

BYLAW 3

Contests and Seasons of Sport

3.1 SEASON OF SPORT

The season of sport is defined as starting with the COA practice/scrimmage “may begin date” and ends with the COA conference competition “ends date,” except for participants in COA approved postconference competition. The dates may be found in the Sport Season Chart, Bylaw 3.11.

Statement of Clarification: There will be no organized outside practice and/or competition involving students with eligibility remaining during the academic year (as defined by California Title V regulations) except as provided during the season of sport identified in Bylaw 3.11. (See COA Bylaw 3.5.2 for definition of “practice.” See COA Bylaw 3.2 for definition of “contest.”)

- 3.1.1 Teams that qualify for postconference competition and have not used all of their allowable contests, may schedule a contest(s) up to the COA conference competition “ends date.” The date may be found in the Sport Season Chart, Bylaw 3.11.

3.2 SCHEDULED CONTESTS

A game, meet, match, scrimmage, or any other engagement between individuals and/or teams representing one or more collegiate institutions or other teams/individuals not affiliated with the college(s) on a given day shall be considered a scheduled contest.

3.3 SCRIMMAGE

- 3.3.1 Any practice activity among two (2) or more teams or individuals from different colleges or other teams/individuals not affiliated with the college(s) that begins and ends on the same day shall be considered a scrimmage.

- 3.3.2 For scrimmages:

- A. No official score or statistics shall be kept or reported.
- B. Coaches are permitted on the playing surface.
- C. Substitution is unlimited.
- D. Officials may be used and paid.
- E. Can be scheduled after the COA practice/scrimmage “may begin date,” and prior to the individual college’s first game, meet, or match. The date may be found in the Sport Season Chart, Bylaw 3.11.
- F. Will count in the allowable number of contests for that sport.

- G. Should appear on the schedule and be denoted as a scrimmage for all colleges involved.
- H. Do not count as participation by the student, but do count as contests in the sport season's total number of contests.

3.4 TEAM

A team is comprised of those student athletes who have been declared eligible for intercollegiate competition according to the eligibility standards of the COA. The only team a college may have in a sport approved by the COA is that team which participates in that sport during the season of competition for that sport as approved by the COA. For purposes of this provision, a team is defined to exist only during the season of sport.

- A. Intercollegiate team: A team as defined above which is sanctioned and funded by the college.
- B. Intercollegiate club team: A team that meets all eligibility and *Constitution and Bylaws* requirements as defined above, but is not funded by the college.

3.5 PRACTICE

3.5.1. Preparticipation Screening Exam (PPE)

- A. The student athlete will complete the PPE prior to any practices or any intercollegiate competitions.
- B. Student athletes shall complete a thorough preparticipation examination. This screening shall be performed by a licensed physician or other qualified medical personnel who are under the supervision of a licensed medical physician. The PPE shall include:
 - Medical examination
 - Orthopedic examination
 - Review of history/paperwork screen
- C. The student athlete health PPE form should provide a medical history designed to detect conditions that will determine an athlete's fitness to engage in sports. In no way is the review of history to be misconstrued as a complete health physical examination PPE. (*Bylaw 3.5.1 moved from Bylaw 9.3.1 with revision. Adopted & effective October 17, 2008.*)

3.5.2 The first date of COA-allowable practice is as follows:

- August 15—all fall sports except football (For football, see Bylaw 3.12.)
- October 15—basketball
- January 15—all spring sports

If any of the above dates falls on a Sunday, then, for that year, the first date of COA-allowable practice for those sports will be on Monday, the sixteenth (16th).

3.5.3 Any meeting, activity, or instruction of more than one (1) member of varsity or separate squads held at the direction of, or supervised by, any employee or representative of the college shall be considered a practice. "Practice" also includes field or floor practice, chalk talks, lectures, demonstrations, and showing of game or training films, etc. There shall be no time period in which "practice" may occur except that which is identified under COA Bylaw 3.11.

3.5.3.1 Olympic and National Team Development Program.

There are no limits on the number of student athletes from the same institution who may participate in Olympic and national team development programs. Such programs may also include a coach and student athlete from the same institution, provided:

- A. The national governing body (NGB) conducts and administers the developmental program;
- B. The NGB selects coaches involved in the developmental program; and
- C. The NGB or the selected coaches select the involved participants.

