VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

GENERAL ORDER)
NUMBER 55) 28 June 2013

Procedure for Athletic Appeals

1. Purpose: To codify the procedure for appeals from cadet-athletes over the decision of the Director of Intercollegiate Athletics denying release to talk with or transfer to another school or to eliminate or reduce athletic financial aid. Cadet-athletes are advised that they should consult the Cadet Athlete Handbook as well as the VMI Compliance Manual for further information on any particular situation they might have involving transfers, athletic scholarships, and other aid.

2. General: In accordance with NCAA Bylaw 13.1.1.3.1, VMI has established procedures for cadet-athletes to appeal decisions made by the Director of Intercollegiate Athletics to deny their release to talk with or transfer to another school.

3. Athletics Appeals Committee: Annually, the Chief of Staff will consult with Department Heads to select a standing committee of at least five faculty and staff members from outside the Athletics Department who are not disqualified due to their serving on any other athletics committee to hear appeals from cadet-athletes. If possible, faculty and staff who are former NCAA athletes are selected.

4. Athletic Appeal Process:

   If a cadet-athlete wishes to appeal a decision of the Director of Intercollegiate Athletics to deny permission to talk with or transfer to another college, the procedures are as follows:

   A. A written appeal must be submitted by the cadet-athlete to the Faculty Athletic Representative (FAR) within 15 business days of receiving written notification from the Director of Intercollegiate Athletics that the cadet will not be released to talk with or transfer to another school. A written appeal can be in a letter form or by electronic mail.

   B. The Faculty Athletic Representative (FAR) will notify the Chief of Staff to activate a panel from the Athletic Appeals Committee to hear the appeal. The Chief of Staff will select three members of the committee to hear the appeal within three business days of the FAR's receipt of the appeal. The FAR will conduct the meetings, but does not have a vote in the decision.

   C. If necessary, the Athletic Appeals Committee will receive an educational briefing by the Associate Athletic Director for Compliance and Game Management prior to conducting a hearing.

   D. The three person panel of the committee will convene and hold a hearing after being constituted by the Chief of Staff. The panel will permit the Director or Deputy Director

of Intercollegiate Athletics and the cadet-athlete to appear in person or by telephone and present their positions. No representative of either party will be allowed. The panel will consider any written submissions that the Director of Intercollegiate Athletics and the cadet-athlete might offer. In addition, the panel may call any person it believes has information or knowledge that could assist with its consideration of the appeal.

E. After the hearing, the panel will meet to reach a decision by a majority vote of the panel members. The panel's decision shall be communicated in writing to the cadet-athlete. The FAR will send a letter to the cadet-athlete notifying them of the decision.

F. Decisions by the Appeals Committee should be reached and communicated within 15 business days from the date the appeal is received from the cadet-athlete. If additional time is needed for good cause, the cadet-athlete should be so informed and given an opportunity to object to any delay.

G. Decisions resulting from these hearings may be appealed to the Superintendent, whose decision is final.

FOR THE SUPERINTENDENT:

James P. Inman
Colonel, USA (Ret.)
Chief of Staff

OPR: COS

DIST: E