



## UNIVERSITY POLICY

### **Athletics Donation Request Policy**

Accommodations for individuals with disabilities in accessing these policies are available upon request by emailing [accessiblepolicy@wcupa.edu](mailto:accessiblepolicy@wcupa.edu)

#### **Purpose and Scope**

This policy exists to inform the public on the process to request items as well as the rules and regulations that exist within the National Collegiate Athletic Association (NCAA) that must be adhered to when making such a request.

#### **Policy Statement**

Per NCAA regulations, West Chester University Athletics is not permitted to be involved, directly or indirectly, in arranging or giving or offering to give any financial aid or other benefits to the prospective student-athlete or the prospective student-athlete's relatives or friends, other than expressly permitted by NCAA regulations. A prospective student athlete is considered a student who has started classes for the ninth grade. A student remains a prospective student athlete until the student officially registers and enrolls in a minimum full-time program of studies and attends classes in any term of a four-year collegiate institution's regular academic year (excluding summer) or the student participates in a regular-squad practice or competition at a four-year collegiate institution.

#### **Donated Items**

- Items donated by West Chester University Athletics shall not be loaned, donated, sold or otherwise transferred to a high school, prep school or junior college; including (1) any staff member of such an institution, (2) any booster organization of such an institution, or (3) any parent, guardian or sibling of a prospective student-athlete.
- All money derived from the item/autograph must go directly to the



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organization submitting the request.

- Items/autographs donated by West Chester University Athletics shall not be sold, auctioned or traded without the expressed written consent of West Chester University's Department of Athletics.
· West Chester University reserves the right to request the return of any item.
· West Chester University does not fulfill requests for student-athlete autographs.
· Specific items may be requested; however West Chester University cannot guarantee the requested items.
· West Chester University does not provide balls to be autographed. If your request for an autographed ball is approved, arrangements must be made to drop off and pick up a ball.

Other

- Due to the high demand for donations/autographs, organizations and charities are limited to one (1) donation/autograph per year (January-December).
· Completion of a request does not guarantee that the request will be fulfilled.
· All requests will be fulfilled based on recommendations from West Chester University, and availability.
· Past donations made by West Chester University does not guarantee future donations.
· Allow 4-6 weeks for the item to be received.

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**Procedures**

All requests must be made via the WCU Athletics website, [www.wcupagoldenrams.com](http://www.wcupagoldenrams.com) via the Request for Donation online form.

**Reviewed by:** Assistant Director of Athletics for Facilities, Assistant Director of Athletics for Compliance, Director of Athletics, Student Affairs Policy Library Initiative Designee

**Policy Owner:** Assistant Director of Athletics for Compliance

**Approved by:**



Dr. Zebulun R. Davenport  
Vice President for Student Affairs  
February 19, 2021

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**Next Review Date:** January 2025

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