3.5.4 A student athlete may practice, scrimmage, or participate with only one (1) California community college in any season of a sport regardless of the semester or quarter starting or ending date.

3.5.5 Students enrolled in courses involved in intercollegiate athletics that are conducted prior to the official starting date of the sport season and attending at least one (1) class shall, for the purposes of eligibility and transfer, be considered as having practiced at that college.

3.5.6 Once a student practices or participates with any California community college during a season of sport, he/she cannot participate with any other California community college. Practice occurring in a class prior to the start of the season of sport, as stated in Bylaw 3, shall be considered participation. All of the regulations of Bylaw 1 shall apply.

3.5.7 Involvement of Coaching Staff

No member of the coaching staff of a member institution may be involved in any capacity (e.g., coach, official, player or league/team administrator) at any time during the academic year, vacation periods, and summer with an outside team that involves more than one (1) student athlete with remaining eligibility from that institution except as provided through exceptions contained within this *Constitution and Bylaws*.

3.6 PHYSICAL EDUCATION CLASSES

Physical education classes designed as off-season conditioning/skill development for intercollegiate athletes which are conducted outside of the normal season of competition are required to meet the criteria listed below. Physical education classes conducted during the summer session must also meet the criteria listed below:

- A. The class is listed in the current college catalog and class schedule and is open to all students. Prerequisites for an advanced class may be established.

- B. The class is limited to the number of hours that are scheduled per week.
- C. No intercollegiate competition is allowed, including “field trips.”
- D. Football shoulder pads and helmets shall be used only during the fall sport season.

3.7 TEAM SPORTS

TEAM SPORTS ARE AS FOLLOWS: Baseball, Soccer, Basketball, Softball, Volleyball, Football, and Water Polo.

3.8 INDIVIDUAL SPORTS

INDIVIDUAL SPORTS ARE AS FOLLOWS: Badminton, Cross Country, Tennis, Golf, Track & Field, Swimming/Diving, and Wrestling. (*Adopted April 6, 2007; effective April 6, 2007.*)

3.9 POSTCONFERENCE COMPETITION

The COA Board and MC shall approve sports for regional and state postconference competition using the following criteria:

- A. There must be a minimum of four (4) colleges in the north or south region that wish to offer the intercollegiate-level sport.
- B. All competitors in a sport shall comply with the *Constitution and Bylaws* and conference eligibility rules and regulations.
- C. Sports for women will be encouraged in the COA’s sport approval process.
- D. Sport approval requests shall be discussed by the COA Board after recommendation by the MC.
- E. Sport approval request forms must be presented with the approval and sponsorship of the conference(s).
- F. Requests from two (2) conferences in a region are required for COA Board approval of regional postconference competition in that sport.
- G. Requests from three (3) or more conferences are required for COA approval of a state championship in that sport.

3.10 NUMBER OF CONTESTS/SEASONS OF SPORT

- 3.10.1 Individual and team conference champions shall be determined within the maximum number of contests for that sport.
- 3.10.2 Teams that participate in scrimmages and/or games between the last authorized state-approved playing date and postconference competition play will be immediately placed on a two (2)-year suspension from postconference competition.

3.11 SPORTS SEASON CHART—*Note: Cost Containment Action (Adopted February 18, 2009; effective July 1, 2009, through June 30, 2012; Baseball season dates Adopted August 29, 2009.)*

