



Eligibility & Casebook

Division I

Eligibility & Casebook Division I

Acknowledgment

The National Christian College Athletic Association (NCCAA) expresses its appreciation and acknowledgment to the National Association of Intercollegiate Athletics (NAIA) for the use of the eligibility, casebook, and frequency of contest information in this handbook. An attempt has been made to substitute NCCAA for NAIA and to align Regional and Eligibility Chairs in accordance with NCCAA procedures. Dually affiliated institutions with NAIA or NCAA are certified as meeting eligibility standards of the NCCAA by meeting the eligibility requirements of their dual association.

ALL NCAA/NAIA DUALLY AFFILIATED MEMBERS MUST SUBMIT ONLY THE DUALLY AFFILIATED ELIGIBILITY FORM TO BE IN COMPLIANCE. THIS FORM MUST BE SENT TO THE NATIONAL ELIGIBILITY CHAIR BY SEPTEMBER 15 OF EACH YEAR FOR ALL SPORTS DURING THAT YEAR.

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SECTION A. APPLICATION OF ELIGIBILITY RULES

Institutional membership within either or both programs (men's and/or women's) or institutional membership on a sport by sport basis within a program charges each institution with the responsibility of knowing, administering, and enforcing the eligibility standards adopted by the members of the Association in respect to the institution's intercollegiate sports affiliated within the NCCAA.

The eligibility rules which follow apply to all students representing their institution in any manner (scrimmages, intercollegiate, etc.) against competitors not directly identified with the institution in any sport recognized by the NCCAA.

Any student identified with a two- or four-year college or university who then becomes identified at an NCCAA institution shall also be subject to the following regulations, which were submitted and approved by the member institutions.

SECTION B. DEFINITIONS

Eligibility Case; Eligibility Certification; End of a Term; Enrollment; Entering Freshman; Exhibition; Good Standing; Identification; Institutional Credit Hours; Intercollegiate Contest; Non-Term; Normal Progress; Participation; Postseason Competition; Prospective Student; Residency; Scrimmage; Season of Competition; Terms of Attendance; Transfer Varsity Intercollegiate Sport

1. Eligibility Case: An actual or possible violation of an NCCAA rule or regulation as reported by the institution to the Eligibility Chair and/or the National Office or notification to the institution by the Eligibility Chair or National Office.
2. Eligibility Certification: Completion of the NCCAA Official Eligibility Certificate, NCCAA Certificate of Clearance, Transfer Player Eligibility Statement (when applicable) and the Eligibility Certificate for Entering Freshmen (when applicable) and Non-Resident Student or Enrollment Gap Form (when applicable) for all students prior to allowing those students to represent the institution in any manner during a term.
3. End of a Term: Date listed in the institutional catalog as the last day of a term. If no such date is given, the end of the term shall be the last day of the final exam period for that term.
4. Enrollment: Completion of institution's enrollment forms or cards (payment of fees is not considered by the NCCAA as a definition of enrollment).
5. Entering Freshman: A student who upon becoming identified with an NCCAA institution has not been previously identified with any institution(s) of higher learning for any two semesters or three quarters (or equivalent).
6. Exhibition: A competition against competitors not identified with the institution when:
 - a. the competition does not meet the definition of a scrimmage pursuant to Section B, item 17 of the NCCAA Eligibility Section.
 - b. the competition is noted as an Exhibition on the institutional schedule.
 - c. the competition is against a non-NCCAA opponent.

If the competition meets this definition then it shall not be included in individual and team statistics, win/loss records, and coaching records. The competition shall count against NCCAA game limitations. An NCCAA institution shall be limited to one (1) Exhibition per season. A student shall be charged a season of competition for participating in an exhibition contest.

CASEBOOK EXAMPLE

Exhibition Contests/Season of Competition

Approved Ruling: A student who competes in an exhibition contest as defined in Eligibility Section B, Item 6 would be charged a season of competition.

In all sports except basketball an institution is allowed one (1) exhibition competition per season. The competition must meet the definition of an exhibition listed above. The exhibition competition shall count as one (1) varsity game, contest, or playing date within the limits stated above.

For the sport of basketball, an institution is allowed one (1) or more exhibition competitions per season so long as the total number of games, exhibitions and scrimmages does not exceed 32. For the sport of basketball, an exhibition competition shall not count as a varsity game.

7. Good Standing: Maintenance of NCCAA eligibility standards as well as the general institutional requirements for all students in order to represent the institution in any extra-curricular activity.
8. Identification: Representing an institution in an intercollegiate contest or enrolling in twelve (12) or more institutional credit hours with a minimum of nine (9) institutional credit hours at the NCCAA member institution in any given term (excluding summer session) as reported by the institution's registrar on an official transcript based on the institution's official census date.

Exception: An entering freshman shall identify with an institution during the student's first two semester terms or first three quarter terms by representing an institution in an intercollegiate contest, or enrolling in twelve (12) or

more credit hours, with a minimum of nine (9) credit hours at the NCCAA member institution as reported by the institution's registrar on an official transcript, based on the institution's official census date.

NOTE 1: For any student seeking eligibility as a first-time participant in any NCCAA sport, this definition of identification shall be applied to all terms, regardless of the dates during which the terms occurred.

NOTE 2: For all other students, this definition of identification only applies to terms that begin after April 14, 2014. For terms that begin prior to April 14, 2014, the definition of identification in effect during the term shall apply.

NOTE 3: Participation in an intercollegiate contest in the fall before school starts identifies the student with the institution and charges the student with a season of competition and a term of attendance, even if the student decides to transfer or leave school before classes start. The Progress Rule shall apply for participation in the same sport.

However, the term shall not be applied in determining the Nine-Hour Rule or the 24/36-Hour Rule if enrollment in 12 institutional hours was not noted on the institution's official transcript.

CASEBOOK EXAMPLES

Identification – Entering Freshman

Case: Can an entering freshman choose not to identify with an NCCAA institution when he is enrolled in 12 credit hours but only six of which are institutional credit?

Approved Ruling: No. An entering freshman who enrolls in 12 credit hours is identified with the NCCAA institution, regardless of the number of hours that meet the definition of institutional credit.

Branch Campus Identification Approved Ruling:

A student attending a branch campus of an NCCAA member institution may not compete in the intercollegiate program for the parent institution, nor may a student at the parent institution participate for a branch campus.

Failed Classes

Case: A student was enrolled in 12 institutional credits after the fall term census date and throughout the term, but failed three of those credits and did not participate in intercollegiate athletics. Did the student identify during the fall term and should the student be charged a term of attendance?

Approved Ruling: Yes, identification occurred and a term of attendance is charged at the point-in-time when a student is enrolled in 12 institutional credits after the institution's official census date. Identification occurred and the student is charged a term of attendance even if the student subsequently fails or withdraws from a course.

Withdrawal from Class

Case: A student was enrolled in 12 institutional credits last year for the fall term but officially withdrew from three credit hours prior to the institution's official census date. Is the student charged with a term of attendance in this instance?

Approved Ruling: If the student withdrew from the credits prior to the census date and the course does not appear on the student's official transcript in any capacity, then the term would not be charged as a term of attendance.

NOTE: A student who represents the institution in an intercollegiate contest prior to the census date shall be charged with a term of attendance and a season of competition even if the student is enrolled in fewer than 12 institutional credits after the census date. (For NCCAA only institutions: This does not include scrimmages.)

Participation Prior to Enrollment in the Fall

Approved Ruling: When an institution has scheduled an intercollegiate contest prior to the opening of school in the fall, a student shall be allowed to represent the institution although the student is not officially identified at the time of participation. The NCCAA Official Eligibility Certificate must be filed with the eligibility chair with the column requesting "Institutional Credit Hours Enrolled in this Term" showing at least 12 institutional credit hours enrolled.

Should a student compete and then not enroll in the term in which competition occurs, a season of competition and a term of attendance shall be charged for such competition.

Pre-Enrollment Participation and Transfer

Case: A student participates in a football game played before the fall term officially starts. May the student then transfer to another institution and be eligible immediately? Will the student be charged with a season of competition or a term of attendance?

Approved Ruling: The student would not be eligible immediately. Since a student becomes identified with an institution upon participation in an intercollegiate contest, this student would have used one season of competition for football and be charged a term of attendance. In addition to applying the transfer residency requirements, this student would be required to meet the normal Progress Rule for a second, third or fourth season of competition, as applicable.

International Students — Identification

Approved Ruling: International transcripts often reflect only courses for which the student took and passed the exam at the end of a term. For courses where the final exam was not taken, the course generally does not appear on the official transcript. A letter from a school official may serve in conjunction with – or in lieu of, when no official transcript is available – an official transcript to show the additional coursework for which the student was enrolled.

An international student shall be considered to have identified and shall be charged a term of attendance if the student attended any class and was enrolled in a regular, full-time course load. An international student whose official academic record does not reflect all attempted coursework but who attended a class while enrolled as a regular full-time student at an international university shall be charged with a term of attendance based on a letter from a school official showing all coursework attempted.

9. Institutional Credit Hour: Any credit hour attributed to a course that is recorded on the transcript with a grade and credit hours earned. Institutional credit hours shall be accepted for eligibility certification purposes only after the instructor submits the completed course grade in the normal manner to the institutional registrar for posting on the transcript.

EXCEPTION: Coursework awarded earned credit hours with a grade of F (or the equivalent) shall not be considered institutional credit hours for purposes of the Nine-Hour Rule, 24/26-Hour Rule, and the Progress Rule.

Credit hours attributed to a course in progress shall be considered institutional credit for purposes of determining identification and enrollment in twelve (12) credits when, as applied to the general student body, the course would appear on the transcript with a grade and credit hours earned upon completion.

The grade assigned to a course may include, but is not limited to, a letter grade, credit/no credit, pass/fail, and satisfactory/unsatisfactory.

Institutional credit hours shall be accepted for eligibility certification purposes only after the instructor submits the completed course grade in the normal manner to the institutional registrar for posting on the transcript.

CASEBOOK EXAMPLE

Institutional Credit

Case: A student enrolled in a course for three (3) credit hours and subsequently failed the course, showing zero (0) hours earned for the course on the student's transcript. Had the student completed the course successfully, credits associated with the course would have been shown on the student's transcript as earned and with a grade. Does the course count as institutional credit for the student?

Approved Ruling: Yes. The course itself is considered institutional credit even if a student fails the course. A student's performance in a given course does not determine whether the course meets the definition of institutional credit for purposes of identification and 12-hour enrollment. The student has not earned any institutional credit hours for the course, but the course shall be considered institutional credit hours attempted by the student in that term and shall be used for evaluating identification, 12-hour enrollment and GPA calculations.

CASEBOOK EXAMPLE**Recognition of Credits**

Approved Ruling: When the grades are submitted in the normal manner to the registrar for posting on the transcript and the student is properly certified, the student is then recognized as having the credits apply in meeting NCCAA regulations.

10. Intercollegiate Contest: Any athletics competition in a sport recognized by the NCCAA and sponsored by the institution as an intercollegiate sport against competitors not identified with the institution. Alumni contests are considered as competition within the institution and not recognized as intercollegiate.
11. Non-Term: Any term that does not meet the definition of a term as defined in #8 above.

NOTE: This definition of non-term only applies to terms that begin after August 1, 2004. Prior to August 1, 2004, a non-term was enrollment in fewer than nine (9) institutional credit hours at a single institution during a given term or any summer session or inter-term.

