodle.dcfcs.la.gov/login/index.php>) to begin the process. You will see the following log in page. Select Create new account.

Department of Children & Family Services
Building a Stronger Louisiana

DCFS > Login to the site English (en_us)

Returning to this web site?

Login here using your username and password (Cookies must be enabled in your browser) ?

Username

Password

Some courses may allow guest access

Forgotten your username or password?

Is this your first time here?

Hi! For full access to courses you'll need to take a minute to create a new account for yourself on this web site. Each of the individual courses may also have a one-time "enrollment key", which you won't need until later. Here are the steps:

1. Fill out the **New Account** form with your details.
2. An email will be immediately sent to your email address.
3. Read your email, and click on the web link it contains.
4. Your account will be confirmed and you will be logged in.
5. Now, select the course you want to participate in.
6. If you are prompted for an "enrollment key" - use the one that your teacher has given you. This will "enroll" you in the course.
7. You can now access the full course. From now on you will only need to enter your personal username and password (in the form on this page) to log in and access any course you have enrolled in.

You are not logged in. (Login)

100%

Complete the required fields and then select Create my New Account.

Department of Children & Family Services
Building a Stronger Louisiana

DCFS > Login > New account English (en_us)

Choose your username and password

Username (will be prefixed with "ext")*

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s)

Password* Unmask

More details

Email address*

Email (again)*

First name*

Last name*

City/town*

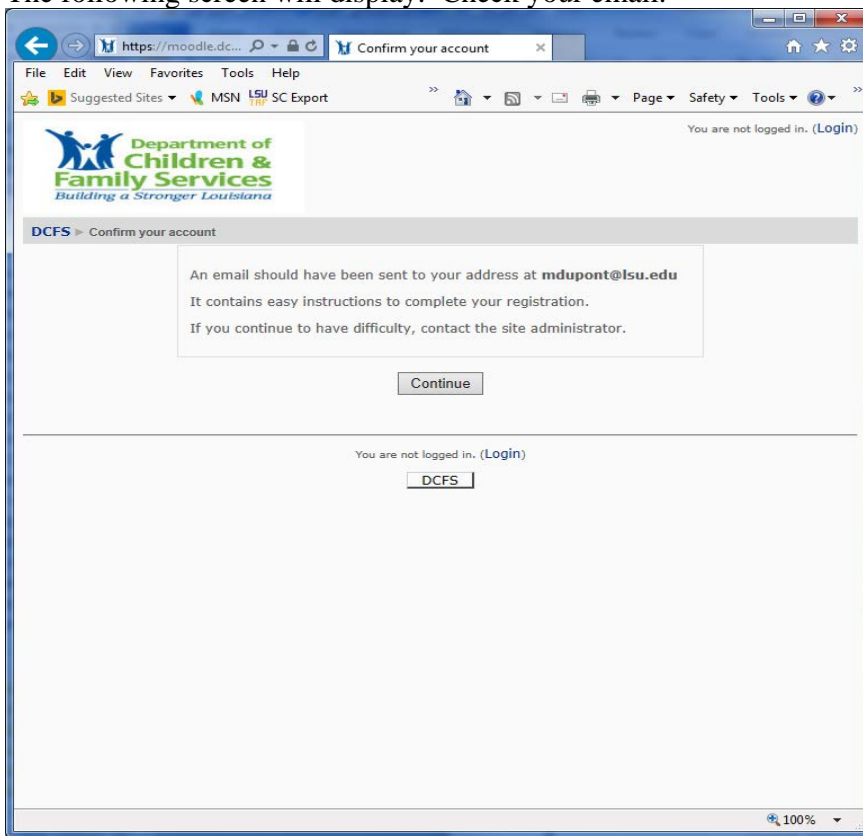
Country*

There are required fields in this form marked*.