FALL SPORTS

CROSS COUNTRY M/W	Max: 9 8 contests
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	3 Saturdays prior to Thanksgiving
Postconference competition ends:	Saturday prior to Thanksgiving
FOOTBALL	Max: 10 contests + 1 0 scrimmage
Practice/scrimmage may begin:	(See Bylaw 3.12.)
Game/meet/match may begin:	Friday, 14 weekends prior to end of PC
Conference competition ends:	2 Saturdays prior to Thanksgiving
Postconference competition ends:	3 Saturdays after Thanksgiving
GOLF W	Max: 22 19 contests
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	4 Wednesdays prior to Thanksgiving
Postconference competition ends:	2 Wednesdays prior to Thanksgiving
SOCCER M/W	Max: 24 21 games Tournaments of any kind count game for game
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	2 Saturdays prior to Thanksgiving
Postconference competition ends:	2 Sundays after Thanksgiving
	<i>(Adopted & effective October 13, 2006.) (Adopted April 4, 2008, effective July 1, 2008.)</i>
VOLLEYBALL W**	Max: 24 21 dates Volleyball non-conference tournaments shall be a maximum of two (2) days in length.
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	<u>Thursday (1 week)</u> prior to Thanksgiving <i>(Adopted April 3, 2009; effective July 1, 2009.)</i>
Postconference competition ends:	2 Sundays after Thanksgiving
WATER POLO M/W	Max: 21 18 dates
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	3 Saturdays prior to Thanksgiving
Postconference competition ends:	Saturday prior to Thanksgiving
WRESTLING	Max: 16 14 dates
Practice/scrimmage may begin:	August 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	August 27*
Conference competition ends:	Saturday prior to Thanksgiving
Postconference competition ends:	3 Saturdays after Thanksgiving
BASKETBALL M/W	Max: 28 24 contests (See Bylaw 3.14.1.)
Practice/scrimmage may begin:	October 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	November 7*
Conference competition ends:	3 weeks prior to end of PC
Postconference competition ends:	Sunday after the 2 nd Thursday in March

*Unless it falls on a Saturday or Sunday, then play may begin on the preceding Friday. *(Adopted October 13, 2006; effective January 1, 2007.) (Adopted April 4, 2008; effective July 1, 2008.)*

**Volleyball: Non-conference tournaments shall be a maximum of two (2) days in length.

SPRING SPORTS

BADMINTON W	Max: 22 <u>19</u> dates
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	4 Saturdays prior to Memorial Day
Postconference competition ends:	3 Saturdays prior to Memorial Day
BASEBALL	Max: 44 <u>36</u> games
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27* February 3* (Through June 30, 2012)
Conference competition ends:	4 <u>5</u> Saturdays prior to Memorial Day
Postconference competition ends:	Memorial Day Sunday, weekend prior to Memorial Day (Through June 30, 2012)
GOLF M	Max: 22 <u>19</u> contests
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	4 Tuesdays prior to Memorial Day
Postconference competition ends:	2 Tuesdays prior to Memorial Day
SOFTBALL	Max: 50 <u>40</u> games
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	5 Thursdays prior to Memorial Day
Postconference competition ends:	3 rd full weekend in May <i>(Adopted October 13, 2006; effective January 1, 2007.)</i>
SWIMMING M/W	Max: 12 <u>11</u> meets
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	<u>6</u> Saturdays prior to Memorial Day
Postconference competition ends:	<u>5</u> Saturdays prior to Memorial Day <i>(Adopted & effective April 4, 2008.)</i>
TENNIS M/W	Max: 30 <u>26</u> dates see Section 3.14.1
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	last Sunday in April
Postconference competition ends:	2 Sundays after the last Sunday in April <i>(Adopted October 13, 2006; effective January 1, 2007.)</i>
TRACK & FIELD M/W	Max: 14 <u>12</u> contests
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	5 Saturdays prior to Memorial Day
Postconference competition ends:	2 Saturdays prior to Memorial Day <i>(Adopted: March 20, 2002.)</i>
VOLLEYBALL M**	Max: 24 <u>21</u> dates with no more than 4 tournaments
Practice/scrimmage may begin:	January 15 (See Bylaw 3.5.1.)
Game/meet/match may begin:	January 27*
Conference competition ends:	6 Saturdays prior to Memorial Day
Postconference competition ends:	5 Saturdays prior to Memorial Day

*Unless it falls on a Saturday or Sunday, then play may begin on the preceding Friday. *(Adopted October 13, 2006; effective January 1, 2007.) (Adopted April 4, 2008; effective July 1, 2008.)*

**Volleyball: Non-conference tournaments shall be a maximum of two (2) days in length. Colleges shall participate in no more than four (4) tournaments of which no more than two (2) may be two (2) days in length.

3.12 FOOTBALL PRACTICE

All colleges will be allowed 22 consecutive practice opportunities before the date that they can play their first game. (See Bylaw 3.11.)