CASEBOOK EXAMPLES**Non-Term – Attendance at a Non-Accredited Institution**

Case: A student attends a non-accredited college, either junior or senior college, which may or may not sponsor an intercollegiate athletics program. What is the status of such a student?

Approved Ruling: For institutions in the U.S., the NCCAA shall use the Accredited Institutions of Post-Secondary Education published by the Council on Post-Secondary Accreditation by the American Council on Education to determine if terms are to be recognized by the NCCAA. If an institution is listed in this publication at the time of a student's attendance, the student transferring from this institution shall be charged terms of attendance, seasons of competition and be required to meet residency regulations as applicable.

If the institution is not listed in the publication and is not an NCCAA associate member, the student is considered not to have attended an institution of higher learning with regard to athletic eligibility. Foreign postsecondary institutions are considered accredited when determining terms of attendance.

(Note: The NCCAA shall use the Accredited Institutions of Post-Secondary Education published by the Council on Post-Secondary Accreditation by the American Council on Education to determine if terms are to be recognized by the NCCAA for terms prior to August 1, 2012.)

Non-Term – High School

Approved Ruling: High school students may take twelve (12) or more hours of college credits in a term without establishing a term of attendance.

Non-Term – Military Service

Approved Ruling: Members of the armed services, while on active duty, may take twelve (12) or more hours of college work during a term without establishing a term of attendance.

12. Normal Progress: The accumulation of academic credit at a rate so as to meet the minimum standards listed in Section C, item 9 of the NCCAA Eligibility Section.
13. Participation: Competing in an intercollegiate contest as defined by Section B, Item 10 of the NCCAA Eligibility Section.
14. Postseason Competition: Conference, region, or independent qualifying events.
15. Prospective Student: An individual who has never identified or whose previous collegiate identification was with another collegiate institution. The individual remains a prospective student until the student identifies with an institution in accordance with Item 8 above.

Prospective student are not permitted to practice or compete with an institution's team.

Exception 1: A prospective student may practice and compete with an institution's team during the summer (May 16-July 31) if the student is a high school graduate (or the equivalent) and not identified with any other institution of higher learning, and:

- a. Enrolled in a full-time class load, as defined by the institution, for the applicable summer term, or
- b. Enrolled in at least 12 institutional credit hours for the immediately subsequent fall term.

Such practice activities and competitions are not considered to be a tryout.

Exception 2: A prospective student, who is a high school graduate (or the equivalent) and not identified with any other institution of higher learning, may practice with an institution's team(s) prior to the start of the institution's academic term, or between regular academic terms, if the practice activity occurs during the team's 24-week season. Such practice activities are not considered to be a tryout.

Exception 3: This does not apply to sports mission trips.

16. Residency: Identification with an institution for sixteen (16) calendar weeks (112 calendar days) during the regular school year (summer session not included).

CASEBOOK EXAMPLE

16-Week Residency Period – Practice

Case: Can a student-athlete, who must fulfill the 16-week residency period, practice with the team during the 16-week residency period?

Approved Ruling: As long as the student is enrolled at the institution during the residency period, the student may practice with the team.

17. Scrimmage: A competition against competitors not identified with the institution when:
 - a. The competition is not listed or is noted as a scrimmage on the institutional schedule; and
 - b. No scores or statistics are reported by either institution.

Scrimmages shall not be allowed in the following intercollegiate sports: cross country, golf, and track and field.

Students must be certified as eligible prior to participating in a scrimmage. Seasons of competition shall not be charged to students who participate only in scrimmages. Transfer students shall be governed by the association under which they competed.

CASEBOOK EXAMPLE

Scrimmage – Reporting Scores/Statistics

Approved Ruling: For a contest to be considered a scrimmage, scores, and statistics cannot be reported. This includes scores or statistics listed or appearing in an article on statistical reporting sites, athletic or institutional website, or community newspapers or websites.

Scrimmages – Season of Competition

Approved Ruling: A student participating in a contest that fits the definition of a scrimmage (Section B, item 17) shall not be charged a season of competition.

18. Season of Competition:
 - a. Participation in one (1) or more intercollegiate contests whether in a varsity, junior varsity, or freshman program. The NCCAA shall count seasons of competition based on intercollegiate participation charged by another intercollegiate athletic association.
 - b. Participation in any elite-level competition on or after the first day of the thirteenth month following high school graduation. The NCCAA shall count seasons of competition based on non-collegiate participation charged by another intercollegiate athletic association. Additional seasons of competition, based on non-collegiate participation, shall be charged when the student is not enrolled in a collegiate institution, or is enrolled but does not represent the institution in intercollegiate competition.

CASEBOOK EXAMPLES

Seasons of Competition – Transfer Students

Approved Ruling: A student transferring from one (1) NCCAA institution to another NCCAA institution shall have their seasons of competition determined under the rules of the NCCAA. However, previous seasons of competition for a student transferring from an institution not governed by the NCCAA shall be determined under the rules of the association (NCAA, NJCAA, NAIA, USCAA) from which the student transfers.

Discontinuance of a Sport During a Season

Approved Ruling: When an NCCAA institution discontinues a sport immediately, during the season, having completed one-half or less of its regular schedule, students on the team at the time of discontinuance shall not be charged with a season of competition in that sport, provided the students are eligible at the time the sport was discontinued.

EXCEPTION 1: An individual who trains or competes as a member of a non-collegiate post-secondary education (ie. Preparatory school) team shall not be charged a season of competition.

EXCEPTION 2: The date of a student's 18th birthday shall be used as the date of high school graduation if:

- a. The date of high school graduation cannot be ascertained; or
- b. The student earned a high school equivalency through the GED or other exam(s) without otherwise graduating high school.

EXCEPTION 3: While enrolled as a full-time collegiate student at an NCCAA institution, a student shall not be charged a season of competition based on participation as an unattached student-athlete. A student is considered to be competing as an unattached student-athlete if the following seven (7) criteria are met:

1. A coach or representative of the athletics department does not enter the student(s) in the event;
2. The institution or its representative does not provide transportation to the event, from the event, or at the event.
3. The institution or its representative does not provide meals or housing to the student(s) with regard to the event.
4. The student(s) does not wear an institutional uniform nor use the institution's name in the event;
5. Student(s) competing "unattached" are not covered by institutional athletic insurance;
6. Student(s) are made aware that they are not covered by institutional athletic insurance;
7. All competition and participation must conform to NCCAA amateur status regulations.

NOTE:

1. For purposes of this bylaw, eligibility shall be determined by the National Eligibility Chair.
2. Unless specified elsewhere in the Bylaws, no student shall be charged more than one (1) season of competition during any 12-month period. Participation in elite-level athletic competition after May 15 shall be charged within the 12-month period that includes the subsequent academic year.
3. Athletes charged a Season of Competition pursuant to this paragraph must also comply with other applicable NCCAA Bylaws, including Amateur Rules and Eligibility Requirements.

CASEBOOK EXAMPLES

Summer Competition – Continuing Identification

Approved Ruling: Summer competition will be considered unattached, and is not subject to a competitive experience review, when a student is identified with an NCCAA institution in the spring and is identified with the same NCCAA institution the subsequent fall.

Summer Competition – Transfers and Students with Break in Enrollment

Approved Ruling: Competition after May 15 by a student who transfers institutions or has a break in enrollment is subject to a competitive experience review if the student was not charged with a season of intercollegiate participation during the preceding academic year. Summer competition by a student charged with a season of intercollegiate competition during the preceding academic year is not subject to a competitive experience review.

Case: A student identifies at a junior college but does not compete in the spring. The student participates in elite level competition during the summer, beginning after May 15. Can the student compete in intercollegiate competition during the subsequent academic year without being charged an additional season of competition?

Approved Ruling: Yes. The intercollegiate competition occurring during the subsequent academic year is considered a continuation of the in-progress season charged for the summer competition. However, the student is charged for the elite level summer competition, regardless of whether or not the student participates in intercollegiate competition during the subsequent academic year.

19. Term of Attendance: A term of attendance is any quarter, semester or trimester (excluding summer sessions) in which the student becomes identified at a single institution.

CASEBOOK EXAMPLES

Term of Attendance

Approved Ruling: A student is identified and charged a term upon enrolling in twelve (12) or more institutional credit hours at a single institution or at least nine (9) or more institutional credit hours at an NCCAA institution with at least three (3) hours at another institution as reported by the institution's registrar on an official transcript based on the institution's official census date, or by representing an institution in an intercollegiate contest.

Withdrawal and Transfer

Case: A freshman enrolled for twelve (12) credit hours at an institution this past fall and withdrew prior to the institution's official census date. Because the student withdrew within the drop period established by the institution, and no courses appear on the official transcript for the term, is this student subject to the Nine-Hour Rule for eligibility certification purposes in the next term?

Approved Ruling: No. The student withdrew from classes prior to the institution's census date and no classes appear on the official transcript for the fall term. Therefore, the student did not identify in the fall term and is not charged a term of attendance. The student is not considered a second-term freshman for eligibility purposes during the next term.

The word "term" as used throughout the Eligibility Section refers to quarter, semester, or trimester, whichever applies as the official unit of class attendance at any college or university.

If a student identified with an institution officially totally withdraws from that institution within twenty-one (21) calendar days following the official opening date of classes as stated in the institutional catalog and returns and again becomes identified with the same institution (without becoming identified at another institution), the student shall not be charged with a term of attendance for the term in which the student withdrew.

20. Transfer: A student who becomes identified with an NCCAA institution after having previously been identified with a two- or four-year institution of higher learning. Transfer students must complete the official NCCAA Transfer Player Eligibility Statement prior to their first participation at the NCCAA institution no matter how long ago the transfer occurred.

Once the student has completed the transfer form and has been in attendance for one term, the student is no longer considered a transfer student at the institution.

21. Varsity Intercollegiate Sport: A sport that has been accorded that status by the institution's chief executive officer or committee responsible for intercollegiate athletics policy AND satisfies all of the following conditions:
- It is a sport that is administered by the department of intercollegiate athletics;
 - It is a sport for which the eligibility of the student is reviewed and certified by the institution's Compliance Officer or designated eligibility representative;
 - It is a sport in which qualified participants received the institution's official varsity awards.

SECTION C. ELIGIBILITY REQUIREMENTS

For a student to be eligible for any NCCAA-recognized intercollegiate competition, a member institution must ensure that the student conforms to the following regulations.

- An entering freshman student must be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution.
- An entering freshman student must meet two of the three entry-level requirements below. Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of

attendance (two semesters, three quarters, or the equivalent) that such a student is identified with any institution(s). The three entry-level requirements are as follows:

- a. A minimum score of 18 (see NOTE 2 below) on the Enhanced ACT or 860 (see NOTE 3 below) on the SAT (for tests taken on or after April 1, 1995).

NOTE 1: In order to meet the requirement of Section C, item 2 in the paragraph above, an entering freshman must achieve a score of 18 or higher on the Enhanced ACT or score of 860 or higher, achieved on the Critical Reading and Math sections of the SAT. The test score must be achieved at a single test sitting administered by a certified tester on a National, International or official state assessment testing date to apply to this requirement. A test taken under any conditions other than those listed is considered by both testing agencies to be a residual test and cannot be used for certification purposes. The ACT/SAT must be taken prior to the beginning of the term in which the student initially participates.

CASEBOOK EXAMPLES

Untimed ACT/SAT Scores

Approved Ruling: Students diagnosed with a learning disability may use untimed ACT/SAT test results to meet freshman eligibility standards. However, the test must be arranged, approved and conducted according to the procedure established by the ACT or SAT national office for the administration of such tests. Minimum score results needed to meet NCCAA freshman eligibility standards still must be achieved.

