ELITE ATHLETE PROGRAM GUIDE
FOR ACADEMIC and SUPPORT STAFF

Elite Athlete Policy

In 2004 QUT signed with the Australian Institute of Sport (AIS) and the Australian Sports Commission (ASC) as an ‘Elite Athlete Friendly University’ (EAFU) to help lead the way nationally in supporting elite athletes. QUT recognises the demand on elite athletes through training and competition, and endeavours to provide student athletes with the same opportunity to achieve academic excellence while also pursuing a sporting career. The value of combining both sport and higher education to achieve greater life success is well recognised across the university and sporting sectors. Approximately 350 elite athletes, represented across more than 50 different sports are currently enrolled at QUT and registered with the program. QUT’s Elite Athlete Program is managed by Careers and Employment.

Registering with the Elite Athlete Program helps the university identify elite athlete students and provide support through:

- flexible and responsive approach to admissions
- enrolment and assessment
- academic support
- OP upgrading
- career counselling
- scholarships and financial support
- special consideration where possible
Flexible Study Options Include:

Assessment related needs:

**Ability to**
- negotiate assessment deadlines based on sporting related travel commitments
- sit exams externally under exam conditions, within the athlete’s environment (e.g. whilst travelling, in their hotel etc)
- waive the minimum attendance at lectures, tutorials or practicum where athletes are unavailable due to sporting commitments

Enrolment related needs:

**Ability to**
- tailor academic study load to integrate with sporting commitments
- negotiate lecture, tutorial and practical timetables to accommodate sporting commitments
- extend maximum time to complete course due to periods of decreased study load
- take several leaves of absence where required due to increased sporting commitments (e.g. Olympic Games year)
- complete cross institutional study options with interstate universities, and flexibility within this policy provided for student athletes (e.g. increase number of subjects able to be completed by cross institutional study)
- provide summer study alternatives and/or ability to swap between distance education mode and on campus mode, depending on sporting commitments
- recognise credit achieved at interstate universities

Course related needs

- access to distance education materials, and/or class notes for missed lectures, tutorials or practicum

What is the eligibility criterion for an elite athlete?

To qualify for the QUT Elite Athlete Program an athlete, coach or referee must be part of an ASC recognised sport which requires heavy training and competition and meet one or more of the following criteria:

- The athlete is recognised by the AIS, QAS or Professional Player’s Association
- The athlete is a member of a national senior squad from an ACE support sport
- The athlete is in a state, national level squad in open or age level competition
- The athlete is in a state, national level development squad
- The individual is a coach or referee within national or international level competitions

How do I check if the student is an elite athlete?

Elite Athletes will be identifiable in SAMS with a simple comment code against their name. “EA-ACTIVE” will be against the student’s name if they are a current member of the program and “EA-INACTIVE” will be against any students who may have previously been on the program but may or
may not be eligible for that period. This may be due to failing to update the program coordinators or that they are no longer competing and subsequently not eligible for the program. If you are searching for a student and they have EA-INACTIVE against their name, please contact us to clarify and we will advise on further action.

Due to the ongoing registrations for the program we are not able to provide faculties with lists of current athletes as the information would not be up to date. We will endeavour to provide faculties with a list once registrations from the start of each semester slow down but the most accurate way to check if a student is on the program is to use SAMS to check the comment code.

If an athlete does not appear on the registered Elite Athlete list, they may still be eligible for the Program but have not yet registered or updated their details. For all enquiries on registered athletes email eliteathletes@qut.edu.au or phone 07 3138 2649.

What do athletes need to do to be included in the program and what are their responsibilities?

Elite athletes must register for the program via http://www.careers.qut.edu.au/student/elite/ by submitting a sporting resume and supporting documentation outlining the teams and competitions they have recently competed in and/or are competing in currently.

- Each semester students are required to update their sporting details to confirm their eligibility for the program.
- The Athlete must attend an orientation session at the beginning of their study at QUT.
- The Athletes should identify themselves as being part of the Elite Athlete Program to all of their lecturers at the start of each semester.
- The Athletes must inform their course and unit coordinators of any intended absence as soon as possible.
- The Athletes must proactively try to arrange with their lecturers, tutors or peers any materials they may have missed.
- The Athletes must apply for assignment extensions, exam deferrals and special consideration by the appropriate forms and be accompanied by a letter from their coach or selection letter from competition with travel details.

What obligations do we have to Elite Athletes?

As the Vice-Chancellor has signed an agreement with the Elite Athlete Friendly Universities Network, we endeavour to make every effort to support the Elite Athletes at QUT by adhering to the policy’s guidelines and give special consideration where appropriate. This could include the following:

- Recording all lectures and making them available online
- Moving an athlete to a different tutorial time where their original allocation clashes with sporting commitments
  - We encourage faculties to open up class registrations early for Elite Athletes where possible. This will save administration work load if they need to be changed after
allocations are open. For more information on how you could implement this, please contact us.

- Granting extensions and deferments of assessments (if they fall into the following criteria)
- Granting special consideration for assessments (if they fall into the following criteria)
- Providing athletes with catch up materials where possible for classes they may have missed
- Providing a flexible schedule and/or start and finish dates for practicals and professional placements (within reason) to assist in fitting with the student’s sporting commitments (if they fall into the following criteria)

**What are appropriate scenarios for special consideration?**

- The athlete has been away competing or away training leading up to an assessment
- The athlete has been away competing or away training during the assessment time
- The athlete has been injured and has had time away from university
- The athlete has heavy training and travelling commitments
- The athlete has important training that is vital in the lead up to national or international key competitions

The athlete must submit the appropriate forms and supporting evidence with all applications.

**How can we be more involved with elite athletes?**

The Elite Athlete Program hosts a function each semester for students and faculty representatives to meet. We encourage all staff involved to attend.

**The Elite Athlete Launch:** Annually held at the start of Semester One. New and current elite athletes are welcomed and are invited to mingle with QUT staff and external guests.

**The Elite Athlete Awards Function:** Held towards the end of Semester Two, this function recognises the Australian representatives for the year and awards are presented to the Elite Athlete and Young Elite Athlete of the year. Prospective and current Elite Athletes, external guests and support staff are welcomed.

If you would like to attend either of these events please email eliteathletes@qut.edu.au. We encourage as many QUT staff as possible to build upon the existing Elite Athlete support networks. The functions are a great opportunity to familiarise yourself with the athletes in your faculty. It also helps the athletes to identify the support staff from each faculty.
Where can I go to find out more information on Elite Athletes?

You can visit the QUT Careers and Employment website for elite athlete information.

Information for Academic and Support Staff:
http://www.careers.qut.edu.au/academic/elite.jsp

Information for Elite Athlete Students:

If you have any questions about the program, procedures or athletes, please email us at eliteathletes@qut.edu or call 3138 2649.