

NEW STUDENT – TRANSFER INFORMATION FORM 2013-14

Yes No I am interested in participating in athletics.

*To be completed by new students and parents. This form is intended to assist schools in compiling information to determine eligibility under MHSAA Regulations for students who change schools **after starting the 9th grade**. Provide copies in new student enrollment material. Request the form be submitted as soon as possible after enrollment to the athletic director for evaluation. The AD may then contact the MHSAA for assistance. Consult Int. 64 and 76 assist in determining if residential changes are full and complete. **Int. 37 states two current and complete documents are prerequisites for participation: Physical Exam/Consent Form and official school record (transcript) since first enrolling in the 9th grade of any school.***

THIS SECTION COMPLETED BY SCHOOL & STUDENT	Number of classes for which credit has been given in the previous academic term: ____
	Number of potential classes for a full-time student in our high school: ____
	Official enrollment date (in school books & attending one or more classes) ____/____/____
	Number of semester's ____ and/or trimesters ____ in grades 9-12 <u>completed</u> to date.
	In what school year did the student end the 8th grade (and begin grade 9)? 20__ - 20__.
	Has the student repeated any grade 9-12? Yes ____ No ____

STUDENTS NAME _____ GRADE _____ BIRTHDATE ____/____/____

PHONE: _____ EMAIL: _____

CURRENT (NEW) ADDRESS _____ CITY _____ STATE _____ ZIP _____

DATE OF RESIDENCE CHANGE INTO CURRENT (NEW) ADDRESS _____

CURRENT (NEW) PUBLIC SCHOOL DISTRICT IN WHICH YOU RESIDE _____

OLD HOME ADDRESS _____ CITY _____ STATE _____ ZIP _____

FORMER RESIDENCE (Check all that apply) __ Vacant __ Sold __ Rented __ All Belongings Moved? Y N

OLD PUBLIC SCHOOL DISTRICT OF RESIDENCE _____

PARENT(S) or GUARDIAN(S) _____ Phone: _____

1. The last school the student attended: _____

2. While enrolled at former school, the student lived with _____
(Note all people: Parents, guardians, siblings, or others)

YES NO The student lived with the above for at least 30 days during the most recent previous academic term.

3. The student now lives with _____
(Note all people: Parents, guardians, siblings, or others)

CIRCLE THE CORRECT ANSWER:

4. 8 9 10 11 12 Circle the highest grade in which the student was enrolled at any previous school.

5. YES NO The school previously attended is a nonpublic, private or parochial school.

6. YES NO The student is a "Ward of the Court/State" and was placed in this school district by court order.

7. YES NO The student is transferring from a foreign country Circle VISA: F-1 J-1

7a. YES NO From a CSIET listed Exchange Program with a J-1 Visa? Name of Program: _____

7b. YES NO The student is an international student with an F-1 Visa? Country of Origin: _____

8. YES NO The student's previous school has been closed, dissolved or reorganized (See Int. 63 & 87)

9. YES NO The student's parents are divorced. If divorced, give decree date: Month _____ Year _____

10. YES NO The student is 18 or under; or the 19th birthday is on or after Sept. 1 of this school year.

11. YES NO Last year, the student was a student at a boarding school, or while enrolled out of state attended a sports academy.

12. YES NO The student is 18 and moved into this district without his or her parents.

13. YES NO The student is a 9th or 10th grader and has not played in a scrimmage or game in any MHSAA sport.

14. YES NO The student participated in a cooperative program involving his/her previous school and our school.

15. YES NO The student wishes to discuss her/her situation with the athletic director.

OVER

VERIFICATION OF **ATHLETIC RELATED TRANSFER** REGULATION FOR STUDENTS SITTING OUT WHO DO **NOT** MEET AN EXCEPTION TO THE PERIOD OF INELIGIBILITY (Reg. I, Section 9 [F])

“Links to open gyms, former coach/personal trainer (school or non-school sports & summer teams).”

16. List the high school sports the student participated in (game/meet or scrimmage) since first enrolling in the 9th grade at the previous school _____
17. List the sports in which the student desires to participate in during the next 12 months at new school: _____

Today’s Date: _____ In the past 12 months?

