

GMU STUDENT-ATHLETE OUTGOING TRANSFER POLICY

RESPONSIBILITY FOR COMPLETION:

- Student-Athlete
- Head Coach
- Associate AD for Compliance

VERIFICATION OF COMPLETION:

- Compliance Office

SUBMITTED TIME FRAME:

- Compliance Office – Ongoing Process

FORMS:

- GMU Permission to Contact Letter (general or school specific)
- GMU Transfer Release Questionnaire

PROCEDURES:

1. Student-Athlete informs Head Coach of desire to transfer to another institution.
2. Head Coach informs Compliance Office of student-athlete's desire to transfer and either grants or does not grant his/her release.
3. If released, Compliance Office issues a General Release Letter to student-athlete who may forward it to interested institutions. Compliance Office may issue the letter to requested specific schools.
4. Compliance Office completes all transfer information requests on GMU student-athletes who are interested in transferring.

PLEASE NOTE: If the institution decides to deny a student-athlete's request to permit any other institution to contact the student-athlete about transferring, the institution shall inform the student-athlete in writing that he or she, upon request, shall be provided a hearing conducted by an institutional entity or committee outside of the athletics department (e.g., the office of student affairs; office of the dean of students; or a committee composed of the faculty athletic representative, student-athletes and non athletics faculty/staff members). The institution shall conduct the hearing and provide written results of the hearing to the student-athlete within 15 business days of receipt of the student-athlete's written request for a hearing. The student-athlete shall be provided the opportunity to actively participate (e.g., in person, via telephone) in the hearing. If the institution fails to conduct the hearing or provide the written results to the student-athlete within 15 business days, permission to contact the student-athlete shall be granted by default and the institution shall provide written permission to the student-athlete.