



COLORADO HIGH SCHOOL ACTIVITIES ASSOCIATION

TRANSFER RULE

CHSAA TRANSFER RULE.....	PAGE 1
BONA FIDE FAMILY MOVE.....	PAGE 5
TRANSFERS WITHOUT BONA FIDE FAMILY MOVES.....	PAGE 6
SUMMER TRANSFER.....	PAGE 6
MID YEAR TRANSFER.....	PAGE 7
MID SEASON TRANSFER	PAGE 7
STUDENTS AT A SCHOOL NOT OFFERING A PROGRAM.....	PAGE 8
HOME SCHOOLED STUDENTS.....	PAGE 8
WAIVER PROCESS.....	PAGE 9
INFORMATION COLLECTION.....	PAGE 10

TRANSFER RULE INFORMATION

Introduction

At the April 2002 CHSAA Board of Control, a slightly more restrictive transfer rule was approved for use with our member schools. In order to implement this revised rule, it was necessary for the state legislature to remove a statute that gave eligibility to students who moved during the summer.

With the support of legislative decree, we now have the opportunity to implement a rule that our membership overwhelmingly approved. As a result, there are some significant procedural changes that must be reviewed and announced to your coaches, parents and students.

The following changes will apply to student-athletes in all CHSAA member schools, home school participants and students at schools which do not offer specific programs.

Please note that a transfer from eighth grade to the first entry into a high school will result in full varsity eligibility.

*see CHSAA By-laws 1800.31, 1800.32, 1800.33

THE CHSAA TRANSFER RULE

TRANSFER FOR U.S. CITIZENS

(changes in bold print)

ARTICLE 18

1800. TRANSFER

Colorado School Choice: The CHSAA supports school choice in academic pursuits and encourages its student participants to enhance their academic achievement. In concert with this attitude, the Association's philosophy addresses the establishment of a fair playing field for all student athletes.

1800.1 The transfer rule addresses athletic eligibility only as it relates to transfer between schools. Rules related to age, semesters, academic requirements and other CHSAA by-laws may result in an eligible transfer being declared ineligible.

1800.2 A student entering high school for the first time shall be eligible for all interscholastic athletic competition.

1800.21 A student who transfers to a member school following the close of school for the summer and before the beginning of the school year, other than under the provisions stated in 1800.2, 1800.3 and 1800.44, will be ineligible for varsity competition in the first 50% of the maximum regular season contests determined by that classification in any sport in which the student was a participant during the past 12 months. The student's individual performance limits (innings, games, quarters, etc.) shall be adjusted accordingly. The student may practice with the team and participate in an interscholastic contest at the sub-varsity level during this time. If there is no sub-varsity level, the student may not participate in an interscholastic contest until the game restriction is met.

Spirit athletes who transfer without a bona fide family move will have restricted eligibility (non-participation in all games, competitions, performances, pep rallies) until the sixth Friday after the first contest date.

EXCEPTION 1: A student, regardless of past participation as noted in 1800.32, who transfers schools at the beginning of the school year but after becoming a team member in a sport in any high school will be ineligible for varsity competition in that sport for the remainder of that sports season. A student becomes a team member when he/she reports for formal practice and is actively in contention for a position on the team.

EXCEPTION 2: A student, regardless of past participation as noted in 1800.32, who transfers to a school where his/her club or "outside coach" is contracted as a school coach, will be ineligible for varsity competition in that sport for an entire calendar year.

1800.22 For purposes of this rule, "the beginning of the school year" shall be defined as that period of time prior to a student's enrollment and attendance for 15 days or his/her participation in an interscholastic contest or scrimmage.

Q1: How many contests may a student play after transferring?