ACT/SAT Testing in the Fall Term

Approved Ruling: A student may take the ACT/SAT during the current fall term and use the results to meet the freshman regulation, provided the test was taken on a national testing date, the minimum score is achieved, and the results are received from the national test center in the usual manner before the student represents your institution. The key factor is that the test must be taken prior to the beginning of the term in which the student initially participates. Students would be eligible for participation on the day following the close of the fall term. Residual tests are not accepted.

NOTE 2: Any student with a 16 on the ACT taken in March 2016 or more current may use the score for eligibility purposes in academic year 2016-2017 only.

NOTE 3: If a student took the SAT before March 2016, the minimum accepted score is 860. If the SAT was taken in March 2016 or more current, the minimum accepted score is 940. Students who scored between 860 and 930 on the March 2016 or later SAT test shall be granted an automatic exception to the SAT test score minimum to compete during the 2016-17 academic year. The NCCAA National Eligibility Chair shall automatically apply this SAT test score minimum exception in the eligibility determination process.

- b. An overall high school grade point average of 2.00 or higher on a 4.00 scale;

CASEBOOK EXAMPLES

High School GPA

Approved Ruling: The GPA shall be determined from the student's high school transcripts that includes all coursework taken through the term immediately prior to graduation (e.g. the eighth term of school in which eight terms are necessary for a student to graduate).

High School GPA—Overall 2.00

Approved Ruling: Should a high school use a four-point scale, the high school GPA shall be used. Should a high school use something other than a four-point scale (e.g. a 12-point scale which uses the + and -), all high school grades shall be converted to the four-point scale to establish the GPA. Should the high school report grades as a numerical percentage, a student in the "C" range is considered to have met this regulation.

High School GPA—Attending Multiple High Schools

Approved Ruling: If a prospective student-athlete attended multiple high schools, the GPA listed on the student-athlete's final transcript is the GPA that shall be used to determine initial eligibility.

High School GPA – Prep School Attendance

Approved Ruling: Should a student be identified with a preparatory school for one full academic year, the GPA at the preparatory school shall be combined with the overall high school GPA for application to the freshman rule.

- c. Rank in the upper half of the student's high school class as it appears on the final high school transcript after the student's date of graduation. The class rank must appear on the student's transcript, leaving certificate or other academic document. If the student's class rank does not appear on the above-mentioned documents, a letter from the student's principal or headmaster, assistant or vice principal, guidance counselor or registrar, written on the school's letterhead and with the school's official seal, stating that the student meets the class rank requirement can be accepted.

CASEBOOK EXAMPLES

High School Class Rank

Approved Ruling: The class ranking shall be determined from the student's high school transcript that includes all course work taken through the term immediately prior to graduation. (Example: The eighth term of school in which eight terms are necessary for a student to graduate.)

High School Class Rank – Top 50%

Approved Ruling: An incoming freshman student who graduates number 50 out of a high school graduating class of 100 shall meet the class rank requirement.

High School Class Rank – Prep School Attendance

Approved Ruling: Once students graduate from high school, their class ranking shall not change. Attendance at a preparatory school shall not affect this regulation.

NOTE 1: GED Students

The GED shall be recognized as satisfying the grade point average equivalent. The GED student must achieve a score of 18 on the Enhanced ACT or 860 on the SAT to meet the freshman requirements.

NOTE 2: Home-schooled students

Home-schooled students who complete a home schooling program conducted in accordance with the laws of the student's state of residence and achieve a minimum score of 20 on the ACT or 950 (Critical Reading and Math) on the SAT shall meet entering freshmen requirements.

NOTE 3: International students

An incoming freshman who graduated from a high school outside the United States or one (1) of the U.S. territories shall meet the same eligibility criteria required of a regular freshman student listed in Section C.1 and 2. High school graduation and cumulative grade-point averages shall be determined based on current published NCCAA initial-eligibility guidelines for international students (see below).

If the student has graduated from a high school outside the United States or one (1) of the U.S. territories and the high school transcript is such that the grade point average cannot be determined and the class ranking is not available, this student can be ruled eligible by meeting the specific institution's admission criteria for international students and by meeting the following NCCAA criteria:

1. A score of 18 on the Enhanced ACT or 860 on the SAT
2. Meet the entering freshman requirements as defined for students from each country in the most current Guide to International Academic Standards for Athletics Eligibility published by the NCAA (based on AACRAO guidelines).

Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance (two semesters, quarters, or equivalent) that such a student is identified with an institution(s).

3. The student must be identified and enrolled in a minimum of twelve (12) institutional credit hours at the time of participation.

CASEBOOK EXAMPLES

Maintaining Institutional Identification

Approved Ruling: A student must maintain twelve (12) institutional credit hours, nine (9) institutional credit hours at an NCCAA institution, in order to participate intercollegiate athletics. Upon reducing the class load to fewer than twelve (12) institutional credit hours at a NCCAA institution, the student is no longer eligible.

12-Hour Enrollment Rule – Graduate Hours

Approved Ruling: Graduate credit hours may be included in the twelve (12) institutional credit hours in which a student must be enrolled.

EXCEPTION: A student who shall complete requirements for graduation within ten (10) semesters, fifteen (15) quarters, 12 trimesters or less may retain eligibility during the last term of attendance of the senior year by enrolling in fewer than twelve (12) institutional credit hours. Official verification must be provided by the registrar that the student has completed all other academic requirements for graduation except for the currently enrolled credits. Such verification must be provided to the Eligibility Chair.

A student invoking the above Exception who completes all academic requirements for graduation and who subsequently enrolls in and seeks a second baccalaureate or equivalent degree at the same institution, who enrolls in and pursues a second major area of study at the same institution, who enrolls in a graduate or professional school, or who is enrolled in a fifth-year, post baccalaureate degree teacher education is eligible to participate provided the student has athletic eligibility remaining and meets the criteria of the Exception to Section D(5).

The term in which the student invokes this Exception shall be counted as a term of attendance. However, this term shall not count in the calculation of the 24-Hour Rule. To calculate the 24-credit hours, the institution should consider the two terms immediately preceding the term the student completes the requirements for graduation.

A student who invokes the above Exception and does not graduate forfeits any remaining eligibility in all sports sponsored by the NCCAA.

4. The student must maintain institutional identification during any term of participation. For exceptions see Section D, items 3 and 4.
5. The student must have accumulated a minimum of nine (9) institutional credit hours prior to identification for the second term of attendance.

Only those institutional credit hours earned after identification (at any institution) may be applied toward meeting the Nine-Hour Rule for a second-term freshman.

CASEBOOK EXAMPLES

Nine-Hour Rule – Summer Attendance Prior to Initial Identification

Approved Ruling: A student who enters college for the first time in the summer and then enrolls for the fall term, may not apply summer credit hours to meet the nine (9) institutional credit hour rule. Summer attendance does not identify a student with an institution. The hours earned in the summer cannot count toward the Nine-Hour Rule because they occur prior to the student's initial identification.

Nine-Hour Rule – Identification

Case: A student graduates high school in May. She enrolls in 12 credit hours at an NCCAA institution the subsequent fall. She passes all 12 hours, but only six meet the definition of institutional credit. The student has not taken any additional college coursework. Is the student eligible for the spring semester?

Approved Ruling: No. An entering freshman identifies in the fall by enrolling in 12 credit hours. She is considered a second-term freshman in the spring and must have accumulated at least nine institutional credit hours prior to the beginning of the student's second term of attendance.

Nine-Hour Rule – Incomplete Grades

Case: A first-term freshman passes eight (8) hours and receives four (4) hours of incomplete work. An extension is granted to complete the work because the student is otherwise passing the incomplete course. Does this student satisfy the Nine-Hour Rule required for second term freshmen?

Approved Ruling: No. The student has not passed the nine (9) institutional credit hours required for all first term freshmen and is therefore ineligible. Upon making up the incomplete and having the grade submitted to the registrar for posting on the transcript, the Nine-Hour Rule would then be satisfied. The athlete shall not compete until this incomplete is made up, the grade is submitted to the registrar and the student is properly certified as eligible. The same also applies to complying with the 24/36 hour rule.

6. 24 Hour Rule: After completion of the second semester term or third quarter term of attendance and from then on, a student must have accumulated a minimum of twenty-four (24) institutional credit hours in the two immediately previous terms of attendance (two most recent terms of attendance) in a semester system or thirty-six (36) institutional credit hours in the three immediately previous terms of attendance (three most recent terms of attendance) in a quarter system.

A student transferring from a quarter system to a semester system must have accumulated twenty-four (24) institutional credit hours in the previous two terms of attendance after the first term of attendance at the new institution.

A student in a quarter system must have accumulated twenty-four (24) institutional credit hours in the previous two (2) quarter terms of attendance if completion of three quarter terms of attendance has not occurred. Upon completion of three quarter terms of attendance the student must have accumulated thirty-six (36) institutional credit hours.

No more than twelve (12) institutional credit hours earned during summers and/or during non-terms may be applied to meet the 24/36 institutional credit hour requirement. Such credit must be earned after one or both of the two immediately previous terms of attendance.

All credit hours used to meet this total of 24/36 institutional credit hours are to be taken at face value and are not to be converted, even if earned at different institutions using different credit hour systems (e.g., quarter and semester).

Credits earned by attending night, correspondence, and extension courses approved by the home institution may be applied in satisfying the 24/36-Hour Rule and/or the 12-Hour Enrollment Rule but are subject to the definition of "term of attendance."

CASEBOOK EXAMPLES

Correspondence Courses and/or CLEP

Correspondence and Extension Courses Case: A student starts and completes a three-hour correspondence or extension course approved by the home institution after the beginning of the fall term. The three hours give the student 24/36 credit hours. Can these hours be applied to meet the 24/36-Hour Rule for fall eligibility?

Approved Ruling: No. Hours to be applied to meet the 24/36-Hour Rule must be earned prior to the current term. If an extension course was first attended prior to the first day of class of a term or the student completed the first lesson of a correspondence course prior to the first day of class of a term, the credit would be applied to the term in which the institution would normally record the credit on the transcript. Credits earned by exam may only be used to satisfy the 24/36-Hour Rule if either (1) the credits are applied to the term in which the institution would normally record the credit on the transcript, or (2) the credits are accepted by the institution, the institution has official documentation from the testing service noting the date the credits were earned and the credits were earned during or after the terms being evaluated for 24/36-Hour Rule. Hours to be applied to meet the 24/36-Hour Rule must be earned prior to the term in which the student seeks to participate.

CASEBOOK EXAMPLE

24/26-Hour Rule – Quarter System

Case: A student is transferring from an institution using the quarter system to one using the semester system. The student has completed eleven (11), fourteen (14), and eleven (11) credits in the last three terms. Is the student eligible under the 24/36-Hour Rule?

Approved Ruling: Yes. Under the 24 semester/36 quarter rule a student who completes thirty-six (36) institutional credit hours during the last three (3) quarter terms of attendance is eligible to compete, provided he meets all other eligibility requirements. Additionally, the student must pass thirteen (13) institutional credit hours

the first term of attendance at the semester school to meet the 24-Hour Rule for the second term at the semester school.

24/36-Hour Rule – Transfer

Case: A freshman student transfers from an institution that uses the quarter system to an institution that uses the semester system. In the fall and winter quarter terms at the original institution, she completes and passes thirteen (13) and eleven (11) institutional credit hours. The student then passes twelve (12) credit hours in the spring semester at her new institution. Will she meet the requirements of the 24/36 hour rule due to her passing thirty-six (36) hours in her previous three terms of attendance and be eligible for the fall semester?

