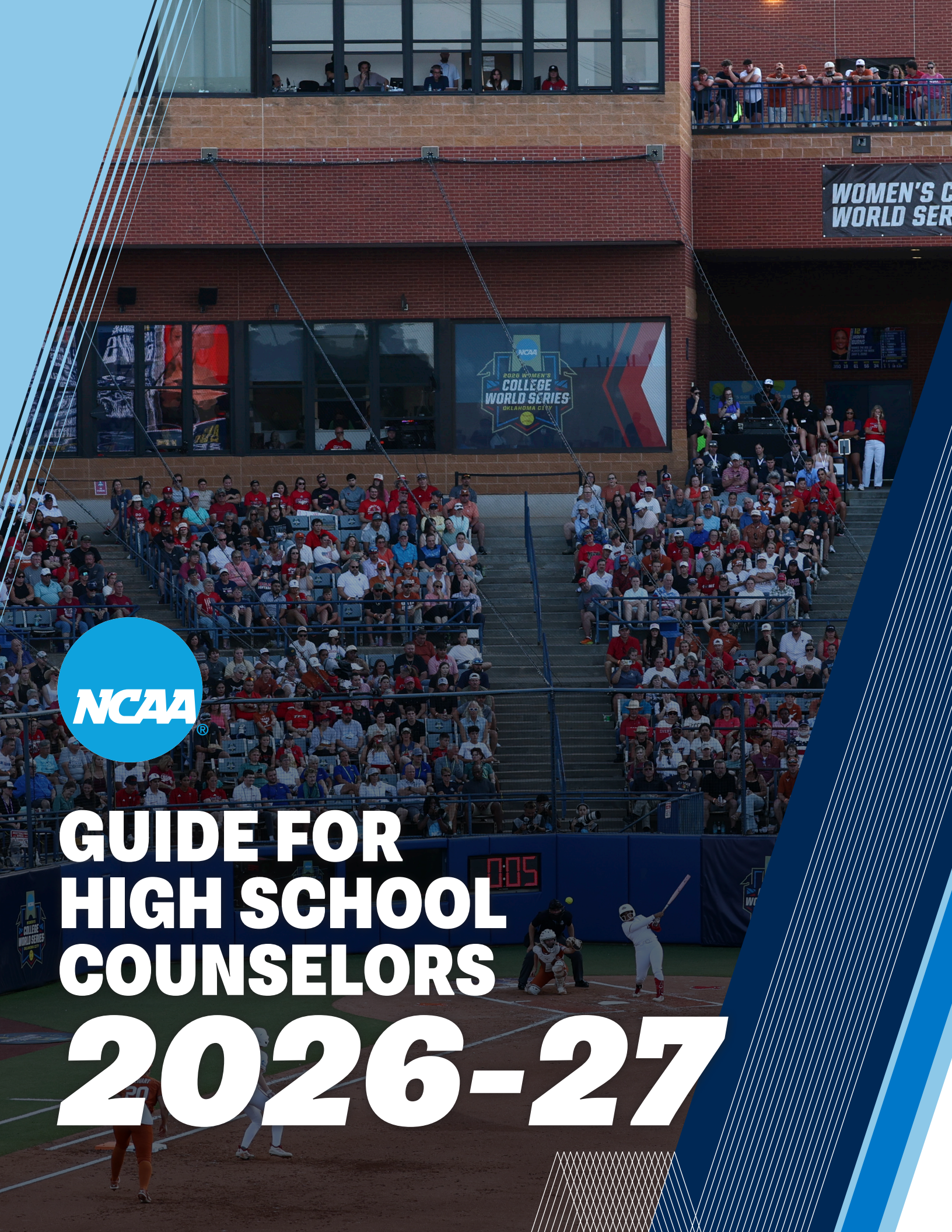




WOMEN'S COLLEGE
WORLD SERIES



GUIDE FOR HIGH SCHOOL COUNSELORS 2026-27

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ELIGIBILITY CENTER

Information

Visit

eligibilitycenter.org
ncaa.org/playcollegesports

Contact

High School Administrators Only

877-622-2321, Monday-Friday
8:30 a.m. to 5 p.m. Eastern time

College-Bound Student-Athletes Only

U.S. and Canada (except Quebec):

877-262-1492, Monday-Friday
9 a.m. to 5 p.m. Eastern time

International Students (including Quebec):

on.ncaa.org/intlcontact

Certification Processing

NCAA Eligibility Center
Certification Processing
P.O. Box 7110
Indianapolis, IN 46207-7110

Overnight Delivery

NCAA Eligibility Center
Certification Processing
1802 Alonzo Watford Sr. Drive
Indianapolis, IN 46202

Additional Resources for NCAA Eligibility Questions

- » Read the **Guide for College-Bound Student-Athletes**.
- » Review the **Guide for International Academic Standards for Athletics Eligibility**.
- » Search **frequently asked questions**.
- » Review **Resources for High Schools**.
- » **Contact the NCAA Eligibility Center**.

This guide is updated on an annual basis. More recent updates to NCAA rules or policies may be found on ncaa.org.



Scan or click the QR code to help your students register!

What Is the NCAA?



The National Collegiate Athletic Association is an organization dedicated to providing a pathway to opportunity for college athletes. Over 1,000 colleges and universities are members of the NCAA. These schools work together with the NCAA national office and athletics conferences across the country to support more than 500,000 college athletes who make up over 20,000 teams competing in NCAA sports.

The NCAA's diverse members include schools ranging in size from hundreds of students to tens of thousands. The NCAA's current three-division structure was adopted in 1973 to create a fair playing field for teams from similar schools and provide college athletes more opportunities to participate in national championships.