A1: A student who transfers schools over the summer without a bona fide family move will have restricted eligibility for the first 50% of the regular season and may have varsity eligibility during the second 50% of the regular season (holes of golf/wrestling points) under the conditions of 1800.2 and 1800.3 as follows:

<u>Sport</u>	<u>Number of contests with restricted eligibility at beginning of the regular season</u>
Baseball	9 games
Basketball	1A, 2A, 3A - 9 games; 4A, 5A – 11 games
Cross Country	5 meets
Field Hockey	7 games
Football	6-man, 8-man, 1A, 2A - 4 games
Football	3A, 4A, 5A - 5 games
Golf (holes)	99 holes
Gymnastics	5 meets
Ice Hockey	9 games
Lacrosse	7 games
Skiing	The first of 3 qualifying events
Soccer	7 games
Softball	9 games
Spirit	Non-participation in all games, competitions, performances, pep rallies until the sixth Friday after the first contest date.
Swimming	5 meets
Tennis	5 matches
Track & Field	5 meets
Volleyball	9 matches
Wrestling	15 points

Q2: Are the game restrictions prorated for those schools that do not schedule a full slate of contests in a specific sport?

A2: No.

Q3: A student attends School A and is a member of the volleyball team as a junior. In her senior year on the first day of formal practice, she actively participates in practice at School B. Without a parental move, the student then enrolls at School A and participates in A's practice the next day.

A3: The student shall be ineligible for varsity volleyball for the remainder of that season.

Q4: An incoming freshman enrolls at School A and participates in conditioning drills and timed 40-yard dashes on the first day of formal practice. The next day the student enrolls at School B and wishes to become a candidate for the varsity football team.

A4: The student may not participate at the varsity level in football at School B because of his active participation in practice at School A.

Q5: A student is a candidate for the JV team at School A on the first day of formal practice. Without a parental move, the student transfers to School B and becomes a candidate for the B JV team. Is he immediately eligible?

A5: No. A Restricted Waiver must be approved before he is eligible to compete on the JV level. He is not eligible for varsity competition.

Q6: A student plays football, basketball and baseball his freshmen year at School A. After football his sophomore year at school, he transfers to School B without a family move. What is his eligibility at School B?

A6: Since this is a mid-year transfer, he will have sub-varsity eligibility only for the basketball and baseball seasons. Further, in the fall of his junior year, he will have sub-varsity eligibility for the first 50% of the varsity football season.

Q7: What are some factors that help to prove a permanent change of residence?

A7: Sale of the former residence, purchase of a comparable house in a new district, change of employer requiring relocation by the entire family to a new school district, etc.

Q8: Does listing a house for sale meet the requirement for a bona fide family move?

A8: No, listing a house for sale does not guarantee that a permanent move has been made or is even imminent.

1800.23 Each transfer student must provide the receiving school with an official declaration certifying that:

1. The student is transferring voluntarily;

2. The student was not contacted and induced to transfer by the receiving school or any school representative (as defined in By-law 1900.2).
3. A statement from the receiving school coach(es) that the student was not induced to attend the receiving school by that coach or any member of the coach's staff.

The declaration must be signed by the student and student's parents. The receiving school athletic director must also sign the form. This form must accompany the certificate of eligibility or any transfer waiver sent to the CHSAA office. Any time a potential violation has occurred the form must immediately be sent to CHSAA.

1800.3 Except as specifically provided in by-laws 1800.31 through 1800.36, 1800.4 and 1800.44, any student who transfers schools after the beginning of the school year will not have varsity eligibility at the receiving school for the remainder of that school year and is subject to the provisions of by-law 1800.21 for the following school year for up to one calendar year after the school transfer. **Any transfer substantially motivated by athletic consideration will cause the student to be ineligible for one calendar year.**

1800.31 SUB-VARSITY ELIGIBILITY - A student will be granted sub-varsity eligibility by the Commissioner upon submittal of a restricted waiver request signed by the principals of the sending and receiving schools.

1800.32 NON-PARTICIPATION - A student who has not participated in an interscholastic contest or scrimmage in a specific sport at any level (varsity, junior varsity, sophomore, freshman) during the 12 calendar months preceding the date of transfer shall have varsity eligibility at the receiving school in that specific sport at all levels of competition.

1800.33 RETURN TO ORIGINAL SCHOOL - A student who has not participated in an interscholastic contest or scrimmage for any team at any level while a student in the previous high school shall be varsity eligible at all levels in all sports provided he/she returns to the high school he/she attended prior to the period of non-participation.

A full reading of the CHSAA Transfer Rule is available online – chsaa.org – click on "About Us", then "By-laws".

