

Eastern Lebanon County School District
PIAA District III Student-Athlete Registration Procedure

Welcome to the ELCO School District and it is important to complete the information below which will allow the incoming and outgoing school to adhere to the integrity of the PIAA transfer policies.

Student name: _____

Grade: _____

School transferring from: _____

Reason for Transfer: _____

Sports you participated in at previous school

Fall Season _____

Winter Season _____

Spring Season _____

If you participated in athletics at your previous school it is required to complete the PIAA transfer form and meet with the high school principal and then meet with the out-going principal of the transferring school.

Checklist to follow:

- Complete information above
- If sports were played, the student and parent must complete the transfer form.
- After completing the form, the parents and student must meet with HS principal to review the form and questions and principal must sign form.
- The form will be sent to the outgoing school and the HS principal informs the parents and students that the other school must sign in order for them to participate at the new school.
- The outgoing school must complete the form and send it back to the ingoing school and if they refuse to sign it they must meet with the parents and student.

TRANSFERS

- A transfer occurs when a student is enrolled at one school and wants to enroll at another school and play a sport at that school.
- If a student didn't play a sport at his/her previous school, that student is eligible to play that sport at the new school.
- If a student makes a transfer and played a sport at the previous school and wants to play the same sport at the new school, the new school must complete the Athletic Transfer Waiver Request form which is located on the PIAA website under the Forms section. This document should be filled out by the new school when the student enrolls. The new school's principal should interview the student and determine whether the transfer to new the school was motivated in a material way by athletics. Upon making that determination, the new school should send the form to the school the student previously attended. The principal at the former school needs to make the same determination. Typically, the principal of the school the student left should interview the student and his/her parents to make a determination about whether that principal believes the transfer was materially motivated by athletic reasons. Once the form is completed by both principals, it must be submitted to the District III Executive Director for approval by the District III Committee.
- There are certain situations where students are automatically eligible for interscholastic athletics without schools having to submit the Athletic Transfer Waiver Request form and gain district approval. The following situations grant student automatic athletic eligibility:
 1. **Natural Break** – The break between elementary school and junior high would provide automatic eligibility (6th grade to 7th grade). Another natural break would occur between junior high/middle school and high school (many times 8th grade to 9th grade).
 2. **Administrative Transfer** – There is an administrative decision to move a student between two schools within the same public school district or, if previously enrolled at a Catholic school, within the same Archdiocese.
 3. **Change of Residence of Parents** – The student and his entire family (natural parents and/or adopted parents) have moved into the new school district and purchased a home. This would also be the case for a family that rents a home. However, in the case of rentals, if there is anything unusual about the rental, it is always best in that situation to fill out the Athletic Transfer Waiver form.

If parents have a legal separation or divorce and a student moves into a new school district with one of the parents, that student is granted automatic eligibility. However, if the separation is not recognized by the courts, an Athletic Transfer Waiver form should be filled out.

If a student whose parents are separated transfers from the school district where one parent lives to the school district where the other parent lives more than one time, the second transfer must be approved using the Athletic transfer Waiver form.
 4. **Change of Residence of Legal Guardians** - In this situation, the courts would have to appoint a legal guardian for the student. The legal guardian would live in a geographic area which requires the student to transfer to a new school.
 5. **Change of Residence of Foster Parents** – In this situation, a local child welfare organization would have to place the student in a new foster care situation. The foster care family would live in a geographic area which requires the student to transfer to a new school.

6. **School Closing** – The school the student previously attended has closed.
7. **Boarding School Student** – The student has previously been enrolled at a boarding school where he/she lived on the school's campus. The transfer must have been made to the local school where the student would attend by virtue of his/her residence.

If the principal of the previous school signs the Athletic Transfer Waiver form on section B indicating that he/she believes that transfers of athletically motivated, both schools will be involved in a hearing with the District III Committee. This is an informal hearing before members of the Committee where both schools and/or the student and parents have an opportunity to explain why they believe or don't believe the transfer was athletically motivated. Following the hearing, the District III Committee will vote in an open session to make an eligibility determination. The District III Committee could grant the student athletic eligibility at the new school, the Committee could request more information before rendering a decision, or the Committee could deny eligibility for a person of 1 year. If eligibility is denied, the student may not participate in the sport he/she played in the previous school for a period of 1 year. The student is still able to practice with the team at the new school, but the student cannot participate in any PIAA scrimmages or games. However, the student may participate in any sports that he/she didn't play at the previous school.