- A. There shall be no practice held on Sundays. Sundays shall not be counted when calculating practice opportunities.
- B. If a college's fall semester/quarter begins prior to the practice starting date, only non-contact conditioning drills shall be available.
- C. Colleges are allowed one (1) practice opportunity per day (except two [2] on Saturdays or holidays) from the practice starting date to the date of the first game. Exception: If a holiday falls during the week of a regular schedule game, it will count as only one (1) practice opportunity. (Adopted April 3, 2009; effective July 1, 2009.)
- D. A practice opportunity is defined as any on-the-field activity and may not exceed three (3) hours in length.
- E. The first three (3) practice opportunities of the football season shall be classified as a physical conditioning period.
 1. These three (3) conditioning opportunities are to be consecutive and at the start of the practice period.
 2. No football gear nor protective equipment other than headgear, shoes, and lightweight clothing (all of which may be issued) shall be worn.
 3. Footballs may be used.
 4. Activities during this three (3)-practice opportunity period shall not include contact among players. (Adopted April 6, 2007; effective July 1, 2007.)

3.13 ORGANIZATIONAL MEETINGS

A college may schedule an organizational meeting before the start of each COA sport season date. Meeting guidelines are:

- A. There shall be only one (1) meeting per sport per season.
- B. The meeting shall be set prior to the start of practice for that sport.
- C. The meeting shall be for administrative and educational advisement purposes only. The meeting may care for completion of FORM 1, Student Eligibility Report, orientation to the college, clarification of practice times and locations, explanation of training rules, securing student insurance information, and/or setting physical exam appointment and/or academic advising appointment schedules. No practice or competition may be held or uniforms and/or supplies issued.
- D. There shall be no sport skill instruction or physical activity by meeting participants.

E. This meeting shall be exempt from Bylaw 3.5.

3.14 COUNTING OF CONTESTS AND TOURNAMENTS

3.14.1 All scheduled scrimmages, games, meets, or matches are defined in Bylaw 3.11 with the following exceptions:

A. M/W TENNIS

1. A single-elimination tournament shall count as one (1) contest.
2. A single-elimination tournament with a consolation bracket shall count as two (2) contests.

B. SCRIMMAGE

Shall be counted as one (1) contest.

C. M/W BASKETBALL TOURNAMENT (*Adopted & effective October 16, 2008.*)(*Adopted April 3, 2009; effective July 1, 2009.*)

1. Basketball teams are only allowed to use any of the three (3) tournament formats listed below with each tournament format counting as two (2) contests:
 - a. Four (4)-team elimination-consolation tournament with winners and losers brackets.
 - b. Eight (8)-team elimination-consolation tournament with winners and losers brackets.
 - c. Sixteen (16)-team elimination-consolation tournament with winners and losers brackets. Teams may play in a maximum of one (1), 16-team tournament per season.
2. If after June 1, a team drops out of any of the tournament formats above, the host institution of the tournament may adopt either of the following formats to accommodate the remaining teams in the tournament:
 - a. Four (4)-team or six (6)-team pool play. In the four (4)-team format, each team will play every team once (total of three [3] games).
 - b. In the six (6)-team format, there are two (2), three (3)-team pools; and each team plays each team in the opposite pool once for a total of three (3) games. This format would count as two (2) contests.

In making this change, the host institution must gain the approval of its conference commissioner to move to the pool play format.

D. VOLLEYBALL TOURNAMENTS

Non-conference tournaments shall be a maximum of two (2) days in length.

- 3.14.2 Teams separating/splitting their normal squad to attend two (2) separate meets/events on the same date shall count as two (2) contests. Teams that compete in a single meet/event that is held at two (2) separate sites shall count as one (1) meet.

For Track and Field only: Teams separating/splitting their normal squad to attend two (2) separate meets/events on the same date shall count as one (1) meet. Teams that compete in a single meet/event that is held at two (2) separate sites shall count as one (1) meet.

- 3.14.3 Teams separating/splitting into two (2) separate squads to fill a vacancy in a tournament shall count as two (2) contests per day.

- 3.14.4 Contest limits are applied to the entire team and are not tallied on an athlete-by-athlete basis.

- 3.14.5 Conference championship events shall be counted as one (1) contest/date toward the maximum allowable contests or dates for that sport. Conference championship events shall be counted as one (1) contest on determining the institution's completed events in that sport regardless of the number of games or days involved.