Transfer Rule Facts

BONA FIDE FAMILY MOVE

A student who transfers due to a bona fide family move will always have full transfer eligibility (see By-law 1800.44). When it is determined by the receiving school that a bona fide family move has occurred, fill out the Transfer Waiver Form #9 to item #1 on the front page and place in your files. As noted on the form, if item #1 is checked, this form need not be sent to the CHSAA. (Note: The Transfer Contact Form #7 must be signed and sent to the CHSAA as indicated on the form.) Further, a student will have full choice if he/she makes a bona fide family move to a new school district.

BONA FIDE FAMILY MOVE:

A bona fide family move to a residence that requires a transfer to a school in that school's attendance area and/or a new school district, verified by the receiving school, will permit full transfer eligibility.

A bona fide family move means a permanent change in the family's legal place of domicile. The legal place of domicile is that place in which the family's habitation is fixed and in which the student's custodial parent or legal guardian has the present intention to reside permanently. A bona fide family move has not occurred unless and until the student's custodial parent or legal guardian, the student, and the student's family have abandoned the immediately preceding place of domicile and have no present intention to return to that place of domicile.

In determining whether a bona fide family move has occurred, the Commissioner may consider all the circumstances in his discretion. Examples of circumstances that may be relevant include: changes in employment or business activities that require the family to move; family health or other reasons that compelled the family to move; the custodial parent's or legal guardian's residence for income tax, voter registration, motor vehicle registration, and similar indicators of legal residence; the terms of ownership or leasing of the new residence; the existence of other family residences; the location of the family's personal property; and the amount of time actually spent at the new residence. These examples are not a complete list of circumstances that the Commissioner may consider, nor is the Commissioner required to give more or less weight to any of these examples in making a decision.

Under no circumstances may a school transfer that is motivated by athletic considerations be considered a bona fide family move. The student shall have the burden to prove by clear and convincing evidence that athletic participation at the new school was no more than an incidental consideration. **Any school transfer found to be substantially motivated by athletic considerations will render the athlete ineligible for one calendar year.**

If the family, directly or indirectly, retains ownership of the former place of domicile after the move, it is presumed that they have not made a bona fide family move, and that presumption must be rebutted by clear and convincing evidence.

Examples of bona fide family moves:

- The student moving with her mother (single parent) to a new residence in a different school attendance area.
- The entire family making a permanent move from California to Colorado.
- The student moving with one parent at the time of a divorce.
- A student who transfers from one parent to the other in a broken home* for the first time while in high school.

These examples are not bona fide moves:

- Any subsequent transfer in a broken home* from one parent to another after the first transfer while in high school.
- Move from parent's home to grandparent's home.
- Move from parent's home to a friend's home.
- A change of custody or guardianship from parents to a friend, or another family member.
- A court order requiring a change of domicile and school of attendance by the student.

These examples are not bona fide moves - continued:

- The parents maintaining two separate residences, with the student moving with one parent to the other house or the entire family moving back and forth from one residence to the other.
- A student transferring schools at the time of a parental separation.
- A transfer motivated by athletic considerations – **ineligible for one calendar year.**

* Broken home defined: A broken home is defined as a permanent and finalized dissolution of a marriage by court order.

NON-BONA FIDE FAMILY MOVE:

A student who transfers during the summer without a bona fide family move will have varsity eligibility for the last 50% of those seasons in sports in which they competed during the past 12 calendar months prior to the transfer.

A mid-year transfer without a bona fide family move will result in restricted eligibility for the remainder of that school year. In the new school year and for up to one year after the date of transfer, the student will have restricted eligibility for the first 50% of any season played at the new school for those sports played within 12 months of the transfer.

Definitions: Varsity eligibility – full eligibility at all levels; restricted eligibility – eligibility at the sub varsity level only; 50% eligibility – restricted eligibility for the first 50% of the regular season and varsity eligibility for the last 50% of the regular season plus any games in the playoffs (see chart in by-law for the number of games missed with 50% eligibility).

Mid-year transfer – a transfer after participation in an interscholastic scrimmage/contest or enrollment and attendance for 15 school days.

SUMMER TRANSFER

A student who transfers to a different high school without a bona fide family move over the summer will have restricted eligibility for the first 50% of the season in the upcoming school year in those sports in which they participated during the calendar year preceding the transfer.