If a student's is denied eligibility by the District III Committee, the new school (not the student or the parent/s – it must be done by the school) may request an appeal with the PIAA Board of Directors. In this situation, the hearing is presented to members of the PIAA Board, although no new information may be presented. The PIAA may either uphold the District III Committee's ruling to deny eligibility or they may overturn the Committee's ruling and grant the student athletic eligibility.

Pursuant to ARTICLE VI, TRANSFERS, RESIDENCE, AND RECRUITING, Section 4, Regional Panel or District Committee Review, of the PIAA By-Laws, the Principal of a PIAA member school to which a student transferred, who is not otherwise eligible under Section 2, Presumptive Eligibility, subsections A through G, may request a waiver of ARTICLE VI, Section 3, Ineligible Students, from, as applicable under the circumstances, either a Regional Panel or the District Committee having jurisdiction over that Principal's school by (1) completing Sections 1 and 2 of that Form; (2) having the student's parent(s) or guardian(s) complete and sign Section 3 of that Form; (3) thereafter completing and signing either Section 4A or 4B of that Form; (4) routing that Form to the Principal of the school from which the student transferred, for that Principal to complete and sign either Section 5A or 5B; (5) having that Principal return that Form to the Principal of the PIAA member school to which the student transferred; and (6) then submitting that completed and properly executed Form to, as applicable under the circumstances, either a Regional Panel or the District Committee having jurisdiction over the Principal's school to which the student transferred, for either that Regional Panel's or District Committee's consideration.

(PLEASE PRINT OR TYPE)

DATE: _____

SECTION 1. RECEIVING MEMBER SCHOOL INFORMATION

A. Full Name of Principal: _____

B. Member School: _____

C. Member School Address: _____

D. Member School Phone No.: () _____ Member School Fax No.: () _____

SECTION 2. TRANSFERRING STUDENT INFORMATIONA. Full Name of Student: _____ Grade _____
(First) (Middle) (Last)B. Place of Residence: _____
(Street Address) (City) (State) (Zip Code)C. Name(s) of the head of household in which the transferring student resides: _____
Relationship to the student: _____

D. Residence is located within the boundaries of the _____ Public School District

E. Date of Student's Birth: ____/____/____ F. Age of Student on Last Birthday: _____

G. Date Student Enrolled for the Current School Year: ____/____/____

H. Summary of Student's School(s) Attended and Sport Participation in Each Season:

GRADE	SCHOOL YEAR	SCHOOL ATTENDED	LIST SPORT PARTICIPATION IN EACH SEASON		
			FALL	WINTER	SPRING
7					

SECTION 3. TRANSFERRING STUDENT'S REASON(S) FOR TRANSFERRING

The transferring student and/or the student's parent(s) or guardian(s) should set forth the reason(s) for the Transfer:

(Attach Additional Sheet[s] if Necessary)

I (We) hereby acknowledge that I (we) have been informed by the Principal of the PIAA member school submitting this form, or that Principal's designee, as to the requirements of PIAA concerning the eligibility of students at PIAA member schools to participate in Inter-School Practices, Scrimmages, and/or Contests involving PIAA member schools. Such requirements include, but are not necessarily limited to age, amateur status, school attendance, health, Transfer from one school to another, season and out-of-season rules and regulations, semesters of attendance, seasons of sports participation, and academic performance.

(Signature of Parent(s) or Guardian(s))

(Date)

SECTION 4. REVIEW AND CERTIFICATION OF PRINCIPAL OF SCHOOL TO WHICH THIS STUDENT TRANSFERRED.

(Print or Type Name of Principal of School
to Which This Student Transferred)

(Print or Type Name of School to
Which This Student Transferred)

E-mail address of Principal of School to Which This Student Transferred: _____

****(Please complete and sign EITHER A or B below)****

A. Upon interviewing the transferring student and the Athletic Director of my school, I hereby certify that, to the best of my knowledge, information, and belief, the student's Transfer was not motivated in some material way by an athletic purpose and the student was not recruited for an athletic purpose.

(Signature of Principal of School to Which This Student Transferred)

(Date)

B. Upon interviewing the transferring student and the Athletic Director of my school, I hereby request that the District Committee having jurisdiction over my school review the circumstances of Transfer to assess whether the Transfer was motivated in some material way by an athletic purpose and/or was the result of recruiting, which was materially motivated in some way by an athletic purpose. I have checked each box that I believe applies to this Transfer and affixed my signature certifying to my request for that District Committee's review.

