

# IHSAA ATHLETIC TRANSFER REPORT

Indiana High School Athletic Association, Inc.  
9150 North Meridian Street, P.O. Box 40650  
Indianapolis, IN 46240-0650

Pursuant to IHSAA Rule C -19, it is the responsibility of the Receiving School (school where student is now enrolled) principal to obtain a completed and signed copy of all sections of this form for any Student who transfers into the Receiving School who may participate in any IHSAA recognized sport in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grades. In addition, it is the responsibility of the Receiving School principal to submit this form, once it is completed and signed, to the IHSAA office. **CNL TRANSFERS MUST BE APPROVED BY THE COMMISSIONER BEFORE THE STUDENT IS ELIGIBLE FOR ATHLETIC PARTICIPATION.**

## INSTRUCTIONS:

- Step 1** Sections I and II shall be completed by the Parent(s)/Guardians with the Principal/Designee of the Receiving School serving as witness.
- Step 2** Principal of the Receiving School shall forward this report to the Principal of the Sending School.
- Step 3** Principal of the Sending School shall complete Section III and return to the Principal of the Receiving School.
- Step 4** Principal of the Receiving School shall complete Section IV and forward to the IHSAA.

\*\*\*\*Parent(s)/Guardians to complete Section I and II\*\*\*\*

Name of **Receiving School** (school where Student is presently enrolled) \_\_\_\_\_

## I. STUDENT AND FAMILY INFORMATION

A. Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Birth date: \_\_\_\_\_

Name of Parents/Guardians: \_\_\_\_\_

Current Address: \_\_\_\_\_

Former Address: \_\_\_\_\_ Date Left: \_\_\_\_\_

Current Phone Number: (\_\_\_\_) \_\_\_\_\_ Current E-Mail Address: \_\_\_\_\_

Current Employer –Father/Guardian: \_\_\_\_\_ If None, Check here

Mother/Guardian: \_\_\_\_\_ If None, Check here

Former Employer - Father/Guardian: \_\_\_\_\_ Date left: \_\_\_\_\_ If None, Check here

Mother/Guardian: \_\_\_\_\_ Date left: \_\_\_\_\_ If None, Check here

B. **Father & Mother:** **Father:** **Mother:** **Student lived with before:** **Student currently lives with:**

Married  Living  Living  Mother  Mother

Divorced  Deceased  Deceased  Father  Father

Separated  Other: \_\_\_\_\_  Other: \_\_\_\_\_

Other: \_\_\_\_\_  Other: \_\_\_\_\_

C. List information below for all brothers and sisters of Student:

**Name:** **Age:** **School they will attend:** **Living with whom:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. Have Parents/Guardians moved?  Yes  No. If Yes, provide the following information:

Previous residence of Parents/Guardians was:  Owned  Rented  Other, explain: \_\_\_\_\_

Previous residence of Parents/Guardians is still:  Owned  Rented  Other, explain: \_\_\_\_\_

New residence of Parents/Guardians is:  Owned  Rented  Other, explain: \_\_\_\_\_

State date of occupancy at new residence: \_\_\_\_\_.