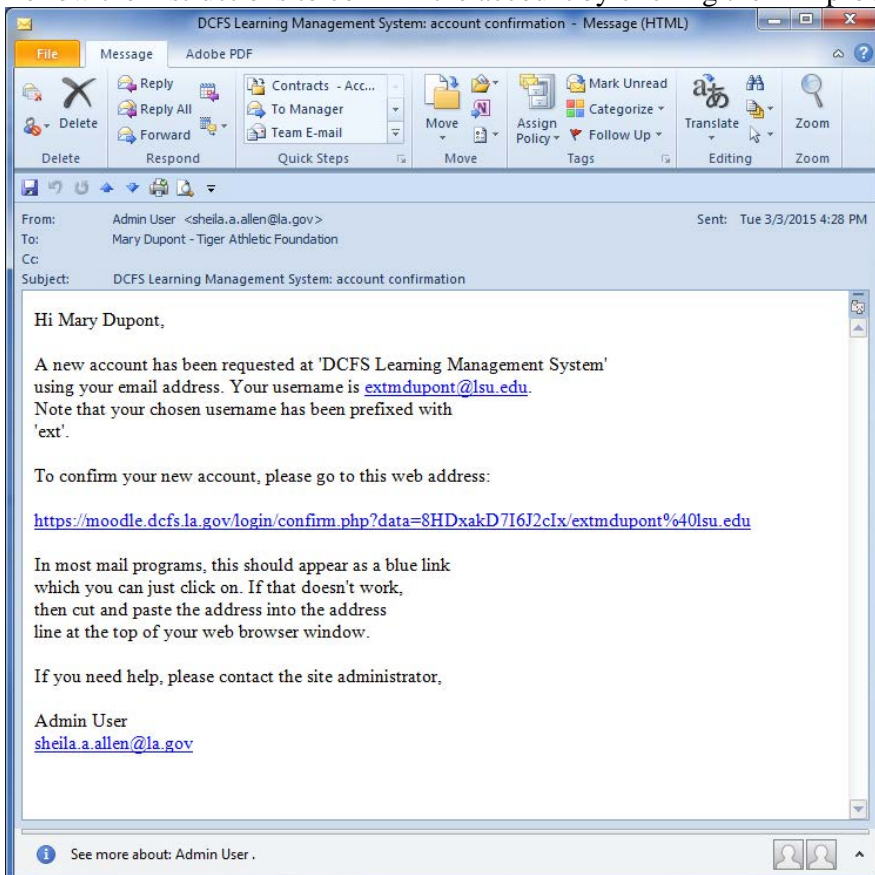
You are not logged in. (Login)

100%

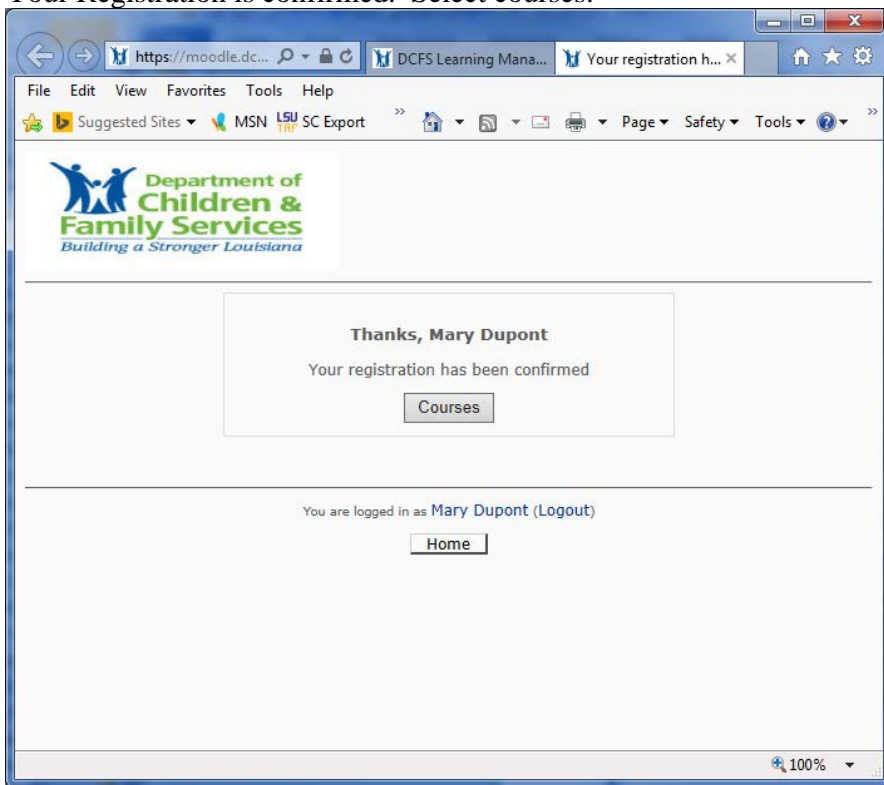
The following screen will display. Check your email.