- ☐ The student's Transfer was motivated in some material way by a representative of my school placing an advertisement in a newspaper or other literature directed toward prospective recruits touting the athletic successes of my school's Teams and/or students. **NOTE:** A comprehensive brochure or comparable piece of literature discussing all or most aspects of the school, including, but not focusing on the athletic program, is permissible.
- ☐ A representative of my school provided the transferring student with free transportation, tickets, or admissions to a Contest (other than free transportation, tickets, or admissions made available to all students, or to all students at the same school, or to all students in the same grade level at the same school, or the transferring student attended a Feeder School of my senior high school).
- ☐ A representative of my school used AAU or other amateur athletic Coaches to steer the transferring student to my school.
- ☐ A representative of my school offered, to the transferring student, scholarships or financial aid which is not available to other students at my school.
- ☐ A representative of my school encouraged the parents or relatives of the transferring student to influence the student to enroll at my school to participate in sports. This box need not be checked if the transferring student attended a Feeder School of my senior high school.
- ☐ A representative of my school promised playing time or a position on a Team to the transferring student.
- ☐ A representative of my school met with the transferring student to encourage the transferring student to enroll at my school. This box need not be checked if the transferring student attended a Feeder School of my senior high school.
- ☐ A representative of my school provided transportation or other inducements to the transferring student to take a qualifying examination at my school or to meet with school officials (other than those opportunities provided to all students at a particular school or grade level, or to students attending a Feeder School of my senior high school).
- ☐ Athletic Personnel from my school directly, or through another person, encouraged the transferring student or that student's parents to have the student enroll at my school. This box need not be checked if the transferring student attended a Feeder School of my senior high school.
- ☐ A representative of my school provided any item with school advertisement (such as shirts, pennants, caps, jackets, etc.) to the transferring student (other than offers made to all students of a particular school or class, or to students attending a Feeder School of my senior high school).
- ☐ Athletic Personnel from my school recruited the transferring student to attend my school. This box need not be checked if the transferring student attended a Feeder School of my senior high school.
- ☐ The transferring student played on a non-school Team which is Coached by a person affiliated with my school and the majority of the members of that Team were from my school.

in a camp, clinic, or speech at or during which that person used the opportunity to laud the athletic successes of my school's Teams and/or students.

- ☐ I am aware of other facts or circumstances which would lead me to believe that this Transfer was motivated in some material way by an athletic purpose. (If checked, please explain on next page.) *
- ☐ I am aware of other facts or circumstances which would lead me to believe that individuals affiliated with my school engaged in recruiting the student for the purpose of participating in athletics. (If checked, please explain on next page.)

*Transfers which are motivated in some material way by an athletic purpose are those Transfers which would not have occurred but for a desire of the student or the student's family (1) to gain additional playing time; (2) to play for a particular school, Coach, or Team; (3) to avoid either playing for, or athletic sanctions imposed by, a particular school, Coach, or Team; and/or (4) to gain increased media or college exposure.

FACTS OR CIRCUMSTANCES WHICH LEAD ME TO BELIEVE THAT THE TRANSFER OF THIS STUDENT WAS MOTIVATED IN SOME MATERIAL WAY BY AN ATHLETIC PURPOSE:

(Attach Additional Sheet[s] if Necessary)

FACTS OR CIRCUMSTANCES WHICH LEAD ME TO BELIEVE THAT INDIVIDUALS AFFILIATED WITH MY SCHOOL ENGAGED IN RECRUITING THIS STUDENT FOR THE PURPOSE OF PARTICIPATING IN ATHLETICS:

(Attach Additional Sheet[s] if Necessary)

(Signature of Principal of School to Which This Student Transferred)

(Date)

PLEASE ROUTE TO PRINCIPAL OF SCHOOL FROM WHICH THIS STUDENT TRANSFERRED.

SECTION 5. REVIEW AND CERTIFICATION OF PRINCIPAL OF SCHOOL FROM WHICH THIS STUDENT TRANSFERRED.