18. YES NO The student has attended an open gym at our high school.
19. YES NO The student has competed or practiced in a sport that involved coaching by any member of our school’s coaching staff (current or incoming) in **any summer activities or non-school sports** such as AAU basketball. If yes, indicate the staff member and nature of the activity:

20. YES NO The student has had involvement with any member of our school’s coaching staff (current or incoming) who provided **individual or team instruction in sports or as a conditioner, personal trainer or coach** whether paid or volunteer. If yes, indicate the staff member and the activity:

21. YES NO While at the **former high school the student was coached by** any member of our high school’s coaching staff (current or incoming). If yes, indicate the name of the coach and sport:

RECOMMENDED VERIFICATION & COMMUNICATION BETWEEN SCHOOLS

By my signature below I state that the above is true and accurate. I also understand that contests the student participates in may be forfeited to opponents if the information submitted is not accurate:

_____ Student	_____ Date	_____ Parent	_____ Date
_____ New School Athletic Director	_____ Date	_____ School	_____ email or fax

To Former School Athletic Director: Please sign and return to AD at the student’s new school

Exchange this form between athletic directors for students who wish to play the same sport as played previously. The former school athletic director indicates that to the best of their knowledge the above is true and accurate:

Former School Athletic Director

Date

Form Returned to New School: _____
Date

Notes if former AD declines to sign:

This page for internal school use.

Do not send any page of this form to the MHSAA.

Return the completed form to the School Athletic Director who should complete the following:

The eligibility status of _____ at _____ High School is checked below.

- _____ This student is IMMEDIATELY ELIGIBLE to participate in interscholastic athletics.
- _____ This student will be eligible upon completion and processing of the Educational Transfer Form.
- _____ There is a question about the eligibility of this student and he/she may not participate in interscholastic athletics until written permission is given by the school and the MHSAA.
- _____ This student is NOT ELIGIBLE to participate in interscholastic athletics.
- _____ This student may be ELIGIBLE effective ___/___/___

SIGNED: _____ DATE: _____
Athletic Director

SIGNED: _____ DATE: _____
Principal

Assistance in Applying the MHSAA Transfer Rule and Interpretations

Page 1 and 2 of this form is based upon the following MHSAA Regulations, Sections and Interpretations. Administrators should consult the *MHSAA Handbook* and then, if necessary, the MHSAA staff to assist in processing a new student transfer. The only interpretations that are official are those received in writing.

This boxed information is intended to provide evidence to address Regulation I, Section 2 (age eligibility), Section 4 (maximum enrollment), Section 7 (previous academic term record), and Section 9(A-F) (transfer student). **A transfer student must be enrolled prior to Oct 1 to participate in fall MHSAA tournaments, Feb 1 winter tournaments or May 1 for spring tournaments.** See Reg. I, Section 9 [G].

The CAPITALIZED INFORMATION on residence relates to Regulation I, Section 9 exceptions regarding residence change "from one public school district to a different public school district." Exceptions: 1, 2, 3, 4, 5, 8, & 12 and Int. 76.

- Line 1: Indicates type of school: public, nonpublic or charter school.
- Lines 2/3: Regulation 1, Section 9(A), Exception 1, (30 days) Interpretations 64 and 76.
- Line 4: Determine grade level. Regulation 1, Section 9(A), Exceptions 10 and 11.
- Line 5: Verification of line 1 and Interpretation # 61.
- Line 6: Regulation I, Section 9(A), Exception 3.
- Line 7: Regulation 1, Section 9(A), Exception 4. J-1 VISA usually (not always) provides eligibility. The F-1 VISA is not issued to exchange students. See Interpretations 82-85 and mhsaa.com for CSIET listing.
- Line 8: Regulation I, Section 9(A), Exception 6, (also see Interpretations 63, 80 and 87)
- Line 9: Regulation I, Section 9(A), Exception 8 (allowed one time. See Educational Transfer Form on mhsaa.com). If student is moving between parents who never married see Interpretation 89 and include documentation.
- Line 10: Regulation I, Section 2.
- Line 11: Regulation I, Section 9(A), Exception 2 (Int. 61, 62) or Exception 1 (Int.66 - out-of-state sports academy).
- Line 12: Regulation I, Section 9(A), Exception 12 (allowed one time. See Educational Transfer Form).
- Line 13: Regulation I, Section 9(B). Subvarsity for 9th or 10th grade students with no athletic participation.
- Line 14: Regulation I, Section 9(C). Former school must concur and student must have participated in the co-op.
- Line 15: Acknowledges that the student or parents need to discuss the matter of eligibility further.
- Lines 16 -21 Regulation I, Section 9 (F) Checks links associated with the Athletic Related Transfer Regulation resulting in a period of 180 schedule school days of ineligibility for students who **do not meet one** of the stated exceptions.