



# Advising Intercollegiate Student-Athletes Tip Sheet

*"Intercollegiate Student-Athletes" are members of one of UC Davis' 25 intercollegiate teams.  
These tips do not apply to students who participate in club or intramural sports.*

## General Information

- Student-athletes are assigned to athletic advisors on a sport/team basis. Please see our most recent Advisor Roster for advisor team assignments and contact info.
  - This information is also on our website: <https://ucdavisaggies.com/> (under "Menu" > "Athletics" > "Student-Athlete Outcomes" > "Staff/Contact Us").
- **Fall Sports include:** Men's & Women's Cross-Country, Football, Men's & Women's Soccer, Men's Water Polo, Field Hockey, Volleyball.
  - Men's & Women's Golf, Men's & Women's Tennis, Swimming & Diving, Men's & Women's Basketball and Equestrian may also travel and compete in fall quarter
- **Winter sports include:** Swimming & Diving, Men's & Women's Basketball, Gymnastics
  - Men's & Women's Golf, Men's & Women's Tennis, Baseball, Beach Volleyball, Equestrian, Lacrosse, Softball, Track & Field, and Women's Water Polo may also travel and compete in winter quarter.
- **Spring sports include:** Men's & Women's Golf, Men's & Women's Tennis, Track & Field, Beach Volleyball, Equestrian, Lacrosse, Softball, Baseball, Women's Water Polo

## Course Scheduling/Planning

- Student-athletes practice up to 20 hours a week. Some quarters are lighter than others, but they do practice throughout the entire academic year.
  - This can make scheduling classes around practice times challenging.
  - For example, in fall quarter, Volleyball practices 4 days a week from 3pm – 6pm, in addition to conditioning Mondays, Wednesdays and Fridays from 9am – 10am. They also need to leave Thursday evenings open for competition.
- Student-athletes who are fall sport athletes should try not to schedule Friday classes since they may miss multiple Fridays for travel and competition. Winter sports should do similarly in winter quarter. Spring sports should avoid Friday classes in spring quarter, and as much as possible in winter quarter.
- Student-athletes should schedule fewer units in their quarter(s) of competition. For example, ICA advising recommends 12-13 units in fall for fall sport student-athletes, particularly first years.
  - ICA advisors plan with students to ensure that students graduate when they want to graduate, either by taking more units in subsequent quarters or in summers. *Some student-athletes also plan to take more than 4 years to graduate.*
- Student-athletes in a competition quarter (see above) are expected to reach out to their professors within the first five days of instruction to discuss missed classes due to competition (or travel to competition).
  - Our Faculty Athletics Representative (FAR) writes a letter, explaining the policy and the Academic Senate Guidelines.
  - Student-Athletes are asked to email this letter in their first outreach to professors.
  - Please reach out to us if you or a faculty member have questions regarding missed classes due to competition (or travel to competition).
- First-year student-athletes must take at least one letter graded class in fall to meet the NCAA's requirement that they have at least a 2.0 GPA after fall quarter.



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- If a student-athlete says they are “redshirting” this year that means that they are practicing with the team, but they are not traveling or competing. This means that even if their sport is in season, they can generally take classes on Fridays without missing classes.
- Transfer student-athletes should not take classes for a different major without checking with their ICA advisor since taking classes for a major other than their declared major can have eligibility implications.

### Academic Plan Form

- Student-athletes are required to complete an Academic Plan Form (APF) each year.
  - This plan is used to help certify a student-athlete’s NCAA academic eligibility.
  - First-year student-athletes will complete two in their first year (one in fall for that year, one in spring for their second year).
- APFs are created in OASIS and must be approved by a college or major advisor.
  - Ideally, APF’s are first created during an appointment between the student-athlete and athletic advisor.
  - College/major advisors are welcome to make edits/changes/comments to an APF.
  - If the college/major advisor creates a completely new APF for approval, it’s helpful if the course code buttons (GE, MA, MI, EL) are highlighted.
- College/major advisors are welcome to set requirements for when/how they will approve an APF (during appointment only, during drop in, etc.).
- Please contact Student-Athlete Advising if you have specific instructions or feedback regarding the APF process for your advising office.

### Intent to Declare Form

- NCAA academic eligibility regulations also specify that at certain points in their academic careers, student-athletes must have a declared major.
- If a student-athlete is unable to officially declare a particular major at a given time, they need to complete an Intent to Declare form (or “Intent” form).
- We make every effort to remind student-athletes that the Intent form **DOES NOT** guarantee that they will be able to declare a particular major, nor is it the official declaration of a particular major.

We now use an email process for the Intent form:

1. The student-athlete will email you the Intent form as EITHER a fillable pdf, or in the body of an email message.
2. Major/college advisors are welcome to ask the student-athlete to meet with them in an appointment or during drop-in hours to complete the Intent form.
3. Once reviewed, please “approve” the Intent form in ANY of the below ways:
  - a. Responding to the student-athlete’s email (and cc’ing the athletic advisor) with the note, *“I approve this Intent form for the XXXXX major”* OR
  - b. Writing a note in the student-athlete’s OASIS file that states: *“Intent form approved for XXXXX major”* or *“Student-athlete intends to complete XXXXX major.”*