MID YEAR TRANSFER

This is where the new transfer rule becomes complicated!

A move made after the start of the school year, when there is not an accompanying bona fide family move, will result in **restricted eligibility** for the remainder of that school year and the application of the 50% rule for the next school year up to the one year anniversary of the date of the transfer.

Caution should be exercised when you receive a mid year transfer student who has made a school transfer without a corresponding change of domicile by the entire family.

Please contact the CHSAA office for clarification, especially with mid-year transfer questions.

Summer transfer with no bona fide move after sophomore year.				
	Football	Basketball	Track	Transfer
Sophomore	Varsity at School A	Sub-Varsity at School A	Sub-Varsity at School A	Non bona fide Transfer to School B
Junior	50%	50%	50%	
Senior	Varsity	Varsity	Varsity	
Mid year transfer without a bona fide move after football season.				
Soph. School A	Sub-Varsity School A	Varsity School A	Sub-Varsity School A	
Junior	Varsity School A	Transfer to School B - restricted eligibility	No participation	Mid year – non bona fide move
Senior	50% at School B	Varsity at School B	Varsity at School B	
Mid-year transfer without a bona fide move after basketball.				
Sophomore	Sub-Varsity at School A	Sub-Varsity at School A	Sub-Varsity at School A	
Junior	Varsity at School A	Varsity at School A then non bona fide move to School B after basketball	Restricted at School B	Non bona fide Transfer to School B
Senior	50% at School B	50% at school B	Varsity at School B	

Mid Season Transfer

While it is not common, mid-season transfers also create a potentially confusing situation. A student who transfers in mid-season without a bona fide family move:

1. Will have restricted eligibility for the remainder of that season and for the remainder of the school year in those sports in which the student had participated during the 12 months prior to the transfer.
2. Will have restricted eligibility for the first 50% of the season the next school year in all sports in which they participated one year prior to the move.

Example: An athlete who played football and basketball his sophomore year and then transfers at semester (December 23) of his junior year without a bona fide family move, would have restricted eligibility for the remainder of his junior year and be restricted for first 50% of the next football and basketball season.

Sophomore	Volleyball at School A	Basketball at A - Transfer at end of first semester to School B on January 15 - Restricted for remainder of season at B	Track and Field at School B - Restricted
Junior	Restricted first 50% of volleyball	Restricted first 50% of basketball	Varsity eligible

Do not hesitate to contact the CHSAA office for clarification; especially concerning mid -season transfer questions.

Students At Schools That Do Not Offer A Program

If a student attends a school, that does not offer a program in which the student wishes to participate, the student may participate in a program at another school in their district of residence or district of attendance. If the activity is not offered at any public school in the school district of attendance or the school district of residence, the student may participate in the activity at a public school in a school district that is contiguous to the student’s school district of residence or at the nearest public school that has the facilities for and offers the activity, even if the public school is not in a contiguous school district.

The transfer rule change now requires that this student must participate at the same school during all their high school participation in that sport (unless the school at which he/she attends adds the sport) or be subject to the requirements of the CHSAA Transfer Rule. Because a school does not offer a program does not give the student the right to play at a different high school each year.

If a student participates at a different school because her school does not offer a particular program, then a year later her school of attendance offers that same program, the student would be required to play at her school of attendance and would have full eligibility at that school.

Home Schooled Students

Home-schooled students have the right to participate on high school athletic programs in the school district in which they are registered as a home schooler. After establishing eligibility at a school, if the student chooses to register in a different district or participate at a different school, the transfer rule will apply.

A home schooler may change districts of registration, but would have to follow the CHSAA transfer rule if there was no bona fide family move involved.

If a home-schooled student made a bona fide family move, which caused a change in the district of home school registration, the student would have full varsity eligibility in the new district of registration.

The Waiver Process

For students who change schools without a permanent change of domicile by the family with whom the student lives:

Restricted eligibility – sub-varsity eligibility in all sports in which the student participated during the previous 12 months. File the Transfer Wavier Form #9, completing the first page only.