- 3.14.6 The maximum number of contests does not include postconference competition games, meets, or matches.

- 3.14.7 For the purpose of determining an injury/illness waiver, each contest shall be counted as one (1) contest. (See Bylaw 1.8.)

3.15 CRITERIA FOR DROPPED SPORTS

Two (2) types of forfeitures exist:

- A. Forfeitures caused by events occurring prior to the start of conference competition, and
- B. Forfeitures caused by events after the start of conference competition.

For seeding purposes, wins based upon A above shall not count; wins based upon B above shall count.

3.16 SPECIAL EVENTS

In individual sports, athletes who are invited to participate in special events representing their colleges must have advance approval from the COA Executive Director in order to participate. Such participation by an individual shall not count as a contest for the team or for the individual.

- A. The college president shall request the exception in writing. The request must be received by the COA Executive Director no less than two (2) weeks prior to the event. Exceptions may be made under unique circumstances.
- B. The competition must be an invitational of championship caliber as verified by a written invitation from the administrators of the event.

- C. Potential competitors shall have attained a championship-level time, mark, or classification.
- D. For the sport of Track and Field, one (1) date of participation is permissible in one (1) of the following events: USATF Jr. Nationals, USATF Outdoor Track and Field Championships, or the Olympic Trials. *(Adopted & effective October 19, 2007.)*

3.17 NONTRADITIONAL SEASON OF SPORT

The COA recognizes a “nontraditional” season of sport. No college may schedule any varsity or separate squad scrimmages, practices, games, meets, matches, or tournaments outside the established sport seasons without the express written consent of the COA Board. All requests for a waiver shall be submitted and signed by the college president. *(Adopted by the COA Board on June 20, 2007, to be effective immediately and evaluated after one year.)*

3.17.1 SCHEDULED DATES

The following sport chart indicates the dates allowed for each sport and the number of contests/scrimmages allowed for each sport during the nontraditional season of sport. Student athletes who are enrolled in the physical education activity/conditioning class associated with a sport are eligible to compete; a student athlete can only compete at one California community college during the “nontraditional” segment. “Nontraditional contests” are to be treated as scrimmages (Bylaw 1.15.7); “nontraditional contests” do not affect eligibility, transfer, or seasons of competition. Participants must be enrolled at the college he/she is representing and have a current medical physical on file.

A student who transfers to a California community college (Bylaw 1.15.5) and who has competed in a COA/CCCAA-sponsored sport which was considered to be part of a nontraditional or a non championship segment of the regular schedule for that sport is eligible to compete. The student may compete at a California community college in this sport during the same academic year, provided he/she would have been eligible for a regular season of competition at his/her previous institution. The total participation in this sport during the academic year would count as only one (1) season of competition.

The nontraditional season does not permit teams to have daily practices during their identified windows; it allows competition with other colleges. Skill, conditioning, and strength development occurs during classes that are associated with each sport. Colleges may not use class time for competition. Colleges that wish to participate must identify the dates and times of competition and stay within the number of allowable dates/contests. Failure to comply shall result in penalties which shall include no postconference competition or a reduced number of contests during the traditional segment, or other penalties as may be identified by the COA Board.

Intra-squad games may be a part of a college’s allowable nontraditional scrimmages.
(Adopted April 3, 2009; effective July 1, 2009.)

