

**POLICY AND PROCEDURE FOR REQUESTING
INTERCOLLEGIATE VARSITY SPORT STATUS
UNIVERSITY OF PITTSBURGH**

This document has been created to assist student groups and clubs with the development of proposals for establishing an intercollegiate varsity sport team at the University of Pittsburgh. The University, in considering the addition of any new varsity sport, must take into account a number of factors including but not limited to students' interests and abilities, the University's obligation to provide appropriate opportunities to all segments of the student body, the availability of competition and support, and availability of, or the potential for development of, appropriate facilities to support practice and competitive events in the proposed sport. Further, because the University has only limited resources that must be used to support not only its athletic programs but also its many other student activities and academic programs, the availability of funds needed to support a competitive and rewarding varsity sports experience is a necessary consideration.

I. Policy and Procedural Guidelines

- Proposals for the addition of a new intercollegiate varsity sport will only be received from student organizations and clubs that have been officially accorded certification and/or recognition status by the Office of Student Life. The proposals submitted by such organizations and clubs must be endorsed by a letter of support from the Office of Student Life and the Vice Provost and Dean of Students before being sent to the Director of Athletics.

- Written proposals for the addition of a new intercollegiate varsity sport at the University of Pittsburgh are submitted, along with the memoranda of support, to the Director of Athletics for review and analysis. The proposal review and analysis will be conducted by the Athletic Department Administration in consultation with appropriate University personnel, as necessary, including the University Senate Committee on Athletics, and the University Athletics Compliance Committee.
- Upon completion of the review process by the Athletic Administration, a recommendation in favor of or against the addition of a new varsity sport will be submitted to the Chancellor of the University for his/her decision, who will consult with the Athletic Committee of the Board of Trustees as deemed necessary by the Chancellor.
- All proposals shall be analyzed by the University based upon the factors set forth herein and other applicable criteria.

II. Factors to be Addressed in Written Proposals and to be Applied to the University's Analysis and Review

To aid organizations or clubs that wish to develop and submit a proposal for the addition of an intercollegiate varsity sport at the University of Pittsburgh, the list of general factors set forth below should be addressed, to the extent possible, in the written proposal. All proposals will be reviewed and analyzed consistent with this same set of factors. Since those making such proposals bear the burden of satisfactorily establishing the viability of the new varsity sport, they should make every reasonable effort to provide as much detail as possible concerning each factor.

The University may also request other or additional information with respect to any particular request as each proposal to add a varsity sport will be considered on a case-by-case basis.

- _ Specific men's and/or women's sport requested.
- _ Evidence of interest in the requested sport at the local, regional, state, and national levels. To the extent possible this evidence of interest should reflect both participant and spectator interest.
- _ Available competition at the varsity level for a team in the sport being requested. Evidence of competition opportunities should reflect location, local, state regional, or national levels, conference affiliation, and at what NCAA Division level (i.e., Division I, II, III) these opportunities are available.
- _ Facilities required for a varsity team in the requested sport (e.g., practice facilities, locker rooms, training facilities, competitive facilities). In presenting the facilities issue, please address time and seasonal requirements and if the facilities currently exist on campus how the needs of the requested sport could be coordinated with the needs of existing groups currently using the facilities.
- _ Participation opportunities offered to students by the requested varsity sport. Evidence here should document the minimum number of student athletes needed to support a competitive team in the proposed sport as well as the maximum number of student athletes that a team in the requested sport could accommodate at the varsity level (e.g., how many athletes are on the roster of varsity teams in the sport at other colleges and universities).

- As an organizational activity or club sport accorded certified and/or recognition status, provide the following information: number of participants at the club level; names of the current coaches of the team; what facilities on or off campus does the team use to practice, train and hold competitions.

For review and analysis, completed proposals should be sent to the Director of Athletics at the address stated below (or at his/her then current mailing address):

Director of Athletics
Petersen Events Center
3719 Terrace Street
Pittsburgh, PA 15261