

Student-athlete/coach Status Policy

Dual Career LUNEX

REVISIONS

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APPROVAL

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1. Introduction

This policy document describes the study rules, rights and considerations of circumstance for high performance athletes and/or coaches studying at LUNEX. These take into consideration the high demands and challenges put onto high performance student-athletes/coaches with respect to training, high-level competitions and academic time. The policy is intended to facilitate the management of the dual career of these students and sets the regulations within which can be operated.

2. Scope of the Policy

This document sets out the following:

- Responsibilities of students in regard to their studies
- The level or standard of the performance or competition that can apply for the student-athlete/coach status
- The kind of circumstances and standard of competition that may be supported in seeking flexibility concerning formal assessment at LUNEX
- The assessment flexibility options
- “Stretched degree” policy
- Class Attendance

3. Background

Preservation of the integrity of a LUNEX degree is paramount. However, the institution recognises the dual demands placed upon student athletes as well the LUNEX responsibility in helping them meet these demands. It is also essential to maintain equitable treatment of all students including student athletes.

4. Definitions

4.1. Sport

LUNEX recognises that students participate in a wide range of sporting and recreational activities. However, only those sports that are recognised by COSL - Comité Olympique et Sportif Luxembourgeois will be eligible to request the student-athlete/coach status.

4.2. Performance Standard

To apply for the student-athlete/coach status, the performance standard of the student-athlete/coach should be such that he/she is either:

- a member (athlete and/or coach) of a senior or junior national team in his/her respective sport
- a member (athlete and/or coach) of a first or second league squad for team sports
- a participant in major international events

Where a student undertakes extensive training hours in a sport but does not meet one of the criteria above, he/she can apply for special consideration. In this case the application must be accompanied with a motivation letter.

In all cases, the awarding of a dual career status to the student, lies with the Student Athlete Committee of LUNEX and is taken after careful consideration of the impact of the sporting commitment of the student towards his or her studies.

4.3. Assessments

Assessments are defined by LUNEX as academic work including essays, coursework assignments, practical work, examinations, etc. for which marks are awarded. This policy covers all types of assessment.

4.4. Student Responsibilities

The onus remains with the student-athlete/coach in regard to their studies. It is their responsibility to contact LUNEX if missing an assessment is anticipated. The personal responsibilities of the student-athlete/coaches themselves underpin this policy and the student-athlete/coach is under obligation to discuss the possibility of missed assessment with the module coordinator but also to notify programme leaders as soon as they are aware it may be a possibility.

If the student-athlete/coach wishes to be absent from an assessment for the preparation for an international training event, it is their responsibility to negotiate with both parties, LUNEX as well as the sport federation or club/coach, to ascertain, for example, whether a modified length of stay at the training camp would be possible in order not to miss an assessment.

4.5. Student-athlete/coach Status

If the student-athlete/coach meets the performance standard mentioned in 3.2 above, he/she can apply for the student-athlete/coach status by submitting:

- the student-athlete/coach status form to the Student Athlete Committee
- a supporting letter from the Federation or Club/Coach.

In the case the student-athlete/coach does not meet the performance standard, but still feels he/she has the right to be considered for the student-athlete/coach status, the application form needs to be accompanied by a motivating letter.

The decision of allocation of the student-athlete/coach status always lies with the Student Athlete Committee.

The student-athlete/coach status incorporates:

- consideration of circumstances for assessment flexibility
- consideration of circumstances for stretched degree applications
- consideration of circumstances for class attendance

5. Student Athlete Committee

The Student Athlete Committee of LUNEX shall consist of the following members:

- Head of Student Experience, Chair
- Student Support Officer
- Designated representative for each academic department

6. Assessment Flexibility

The assessment flexibility policy covers situations where a student is studying for a module and is fully expecting to complete the required assessments within LUNEX timescales but an event beyond his/her control (for example international team selection) prevents him/her taking the assessment alongside the rest of the class.

6.1. Consideration for Assessment Flexibility

In order to apply for assessment flexibility, the student-athlete/coach must:

- be representing his/her country at a major international competition
- be involved in preparation immediately preceding an international competition
- be taking part in a major national championship

If a student-athlete/coach meets the above criteria and is due to be absent on the day of the exam itself, the programme leader is requested to consider offering the student flexibility.