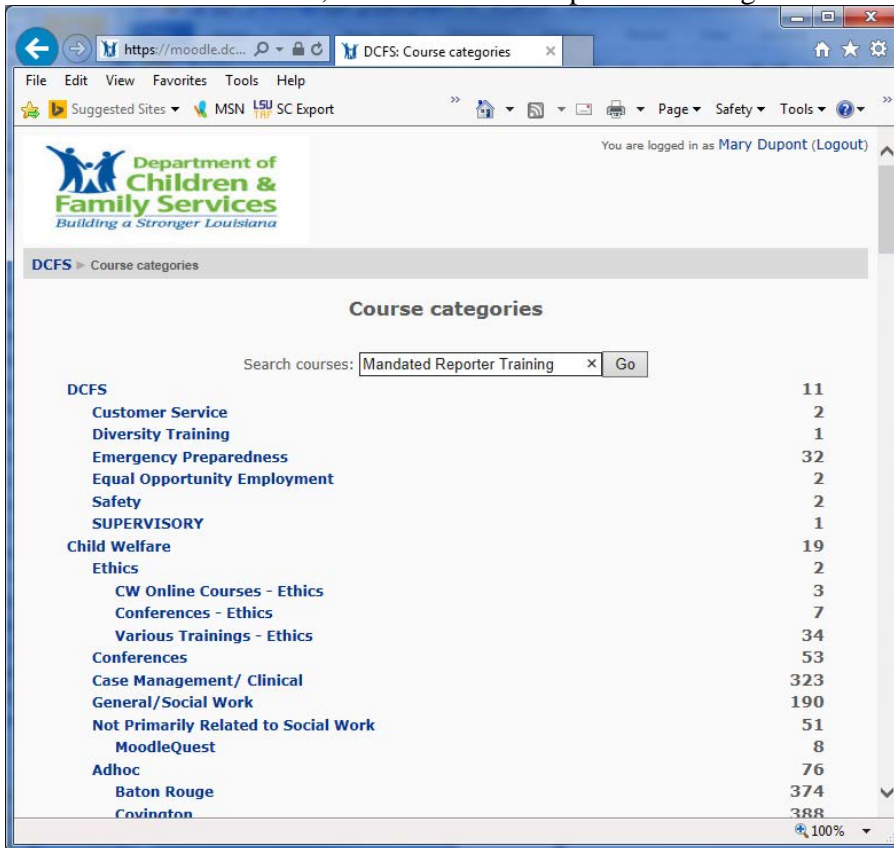
Follow the instructions to confirm the account by clicking the link provided in the email.



Your Registration is confirmed. Select courses.



In the Search courses box, enter Mandated Reporter Training. Click Go.



Select Louisiana Mandated Reporter Training (third on this list view).

The screenshot shows a web browser window with the URL <https://moodle.dcfsc.com/>. The page header includes the Department of Children & Family Services logo and the text "Building a Stronger Louisiana". The user is logged in as Mary Dupont. The search bar contains "Mandated Reporter Train" and the search results show 4 items. The third item is "Louisiana Mandated Reporter Training".

DCFS > Courses > Search > 'Mandated Reporter Training'

Search courses:

Search results: 4

Ah-PCAL-Mandated Reporter Training-2013
Teacher: Britiny Brooks
Category: Child Welfare / Adhoc / Lake Charles

IV-E Student Internship2
This curriculum offers student interns "Physical Indicators of Child Maltreatment", "Worker Safety" and overview of DCS policy, ethics and the foster care program specifically in regards to student internships. Emphasis is also given to responsibility as a mandated reporter, the child welfare laws, interviewing, and cultural competency. IV-E and Child Welfare Scholar senior BSW and MSW students receiving a stipend and doing their internship in the field offices are given this initial training in preparation for their field work with the agency.
Category: Child Welfare / Case Management/ Clinical