Approved Ruling: No. A student must accumulate thirty-six (36) institutional credit hours in the previous three quarter terms of attendance. If a student does not complete three quarter terms, the rule of accumulating twenty-four (24) institutional credit hours in the previous two terms of attendance takes precedent. In this instance, the student has accumulated only twenty-three (23) hours in the previous two (2) terms of attendance and is not eligible.

24/36-Hour Rule – Mixed Terms

Case: A student completed ten (10) semester hours during the first term at a junior college and completed 12 quarter hours the next term at our institution. As a matter of institutional policy, we convert all hours to our terms, and thus the ten (10) semester hours would equal fifteen (15) quarter hours. Using this method, the fifteen (15) and ten (10) quarter hours would total more than twenty-four (24) hours the two (2) previous terms. Is this permissible in determining NAIA eligibility?

Approved Ruling: No. Credits earned at a school are not to be converted but taken at face value when applying the twenty-four (24) credit hour rule. In this case, the athlete has completed only 22 hours of credit the last two (2) terms and would not be eligible.

24/36-Hour Rule vs. Progress Rule

Case: What is the difference between the 24/36 Hour Rule and the progress rule for participation in a second season of competition? If a student has earned 24/36 hours in the last two (2) terms of attendance, isn't the progress rule met as well?

Approved Ruling: The 24/36 Hour Rule and the Progress Rule are two separate concepts and are to be applied independently. The 24/36 Hour Rule states that a student must have accumulated a minimum of 24/36 institutional credit hours in the two semester/three quarter immediately previous terms of attendance. These hours are always taken at face value, even if a transfer is involved and the new institution does not accept all of the hours.

The progress rule involves institutional credit recognized by the student's current institution, with an exception for entering transfer students. Transfer students use the credit hours from the previous institution(s) only for the initial term at the new institution.

EXCEPTION 1: See Section B, Item 8, Note 2.

EXCEPTION 2: A transfer student who has met the graduation requirements for an associate degree from a junior college and who has not been identified with any institution(s) of higher learning for more than five (5) semesters or seven (7) quarters shall be exempt from meeting the 24/36 Hour Rule for the first term upon transferring to an NCCAA institution provided:

- a) the transferring student passed all hours required for graduation in the term in which graduation occurs and;
- b) less than 24/36 hours were required for graduation during the last two (2) semesters/three (3) quarters terms.

Students receiving this exception must pass at least twelve (12) hours in their first term of attendance at the four-year school to retain eligibility for a second term. The last semester/trimester/quarter at the junior college shall count as a term of attendance.

EXCEPTION 3: A student shall be exempt from meeting the 24/36 Hour Rule only during the first term in which the student initially competes in any sport at the intercollegiate level, provided the student has not previously participated in any intercollegiate sport at any institution and meets one of the following:

- a. Meets freshman eligibility requirements (applies only to students in the first four (4) semesters/six (6) quarters or equivalent, of attendance); or

b. Has an overall GPA of 2.00 on a 4.00 scale calculated on the basis of all transcripts from all institutions (applies to students in all terms following the fourth semester/sixth quarter, or equivalent of attendance.)

7. The student must be making normal progress toward a recognized baccalaureate degree and maintain the minimum grade point average as defined by the institution and the NCCAA (where applicable).
8. Upon reaching junior academic standing as defined by the institution, a student must have a cumulative grade point average (GPA) of at least 2.00 on a 4.00 scale. The 2.00 cumulative grade point average (GPA) or higher must be certified each grading period in which the student wishes to compete after junior academic standing is reached.
9. Progression Rule: To participate a second season in a sport, all students must have accumulated at least 24 semester/36 quarter (or equivalent) institutional credit hours. Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

EXCEPTION: A freshman who initially becomes identified after the first term in the fall shall meet this requirement by having passed twelve (12) semester or 20 quarter institutional credit hours. This exception shall apply to the second season of competition regulation only.

To participate the third season in a sport, all students must have accumulated at least 48 semester/72 quarter (or equivalent) institutional credit hours. Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

To participate the fourth season in a sport, all students must have accumulated at least 72 semester/108 quarter (or equivalent) institutional credit hours, at least 48 semester/72 quarter hours of which must be in general education and/or in the student's major field of study.

Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

CASEBOOK EXAMPLES

Progress Rule – Transfer Credit Taken at Face Value First Term Only

Approved Ruling: A transfer student bringing in “D” credit may have the “D” credit hours applied to all academic requirements the first term the student is identified only. Thereafter only those credits that are accepted toward a degree or are required by you institution and placed on your institutional transcript may apply.

To participate in a third and/or fourth season in a sport, all students must have and maintain a total cumulative GPA of at least 2.00 on a 4.00 scale. The GPA for students with continuing identification at your institution shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total number of hours attempted for all courses listed on all official transcripts from all institutions previously attended.

10. The student must be eligible according to the institution's standards for intercollegiate competition.
11. If a dual member with NCAA or NAIA, the student must be eligible according to affiliated conference standards.
12. A repeat course is defined as a course previously passed with a grade of "D" or better in any term, non-term, and subsequently retaken.

Repeat courses previously passed with a grade of “D” in the initial attempt and retaken, earning a grade of “C” or better, shall be considered toward satisfying the 24/36-Hour Rule.

Repeat courses previously passed with a grade of “D” in the initial attempt and retaken, earning a grade of “D”, shall be excluded and cannot be considered towards satisfaction of the 24/36-Hour Rule. Only the initial attempt shall be considered toward satisfying the 24/36-Hour Rule.

A maximum of one (1) repeat course per term previously passed with a grade of "D" (or the equivalent) may be counted toward satisfying the 12 Hour Enrollment Rule.

Repeat courses previously passed with a grade of "C" or better cannot be applied to meet either the 12 Hour Enrollment Rule or the 24/36-Hour Rule.

Note: This rule applies to all student-athletes' coursework beginning with the 2016-2017 academic year, regardless of when the coursework was completed.

CASEBOOK EXAMPLE

Repeat Course – Term of Attendance

Approved Ruling: All repeat courses previously passed shall be applied to the definition of a term of attendance. The allowing of one (1) course previously passed with a "D" grade to count toward satisfying the twelve (12) institutional Hour Rule is an exception to the 12 Hour Enrollment Rule only.

Re-taking a Failed Course

Approved Ruling: A student may repeat a course that was previously failed and have it count toward the current 12 Hour Enrollment Rule and, if passed, toward the 24/36 Hour Rule. A failed course is not considered a repeat course.

13. For the fall term only, if athletic contests are scheduled before the opening date of classes, an enrolled student may compete prior to the first day of class, provided the student meets all other eligibility requirements.

For all other terms during the regular academic year, a student enrolled in the second (or subsequent) term may compete between terms (beginning on the day following the close of the concluding term), provided the student meets all eligibility requirements for the upcoming term.

CASEBOOK EXAMPLE

Inter-term Identification

Approved Ruling: A student attending a specific institution for the first time during an inter-term shall become identified upon enrolling in three-fourths (or two-thirds if three-fourths is not appropriate) of the normal inter-term load as noted on the institution's official transcript.

Such students would be considered to be enrolled in the equivalent of twelve (12) hours and, assuming all other applicable eligibility requirements are met, could represent the institution after being properly certified. The student shall not be charged a term of attendance for this inter-term session.

14. A student who is eligible the last day of a term may retain eligibility until midnight of the 21st calendar day following the close of a term to allow an institution time to recertify eligibility. This regulation does not apply to students who complete all requirements for graduation or complete ten (10) semesters of attendance (or equivalent). Further, students declared ineligible by the institution or region shall lose eligibility immediately upon such declaration.

CASEBOOK EXAMPLE

21 Days of Extension of Eligibility (except Graduation and ten (10) Semesters)

Approved Ruling: After the end of a term, an institution has 21 calendar days or until the first contest after the end of the term (whichever is later) to re-check the eligibility of all students who were certified as eligible for the term just ending. This applies only to students being re-certified. Students establishing eligibility for the second term must be certified prior to participation.

During this 21-day period, all students who were eligible during the term just ended may continue to represent their institution in intercollegiate athletics. Should a student continue to represent an institution after this 21-day period and not be re-certified, it shall be considered a violation. Further, students declared ineligible by the institution or conference shall lose eligibility immediately upon such declaration.

15. A student enrolling in college after the date set by the institution for enrollment of regular full-time students shall not be eligible to compete in intercollegiate athletics until two (2) full calendar weeks of residency have been completed.

CASEBOOK EXAMPLE

Late Enrollment

Approved Ruling: A student completing enrollment after the date established and published by an institution for enrollment of regular full-time students must be withheld from all participation until establishing two (2) full calendar weeks of residency. Competition may begin the 14th day after attending class.

SECTION D. RETENTION: RE-ESTABLISHMENT OF ELIGIBILITY (Also see Section E, item 2)

1. A student may participate four (4) seasons in one sport in ten (10) semesters, twelve (12) trimesters, or fifteen (15) quarters of attendance if otherwise eligible. The ten (10) semesters need not be consecutive. During the ninth or tenth semester, or equivalent, the student may participate in any sport in which the student has not already used four (4) seasons of participation.
2. With reference to establishing or re-establishing eligibility in the same institution a student is eligible for athletics participation on the day following the close of a term, provided the student meets all eligibility requirements for the upcoming term and is properly certified as eligible.

CASEBOOK EXAMPLE

Recognition of Credits

Approved Ruling: When the grades are submitted in the normal manner to the registrar and are posted on the transcript and the student is properly certified, a student is then recognized as having the credits apply in meeting NCCAA regulations.

Incomplete Grades

Approved Ruling: If a student is ineligible due to having insufficient hours but can become eligible if an incomplete grade is made up satisfactorily, the student shall not compete until the incomplete is made up, the grade is submitted to the registrar as described above and the student is properly certified as eligible.

3. A student attending a college on the trimester system may participate in spring sports if the student was identified the previous term at that institution and completed 24/36 institutional credit hours or more since the beginning of the fall term of the current school year, and is otherwise eligible although not enrolled during the third trimester.
4. A student who is eligible during the regular sport season for a particular sport and who is eligible at the end of the regular sport season shall retain eligibility in that particular sport for participation in NCCAA postseason competition provided the student has been in attendance the term immediately preceding the postseason competition.
5. A student who has completed all academic requirements for graduation from a four-year institution as defined by that institution shall no longer be eligible to compete in intercollegiate athletics.

EXCEPTION 1: A student who has completed all academic requirements for graduation and who is enrolled and seeking a second baccalaureate or equivalent degree at the same institution or who is enrolled and pursuing a second major area of study at the same institution may participate in intercollegiate athletics provided the student has athletic eligibility remaining.

EXCEPTION 2: A student who has completed all academic requirements for graduation and who is enrolled in a graduate program, professional school or fifth year, post-baccalaureate degree teacher education program may participate in intercollegiate athletics provided the student has athletic eligibility remaining and the following conditions are satisfied.

The graduate must be enrolled in a full-time class load as defined by the school in lieu of twelve (12) institutional credits at the time of participation.

To maintain eligibility status, the student must successfully complete the full-time class load as defined by the institution.

The registrar must certify in writing to the Regional Eligibility Chair that the above conditions have been met prior to participation of the student. Students enrolled for a second major do not meet this condition for an exception.