**II. REASONS FOR THE TRANSFER**

**State the reason for the transfer:** \_\_\_\_\_, **and then check one of the boxes below:**

- This is a Rule 19-5 Transfer** -- Student transferred **with** a corresponding change of residence to new district or territory by the Student’s custodial Parents/Guardians? Is the change of residence *bona fide* (see, definitions)?  Yes  No
- This is a Rule 19-6.1 Transfer** -- Student transfers **without** a corresponding change of residence by Parents/Guardians. A Student who qualifies under the following criteria will have immediate full eligibility provided the transfer was not for primarily athletic reasons or the result of undue influence.(one or more of the criteria may be checked).
  - a. Student is a ward of the court
  - b. Student transfers to reside with a Parent. Has Student previously moved between separated or divorced Parents since entering high school?  Yes  No If yes, when: \_\_\_\_\_.
  - c. Student is an orphan.
  - d. Student’s former school is closed.
  - e. Student’s former school is not accredited by the state accrediting agency in the state where the school is located.
  - f. Student is transferring pursuant to a school board mandate for redistricting
  - g. Student attended, in error, a wrong school.
  - h. Student is transferring from a correctional school.
  - i. Student is emancipated (see IHSAA definition) and has established a *bona fide* (see IHSAA definition) residence in new district or territory. Attach supporting documentation.
  - j. Student(i) did not participate in any interschool contest as a representative of another school during the preceding 365 days, or (ii) did not compete in club sports in a sport during the preceding 365 days when the Student’s former school did not offer a program in that sport.
  - k. Student is entering an IHSAA member school from a non-member school, to reside with a Parent/Guardian with whom the Student previously resided, in the public school district or private school territory serving the residence of the Parent/Guardian.
  - l. Student (i) is transferring from a member boarding school with a corresponding move to the residence of the Parent(s) or (ii) is transferring to a member boarding school and has established that the transfer is in the student's best interest and there are no athletic related motives surrounding the transfer, and the principals have each confirmed that the transfer is in the best interest of the student and there are no athletic related motives surrounding the transfer.
- This is a Rule 19-6.2 Transfer** – None of the criteria listed above for a Rule 19-5 Transfer or Rule 19-6 Transfer applies to this Student. If so, are you seeking a waiver (see Rule 17 -8.1 and 17-8.5)?  Yes  No. If yes, provide all appropriate documentation.

**Verification and Consent of Parents/Guardians and Witness of Principal/Designee**

The Parents/Guardians of Student verify that (i) the above information is true (ii) Student actually resides in the school district (or school attendance area if a multiple high school district) where Student attends (iii) Parents/Guardians are not making this move for any athletic purpose and (iv) Student was not recruited nor was any type of inducement offered or received either by Parents/Guardians or the Student. The Parents/Guardians consent to the disclosure by the school to the IHSAA of all requested detailed financial (athletic or otherwise), scholastic and attendance records of the school, including records which may concern or be related to the Student is emancipated (see IHSAA definition) in which the Student shall give such consent. The Parent/Guardians realize that submission of false information may result in ineligibility for the Student.

**Signature of Parents/Guardians:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Receiving School Principal/Designee Signature:** \_\_\_\_\_

**School Name:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_ **Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_

**Address:** \_\_\_\_\_ **City/State/Zip:** \_\_\_\_\_

**NOTE:** After completion of this **Page 2**, Receiving School should forward this *Report* to the Sending School (Student’s former school) for completion of **Page 3** and return.

**III. SENDING SCHOOL INFORMATION AND RECOMMENDATION**

Name of **Sending School** (Student's former school): \_\_\_\_\_

- A. Did Student participate in sports at Sending School?  Yes  No.  
 If a foreign student, did Student participate in club sports?  Yes  No

Sport	9 <sup>th</sup> Grade			10 <sup>th</sup> Grade		11 <sup>th</sup> Grade		12 <sup>th</sup> Grade	
	Var.	Res.	Fr.	Var.	Res.	Var.	Res.	Var.	Res.
Baseball									
Basketball									
Cross Country									
Football									
Golf									
Gymnastics									
Soccer									
Softball									
Swimming									
Tennis									
Track & Field									
Volleyball									
Wrestling									

Provide the date the Student last participated in an athletic contest at Sending School: \_\_\_\_\_

- B. Would the Student have been eligible for athletics if continuing at Sending School? If No, state why and for what period of time? \_\_\_\_\_
- C. Do you know of any reason why the Student shouldn't be eligible for athletics at Receiving school? If Yes, please explain: \_\_\_\_\_
- D. Is there any additional investigation that should be made? If Yes, describe \_\_\_\_\_
- E. Did the Student transfer for any athletic reason (see IHSAA definition)? If Yes, attach documentation.
- F. Did the Student transfer as a result of any undue influence (see IHSAA definition)? If Yes, attach documentation.