Louisiana Mandated Reporter Training
This modules provides training for all Louisiana Mandated Reporters and provides a post-module test to confirm compliance.
Category: Child Welfare / Adhoc

Title IV-E Student Intern Orientation
This curriculum offers student interns "Physical Indicators of Child Maltreatment", "Worker Safety" and overview of DCS policy, ethics and the foster care program specifically in regards to student internships. Emphasis is also given to responsibility as a mandated reporter, the child welfare laws, interviewing, and cultural competency. IV-E and Child Welfare Scholar senior BSW and MSW students receiving a stipend and doing their internship in the field offices are given this initial training in preparation for their field work with the agency.
Category: Child Welfare / Case Management/ Clinical

The following screen will display. Select yes

The screenshot shows a web browser window with the URL <https://moodle.dcfsc.com/>. The page header includes the Department of Children & Family Services logo and the text "Building a Stronger Louisiana". The user is logged in as Mary Dupont. The page displays a confirmation message for enrolling in the course "Login to Mandated Reporter".

DCFS > Courses > Login to Mandated Reporter

You are about to enroll yourself as a member of this course.
Are you sure you wish to do this?

You are logged in as Mary Dupont (Logout)

Complete the training, which should take about an hour. When you have mastered the training material, proceed to the test. You will have one-half hour to complete the test and you must answer 12 or more questions to successfully complete the training. You may re-take the test until you successfully complete the course. When you have passed the course, print the certificate and forward to the Camp Director.

The screenshot shows a web browser window displaying a Moodle course page. The address bar shows 'https://moodle.dc...' and the page title is 'Course: Louisiana Mandate...'. The page content includes a navigation menu with 'Administration' and 'Profile' options. The main content area is titled 'Topic outline' and features a banner image of a diverse group of people. Below the banner, the text reads 'Mandated Reporter Training' and 'Hotline: 1-855-4LA-K'. A link for 'Overview' is provided. The topic outline lists the following sections:

- 1
- 2 **Understanding the Mandated Reporter Role**
 - Definition of a mandated reporter
 - Learn about mandated reporter professions
 - When is everyone a mandated reporter?
 - Meet other mandated reporters
 - Overcoming hesitancy to report
 - When, to whom, and how to report
 - Legal liabilities of a mandated reporter
- 3 **Recognizing Child Maltreatment**
 - Required elements of child abuse/neglect
 - Recognizing child maltreatment
 - Neglect
 - Real-world application: Neglect
 - Physical abuse
 - Real-world application: Physical abuse
 - Sexual abuse
 - Real-world application: Sexual abuse
 - Emotional maltreatment
 - Real-world application: Emotional maltreatment

This screenshot shows the continuation of the Moodle course page. The topic outline continues with the following sections:

- Required elements of child abuse/neglect
- Recognizing child maltreatment
- Neglect
- Real-world application: Neglect
- Physical abuse
- Real-world application: Physical abuse
- Sexual abuse
- Real-world application: Sexual abuse
- Emotional maltreatment
- Real-world application: Emotional maltreatment
- Recognizing high-risk children
- Handling disclosure
- 4 **Reporting Child Maltreatment**
 - During the call
 - Completing the report
 - After the call
- 5 **Wrapping Up**
 - FAQs
 - Training review
- 6 **Post-Training Test**
 - Mandated Reporter Post-Training Test
- 7 **Conclusion**
 - Next steps
 - Mandated Reporter Glossary

At the bottom of the page, it states 'You are logged in as Mary Dupont (Logout)' and includes a 'Home' button.

BASKETBALL CAMP STAFF MEMBER IAWP VERIFICATION FORM

This second page of this form must be completed by the proposed camp staff member and approved by the Compliance Office prior to the individual's employment at an LSU Basketball Camp.

In accordance with the *NCAA Regulations*, in basketball, an institution or staff member shall not employ (either on a volunteer or paid basis) an individual associated with a recruited student-athlete at the institution's camp or clinic. The prohibition on camp employment applies only to an individual associated with a prospect (IAWP) who is tied to a recruited prospect (IAWRP). Therefore, it is permissible to hire an IAWP to work camp if that IAWP is not tied to a prospect that LSU is or has recruited based on definition of a "Recruited Prospective Student-Athlete."