SECTION E. TERMINATION OF ELIGIBILITY

1. A student terminates athletic eligibility at the end of a term upon completing ten (10) semesters, or twelve (12) trimesters, or fifteen (15) quarters in which the student is identified (See Section B, Item 8 of the NCCAA Eligibility Section).
 - a. **EXCEPTION 1:** A female student shall be granted a two-semester or three-quarter one-time extension of the ten-semester rule due to pregnancy. The request for the extension period of time shall be processed as an exceptional ruling to a standard rule.
 - b. **EXCEPTION 2:** A student shall be granted up to a two-semester or three-quarter one-time extension to the ten-semester rule due to a debilitating illness (i.e., cancer, chemical dependency, psychological illness) and treatment. The request for the extended period of time shall be processed as an exceptional ruling to a standard rule.

CASEBOOK EXAMPLE

Counting Terms of Attendance (Semesters/Quarters/Trimesters)

Approved Ruling: All terms (not hours) are converted to the type of term used by the institution currently being attended. The terms are converted as follows:

1 semester = 1 1/2 quarters – 1 1/5 trimesters

1 quarter = 2/3 semester

1 trimester = 5/6 semester

NOTE: This conversion refers only to terms of attendance. Credit hours earned at an institution are not converted but rather applied at face value.

Fractions of Terms

Approved Ruling: A student may play out a term if they have 2/3 of a term left. However, if a student has less than one-half a term remaining at the beginning of a term, their eligibility terminated.

2. A student who loses eligibility at the end of a term because of graduation becomes ineligible at the end of the week (11:59 p.m., Saturday) in which the term ends.

EXCEPTION: Students who graduate at the close of the fall/winter term and who have qualified for NCCAA national competition for the immediately following spring/summer through the regional event held in the fall/winter shall not be required to have been in attendance the immediately preceding term prior to postseason competition to be eligible. The student is subject, however, to any contrary ruling, which may be made by the local institution or region.
3. A student who loses eligibility at the end of a term other than because of graduation or completion of ten (10) semesters of attendance becomes ineligible no later than midnight of the 21st calendar day following the close of the term. If an institution checks eligibility prior to the 21-day deadline (Section J, item 2) and determines that a student has become ineligible, the student becomes ineligible immediately.
4. No student shall be permitted to participate in intercollegiate athletics for more than four (4) seasons in any sport.
5. Any student who has completed eligibility or who has been permanently banned in a given sport at any four-year institution, either NCCAA affiliated or other, shall have no eligibility remaining in that sport within the NCCAA. Such a student cannot regain eligibility in that sport at an NCCAA institution.

EXCEPTION: For eligibility purposes the NCCAA does not recognize the NCAA "five year rule" or age limitation regulations.

SECTION F. TRANSFER REQUIREMENTS: GENERAL

1. A student previously identified with an institution of higher learning (two (2)- or four (4)-year), who then transfers to a member college or university must complete the Official NCCAA Transfer Player Eligibility Statement, and the institution must mail this statement to the National Eligibility Chair prior to the student participating.
2. A student becomes identified with an institution upon representing an institution in an intercollegiate contest or enrolling in twelve (12) or more institutional credit hours as reported by the institution's registrar on an official

transcript based on the institution's official census date (summer session not included). Anyone transferring after identification becomes a transfer student.

3. If a student identified with an institution officially withdraws from that institution within 21 calendar days following the official opening date of classes as stated in the institutional catalog and RETURNS and becomes identified with the same institution (without becoming identified at another institution), the student shall not be charged with a term of attendance for the term in which the student withdrew.
4. If a student becomes identified at an institution and officially totally withdraws from that institution within 21 calendar days and subsequently becomes identified at an NCCAA institution after remaining out of school for at least two full consecutive semesters, two full consecutive trimesters or three full consecutive quarters following the term of withdrawal, the term shall not be counted in application of the Nine-Hour Rule, 24/36 institutional credit hour rule. The term shall be charged as a term of attendance with respect to the ten (10) semester, twelve (12) trimester, or fifteen (15) quarter limit. However, the transfer rule shall apply and the term shall be counted in application of the Nine-Hour Rule or the 24/36 institutional credit hour rule if the athlete participated during the 21 days.
5. If a student identified with an institution officially withdraws from that institution after the institution's official census date then transfers and becomes identified with another institution, the student shall be charged with a term of attendance (and zero hours credit) for withdrawing after the institution's official census date.
6. A student who has been dismissed, expelled, or suspended (or its equivalent) from any institution of higher learning must establish residency of two semesters, two trimesters, or three quarter terms of attendance at a four-year institution or until the institutional dismissal or suspension period at the sanctioning institution has been terminated, whichever is shorter, before intercollegiate participation at an NCCAA institution shall be permitted.

CASEBOOK EXAMPLE

Suspension within Previous Athletic Department

Case: A student was admitted in good standing and has enrolled at their institution. The student was placed on suspension by the previous institution's athletic department. Does the previous suspension for violating athletic department policies affect eligibility within the NCCAA?

Approved Ruling: Yes. The student must establish two full semesters (or the equivalent) at your institution or until the institutional suspension policy at the suspending institution has been terminated, whichever is shorter. This residency of two semesters is still required if the student was allowed to attend the previous institution after the athletic department policy suspension. However, violation of team/coach's rules is not considered the same as violating institutional athletic department policies.

EXCEPTION 1: If the suspension (or its equivalent) occurred at a two-year institution within the student's first two semester, three trimester, or three quarter terms of attendance, the required residency (if necessary) may take place at any two-year or four-year institution.

EXCEPTION 2: A student who has been dismissed, expelled, or suspended (or its equivalent) for failure to meet institutional academic requirements, but still meeting NCCAA eligibility requirements, shall not be subject to this restriction provided the student has not participated in intercollegiate athletics at any collegiate institution for one (1) full calendar year after suspension from the original institution.

Note: This provision applies to all student-athletes beginning with the 2016-2017 academic year, regardless of when the suspension and/or residency occurred.

7. A transfer student who was suspended or was declared otherwise ineligible due to misconduct while representing an institution in competition, in accordance with the bylaws, must serve the period of suspension at the institution to which the student transfers before intercollegiate participation shall be permitted.
8. Attendance during a summer session or in a non-term (enrolled in fewer than nine (9) credit hours) does not count toward satisfying the 16 weeks residence requirement.
9. A student transferring to an institution using the trimester system may meet the residency requirements by enrolling in any regular trimester and establishing 16 calendar weeks (112 calendar days) of residence.

10. A student charged with a season of competition in one sport by different institutions in the same academic year shall be charged with two seasons of competition. A student could amass two seasons of competition within one (1) academic year.

EXCEPTION: A student competing at a junior college who meets the requirements for graduation from that junior college and transfers to a member institution during the same sport season and is otherwise eligible to compete at the member institution in the same sport shall be charged with only one (1) season of competition.

CASEBOOK EXAMPLES

Transfer – Participation at Different Institutions During Same Season

Approved Ruling: A student may participate in a given sport at two different institutions during the same academic year. Such a student shall, however, be charged with two seasons of competition in the same academic year if the student is charged a season of competition by the first institution and charged a season of competition by the NCCAA institution. See exception immediately below.

Junior College Graduate Competes for Two Different Institutions/Same Year

Approved Ruling: A junior college graduate who competed at the junior college and then transfers to a member institution during the same sport season and is otherwise eligible shall be charged only one (1) season of competition in a sport for representing two different institutions in the same sport during an academic year.

SECTION G. TRANSFER: PREVIOUS IDENTIFICATION AT A FOUR-YEAR INSTITUTION

1. A student who has participated in an intercollegiate contest at the immediately previous four-year institution and who then transfers to an NCCAA member institution shall be required to be in residence for a period of 16 calendar weeks before being eligible for the sport(s) previously participated in at the four-year institution.

A student shall have the 16 calendar weeks residency requirement waived for participation in that same sport provided the student has a cumulative minimum overall GPA of 2.00 (on a 4.00 scale) from all previously attended institutions of higher learning and receives a release from the Athletics Director at the immediately previous four-year institution.

A student who has not participated in an intercollegiate contest at the immediately previous four-year institution is not subject to the residency period in that sport.

The term “16 weeks” refers to 16 consecutive calendar weeks (112 calendar days), including vacations and inter-terms (except summer terms). The 16 weeks does not refer to school weeks.

CASEBOOK EXAMPLES

Transfer – Participation at Four-Year and Two-Year Schools

Case: A student competed at a four-year institution for one year. The following year, he transferred to a two-year institution where he competed. The student has not identified at any other schools. The student is now transferring to an NCCAA institution. Does the 16-week residency requirement apply?

Approved Ruling: No. The residency requirement applies when a student’s immediately previous participation was with a four-year school. The residency requirement does not apply if a student’s immediately previous participation was with a two-year institution, even if the student initially competed at a four-year institution.

Transfer – Discontinued Institution

Approved Ruling: The 16-week residency requirement is waived for such a student, provided the student transfers within one (1) calendar year of the discontinuance of the institution.

Transfer – Discontinued Sport

Approved Ruling: A student who participates in a sport that is subsequently discontinued at an institution and transfers from that institution to another does not have to satisfy the residency requirement, provided the student satisfies all other eligibility requirements and transfers within the first two full terms after the institution announces the discontinuance of that sport and provided the institution does not announce reinstatement of that sport while the student is still attending the institution.

2. This period shall be counted from opening date of classes as stated in the official college catalog or from the date on which the student enrolls, whichever is later. No part of the 16 weeks shall fall between the end of the term immediately preceding the regular summer term and/or summer vacations and the beginning of the fall term.
3. The residency requirement shall be satisfied at the beginning of the day following the end of the 16 calendar weeks (at the beginning of the 113th calendar day) from the first day of class. Should the 16 week period be satisfied after the institution's regular season has been completed, the student has established eligibility for the following season in that sport but is not eligible for postseason athletic competition in that sport which is held during an extended period of the term just completed.

SECTION H. TRANSFER: PREVIOUS IDENTIFICATION AT A JUNIOR COLLEGE

A student whose immediately previous identification and participation was with a two-year institution and who transfers to an NCCAA member institution shall not be required to meet the 16 weeks residency requirement. The student shall fulfill all academic requirements of NCCAA and is entitled to only four (4) seasons of participation in a given sport at the intercollegiate level.

SECTION I. MILITARY SERVICE EXCEPTION

1. A student whose college attendance has been interrupted or delayed by one (1) year or more of continuous active military duty in the armed forces of any nation shall be eligible for athletic participation immediately upon enrolling in a minimum of twelve (12) institutional credit hours and becoming identified.

The student may retain eligibility in the succeeding term by:

- a. having earned a minimum of 24/36 institutional credit hours the two immediately previous terms of attendance, **OR**
 - b. satisfying the requirements for a second term student by having completed nine (9) institutional credit hours the immediately previous term of attendance.
2. The duration of the application of the Military Service Eligibility Exception shall be limited to the first two full semesters or three quarters following release from active duty. Thereafter, the student is not entitled to any provisions of the Military Service Exception rule, and all regulations shall apply.

CASEBOOK EXAMPLES

Military Service

Approved Ruling: This exception automatically excuses a veteran from the application of all entrance requirements (freshman rule, residency rule, 24/36 Hour Rule, progress rule) and makes the veteran eligible immediately upon registration as a regular student carrying twelve (12) or more credit hours.

The National Eligibility Chair must be furnished with a copy of the student's discharge paper in order for a student to be certified under this exception. Students using this exception shall be charged with terms of attendance and seasons of competition for terms and seasons used prior to entry into the military service.

