Policy Title:	SAD.010 - Cascade Collegiate Conference Letter of Intent

Governing Body:	Southern Oregon University	**Date Approved:**	April 2021
Policy Contact:	Director of Athletics	**Approved By:**	President
Custodial Office:	Athletics		
Related Policy:			

A. Description

This policy outlines the requirements and procedures for student-athletes committing to a member institution.

B. Definition(s)

N/A

C. Policy Statement

The basic goals of the Cascade Collegiate Conference Letter of Intent program are as follows:

- To reduce and limit recruiting pressure on prospective student-athletes within the Conference;
- To maintain integrity among member institutions within the recruiting process; and
- To promote and preserve the amateur nature of collegiate athletics.

By signing a Cascade Collegiate Conference Letter of Intent, a prospective student-athlete agrees to attend the designated college or university for one academic year. An important provision of the Cascade Collegiate Conference Letter of Intent program is a recruiting prohibition applied after a prospective student-athlete signs a Letter of Intent. This prohibition requires participating institutions cease recruitment of a prospective student-athlete once a Cascade Collegiate Conference Letter of Intent is signed with another institution.

The Cascade Collegiate Conference Letter of Intent has many advantages to both prospective student-athletes and member institutions:

- Once a Cascade Collegiate Conference Letter of Intent is signed, prospective student-athletes are no longer subject to further recruiting contacts and calls from member institutions.
- Member institutions can be certain that once the student-athlete has signed a Cascade Collegiate Conference Letter of Intent, there is no need to continue recruiting for that position.
- By emphasizing a student-athletes' commitment to an educational institution, not a particular coach or team, the program focuses university/collegiate athletics on educational objectives. The program promotes student-athletes' academic objectives and helps to sustain the amateur nature of college sports.

Letter of Intent Policies and Procedures

In addition to the language within the Cascade Collegiate Conference Letter of Intent and an institutional addendum (if applicable), the following policies and procedures have been developed to ensure the proper administration of the Letter of Intent program:

A. Within five (5) days of receipt of a signed Letter of Intent from the student-athlete, member institutions are required to forward a copy to the Conference office.

B. The Conference office will post the names of the signed student-athletes alphabetically, by sport, and identify which member institution the student-athlete has signed on the Conference website.

C. The first official release by the Conference office of those who have signed prior to December 31st will be made by the first Friday of January and every two weeks thereafter until the end of September.

D. No releases are to be made by institutions until official release by the Cascade Collegiate Conference office.

E. Procedures regarding requests for cancellation/release from signings by students (Letter of Intent #4) will be the responsibility of the student and the member institution in which the student signed.

F. Infractions of these policies and procedures or violations of the requirements of the Letter of Intent will be the responsibility of the Council of Athletic Directors Executive Committee.

G. A student-athlete who signs a Letter of Intent with a Cascade Collegiate Conference member institution is bound to that institution for one year. If a student-athlete attends another member institution, he/she will be ineligible for athletic participation for that academic year. He/she must comply with the transfer rule in order to compete the following year.

H. If a student signs two Letters of Intent, this shall be considered an infraction and the matter referred to the Council of Athletic Directors Executive Committee.

I. Only the Cascade Collegiate Conference Letter of Intent form will be used. Institutional Letters of Intent will not be valid. The use of unauthorized Letter of Intents may result in penalties as determined by the Council of Athletic Directors Executive Committee. Under no circumstances will blank Letters of Intent be allowed to be released.

J. Institutions may include an addition addendum of university/college specific requirements or financial aid offers. These items are not governed or subject to Conference regulations provided they do not conflict with NAIA or Cascade Collegiate Conference policy or procedure.

This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.

D. Relevant Authority

N/A

E. Other Information

N/A

The Policy Contact, defined above, will write and maintain the procedures related to this policy and these procedures will be made available within the Custodial Office.