3.17.1 NONTRADITIONAL SPORT SEASON DATES CHART			
SPORT	START DATE	END DATE	<u>NUMBER OF SCRIMMAGES/ EVENTS/DATES WITH 20% REDUCTION FOR COST CONTAINMENT*</u>
Baseball	Tuesday following Labor Day	Saturday before Thanksgiving	Was 12 10 SCRIMMAGES*
Basketball	NCAA recruiting calendar Two 10-day periods in July	NCAA recruiting calendar Two 10-day periods in July	Was 3 2 EXPOSURE EVENTS* 2-scrimmage maximum per day, per team
<u>Cross Country**</u>	<u>July 1</u>	<u>July 31</u>	<u>1 Date (No reduction)</u>
Soccer	February	April	Was 4 3 SCRIMMAGES*
Softball	Tuesday following Labor Day	Saturday before Thanksgiving	Was 12 10 SCRIMMAGES*
Tennis	September	November	Was 6 5 DATES*
<u>Track & Field**</u>	<u>October</u> <u>January (pole vault summit)</u>	<u>November</u> <u>January (pole vault summit)</u>	<u>1 Date (No reduction)</u> <u>1 Date (pole vault summit)</u>
Volleyball, Men	September	November	Was 4 3 DATES*
Volleyball, Women	February	April	Was 4 3 DATES*
Water Polo	February (Spring) June (Summer)	April (Spring) July (Summer)	No more than 2 scrimmages per day. Was 4 Spring, 3 DATES* Was 6 Summer, 5 DATES*
Wrestling	January	March	Was 4 3 DATES*
* <u>COST CONTAINMENT REDUCTION TO NONTRADITIONAL SEASON OF SPORT MAXIMUM NUMBER OF CONTESTS APPROVED BY COA BOARD JUNE 3, 2009; EFFECTIVE JULY 1, 2009.</u> (Less than .5 rounded down, .5 and greater rounded up.)			
** <i>Other revisions: (Adopted & effective October 17, 2008.) (Adopted April 3, 2009; effective July 1, 2009.)</i>			

3.17.2 Exceptions may be made by the COA Executive Director when the following conditions have been met:

- A. The proposed contest(s) is(are) within the allowable number for that sport.
- B. The competition takes place no earlier than ten (10) days prior to the season of sport.
- C. The college president requests the exception in writing to the COA Executive Director no less than two (2) weeks prior to the event.
- D. The COA Executive Director shall notify the college president of the decision on the exception at least one (1) week prior to the proposed event.

- E. Exceptions may be requested for international travel and competition. (See Bylaw 3.18.)
- F. The sport of tennis will be able to participate in the Wilson/ITA Small College Regional Championships and, if they qualify, the ITA National Small College Championships. *(Adopted & effective April 6, 2007.)*
- G. Baseball/softball coaches associations may run fall all-star/showcase events. A one (1)-day event in each region per sport is permitted. Only student athletes who have competed one (1) year and have remaining eligibility left are eligible. Student athletes are nominated and then selected by a coaches association committee, using academic and athletic criteria to participate in the event. All student athletes are participating as individuals. The event will occur during the nontraditional season (NTS) window. *(Adopted April 3, 2009; effective July 1, 2009.)*

3.18 INTERNATIONAL TRAVEL, PRACTICE, AND COMPETITION

- 3.18.1 College requests to participate in foreign tours and competition shall be approved and submitted in writing to the conference by the college president.
- 3.18.2 Written requests from colleges shall be submitted for approval to the college’s conference of the involved sport.
- 3.18.3 After conference approval, the request shall be forwarded to the COA Executive Director for review. The COA Executive Director shall report his/her action to the MC and the COA Board.
- 3.18.4 Written requests shall be presented to the conference and Office of the COA Executive Director at least 30 days prior to the first day of the tour or competition. Exceptions to this criterion may be made only under special circumstances by the COA Executive Director.
- 3.18.5 The touring team shall consist only of student athletes who are regularly enrolled in the college and are eligible for intercollegiate competition during the current or previous academic year.
- 3.18.6 Tours will generally be scheduled during summer vacation or regular college vacation periods as published in the college’s official catalog.
- 3.18.7 Colleges shall not be allowed more than eight (8) days of practice immediately prior to departure on the tour.
- 3.18.8 Colleges shall not participate in a foreign tour or competition more than once every three (3) years in each sport.
- 3.18.9 A college is limited to the following maximum number of contests while on tour:

Badminton	5	Softball	8
Baseball	8	Swimming	5
Basketball	8	Tennis	5

Cross Country	5	Track & Field	5
Football	2	Volleyball	8
Golf	5	Water Polo	5
Soccer	5	Wrestling	5

3.18.10 Teams shall not compete against another USA college or USA team while on tour. They may compete against USA Armed Forces personnel teams stationed in foreign countries. Exceptions to this requirement may be made under special circumstances by the COA Board.

3.18.11 The conference and COA Board shall be provided with a brief tour itinerary including dates of practice, departure, return, and listing of planned competition.

3.19 PENALTIES FOR VIOLATION OF BYLAW 3

3.19.1 See Article 7.4.12.