Summer or mid year transfer – In order for a waiver of the transfer rule to be approved, a hardship must be proven and documented. A "Hardship" means an unforeseen, unavoidable and/or uncorrectable act, condition or event that imposes a severe, non-athletic burden upon the student or his/her family.

From the CHSAA By-laws, (Article 1800.41), "the Commissioner shall have broad discretion in applying this standard to specific cases. He/She may take into consideration not only the needs of the student and family directly involved, but also the best interest of member schools and interscholastic athletics/activities generally as he/she understands those interests.

All hardship waiver applications shall be processed on forms approved by the CHSAA and in accordance with the following procedures:

- (a) A hardship waiver shall first be submitted to the principals at the student's sending and receiving schools. If either principal disapproves of the waiver, he/she shall state his/her reasons in writing.
- (b) The waiver, with the recommendations of the principals, shall then be submitted to the receiving school's league for a vote.
- (c) The recommendation of the principals and the league and all other information that the applicant wishes to be considered in support of the waiver application shall be submitted in writing to the Commissioner. The burden of proof to establish a hardship shall be upon the applicant.
- (d) The Commissioner or his/her designee may conduct additional investigations as he/she deems necessary. The application and any additional information gathered by the Commissioner or his/her designee shall constitute the record of the proceeding. The Commissioner will make a timely written decision based on the information in the record.
- (e) The Commissioner's decision may be appealed pursuant to Article 25 of these By-laws.
- (f) The decision of the Commissioner shall be upheld unless it is shown by clear and convincing evidence in the record to be arbitrary or capricious.
- (g) Hardship waivers cannot be approved for a move found to be substantially motivated by athletic considerations.

No hardship waiver may be granted that would cause a student who is ineligible in the sending school to become eligible at the receiving school.

A bona fide family move to a new residence, as verified by the receiving school, will result in full transfer eligibility.

- (a) A bona fide family move to a residence that requires a transfer to a school in that school's attendance area and/or a new school district, verified by the receiving school, will permit full transfer eligibility.

A bona fide family move means a permanent change in the family's legal place of domicile. The legal place of domicile is that place in which the family's habitation is fixed and in which the student's custodial parent or legal guardian has the present intention to reside permanently. A bona fide family move has not occurred unless and until the student's custodial parent or legal guardian, the student, and the student's family have abandoned the immediately preceding place of domicile and have no present intention to return to that place of domicile.

In determining whether a bona fide family move has occurred, the Commissioner may consider all the circumstances in his discretion. Examples of circumstances that may be relevant include: changes in employment or business activities that require the family to move; family health or other reasons that compelled the family to move; the custodial parent's or legal guardian's residence for income tax, voter registration, motor vehicle registration, and similar indicators of legal residence; the terms of ownership or leasing of the new residence; the existence of other family residences; the location of the family's personal property; and the amount of time actually spent at the new residence. These examples are not a complete list of circumstances that the Commissioner may consider, nor is the Commissioner required to give more or less weight to any of these examples in making a decision.

Under no circumstances may a school transfer that is motivated by athletic considerations be considered a bona fide family move. The student shall have the burden to prove by clear and convincing evidence that athletic participation at the new school was no more than an incidental consideration.

If the family, directly or indirectly, retains ownership of the former place of domicile after the move, it is presumed that they have not made a bona fide family move, and that presumption must be rebutted by clear and convincing evidence.

- (b) In interpreting the term residence, the Commissioner shall be guided by the provisions of C.R.S. 1-2-102, as it may hereafter amended, and the case law interpreting that provision.”

TRANSFER INFORMATION COLLECTION

The changes in the CHSAA Transfer Rule now require that information be collected and maintained for all students who transfer, whether mid-year or over the summer. Students who transfer could have restricted eligibility for a period of one year after the move. As a result, you must maintain records for all transfers for up to one year after the student enrolls in your building.

You can develop a system to track transfers that best meets your needs. Suggestions include a 3 x 5 card file completed by students when they transfer showing in those sports they had previously competed and the date of the transfer.

Probably the best and most convenient system revolves around the use of the Transfer Contact Information Form (Form 7). All athletes who transfer to your school must complete this form. This form already asks for the sports in which the transfer has previously played and the date of the transfer. Starting after the first day of practice, you could make copies of these forms and make a notebook for easy reference. A color code or tab system could be used to differentiate between summer and mid year transfers.