In basketball, for purposes of applying individual associated with a recruited prospective student-athlete, (IAWRP), a prospective student-athlete triggers recruited status if any of the following conditions have occurred:

- (a) The prospective student-athlete's attendance at any institutional camp or clinic has been solicited by the institution (or a representative of the institution's athletics interests);
- (b) The institution has provided any recruiting materials to the prospective student-athlete;
- (c) An institutional coaching staff member has had any recruiting contact [including in-person or electronic contact (e.g., telephone calls, video conference, electronic correspondence)] with the prospective student-athlete (including contact initiated by the prospect);
- (d) The prospective student-athlete has received a verbal offer of athletically related financial aid from the institution; or
- (e) The prospective student-athlete has verbally committed to attend the institution.

Duration of Prohibition

An IAWRP may not be employed to work an LSU basketball camp until that specific recruited prospect enrolls at another NCAA institution, he has been an enrolled student-athlete at the employing institution for a period greater than two years (24 months) or has exhausted eligibility at LSU.

High School Coaches

If LSU has not triggered the recruitment of the prospect at the time of a high school coach's employment, the coach may be employed at the camp and it is permissible to subsequently recruit the prospect. However, that particular high school coach may not be employed at camp contemporaneously with recruitment.

A high school coach who is tied to a recruited prospect may attend team camp to coach his team. However, such a coach may not be employed or receive any financial benefit (e.g., lodging, transportation) from LSU.

Current Student-Athletes

A currently enrolled student-athlete who has a prospect-aged sibling may be employed at LSU's camp provided that all basketball student-athletes are given the opportunity to work camp. If only a limited number of student-athletes are offered employment, and LSU is recruiting their younger brother, then the prospect's brother may not be employed.

Former Student-Athletes

A former student-athlete may be employed at an LSU basketball camp as long as he/she is not an IAWRP.

New Hires

It is not permissible for a new LSU hire who is an IAWRP to work camp unless he/she is officially employed by LSU at the time of the camp. For example, an IAWRP may not be employed at a June camp if he/she is not scheduled to begin full-time duties for LSU until August.

BASKETBALL CAMP STAFF MEMBER IAWP VERIFICATION FORM

Name of Proposed Camp Staff Member

Date(s) of Camp Employment

Occupation

Employer

Qualification(s) for camp employment:

Are you a high school coach or employed/volunteer at a high school? Yes No

Are you a non-scholastic basketball coach or associated with a non-scholastic basketball program? Yes No

Are any of your athletes being recruited to play basketball at LSU? Yes No N/A

Other than coaching, do you have a relationship with or connection to any prospective student-athlete that LSU is recruiting? Yes No

If YES, please explain? _____

Are you associated with any team/ individual attending the camp? Yes No

If YES, please explain? _____

Are you associated with any current LSU student-athlete?

If YES, please explain? _____

Are you a current LSU student-athlete? Yes No

Are you a former LSU student-athlete? Yes No

Are you a future LSU staff member? Yes No

I certify that the information I have provided to the LSU Compliance Office is true and accurate. Further, I understand that failure to provide truthful responses could result in an NCAA violation for LSU in addition to negatively affecting the eligibility for intercollegiate competition and financial aid of a prospective student-athlete.

Signature of Proposed Camp Staff Member

Date

FOR COMPLIANCE USE ONLY

APPROVED

Comments

DENIED

Compliance Office Signature

Date

Revised 6/2012

PLEASE RETURN THIS PAGE TO THE COMPLIANCE OFFICE

FOOTBALL CAMP/CLINIC STAFF MEMBER IAWP VERIFICATION FORM

This second page of this form must be completed by the proposed camp/clinic staff member and approved by the Compliance Office prior to the individual's employment at an LSU Football Camp/Clinic.

In accordance with the *NCAA Regulations*, in football, an institution or staff member shall not employ (either on a volunteer or paid basis) an individual associated with a recruited student-athlete at an institution's camp or clinic. The prohibition on camp/clinic employment applies only to an individual associated with a prospect (IAWP) who is tied to a recruited prospect (IAWRP). Therefore, it is permissible to hire an IAWP to work camp/clinic if that IAWP is not tied to a prospect that LSU is or has recruited based on definition of a "Recruited Prospective Student-Athlete."

