

NCAA Clearinghouse Information for High School Students and Parents

Students interested in playing sports in a Division I or II School should follow the procedures below to ensure timely processing of their NCAA Clearinghouse eligibility.

JUNIORS

- Contact the NCAA website to register. (www.eligibilitycenter.org)
- Click green enter here box
- Click on Phone to begin registration – have email address ready!
- Contact counseling office to let us know you registered and need transcript sent
- Work with PVHS counselor to ensure that all required courses for NCAA eligibility are scheduled (required course list is attached)
- Check eligibility status online to confirm that the NCAA received your transcript.

SENIORS

- Schedule courses needed to meet NCAA requirements
- Confirm account with NCAA and preliminary status
- In the spring, access NCAA account, request final transcript through PVHS counseling office
- Transcripts will be sent to NCAA from the guidance office as soon as grades are recorded, but no later than July 1.
- Check account with NCAA to confirm that transcripts were received
- Check account with NCAA to confirm that eligibility status is final

Students are responsible for requesting transcripts in writing and for checking their account online to confirm eligibility status.

Students and parents are encouraged to carefully read the online instructions for NCAA Clearinghouse eligibility and contact the Clearinghouse or the PVHS counseling office with questions or concerns.

Please Note: NCAA Eligibility procedures are subject to change. Please refer to the website periodically to keep your file up to date.

There is a fee for registering with the NCAA Clearinghouse. Fee waivers are available for students who receive free & reduced lunch. See your counselor for more details.

More information is also available on the NCAA web site at www.ncaa.org