Requests for flexibility relating to the period immediately prior to an exam will not normally be supported; preparation for assessments should be a continuous process throughout the whole semester and as such other commitments immediately prior to an exam will not be seen as grounds to request flexibility.

6.2. Duration of Absence

Assessment flexibility is granted for the duration of the preparation and competition **only**. A student will be expected to return to LUNEX as soon as reasonable; extended absences for non-competitive reasons will **not** be eligible for assessment flexibility.

This will be the student's choice at the time of the assessment flexibility request and may not be changed during or after their sporting absence. If they choose to take assessments immediately on their return they will **not** have grounds for an impaired performance claim.

6.3. The Assessment Flexibility Procedure

- 6.3.1. At the earliest opportunity, the student-athlete/coach should discuss the possibility of missed examinations with the programme leader. This could, for example, be prior to selection for the team or squad but where there is the **possibility** of selection.
- 6.3.2. As soon as the selection is confirmed, the student-athlete/coach must apply for assessment flexibility.
- 6.3.3. The student-athlete/coach should obtain a supporting statement from their Federation or Club/Coach as to the nature of the competition/training camp.
- 6.3.4. The programme leader assesses whether to support/not support the application, including an indication of the alternative examination arrangements.
- 6.3.5. Should the programme leader feel that the applicant has not acted in a responsible manner in terms of their organisation and communication of selection then the request for Academic Flexibility may be declined at this stage. The student may request to meet with the programme leader to discuss their declined application.
- 6.3.6. The form is then returned to Exam Office with relevant approval. The decision will be communicated to the student.

6.4. Exam Flexibility Options

The final decision on the level of flexibility offered is left to the discretion of the programme leader in relation to the best interests of the student-athlete/coach but the two options for exam flexibility are outlined below:

Either:

- Defer First Sitting of an exam to the **next scheduled sitting** (Preferred option) or
- Defer to the **next appropriate time**.

The student should understand that if they fail the examination(s) in the deferred exam sitting, there may not be the opportunity to retake the examinations until the next semester or next academic year. This may have an impact on the module options for the next semester, e.g. where the module is a prerequisite for a module in the following semester, and ultimately the length of study.

6.5. Coursework and Practical Test Flexibility

- If the student-athlete/coach meets the above eligibility criteria and is due to be absent on the day of the coursework or practical test itself the programme leader is requested to consider offering the student flexibility. Students should be aware that the programme leader may only be able to offer limited flexibility in relation to practical or laboratory-based coursework and practical tests.
- If the coursework consists of a written assignment, an extension of the set deadline may be granted by the module coordinator or the programme leader.
- The final decision on the level of flexibility is left to the discretion of the programme leader and is always in the best interests of the student-athlete/coach.

7. Stretched degree

7.1. Duration of Stretched Degree

Student-athlete/coaches may consider to stretch their degree beyond the standard expected length of degree study due to their high sporting commitments. The students in possession of the student-athlete/coach status can therefore complete their degree within a maximum of 6 years for a Bachelor degree, and 4 years for a Master degree, respectively.

Moreover, in conjunction with assessment regulations the following rule applies:

Over the period of one academic year (i.e. 12 months), student-athletes/coaches must complete a minimum of 9 ECTS. All modules within the individual LUNEX degree programmes must be passed. When a student is required to repeat a module, all assessments included within this module must be repeated, unless the module coordinator allows credits from a successfully completed assessment in the failed module. The LUNEX assessment regulation outlines the details of the special circumstances applying to the student-athlete/coach status.

8. Study Fees

The student shall pay the normal study fees for the regular duration of their study programme, and are exempt from any payment in the event their study duration is extended beyond 3 years for a Bachelor degree and 2 years for a Master degree as long as the extension is in connection with their student-athlete/coach status.

9. Class Attendance

9.1. Consideration of Circumstances

Student-athlete/coachs should try to attend as many lectures as possible as is the case for any other student. In the case where an **extended** absence to lectures is required due to sporting commitments, the student-athlete/coach should discuss the implications with the responsible programme leader **in advance**. No exam flexibility can be granted based on the fact that attendance to the lectures was not possible without the **prior** consent of the programme leader.

For practical classes, and if possible, rescheduling of the class should be considered in accordance with the module coordinator or programme leader.

10. Further Information

For an initial discussion about student-athlete/coach status and the level of competition that is required or any further specifications, students should contact: studentathletes@lunex.lu .

11. Review and evaluation

The policy will be reviewed every five years or as necessary.