In football, for purposes of applying individual associated with a recruited prospective student-athlete, (IAWRP), a prospective student-athlete triggers recruited status when the institution:

- (a) Solicits the prospective student-athlete's attendance to any institutional camp or clinic;
- (b) Provides the prospective student-athlete an official visit;
- (c) Provides any recruiting materials to the prospective student-athlete;
- (d) Participates in any recruiting contact (including in-person or electronic contact (e.g., telephone calls, video conference, electronic correspondence) with the prospective student-athlete (including contact initiated by the prospective student-athlete);
- (e) Arranges, in-person, off-campus contact with the prospective student-athlete or the prospective student-athlete's parents, relatives or legal guardians;
- (f) Initiates or arranges telephone contact with the prospective student-athlete's parents or legal guardians, on more than one occasion, for the purpose of recruitment;
- (g) Issues a verbal offer of athletics aid to the prospective student-athlete;
- (h) Issues a National Letter of Intent (NLI) or written offer of athletics aid to the prospective student-athlete; or
- (i) Receives a verbal commitment to attend the institution from the prospective student-athlete.

Duration of Prohibition

An IAWRP may not be employed to work an LSU football camp/clinic until that specific recruited prospect enrolls at another NCAA institution, he has been an enrolled student-athlete at the employing institution for a period greater than two years (24 months) or has exhausted eligibility at LSU.

High School Coaches

If LSU has not triggered the recruitment of the prospect at the time of a high school coach's employment, the coach may be employed at the camp/clinic and it is permissible to subsequently recruit the prospect. However, that particular high school coach may not be employed at camp contemporaneously with recruitment.

A high school coach who is tied to a recruited prospect may attend team camp/clinic to coach his team. However, such a coach may not be employed or receive any financial benefit (e.g., lodging, transportation) from LSU.

Current Student-Athletes

A currently enrolled student-athlete who has a prospect-aged sibling may be employed at LSU's camp/clinic provided that all football student-athletes are given the opportunity to work camp/clinic. If only a limited number of student-athletes are offered employment, and LSU is recruiting the younger brother, then the prospect's brother may not be employed.

Former Student-Athletes

A former student-athlete may be employed at an LSU football camp/clinic as long as he/she is not an IAWRP.

New Hires

It is not permissible for a new LSU hire who is an IAWRP to work camp/clinic unless he/she is officially employed by LSU at the time of the camp/clinic. For example, an IAWRP may not be employed at a June camp/clinic if he/she is not scheduled to begin full-time duties for LSU until August.

FOOTBALL CAMP/CLINIC STAFF MEMBER IAWP VERIFICATION FORM

Name of Proposed Camp/Clinic Staff Member

Date(s) of Camp/Clinic Employment

Occupation

Employer

Qualification(s) for camp/clinic employment:

Are you a high school coach or employed/volunteer at a high school? Yes No

Are you a non-scholastic football coach or associated with a non-scholastic football program? Yes No

Are any of your athletes being recruited to play football at LSU? Yes No N/A

Other than coaching, do you have a relationship with or connection to any prospective student-athlete that LSU is recruiting? Yes No

If YES, please explain? _____

Are you associated with any team/ individual attending the camp? Yes No

If YES, please explain? _____

Are you associated with any current LSU student-athlete? Yes No

If YES, please explain? _____

Are you a current LSU student-athlete? Yes No

Are you a former LSU student-athlete? Yes No

Are you a future LSU staff member? Yes No

I certify that the information I have provided to the LSU Compliance Office is true and accurate. Further, I understand that failure to provide truthful responses could result in an NCAA violation for LSU in addition to negatively affecting the eligibility for intercollegiate competition and financial aid of a prospective student-athlete.

Signature of Proposed Camp/Clinic Staff Member

Date

FOR COMPLIANCE USE ONLY

APPROVED

Comments

DENIED

Compliance Office Signature

Date

Revised 6/2012

PLEASE RETURN THIS PAGE TO THE COMPLIANCE OFFICE