Compliance Area:  TELEPHONE CALLS

Time Period for Telephone Calls
Legislation regarding time period for telephone calls, exceptions to telephone call limitations, permissible callers and nonpermissible callers can be found in Bylaws 13.1.3.1, 13.1.3.2, 13.1.3.3, 13.1.3.4, 13.1.3.5 and 13.1.3.6.

Application of Telephone Call Limitations
Once an institution reaches the applicable limit on telephone calls to a prospective student-athlete or the prospective student-athlete's relatives or legal guardian(s) for a particular time period (e.g., one per month, one per week, two per week), the institution may not initiate an additional telephone call during the same time period, even if no direct conversation occurs during the additional call (e.g., voicemail message).

Procedure:

The recruiting log must be completed each time a coaching staff member engages in a telephone call with a prospective student-athlete or the prospect’s parents or legal guardians. All telephone calls must be recorded regardless of the length of the call including those calls in which a coach left a message for the prospect and calls that were dropped.

Recruiting logs must be submitted at the conclusion of each month. In the event that no telephone calls take place during a particular week or month, the coach must note that information on the log. A monthly recruiting log must be submitted regardless of whether recruiting calls were made.

Forms Used for Documentation:

<table>
<thead>
<tr>
<th>Name of Form/ Report</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recruiting Log</td>
<td>Records contacts, evaluations and telephone calls made by coaching staff</td>
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</table>

Updated 12/21/10