To be eligible during the second term after re-entering college, the student (veteran) may use EITHER of two options:

- a. Satisfying the regular 24/36 Hour Rule as it applies to the last term before entering service and the first term after returning.
- OR**
- b. Passing nine (9) credit hours in the first term after returning and being accepted in good standing. (The last term before entering service would not apply to this option).

Time Limit to Apply Exception

Case: I was released from active duty in April 2010. I did not enroll in college in either the fall term 2010 or the spring term 2011. I plan to enroll in the fall term 2011. May I apply the Military Service Exception Rule?

Approved Ruling: No. You have exceeded the duration of application of the Military Service Exception and are not entitled to the any part of the exception.

Military Service Eligibility Exception Applies to One (1) Institution

Approved Ruling: The Military Service Eligibility Exception can be applied at one (1) member institution only. Upon transfer to a second member institution all provisions of Article V apply.

3. **Military Service Seasons of Competition Exception**

An individual serving full time in the armed forces of any nation shall not be charged with a season of competition for competing in outside competition while representing the military (base team or intra-military) during the period of full-time service.

SECTION J. SUBMISSION OF NCCAA OFFICIAL ELIGIBILITY CERTIFICATES

1. It shall be the responsibility of the Compliance Officer of each member institution to check the eligibility of each student prior to allowing the student to represent the institution in any manner (scrimmages, intercollegiate contests) against competitors not directly identified with the institution in any sport recognized by the NCCAA.

An NCCAA Official Eligibility Certificate signed by the Registrar, Athletics Director, Coach, and Compliance Officer of the institution is to be postmarked to the National Eligibility Chair prior to participation. Reports become delinquent on the date following the first contest.

NOTE: NCCAA Official Eligibility Certificates and all other applicable NCCAA eligibility documents may be submitted to the National Eligibility Chair electronically.

CASEBOOK EXAMPLES

Certification of Student-Athletes

Approved Ruling: Eligibility certification is required for all students before representing their institution in any manner (scrimmage, exhibition, freshmen, junior varsity or varsity) against competitors not directly identified with the institution in any sport recognized by the NCCAA. The institution must submit eligibility certification to the National Eligibility Chair prior to participation.

Submitting Eligibility Certificates

Approved Ruling: The NCCAA Official Eligibility Certificate, the Certificate of Clearance, and if applicable, the Transfer Player Eligibility Statement, and Competitive Experience Form must be sent to the National Eligibility Chair before competition is allowed. Students competing prior to submitting the proper forms are participating ineligibly. Penalties for delinquent filing can be severe.

2. Institutions which sponsor sports that carry over from one term to another (basketball, swimming and diving, wrestling, etc.) must certify that students participating in these sports are eligible for all terms in which the competition takes place. A statement signed by the Registrar, Athletics Director, and Compliance Officer noting that the students have been re-evaluated and are eligible may be submitted in lieu of the official eligibility certificate to the National Eligibility Chair within 14 days after the close of the term or prior to the first competition after the close of a term, whichever is later.

In any case, institutions must recertify [submit an updated certificate] students by February 1 for second semester carryover sports or by April 8 for third quarter carryover sports, as appropriate. Should the 14-day extension period be later than February 1/April 8 due to the attachment of the inter-term to the first term, the later date is acceptable for filing.

SECTION K. PROCESSING OF ELIGIBILITY CASES

1. Eligibility cases are defined as cases where an actual or possible violation of an NCCAA rule or regulation has taken place and has been duly reported to the Regional Chair and the National Eligibility Chair.
2. Should the National Eligibility Chair, after reviewing all information, determine that a violation has not occurred, the case shall be closed at that time.
3. Eligibility cases, which are initiated by an institution, must be submitted by the Compliance Officer and the Athletics Director at that institution to the National Eligibility Chair.

When apparent violations come to the attention of the National Eligibility Chair, the National Eligibility Chair shall notify in writing the Compliance Officer, the Athletics Director, and the Chief Executive officer of the institution before processing the case.

4. Upon receipt of an actual or apparent violation, the following information must be sent it to the National Eligibility Chair and the chief executive officer of the institution being investigated:
 - a. All pertinent data on the case (type of violation, date, place, etc.).
 - b. An up-to-date transcript of the student(s) involved.
 - c. A written statement signed by the institution's Athletics Director and Compliance Officer concerning the case and corrective steps to be taken by the institution.
 - d. Statement from the student(s) involved, if possible.
5. A recommendation from the Regional Chair as to the disposition of the case shall be submitted to the National Eligibility Chair on behalf of the region who shall notify the chief executive officer of the institution.
6. The chief executive officer, after reviewing the case and the regional recommendation or regional action, may within seven days of receipt send a response to the National Eligibility Chair which shall be included in the material sent to the National Eligibility Committee.
7. In eligibility cases involving the participation of an ineligible student according to NCCAA rules and standards in either program in which it holds membership, NCCAA Infractions and Penalties section shall be applied by the institution.
8. All eligibility cases must be processed through the National Eligibility Chair and the NCCAA National Eligibility Committee.
9. Conference action taken by an affiliated conference whose requirements are more stringent than those of the NCCAA shall be supported by the NCCAA. Should a member be found to be in violation of an association rule, the case shall be processed to include a recommendation from the region.

In cases where NCCAA members belong to a non-affiliated conference, the National Eligibility Committee shall rule whether such conference action against a member institution shall be respected and supported.

CASEBOOK EXAMPLE

Request for an Eligibility Ruling

Case: A student wants to participate this weekend, but the Compliance Officer has concerns about the student's eligibility status. Due to the lack of time, can the Regional Coordinator, a member of the National Eligibility Committee, or the National Office be called for a telephone ruling?

Approved Ruling: No. Neither the Regional Coordinator nor the National Office can rule on an eligibility case. The National Eligibility Committee is the only body designated within the Association that may rule on eligibility cases. Such rulings shall be made only after receipt and review of all information pertaining to the case. The National Eligibility Chair can rule on behalf of the National Eligibility committee in some cases that are clear.

The Compliance Officer of each member institution is charged with certifying that a student has complied with all regulations. The Compliance Officer relies heavily upon the information from the registrar and, to some extent, the Athletics Director and coach, but the final decision rests with the Compliance Officer.

The request for clarification of a specific rule may be requested by phone from the Regional Coordinator, but the clarification shall apply only to the specific rule. The final determination with regard to eligibility status of an individual again rests with the institutional Compliance Officer.

SECTION L. PROCESSING REQUESTS FOR AN EXCEPTIONAL RULING TO A STANDARD RULE

In exceptional cases, where extenuating circumstances exist, an institution may request an exceptional ruling to a standard rule. Such a request may be made before or after participation of the student(s) involved. If applicable, such student(s) shall be withheld from further competition until the case is closed.

Exceptional cases are to be processed as follows:

1. The request for an exceptional ruling must be submitted to the Regional Coordinator and the National Eligibility Chair by the Compliance Officer and the Athletics Director of the institution requesting the ruling. The request must include all pertinent information concerning the request. Transcripts, the standard rule in question, and the reasons why an exceptional ruling should be granted must be included.
2. The Regional Coordinator shall forward the request for an exceptional ruling to the National Eligibility Chair, along with the region's recommendation, signed by the Regional Chair on behalf of the region's participating institutions.
3. The institutional request and all documentation shall be sent to the National Eligibility Committee, through the National Eligibility Chair, for a ruling. The ruling shall apply only to the specific case and shall not establish a precedent.

SECTION M. HARDSHIP REQUESTS

1. A hardship request is a request for an exception to the season of competition regulation. Hardships deal only with seasons of competition.

CASEBOOK EXAMPLES

Hardship Request – Contests counting against the Hardship Limit

Case: A student plays in six basketball games and discontinues participation because of illness or accident.

Approved Ruling: The student is charged with a season of competition in basketball because participation limit for basketball is five contests. Each sport has specific limitations and these are absolute.

Hardship Request – Term of Attendance

Case: If the hardship appeal is granted, does the term of attendance in which the student attended and/or participated, count as a term? What if no credits were earned during this term due to the student dropping out?

Approved Ruling: Yes, the term during which the student dropped out of college counts as a term of attendance, regardless of whether credit is earned, unless the student withdraws within 21 days following the official opening date of classes and returns to the same institution. Since the term counts, the student must meet all regulations of the NCCAA before being eligible again for participation. If the withdrawal is medically supported the institution may request an exceptional ruling in addition to a hardship to not apply the term of withdrawal to meet the 24/36 institutional credit hour rule upon the student's return.

Hardship Request – Residency Requirement

Case: A student receives an NCCAA hardship. May that student transfer and receive an automatic waiver of the 16-week residency requirement?

Approved Ruling: No. The student in this case did represent the previous four-year institution. While the hardship approval does waive the contests for the previous season with regard to applying the season as one of the four (4) seasons allotted, the student is still considered to have competed.

Hardship Request– Transfer With No Previously Approved Hardship

Approved Ruling: Students transferring from a non-member institution to a member institution who would qualify for NCCAA hardship consideration shall have their requests honored for processing IF the requests are fully documented and include the appropriate verification from the previous institution.

Hardship – NJCAA:

Question: Does the NCCAA honor the rulings of hardship cases approved by the NJCAA?

Approved Ruling: No. The NCCAA does not honor hardship rulings approved by the NJCAA. Individual cases, which meet NCCAA standards and are well documented, may be submitted for consideration by the National Eligibility Committee.

Hardship – NAIA and NCAA:

Question: Does the NCCAA honor the rulings on hardship cases approved by the NAIA or NCAA?

Approved Ruling: NAIA and NCAA approved hardships are automatically honored by the NCCAA. They must be submitted to the National Eligibility Committee and meet the criteria for approval established by the NCCAA.

2. All hardship requests must meet the following criteria.
 - a. They must involve an injury or illness which is beyond the control of the student or coach and which incapacitates the student from competing further during the sport season in question as verified by the attending physician (M.D. or D.O.) who must have examined the student during the sport season in question.
 - b. The student involved shall not have participated in more contests or dates, excluding scrimmages, in the affected sport during the sports season than those listed for the sport:

Baseball	11 contests	Softball	6 dates
Basketball	6 contests	Tennis	5 dates/tournaments
* Cross Country	2 meets	* Track & Field - Indoor	2 meets
Football	2 contests	* Track & Field - Outdoor	2 meets
* Golf	3 contests	Volleyball	6 dates
Soccer	4 contests		

[* Scrimmages are not allowed in these sports.]

Note 1: These limits shall be updated annually to reflect 20% of the maximum allowable contests or dates as listed in the Frequency of Contests section.

Note 2: These limits shall apply to injuries occurring on or after August 1, 2015. Medical Hardship requests for injuries occurring before August 1, 2015 shall be evaluated based upon the rule(s) in place at the time of the injury.

- c. Hardships cannot be requested for students who are incapacitated in the last regular season contest or postseason competition.
- d. All applicable information must appear on the completed certificate. This certificate, along with a current transcript shall be sent to the National Eligibility Chair for processing.
- e. Participation by a student after being examined by a physician for the incapacitating injury or illness, and before receiving written medical clearance, shall nullify hardship considerations.

CASEBOOK EXAMPLE

Hardship Requests – Scrimmage Contests

Approved Ruling: Scrimmages shall not be included in the number of contests or dates established for hardship requests, but they must be listed on the hardship request and noted as a scrimmage.

