



Eligibility Request Form

1. Complete all steps on front and back of this form.
2. Attach copy of student's official transcripts with this form.
3. Requests with incomplete enrollment records will not be considered.
4. Allow five working days to process.

OSAA Eligibility ID #

STEP 1

Student Information

School: ELMIRA H.S.

School Phone: 541-935-8200

Student: (Last) Carpenter

(First) Annie

(Middle) Elaine

Date of Birth: 3/19/2001

Age:

Parent: Gary & Jill Carpenter

Address: 4520 Dark St., Eugene Oregon 97404

Person with whom student lives:

Currently: PARENTS ABOVE

Last Year: SAME

Relationship to student: Parents

Address where student lives: SAME AS ABOVE

STEP 2

Type of Waiver

A. SEND DIRECTLY TO OSAA (see checklist in Step 4)

- Age Rule 8.3
- Fifth Year Rule 8.2
- Grade Deficiency Rule 8.11
- Satisfactory Progress Toward Graduation Rule 8.12
- All Non-CSIET Foreign Students – Must also meet CSIET criteria in Rule 8.6.3(c)
- All CSIET Foreign Students not meeting criteria in Rule 8.6.3(c)

B. SEND DIRECTLY TO DISTRICT COMMITTEE

- Transfers without change of Joint Residence Rule 8.6 (including transfers where the student also has a Grade Deficiency and / or is not making Satisfactory Progress Toward Graduation).
- Transfers to a school with affiliation Rule 8.6.5

STEP 3

Enrollment Record

Fill In All Sections

Has an Individualized Educational Program (IEP) been created for this student? Yes No

If yes, is the student meeting the requirements of the Individualized Educational Program (IEP)? Yes No

Grading Period	Date Attended	School Attended	# Credits Earned	# Classes Passed
Example → → → → → → → →	9/5/99 to 1/12/00	Oregon High School	3.0	6
9 th - 1 st semester/trimester	9/18/15 to 12/14/15	North Eugene HS	2.5	5
9 th - 2 nd semester/trimester	12/17/15 to 1/1/ Present	ELMIRA H.S.	T.B.O.	
9 th - 3 rd trimester	1/1 to 1/1			
10 th - 1 st semester/trimester	1/1 to 1/1			
10 th - 2 nd semester/trimester	1/1 to 1/1			
10 th - 3 rd trimester	1/1 to 1/1			
11 th - 1 st semester/trimester	1/1 to 1/1			
11 th - 2 nd semester/trimester	1/1 to 1/1			
11 th - 3 rd trimester	1/1 to 1/1			
12 th - 1 st semester/trimester	1/1 to 1/1			
12 th - 2 nd semester/trimester	1/1 to 1/1			
12 th - 3 rd trimester	1/1 to 1/1			

→ PASSED ALL
5 CLASSES
1ST TRIMESTER
at N.E.

STEP 4  ***Letter From Previous School Principal (Transfers only)***

A letter from the principal of the school previously attended is required. Letter may refer to high school activities previously participated in, whether student was in good standing at the time of transfer, any outstanding fees / lost materials, etc.

STEP 5 Eligibility Hardship Checklist

Prior to OSAA consideration of eligibility, this Eligibility Request Form and the following information must be received by the OSAA Executive Director.

<u>Transcripts</u> Current high school Previous high schools	<u>Letters of Explanation</u> Student Parents or Legal Guardian School Representative <i>Optional</i> – Other letters as relevant.	<u>Age & Fifth Year Additional Documentation</u> Gap in student's academic process Credit deficiency Classes needed to graduate Individualized Educational Program (IEP) Student's disability as defined by ADA
<u>School Records</u> Attendance records Letter authorizing release of school records to OSAA		

STEP 6: **Affirmation Statement**

Under penalty of perjury, I do affirm that no coach, parent, administrator, teacher, or other representative of the current school initiated contact or offered any inducements for the purpose of having the student attend the current school for athletic participation. Further, I authorize release of permanent school records to the OSAA.

Both signatures required for all Eligibility Requests.

~~Signature of Parent/Host Family of Non-CSIEF student~~

Signature of Principal / Superintendent

(Principal/Superintendent is encouraged to attach any specific comments regarding this student's eligibility.)

STEP 7 OSAA / District Committee Authorization

Decision

The District Committee should forward copies of all District Committee decisions and the Authorization Decision

Director's / Chairperson's Signature:

Date 1/1

Chairperson's School:

Comments

- Approved
- Denied

STEP 8 Appeals Process

DISTRICT COMMITTEE DECISIONS: Appeals of District Committee decisions will be heard by the OSAA Eligibility Appeals Board. If denied by the OSAA Eligibility Appeals Board, an appeal may be made to a Hearings Officer under **Rule 9, "Hearings Officer."** Appeals to the Hearings Officer shall include an appeal fee of \$200.

OSAA EXECUTIVE DIRECTOR DECISIONS: Appeals of OSAA Executive Director decisions regarding age, fifth year, grade deficiency, and non-CSIET foreign students are heard by the OSAA Executive Board. If denied by the OSAA Executive Board, an appeal may be made to a Hearings Officer under Rule 9, "Hearings Officer." Appeals to the Hearings Officer shall include an appeal fee of \$200.

ELIGIBILITY APPEAL FILING FEE: "Any party filing an appeal of a decision by the District Athletic Committee to the Eligibility Appeals Board or a decision of the Executive Director to the Executive Board shall be assessed a filing fee of \$100 to defray the costs to the Association of assembling the respective appeals bodies to hear the appeal." (Excerpt OSAA Handbook, Executive Board Policies, "Eligibility Appeal Filing Fee")