TRANSFER CONTACT INFORMATION

This form must be filled out by the parents and student-athlete any time a transfer is made. This form must accompany all hardship waivers submitted to the CHSAA office. Submit all other Transfer Contact Information forms to CHSAA with your eligibility lists. This form must be on file with the school before participation unless #1, 2, 3, 4, shows a violation.

Signature required – either an authorized signature OR use the school identification number. PLEASE save a copy of this form to your computer. Type directly on the saved form. When completed, print and FAX to CHSAA – 303-367-4101.

STUDENT'S NAME _____

PARENT'S NAME _____

PREVIOUS SCHOOL _____

DATE ENROLLED AT CURRENT SCHOOL _____

SCHOOL TO WHICH YOU ARE TRANSFERRING _____

REASON FOR TRANSFER _____

SPORT PARTICIPATION DURING THE 12 MONTHS PRIOR TO THE TRANSFER:

FALL _____ WINTER _____ SPRING _____

CONTACT YOU HAVE HAD WITH THE NEW SCHOOL PRIOR TO TRANSFERRING

- List any affiliation you have had with the new school prior to enrollment (outside club teams, competition with or against the new school, summer leagues, etc.)

- List any coaches at the new school with whom you spoke prior to enrollment.

- List any other person at the new school with whom you had contact prior to enrollment (Principal, Athletic Director, Parent Group, Booster, etc.)

- Did anyone contact you about attending or playing for the new school prior to enrollment?

Yes _____ No _____

If yes, please explain: _____

RECEIVING SCHOOL ATHLETIC DIRECTOR

As the Athletic Director of _____ High School, I verify to the best of my knowledge that no athletic recruiting effort has been made by any staff or school representatives to persuade this student-athlete to register at our school.

ATHLETIC DIRECTOR _____
Signature required – either an authorized signature OR use the school identification number.

PRINCIPAL _____
Signature required – either an authorized signature OR use the school identification number.

We verify that the information on this form is correct under potential penalty of restriction for the athlete and/or team.

<p>Student: _____</p> <p>Parent: _____</p>
--

Date _____

COLORADO HIGH SCHOOL ACTIVITIES ASSOCIATION

14855 E. Second Avenue

Aurora, CO 80011

(303) 344-5050 Fax (303) 367-4101

Restricted Eligibility-Bottom front page
Out-of-State Transfer Waiver-Reverse side
Mid-Year Transfer Waiver-Reverse side

COMPLETE AND ATTACH FORM #7
(Transfer Contact Information) for all
transfer waiver requests submitted to
the CHSAA office

Transfer Waiver Form

Receiving School _____ Administrator _____ Title _____

Address _____ City _____ Zip _____

School Phone _____ Fax number _____ Date _____

STUDENT (subject of waiver request) INFORMATION:

Name _____ DOB _____ Age _____ Grade _____

Current Address _____ City _____ Zip _____

Is this in the attendance area of the above school? Yes No

Previous Address _____

Parents/Guardian Name(s) _____

Home Phone _____ Work Phone _____ Living With _____

Date of Enrollment at Current School _____

School(s) previously attended (attach sheet if more than one): Practiced or played this year at previous school? Yes No

School _____ City _____ State _____

Enrollment from (month/day/year) _____ to (month/day/year) _____

FULL VARSITY ELIGIBILITY FOR ALL SPORTS IS GRANTED IF ITEM 1 OR 2 IS VERIFIED AND CHECKED

*Bona fide family move means a permanent change in residence by the student and his entire family that makes it necessary for the student to change his/her school of attendance. Evidence to help support that there has been a bona fide family move can include, but is not limited to, a significant change in other family circumstances, such as a change in employment, health or marital status. Under no circumstances may a move found to be substantially motivated by athletic considerations be considered a bona fide family move.

- 1. *I have determined that the transfer meets the definition of a bona fide move as stated in CHSAA By-law 1800.44(a).
- 2. Has not participated in any sports (activities) in the past 12 months – if checked, verify with Item 3 below.