3. The hardship request must be submitted by the Compliance Officer or Athletics Director of the institution requesting the exception. Before a request or appeal can be considered, the following material must be submitted:
 - a. A current transcript of the student involved.
 - b. A completed official NCCAA Hardship Request Certificate.
4. Regional recommendations, if any, shall be considered, but only the decision of the National Eligibility Committee shall be recognized by the NCCAA in hardship cases.

SECTION N. AMATEUR RULES AND REINSTATEMENT PROCEDURES

1. DEFINITION OF AN AMATEUR

- a. To properly control competition in the NCCAA program, only amateur students shall be eligible to participate in a given sport. An amateur is a student who engages in athletics contests for educational values, personal pleasure, satisfaction, and for the love of the sport, not for monetary or material gain.

- b. A student who becomes a professional in a particular sport recognized by the NCCAA is considered a professional in that sport only (except for the sport-specific exception listed below) and therefore is ineligible for intercollegiate competition in that sport, except as permitted by the governing legislation of the NCCAA.

EXCEPTION 1: A student who becomes a professional in cross country, indoor track and field or outdoor track and field is considered a professional in all three sports.

EXCEPTION 2: A student who becomes a professional in indoor or arena football is considered a professional in the sport of football.

EXCEPTION 3: A student who becomes a professional in indoor soccer is considered a professional in the sport of soccer.

EXCEPTION 4: A student who becomes a professional in beach volleyball is considered a professional in the sport of volleyball.

2. ACTS PERMITTED BY NCCAA AMATEUR CODE

The following acts shall NOT cause an athlete to lose amateur standing.

CASEBOOK EXAMPLE

Tryouts at Professional Camp

Approved Ruling: Attendance at a professional camp to participate in a tryout is not a violation of amateur standing in the NCCAA if there is a) no contract (player or agent); b) no financial payment (may be housed and fed); c) no participation against other teams.

- a. Playing with an amateur team against a professional team or player if under the sponsorship or approval of NCCAA or the governing body of the sport concerned.

CASEBOOK EXAMPLE

Competition Against Professional Team

Case: Is it permissible within NCCAA eligibility rules for a student to compete on a collegiate team against a professional team?

Approved Ruling: Yes, if the game is under the sponsorship or has written approval of the NCCAA or of the sport's governing body. No, if the game does not have the approval of the NCCAA.

- b. Participating as a member of a team while not receiving remuneration (expense reimbursement) beyond actual expenses of travel, meals and lodging only from the immediately previous city to the event, even though other members of the team may receive remuneration in excess of NCCAA amateur limits. Expenses must be itemized and properly documented.

CASEBOOK EXAMPLE

Playing with Players Having Lost Amateur Standing

Case: May a student compete on a non-professional team where some players are receiving compensation in excess of travels, meals and lodging?

Approved Ruling: Yes, provided the team is not considered professional in any manner and the student in question receives no more than actual expenses for travel, meals, and lodging. Such expenses must be documented and itemized.

- c. Receiving reasonable compensation for officiating or coaching in amateur, recreational or interscholastic programs. A student may solicit and be paid reasonable compensation on a lesson basis.

CASEBOOK EXAMPLES

Officiating/Coaching

Approved Ruling: A student may coach or officiate at the amateur, recreational or interscholastic level for reasonable compensation. A student may coach at the intercollegiate level as long as compensation (if any) meets the criteria set forth in Article II, Section B of the bylaws and, as compensation is institutionally

controlled, must be included in the year-end report as institutionally related financial aid. The student may belong to an official's association without prejudice to amateur standing.

Employment of Students

Approved Ruling: With certain restrictions, employment in areas such as summer camps, recreation programs, municipal centers, or private clubs shall not jeopardize an athlete's eligibility. Students may solicit and be paid a reasonable amount on a lesson basis or wages must be paid on a fixed hourly, weekly, or monthly basis that is commensurate with the going rate for such employment. Students may give instruction when incidental to the overall job requirements. Students may not endorse or promote for remuneration, in money or in kind, any commercial venture or product.

- d. Coaching at the intercollegiate level when compensation (if any) meets the criteria set forth in the Bylaws. Such compensation shall be considered athletic aid, as defined by official NCCAA policy, and shall be reported as such.
- e. Competing in a non-team athletics contest, certified as amateur by that sport's national governing body, and receiving financial reimbursement (expense reimbursement) for such participation when such remuneration does not exceed the actual expenses for travel, meals and lodging only from the immediately previous city to the event. Expenses must be itemized and properly documented.
- f. Participating in radio or television programs for the purpose of promoting an amateur athletic event where no remuneration is provided.
- g. Receiving reasonable compensation for supervision of physical education, playground, or recreational activities.
- h. Receiving reasonable compensation for use of name or picture to promote any commercial product or enterprise if:
 1. There is no reference to the student's intercollegiate athletic participation in any promotion of the product or enterprise;
 2. The use of the student's name or picture in no way references any institution with which the student has established identification, including, but not limited to, the use of logos, marks, or names; and
 3. Remuneration is consistent with standard rates for any individual participating in comparable promotional activities.

3. RECOGNIZED AWARDS RECEIVED BY STUDENTS

The NCCAA shall recognize the following award structure as conforming to the amateur regulations of this Association.

Individual awards presented to a student in recognition of athletics participation shall be approved by the member institution and region, if applicable, and shall conform to the following requirements:

- a. All such awards must be of a personal nature. Cash awards or certificates redeemable for cash shall cause a student to lose amateur standing within the NCCAA.
- b. A student may receive more than one award while being recognized (example: a first-place team trophy and an outstanding-performer watch) but the value of each individual award shall not exceed \$500.00 nor shall the combined value of all such awards exceed \$600.00.

EXCEPTION: An individual participating in a recognized amateur event while not institutionally identified or in such events held during the summer in which the individual is not representing an institution shall adhere to the award regulations of the National Governing Body of that particular sport, provided such awards do not conflict with item 1 of this section.

4. ACTS THAT RESULT IN LOSS OF AMATEUR STANDING

The following acts shall cause a student to lose amateur standing for participation in intercollegiate competition recognized by NCCAA in the sport where any or all such acts occur.

- a. Receiving (directly or indirectly) expense reimbursement beyond actual expenses of travel, meals and lodging only. Expenses must be itemized and properly documented.
- b. Signing a contract with any professional team.
- c. Participating in any athletics contest as a professional or as a member of a team where the student in question receives remuneration exceeding the actual expenses of travel, meals and lodging only.

CASEBOOK EXAMPLE

Semi-Professional Teams

Case: A student has signed an agreement to play for a semi-professional soccer team. Although this team bills itself as “semiprofessional,” none of the players receive more than actual expenses of travel, meals, and lodging. Has the student lost amateur standing?

Approved Ruling: Yes, because the team includes the word “professional” in its advertising. The student is considered to have signed an agreement with a professional team.

- d. Receiving remuneration for a public or media appearance if the appearance makes reference to the student’s intercollegiate athletic participation in a given sport or any institution with which the student has established identification.
- e. Receiving remuneration for use of name or picture to promote any commercial product or enterprise if remuneration is based on the individual’s intercollegiate athletic participation in a given sport, or references with the use of marks, logos or names any institution with which the student has established identification.
- f. Entering into an agreement of any kind to compete in professional athletics, with either a professional sports organization or with any individual or group of individuals authorized to represent the athlete with a professional sports organization.

5. REINSTATEMENT APPLICATION PROCEDURES

A student who has lost amateur status in a sport shall have amateur standing reinstated in that sport upon satisfying the following conditions:

- a. Ceasing to participate in violation of NCCAA amateur-standing regulations.
- b. Being charged a season of competition in that sport for every competition season in which the student competed in any manner as a professional or in which the student was in violation of the NCCAA amateur code.
- c. Fulfilling two consecutive semesters/three consecutive quarters (or equivalent) of attendance at the institution at which the student wishes to participate prior to being allowed to represent the institution in that sport in any manner in intercollegiate athletics.
- d. Having appropriate verification regarding satisfaction of these criteria submitted to the NCCAA Eligibility Committee for review and final dispensation.

SECTION O. INSTITUTIONAL FINANCIAL AID POLICY FOR NCCAA DIVISION I

- 1. The financial aid policy, including the aid limits, shall apply to varsity participants only.
- 2. Definitions
 - a. Countable aid: Any and all financial assistance to student-athletes that is funded, controlled or allocated by the institution, regardless of category, title or original source.
 - b. Non-countable aid: Aid that is not funded, controlled, or allocated in any significant way by the institution: Pell, SEO, federal and state grants, benefits and/or scholarships; loans not controlled by institutions; state-mandated tuition waivers and institutionally funded tuition waivers for employee dependents attending the institution of the employee.

3. In the case where a student-athlete is a varsity participant in more than one sport, that student's aid shall be equally prorated to each sport.

4. Upper limits for Institutional Aid

Football	24	Baseball	12
Basketball	11	Softball	10
Volleyball	8	Golf	5
Track & Field	12	Soccer	12
Cross Country	5	Tennis	5

Under no conditions may an individual or organization provide direct financial assistance to a previously enrolled or prospective student.

All donations to the general athletics program and/or the athletics scholarship fund by outside organizations shall be deposited in an institutional fund and be administered by appropriate institutional committees under the control of the chief executive officer.

5. A member institution shall award no more financial aid to a student-athlete than the actual cost of:
- Tuition;
 - Mandatory fees, books, and supplies required for courses in which the student-athlete is enrolled; and
 - Board and room for the student-athlete only, based on the official board and room allowance listed in the official institutional publication.
 - Further financial assistance to a student-athlete by a member institution, other than listed above, is prohibited.

EXCEPTION: An institution may pay for necessary medical and dental expenses incidental to a student-athlete's participation in intercollegiate athletics at the member institution. Necessary expenses may include medical, surgical, medication and therapy expenses incurred as a result of an athletic injury; medical examination costs; and athletic related medical insurance. Institutions shall not provide assistance for expenses for treatment of a student-athlete's illness or injury not resulting from intercollegiate athletics participation.

NCCAA Official Eligibility Certificate Guidelines

(to be completed by non-dually affiliated members only)

Be sure all requested information at the top of the form is complete and accurate.

