

### ***Term-Time Employment***

Beginning with the 1998 fall semester, the National Collegiate Athletic Association (NCAA) has adopted legislation that permits Division I student-athletes, on full or partial athletic financial aid, to take part time employment during the academic year. This new legislation includes several important provisions.

### ***NCAA Student-Athlete Term-Time Employment Key Points***

1. The student-athlete must be academically eligible to compete for Purdue University.
2. The NCAA requires that prior to the commencement of employment the student-athlete must sign a written statement that specifies:
  - a. the terms of employment.
  - b. his or her personal limit on employment earnings.
  - c. his or her releasing of employment records to Purdue University, the Big Ten and the NCAA.
  - d. the restrictions on types of compensation and benefits available to student-athletes.
4. A student-athlete may not receive any remuneration for the value or utility that he or she may have for the employer because of the publicity, reputation, fame or personal following the student-athlete has obtained because of athletics ability.
5. The student-athlete is to be compensated only for work actually performed.
6. The student-athlete is to be compensated at a rate commensurate with the going rate in that locality for similar services.

The following are the steps necessary for a student-athlete to request employment on-campus:

1. Complete the **Request For Employment**. This form requires the signatures of the head coach, academic advisor, compliance staff member, and a financial aid administrator. Once all signatures are obtained, the form is to be returned to the Compliance Office.
2. The student-athlete must sign the **Student-Athlete Employment Agreement**. This form outlines all NCAA regulations governing term time employment.
3. The student-athlete and employer must sign the **Employment Written Statement**. This form outlines all NCAA regulations and lists the individual earning limitation for each student-athlete.
4. The employer must complete the **Employer Application**. This form outlines the terms of employment for the student-athlete. The form lists the individual earnings limitation for the student-athlete.

All forms can be obtained from Compliance Office. Once all of the necessary forms are completed and returned to Tom Reiter, the student-athlete is free to begin work. For information regarding campus jobs, they are listed on the SSINFO system. The Division of Financial Aid has an "Employment Office" that helps students secure on-campus employment. Also, the Division of Financial Aid job board located in the Memorial Union can be utilized.

***Fee for Lesson Instruction***

A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided:

- a) Institutional facilities are not used;
- b) Playing lessons shall not be permitted;
- c) The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year; and
- d) The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity.
- e) Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time.
- f) The student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lesson sessions.