To my knowledge, the reason for the transfer is as stated in #1 or #2 above. If Item #1 or #2 is checked, list on Form 4 - Data for Transferred Students - AND RETAIN IN YOUR FILES.

Receiving Principal/Athletic Director Signature _____

If #1 or #2 is not checked, go to #3 (Restricted Eligibility) OR #4 or #5 to waive the transfer rule based on a documented hardship.

- 3. **APPLICATION FOR RESTRICTED SUB-VARSITY ELIGIBILITY** – For students who transfer schools without a documented bona fide family move. Students are restricted to the sub varsity level in those specific sports in which they participated during the 12 months prior to the school transfer. (No league action required.)

A. Principal of sending school to list sports in which student competed in an interscholastic contest or scrimmage (league or non-league) on school teams during 12 months preceding date of transfer. This is to include any level of competition such as Frosh, Soph, JV, Varsity, etc. If none of the above apply, write "none" for the specific sport season.

Fall Sport _____ Winter Sport _____ Spring Sport _____

Signature of Sending School Principal/Athletic Director _____

- Sub varsity eligibility ONLY in the following sports: _____
- Sub varsity for the first 50% of the season in the following sports: _____
- If a bona fide family move – full eligibility
- If no participation in the last 12 months, then full eligibility

Signed CHSAA Commissioner: _____ Date _____

4. **Mid-Year Transfer** – CHSAA By-law 1800: Once a student has competed in an interscholastic scrimmage or contest –OR- has been enrolled and begun attending a school for 15 days, the student is restricted to the sub varsity level in those sports in which the student has participated in during the previous 12 calendar months, unless the transfer has resulted from a bona fide change of residence by the student and his/her entire family or the following waiver is approved (see CHSAA By-law 1800-Transfer for complete information).

A waiver of transfer By-law 1800 for varsity eligibility can be approved only if a hardship exists. A hardship is defined as “an unforeseen, unavoidable and/or uncorrectable act, condition or event that imposes a severe, non-athletic burden upon the student or his/her family.” Instructions - **Complete Items B, C, D, E.** Submit to league and forward to CHSAA office.

Transfer Description – Check <u>one</u> applicable box only	
<input type="checkbox"/> Court ordered transfer <input type="checkbox"/> Transfer with no change of residence <input type="checkbox"/> Broken Home (move from one parent to the other parent)	<input type="checkbox"/> Military Transfer <input type="checkbox"/> Other: _____ _____

B. STATEMENT FROM RECEIVING SCHOOL: Attach to this form all supporting documents, i.e. doctor’s statement, court documents, psychological report, previous school statement, and other letters or statements supporting hardship conditions.

The conditions stated in this waiver regarding this student are, to the best of my knowledge, true and complete.

I do do not recommend the waiver be granted (attach additional sheets if necessary).

Signed _____ Date _____
 (Receiving School Athletic Director/Principal or Superintendent)

C. Record of participation (indicate sports played interscholastically at any level FR, SO, JV, V):

(Grade)	(School/Yr)	(Fall)	(Winter)	(Spring)
9th	_____ - _____	_____	_____	_____
10th	_____ - _____	_____	_____	_____
11th	_____ - _____	_____	_____	_____
12th	_____ - _____	_____	_____	_____

D. STATEMENT FROM SENDING SCHOOL (former school of attendance): The above stated conditions of this student are, to the best of my knowledge, true and complete. Yes No (If no, submit a letter of explanation with the waiver request.)

I do do not recommend the waiver be granted. If you do not, submit a letter of explanation.

Signed (Principal/Superintendent) _____ Date _____

E. RECOMMENDATION OF LEAGUE (do not consider until all paragraphs have been completed): The _____ League has reviewed the conditions of the above named student and voted as follows: _____ in favor, _____ not in favor of granting the request. The league does does not recommend the waiver of the rule in this case.

Signed (League President) _____ Date _____

CHSAA OFFICE USE ONLY TRANSFER HARDSHIP VARSITY ELIGIBILITY WAIVER APPROVED
 VARSITY ELIGIBILITY WAIVER DENIED RESTRICTED ELIGIBILITY

COMMENTS:

Signed (CHSAA Commissioner) _____ Date _____