(Print or Type Name of Principal of School
from Which This Student Transferred)

(Print or Type Name of School from
Which This Student Transferred)

E-Mail address of Principal of School from Which This Student Transferred: _____

****(Please complete and sign EITHER A or B below)****

A. Upon my interviewing the Athletic Director of my school and, if possible, the student and/or the transferring student's parent(s), I hereby certify that, to the best of my knowledge, information, and belief, the student's Transfer was not motivated in some material way by an athletic purpose and the student was not recruited for an athletic purpose.

(Signature of Principal of School from Which This Student Transferred)

(Date)

B. Upon my interviewing the Athletic Director of my school and, if possible, the transferring student and/or the transferring student's parent(s), I hereby request that the District Committee having jurisdiction over the PIAA member school to which the student transferred review the circumstances of Transfer to assess whether the Transfer was motivated in some material way by an athletic purpose and/or was the result of recruiting, which was materially motivated in some way by an athletic purpose. I have checked each box that I believe applies to this Transfer and affixed my signature certifying to my request for that District Committee's review.

- ☐ The student, or a parent or guardian, or an adult with whom the student resides, was dissatisfied with the student's position or the amount of playing time which the student received.

- ☐ The student, or a parent or guardian, or an adult with whom the student resides, is seeking relief from conflict with the philosophy or action of an administrator or teacher relating to sports.
- ☐ The student, or a parent or guardian, or an adult with whom the student resides, is seeking to avoid or nullify the effect of actions or anticipated actions by my school relating to sports eligibility (e.g. discipline, attendance, academic performance, etc.).
- ☐ There is no Team at my school in the particular sport that the student desires to participate in.
- ☐ The student is following the student's Coach or other student-athletes to another school to which the Coach or athletes have transferred or seeks to play for a particular Coach or with a particular athlete due to a prior relationship with the Coach or athlete (such as through club or AAU participation) or because of the reputation of the Coach.
- ☐ The student, or a parent or guardian, or an adult with whom the student resides, desires that the student play on a less successful, smaller enrollment classification, and/or lower profile Team in order to be ranked higher among the students on that Team.
- ☐ The student, or a parent or guardian, or an adult with whom the student resides, desires that the student play on a more successful, larger enrollment classification, and/or higher profile Team to gain a higher level of competition and/or more exposure to college scouts.
- ☐ The student has moved with one parent, one guardian, or one or more siblings, into a rented residence in the new school district; and the student and/or the parent, guardian, or sibling(s) returns to the family home in the evening(s) and/or weekends.
- ☐ The student, or a parent or guardian, or an adult with whom the student resides, sought out Athletic Personnel and/or student-athletes at the school to which the student transferred and/or individuals affiliated with the school to which the student transferred engaged in recruiting the student for the purpose of participating in athletics.
- ☐ The student transferred in the middle of a marking period and/or immediately before or after a sports season.
- ☐ The student transferred immediately after being cut from a Team in a particular sport.
- ☐ I am aware of other facts or circumstances which would lead me to believe that this Transfer was motivated in some material way by an athletic purpose. (If checked, please explain below.) *
- ☐ I am aware of other facts or circumstances which would lead me to believe that individuals affiliated with the school to which the student transferred engaged in recruiting the student for the purpose of participating in athletics. (If checked, please explain below.)

*Transfers which are motivated in some material way by an athletic purpose are those Transfers which would not have occurred but for a desire of the student or the student's family (1) to gain additional playing time; (2) to play for a particular school, Coach, or Team; (3) to avoid either playing for, or athletic sanctions imposed by, a particular school, Coach, or Team; and/or (4) to gain increased media or college exposure.

FACTS OR CIRCUMSTANCES WHICH LEAD ME TO BELIEVE THAT THE TRANSFER OF THIS STUDENT WAS MOTIVATED IN SOME MATERIAL WAY BY AN ATHLETIC PURPOSE:

(Attach Additional Sheet[s] if Necessary)

FACTS OR CIRCUMSTANCES WHICH LEAD ME TO BELIEVE THAT INDIVIDUALS AFFILIATED WITH THE SCHOOL TO WHICH THE STUDENT TRANSFERRED ENGAGED IN RECRUITING THE STUDENT FOR THE PURPOSE OF PARTICIPATING IN ATHLETICS:

(Attach Additional Sheet[s] if Necessary)

(Signature of Principal of School from Which This Student Transferred)

(Date)

UPON COMPLETION OF THE ABOVE, PLEASE RETURN TO THE PRINCIPAL OF THE SCHOOL TO WHICH THIS STUDENT TRANSFERRED.