1. List student-athlete's name and institutional identification number. List students in groups by previous seasons of competition.
2. If the student is transferring from another institution, write a "YES" in space. An NCCAA transfer form must be completed for this student and submitted to the National Eligibility Chair along with the eligibility certificate before participation is allowed. The transfer form and notation of the student being a transfer is to be completed and noted only once so long as the student remains at your institution.
3. List the total terms the student has attended any post-secondary institution (as defined by COPA), including the current term. Please note the type of term your institution is using (semester, quarter, trimester) at the top part of the certificate. The NCCAA converts past terms into the type of term used by your institution. Terms are to be converted as follows: 1 semester equals 1 1/2 quarters or 1 1/5 trimesters; 1 quarter equals 2/3 semester; 1 trimester equals 5/6 semester. Students are allowed ten (10) semesters, twelve (12) trimesters or fifteen (15) quarters to complete eligibility. A student must have one-half or more terms remaining, after converting, to be eligible the final term. Example: 10 1/2 semesters, including the current term, the student can compete that term. 10 2/3 semesters, including the current term, the student is not eligible for that term.
- 4a. State "Yes" or "No" as to whether the student is classified as a junior/senior academically by your institution or competing in the 3rd or 4th season in a sport.
- 4b. If the answer to 4a is "Yes", list the student's total cumulative grade point average (GPA). Transfer students shall have the GPA computed on all transcripts from previous institutions that the student has attended. Students whose last identification (not including summer) was with your institution shall have the GPA used by your institution placed here. Remember, summer or non-terms do not identify a student.
5. These hours must be hours accepted by your institution as institutional credit, or consist of courses required by your institution and recognized as institutional credit on your transcript. Non-credit courses, although required by your institution, cannot be recorded in this column.
6. For transfers, use the credit hours listed on the transcript. For students whose immediate previous identification was with your institution, use the definition as stated in 5 above and list those hours the student passed (D or better) during the student's last (most recent) term of attendance (twelve (12) or more institutional or required credit hours of enrollment).
7. Apply criteria listed in 6 above to the second most recent term of attendance. If a quarter system, they must be the two quarters immediately before the last term of attendance. List each term separately. If student has not completed 3 consecutive quarters, then must meet 24-Hour Rule under 5 and 6.
8. No more than twelve (12) summer and/or non-term institutional credit hours can be used for this column. A non-term is defined as a term in which the student enrolls in fewer than twelve (12) institutional and/or required credit hours at an institution. These hours must come after one of the two terms defined in column 6 or 7. Summer or non-term hours cannot be used if earned prior to the term before last (column 7).
9. List the previous seasons of competition in this sport at all institutions along with any seasons of competition charged by outside competitive experience.
10. Students must have accumulated at least 48 semester/72 quarter institutional credit hours in general education and/or the student's major field of study to be eligible to compete the 4th season in a sport.
11. Students competing in the 2nd season in a sport must have accumulated at least 24 semester/36 quarter institutional credit hours. To compete the 3rd season in a sport, a student must have accumulated at least 48 semester/72 quarter institutional credit hours. To compete the 4th season in a sport, a student must have accumulated at least 72 semester/108 quarter institutional credit hours.

NCCAA Division I Official Eligibility Certificate

(to be completed by non-dually affiliated members only)

Institution _____ State _____ Region _____ Sport _____ Men/Women _____ Year _____

Date of the first contest (scrimmage or regular season) for the athlete(s) listed _____

Page # _____ of # _____ page(s)

List type of term used at your institution (semester, quarter, trimester, etc.) _____

List date of first day of class this term _____

See guidelines for clarification.

(1) Name in full and ID number. Include all athletes on all teams (varsity, jr. varsity, freshman, etc.). List seasons of competition in the sport. Those competing in first season list first, those competing in second season, list next and so on, with fourth season competitors listed last.	(2) If the student is a transfer, write "YES" and submit a completed Transfer Form for the student.	(3) List total terms of attendance at any institution of higher learning, including this term.	(4a) Is the student certified as a JR or SR academically or participating in 3 rd or 4 th season in this term? Enter Yes or No for each student.	(4b) If Yes, list the student's GPA.	(5) Institutional credit hours enrolled in <u>this</u> term of attendance.	(6) Hours passed <u>last</u> (most recent) term of attendance.	(7) Hours passed term of attendance immediately before the last term of attendance (second most recent term).	(8) Hours earned in summer and/or non-terms which follow term reported in columns 6 and 7.	(9) Previous seasons of competition in this sport. If none, put "0".	(10) If column 9 lists 3, has the student earned 48 semester or 72 quarter credit hours <u>in general education and/or the student's major field of study?</u> Yes or No.	(11) List total institutional credit hours earned to date.
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Copy this page to submit more students. Required signatures on every page.

I hereby certify that only students listed above are allowed to represent our institution in any manner in the sport listed.

Athletics Director: _____ Date: _____ Head Coach: _____ Date: _____

I hereby certify that columns 3, 4a, 4b, 5, 6, 7, 8, 10, and 11 are complete and correct according to official records. The students listed above are making normal progress toward a recognized degree and are maintaining the grade point required to remain in good standing at our institution.

Registrar: _____ Date: _____

I hereby certify that I have checked this certificate prior to student participation and that the above students are eligible under NCCAA rules.

Compliance Officer: _____ Date: _____

THIS FORM MUST BE POSTMARKED TO THE NATIONAL ELIGIBILITY CHAIR PRIOR TO ALLOWING ANY STUDENT TO REPRESENT YOUR INSTITUTION.

NCCAA Eligibility Certificate for Entering Freshmen Guidelines

An entering freshman is defined as a student who upon first becoming identified with an NCCAA institution has not previously been identified for two full semesters or three full quarters (or equivalent) at any institution(s) of higher learning (two- or four-year).

- Be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution; and
- Meet two of the three following requirements. If as an entering freshman you do not meet at least two of the three standards, you cannot participate in athletics for the first full year of attendance (2 semesters, 3 quarters, or equivalent)

An entering freshman student must meet two of the three entry level requirements.

1. Print name in full and student ID number. Include all athletes who meet the definition of an entering freshman.
- A. A score of 18 or higher on the Enhanced ACT OR a score of 860 or higher on the SAT. Tests must be taken on a state, national or international testing date; scores must be achieved on a single test. The SAT must be achieved on the Critical Reading and Math sections only. The Writing score cannot be used. You must pass the standardized test prior to the term in which you want to participate in athletics.

REQUIREMENT CHANGE (as of July 1, 2016 in accordance with NAIA eligibility edits)

Any student with a 16 on the ACT taken in March 2016 or more current may use the score for eligibility purposes in academic year 2016-2017 only.

If a student took the SAT before March 2016, the minimum accepted score is 860. If the SAT was taken in March 2016 or more current, the minimum accepted score is 940. Students who scored between 860 and 930 on the March 2016 or later SAT test shall be granted an automatic exception to the SAT test score minimum to compete during the 2016-17 academic year. The NCCAA National Eligibility Chair shall automatically apply this SAT test score minimum exception in the eligibility determination process.

- B. A minimum overall high school grade point average of 2.00 on a 4.00 scale. The NCCAA accepts the grade point average determined by the high school, provided it is recorded and awarded in the same manner as for every other student at the school.
- C. Graduation in the upper half of the student's high school graduating class. This is interpreted to mean the class ranking listed on the student's final high school transcript. If a student's class rank does not appear on the transcript, a letter from the principal or headmaster, written on the school's letterhead and with the school's official seal, stating that the student meets the class rank requirement may be submitted.

Two of the three requirements must still be met, but the criteria for alternative high school experiences and those outside the U.S. are determined as follows:

GED (General Education Diploma) Students:

- A. GED students must achieve a minimum of 18 on the Enhanced ACT or 860 on the SAT.
- B. GED students are recognized as having met the GPA requirement.
- C. Class rank requirement is not applicable in regard to GED.

HOME Schooled Students:

- A. Must achieve a minimum of 18 on the Enhanced ACT or 860 on the SAT
- B. Must receive the certificate (or equivalent) granted by the appropriate state verifying successful completion of home schooling requirements. If the state does not issue certificates (or equivalent) the case must go to the NCCAA National Eligibility Committee.
- C. Class rank requirement is not applicable.

(NOTE: Home school students who have a 20 on the Enhanced ACT or 950 on the SAT are considered to have met the freshman eligibility requirement.)

(continued)

NCCAA Eligibility Certificate for Entering Freshmen Guidelines - Page 2

International Students:

The same three criteria listed above are to be used. However, if the foreign high school transcript is such that the grade point average cannot be determined and the class ranking is not available, the foreign student can be ruled eligible by meeting the specific institution's admission criteria for foreign students and by meeting the following NCCAA criteria:

1. A score of 18 or higher on the Enhanced ACT OR 860 or higher on the SAT. (See Requirement Change above.)

AND

2. Meet the requirements listed in the most current *Guide to International Academic Standards for Athletics Eligibility* (GIAS) published by the NCAA (based on AACRAO guidelines).

NCCAA Transfer Player Eligibility Statement

This form should be completed by the TRANSFER STUDENT, assisted by the Compliance Officer, only once at any NCCAA institution. All students who have previously been identified with an institution of higher learning must complete this form prior to participation. Each blank must be completed; if no answer is appropriate, write "None" in the blank. Send a copy to the National Eligibility Chair.

Name of Student _____
Last First Middle Social Security #
 Institution _____ State _____ Sport _____ Male__ Female __

Did you enroll after the beginning of classes in the present semester? (enrollment in six or more hours and attendance of first class constitutes enrollment) ____ Yes ____ No

If "Yes", give date _____. Date of first enrollment in this institution _____
Month/Year Month/Year

Excluding summer sessions, have you been in continuous attendance at this school since your first enrollment here? ____ Yes ____ No. If "No", give dates of your absence: _____

Dates of military service _____ to _____
Month/Year Month/Year

Seasons of previous competition in this sport _____; this college _____; others _____

Credit hours earned last term _____; last two terms _____

Credit hours now enrolled in _____

Graduate of _____ High School, _____
City, State Month/Year

Excluding this college, I have enrolled in the following institutions since high school graduation:

Name of Institution	Type of Institution (2-Year or 4-Year)	City and State	From Month/Year to Month/Year	Number and Type of Terms

Below is a complete list of my participation in all college sports:

Sport	Seasons of Competition – List 1, 2, 3, or 4 (Representing an institution in any manner constitutes a season of competition)	Name of Institution, City, State	Years You Attended each School (Month/Year to Month/Year)

To the best of my knowledge, this is a complete and accurate report of my participation in college athletics. I have read the "NCCAA Eligibility Regulations" and I believe I am eligible under NCCAA rules. I understand withholding information or providing false information, particularly concerning previous institutional identification and/or participation, shall rule me ineligible for participation within the NCCAA and shall cause my institution to forfeit all contests in which I have played.

 Student's Signature

 Date

 Athletics Director's or Compliance Officer's Signature

 Date

Transfer Player Eligibility Statement – Page 2

This page to be completed by the Compliance Officer

Name of Student _____ Filing Institution _____ State _____

I verify that I have confirmed, or have been informed by my Athletics Director who has confirmed, the following:
(initial appropriate sections):

- The student did not participate in the sport of _____ at the immediately previous four-year institution and therefore the residency rule does not apply for that sport.
- The student transferred from a junior college and has not previously been identified with a four-year institution. The residency rule shall not apply.

If any period of time is missing between high school graduation and enrollment at your institution, the student must account for the missing time.

EXCEPTIONS TO THE RESIDENCY REGULATION (SECTION G OF NCCAA ELIGIBILITY)

- The student is a junior college transfer (having previously participated in intercollegiate athletics at a four-year institution) who has graduated from the junior college with a two-year degree as specified on the junior college transcript. The student was identified at the junior college for at least one (1) full term (excluding summer school) immediately preceding graduation.
- The student participated in the sport of _____ at the immediately previous four-year institution. However, the student has not competed in that sport (while remaining identified at the immediately previous four-year institution) for a minimum of one (1) calendar year prior to transferring. This information has been confirmed (either orally or in writing) by the Athletics Director at the immediately previous four-year institution.
- The student participated in the sport of _____ at the immediately previous four-year institution. However, the student has a minimum overall grade point average of 2.00 on a 4.00 scale, and we have received (either orally or in writing) a release for the student from the Athletics Director at the immediately previous four-year institution. If the student attended more than one institution, our Registrar re-computed the GPA from all courses taken.
- The student participated in intercollegiate athletics at the immediately previous four-year institution, but has not attended any institution of higher learning (has remained completely out of school) for at least two full consecutive semesters, two full consecutive trimesters, or three full consecutive quarters following the last term of attendance.
- The student does not qualify for an exception to the residency regulation. The opening date of classes for this student at our institution is _____. The student shall satisfy the 16 calendar week residency on _____, which is the day following the 16 week period.

I have examined the student's academic records and, based on that material, all information provided on this form is accurate.

Compliance Officer's Signature _____

Date _____ Institution _____