**ACTION RECOMMENDED BY SENDING PRINCIPAL/DESIGNEE**

Would the student be athletically eligible at your school?

School Discipline: \_\_\_\_\_ Student Age: \_\_\_\_\_ Completed 8 Semesters: \_\_\_\_\_ Graduated: \_\_\_\_\_ Academics: \_\_\_\_\_ Other: \_\_\_\_\_

- Full Eligibility. IHSAA Rule \_\_\_\_\_
- Ineligibility. IHSAA Rule \_\_\_\_\_
- Limited Eligibility. IHSAA Rule 19-6.2.
- Temporarily Ineligible. IHSAA Rule \_\_\_\_\_
- Full Waiver Eligibility. IHSAA Rule 17-8.5 or IHSAA Rule 19-6.1(l).

If this rule is selected, Principal must complete the following \_\_\_\_\_

I affirm and verify that (i) the the transfer is in the best interest of the Student and (ii) there are no athletic related motives surrounding the transfer and, for Rule 17-8.5 verifications,(iii) the student continues to reside with the Parents / Guardians.

Verification of Principal \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*\*\*General Verification of Principal/Designee of Sending School**

Principal/Designee of Sending School verifies that the above information is true and acknowledges that submission of false information may result in a school's suspension from membership in the IHSAA and other appropriate disciplinary action. Statements explaining circumstances documented and supported in every possible way together with testimony of Parents/Guardians are attached.

\*\*\*\*\*Principal/Designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

\*\*\*\*\*Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

After completion of this Page 3, Sending School should return this Report to the Receiving School for completion of Page 4, and return to the IHSAA. Do not return this Report to the IHSAA at this time.

**IV. RECEIVING SCHOOL INFORMATION AND RECOMMENDATION**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

A. Date Student began attending here: \_\_\_\_\_; Student transferred from (school and state): \_\_\_\_\_

B. Reason given for transfer: \_\_\_\_\_

C. Transcript has been received?  Yes  No

D. Consent and Release certificate has been requested for our files.  Yes  No

E. Did the Student transfer for any athletic reasons (see IHSAA definition)?  Yes  No If Yes, attach documentation.

F. Did the Student transfer as a result of any undue influence (see IHSAA definition)?  Yes  No If Yes, attach documentation.

**ACTION RECOMMENDED BY RECEIVING PRINCIPAL/DESIGNEE**

Student should be declared/have:

Full Eligibility. IHSAA Rule(s) \_\_\_\_\_.

Ineligibility. IHSAA Rule(s) \_\_\_\_\_.

Limited Eligibility. IHSAA Rule 19-6.2.

Full Eligibility. IHSAA Rule 19-6.1(l) or IHSAA rule 17-8.5. If this box is checked, Principal must complete the following Hardship Verification of Receiving Principal: I affirm and verify that (i) the transfer is in the best interest of the Student and (ii) there are no athletic related motives surrounding the transfer and, for Rule 17-8.5 verifications(iii) the Student continues to reside with the Parent(s)/Guardians.

Verification of Principal \_\_\_\_\_ Date \_\_\_\_\_

**General Verification of Principal/Designee of Receiving School**

Principal/Designee of Receiving School verifies that the above information is true and acknowledges that submission of false information may result in a school's suspension from membership in the IHSAA and other appropriate disciplinary action. Statements explaining circumstances documented and supported in every possible way together with testimony of Parents/Guardians are attached.

Receiving School Principal/Designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

**NOTE:** After completion of this Page 4, Receiving School should return this Report to the IHSAA.

**V. ACTION TAKEN BY THE COMMISSIONER**

Full Eligibility, Rule \_\_\_\_\_  Ineligible, Rule \_\_\_\_\_

Limited Eligibility  Temporarily Ineligible, Rule \_\_\_\_\_

Full Eligibility by waiver exception to a limited eligibility case, Rule 17-8.5.

Full Eligibility by general waiver, Rule 17-8.1.

Notations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Signed \_\_\_\_\_