



**NCAA DIVISION I WAIVER SUBMISSION FORM  
FINAL TRANSCRIPTS FOR EARLY ACADEMIC QUALIFIERS  
ACADEMIC INITIAL-ELIGIBILITY STATUS FOR 2-4 OR 4-2-4 TRANSFERS**

This form facilitates waiver requests of Division I legislation that requires submission of final high school transcripts for early academic qualifiers ([Bylaw 14.3.1.1.2.1](#)), as well as submission of information necessary to determine the academic initial-eligibility status of two-year college transfers ([Bylaw 14.5.4.8](#)) or 4-2-4 transfers ([Bylaw 14.5.6.9](#)).

**Student name:**

**NCAA ID:**

**Student's initial date of full-time enrollment at your institution:**

**Waiver type:**

- ☐ Early Academic Qualifier – Final High School Transcript
- ☐ 2-4 Transfer – Information Necessary to Determine Academic Initial-Eligibility Status
- ☐ 4-2-4 Transfer – Information Necessary to Determine Academic Initial-Eligibility Status

**Circumstances that warrant relief:**

- ☐ Unable to obtain final high school transcript (e.g., school closed).
- ☐ Student is no longer participating in the sport.
- ☐ Student is no longer enrolled at the institution.
- ☐ Discontinued sport.
- ☐ Other.

*This form must be signed by one of your institution's designated Eligibility Center contacts.*

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_ Department: \_\_\_\_\_

Member School: \_\_\_\_\_ Org ID: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please upload this form via the [Membership Portal](#) or email it to [ec-processing@ncaa.org](mailto:ec-processing@ncaa.org).

National Collegiate Athletic Association

*Supporting student-athlete success on the field, in the classroom and for life*

Equal Opportunity/Affirmative Action Employer

### **Applicable Division I Legislation**

**Bylaw 14.3.1.1.2.1 Submission of Final Transcript.** If a student-athlete is certified as a qualifier pursuant to the early academic certification exception and initial full-time collegiate enrollment occurs at the certifying institution during the first term of the academic year, the institution shall ensure submission of the final high school transcript (official or unofficial) to the Eligibility Center by February 1 following the student-athlete's initial full-time enrollment. If a student-athlete is certified as a qualifier pursuant to the early academic certification exception and initial full-time collegiate enrollment occurs at the certifying institution after the conclusion of the first term of the academic year, the institution shall ensure submission of the final high school transcript (official or unofficial) to the Eligibility Center by February 1 of the following academic year.

**Bylaw 14.3.1.1.2.1.1 Waiver.** The Committee on Academics may waive the requirements of this legislation based on objective evidence that demonstrates circumstances for which a waiver is warranted. The committee shall establish the process for reviewing such waiver requests.

**Bylaw 14.5.4.8 Submission of Information Necessary to Determine Academic Initial-Eligibility Status.** An institution shall ensure submission of all necessary information (e.g., high school transcripts) to the NCAA Eligibility Center to determine the academic initial-eligibility status of a two-year college transfer student-athlete prior to the end of the student-athlete's first regular academic term of full-time enrollment at the institution. If a two-year college transfer student-athlete is added to an institution's squad list after the end of the first regular academic term of full-time enrollment at the institution, the institution shall ensure submission of all necessary information (e.g., high school transcripts) to the NCAA Eligibility Center to determine academic initial-eligibility status prior to end of the academic year in which the student-athlete is added to the squad list. The necessary information may be submitted through official or unofficial transcripts.

**Bylaw 14.5.4.8.1 Waiver.** The Committee on Academics may waive the requirements of this legislation based on objective evidence that demonstrates circumstances for which a waiver is warranted. The Committee on Academics shall establish the process for reviewing such waiver requests.

**Bylaw 14.5.6.9 Submission of Information Necessary to Determine Academic Initial-Eligibility Status.** An institution shall ensure submission of all necessary information (e.g., high school transcripts) to the NCAA Eligibility Center to determine the academic initial-eligibility status of a 4-2-4 transfer student-athlete prior to the end of the student-athlete's first regular academic term of full-time enrollment at the institution. If a 4-2-4 transfer student-athlete is added to an institution's squad list after the end of the first regular academic term of full-time enrollment at the institution, the institution shall ensure submission of all necessary information (e.g., high school transcripts) to the NCAA Eligibility Center to determine academic initial-eligibility status prior to the end of the academic year in which the student-athlete is added to the squad list. The necessary information may be submitted through official or unofficial transcripts.

**Bylaw 14.5.6.9.1 Waiver.** The Committee on Academics may waive the requirements of this legislation based on objective evidence that demonstrates circumstances for which a waiver is warranted. The Committee on Academics shall establish the process for reviewing such waiver requests.