



NON-COACHING STAFF MEMBER AGREEMENT

2017-18

Sport:	Football	Start Date:	4/1/2019
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This form must be completed and approved before the sport-specific non-coaching staff members listed below may begin any work on behalf of the program (volunteer or paid). It indicates the staff member's agreement to abide by NCAA, Conference, Institutional, and Northwestern University Department of Athletics rules and regulations. Any questions about permissible duties should be directed to the Athletics Compliance Office.

Staff Member Name:	E-Mail Address:	Cell Phone Number:
Ikhlas Attarwala	ikhlas.attarwala@gmail.com	510-439-6913
Position/Title:	Volunteer	

Noncoaching Staff Member with Sport Specific Responsibilities:


A noncoaching staff member with sport-specific responsibilities (e.g., director of operations, administrative assistant) is prohibited from participating in on-court or on-field activities (e.g., assist with drills, throw batting practice, signal plays) and is prohibited from participating with or observing student-athletes in the staff member's sport who are engaged in nonorganized voluntary athletically related activities (e.g., pick-up games).

(NCAA Bylaw 11.7.3)

By signing below, I agree to comply with all the rules, regulations, and bylaws of the NCAA, the Big Ten Conference, and Northwestern University. I understand that I may be required to attend training sessions scheduled by the Department of Athletics & Recreation concerning compliance with these regulations and policies.

I understand that as a non-coaching staff member, I must comply with the following parameters:

- I agree that the head coach or appropriate administrator shall determine the duties and responsibilities of this position.
- I agree to abide by all the rules and regulations of the NCAA, Big Ten Conference, Northwestern University, and NU's Department of Athletics & Recreation, as well as individual team rules and regulations.
- I agree to comply with all NCAA and Big Ten conference rules and interpretations, as well as all athletic department compliance policies and procedures. In the event that I become aware of, or have reasonable cause to believe, that a violation has occurred involving NCAA, conference and/or University rules, policies or procedures, I agree to report it promptly to the Director of Athletics or the Athletics Compliance Office.
- I agree to submit a resume with this agreement at the commencement of my first year of service.
- I understand that under NCAA bylaws, I am prohibited from:
 - contacting or evaluating prospective student-athletes off-campus, including reporting back to coaches how a particular prospective student-athlete performed in a particular game or event.
 - in-person scouting opponents.
 - providing analysis or evaluation of videotape/film of prospective student-athletes.
 - being involved in the selection or analysis of prospective student-athletes.
 - making telephone calls to prospective student-athletes (or their family members, legal guardians, or coaches), except as permitted by NCAA Bylaw 11.7.2.3.
 - participating in any on-court or on-field duties that could be considered coaching (e.g., participating in drills, acting as a referee, signaling in plays, using equipment in practice or competition-related warm-up activities).
 - participating with or observing student-athletes in your sport who are engaged in voluntary athletically-related activities (e.g., pickup games).
 - providing coaching instruction to student-athletes or being identified as a coach.
 - discussing, analyzing, or evaluating opponents with student-athletes.
 - providing transportation to a student-athlete to and from classes beyond on an occasional basis.
- I understand that under NCAA bylaws, I am permitted to:
 - discuss, analyze, or evaluate opponents in meetings with coaches only.
 - observe practice.
 - analyze video/film involving my team or its opponents.
 - track statistics and/or keep play charts.
 - attend meetings involve coaching activities.
 - sit on the team bench, in the coaching box, dugout, or on the sidelines during competition.
 - arrange/coordinate team travel or community engagement activities.
 - be present during on-campus recruiting visits
 - provide transportation to a prospective student-athlete on-campus for an official visit, including to and from the airport

Non-Coaching Staff Member Signature:	 Ikhlas Attarwala	Date:	March 20 th , 2019
Head Coach Signature:		Date:	
Athletics HR Signature:		Date:	
Athletics Compliance Office Signature:		Date:	