Among the three NCAA divisions, Division I schools generally compete at the highest level of NCAA competition, have the largest athletics budgets and offer the highest number of athletics scholarships. The Division II approach provides growth opportunities through academic achievement, learning through high-level athletics competition, the best access to NCAA Championships and a focus on service to the community. With nearly 40% of the NCAA's total membership, Division III offers participation in a competitive athletics environment that pushes college athletes to excel on the field and build upon their potential by tackling new challenges across campus.

For more information about the right pathway for your students, visit the [Initial Eligibility Requirements page](#).

500,000 student-athletes pursue higher education goals and develop leadership, confidence, discipline and teamwork through college sports.

NCAA Sports

The NCAA conducts 94 national championships in 26 sports across Divisions I, II and III, with 49 championships for women, 43 for men and two coed national championships.

The NCAA also supports [emerging sports](#) to expand athletics opportunities and help these sports achieve NCAA championship status. If you plan to participate in an emerging sport, you must still [register](#) with the NCAA Eligibility Center.

From March Madness® to rowing, rifle and skiing, the NCAA is dedicated to delivering championships that provide a first-class experience for student-athletes, coaches, fans and broadcast audiences worldwide.

Beyond the game, the NCAA emphasizes community impact – hosting youth clinics and fan events that turn each championship into a celebration for everyone involved.

FALL SPORTS		WINTER SPORTS		SPRING SPORTS		EMERGING SPORTS
MEN:	WOMEN:	MEN:	WOMEN:	MEN:	WOMEN:	WOMEN:
Cross Country Football Soccer Tennis (Singles/ Doubles) Water Polo	Cross Country Field Hockey Soccer Tennis (Singles/ Doubles) Volleyball	Basketball Fencing Gymnastics Ice Hockey Indoor Track and Field Rifle Skiing Swimming and Diving Wrestling	Basketball Bowling Fencing Gymnastics Ice Hockey Indoor Track and Field Rifle Skiing Swimming and Diving Wrestling	Baseball Golf Lacrosse Outdoor Track and Field Tennis (Team) Volleyball	Acrobatics and Tumbling Beach Volleyball Golf Lacrosse Outdoor Track and Field Rowing Softball Stunt Tennis (Team) Water Polo	Equestrian (Divisions I and II only) Flag Football Rugby Triathlon

Our 3 Divisions

The NCAA's three divisions were created in 1973 to align like-minded campuses in the areas of fairness, competition and opportunity.

	DIVISION I	DIVISION II	DIVISION III
ACTIVE SCHOOLS	361 (34%)	296 (28%)	416 (39%)
MEDIAN UNDERGRADUATE ENROLLMENT	8,900	2,100	1,600
STUDENT-ATHLETE TO UNDERGRADUATE RATIO	1 in 24 	1 in 9 	1 in 5 
AVERAGE NUMBER OF NCAA TEAMS PER SCHOOL	19	17	20
NCAA STUDENT-ATHLETE PARTICIPATION	199K (36%)	140K (25%)	210K (38%)
ATHLETICS SCHOLARSHIPS	70% of athletes receive athletics aid. Multiyear, cost-of-attendance athletics scholarships available.	77% of athletes receive athletics aid. Partial athletics scholarship model.	No athletics scholarships. 80% of athletes receive nonathletics aid.
DID YOU KNOW?	 Division I schools award over \$3.4 billion in athletics scholarships annually.	 Division II student-athletes graduate at higher rates than their student body peers.	 Division III's largest school has 28,000 undergraduates. The smallest? 300 .

*The number of schools for each division is current as of the 2026-27 academic year. All other figures are based on 2025-26 data. Percentages shown for schools and student-athletes may not add up to 100% due to rounding. Participation figures include NCAA student-athletes in championship and emerging sports and may include student-athletes who participate in more than one sport.



How Is Each Division Governed?

NCAA schools develop and approve legislation for their own divisions. Committees lead each division and conduct their business during regularly scheduled meetings. For more information, visit ncaa.org/governance.

What Are the Eligibility Requirements in Each Division?

Division I and II schools require a student's initial **academic and athletics eligibility** to be certified by the NCAA Eligibility Center. While Division III schools set their own academic standards on campus, the Eligibility Center certifies the amateur status of Division III **international student-athletes** (first-year enrollees and transfers). All other Division III student-athletes are certified on campus.

The Critical Role of High School Counselors and Administrators

High school counselors and administrators play a critical role in the lives of their students as they complete high school and pursue postsecondary opportunities. If your role includes advising students who aim to enroll at NCAA schools and continue their education while participating in college sports, then you have found the right page to learn more about requirements for prospective student-athletes and how you can support them.

You will find a number of resources on this site to get you started, but here are the basics: In order to practice, compete or receive an athletics scholarship in their first year at an NCAA Division I or II school, a student-athlete must meet certain academic and athletics eligibility requirements. The NCAA Eligibility Center works with you and your high school students to ensure they are prepared to succeed in the college classroom.

Initial-eligibility standards help ensure students are prepared to succeed in college. The NCAA's eligibility process also protects the fairness and integrity of college sports.

In addition to each NCAA school's admission requirements, Division I and II schools require initial **academic and athletics eligibility** and certification by the Eligibility Center.

Division III schools set their own academic standards on campus, and the Eligibility Center certifies the amateur status of Division III international student-athletes (first-year enrollees and transfers). All other Division III student-athletes are certified on campus.

The NCAA **core-course** requirement ensures college-bound student-athletes are taking high school courses that prepare them for the academic expectations in college. Not all high school courses are NCAA-approved core courses and may not count toward the 16 core-course requirement. To find your school's list of approved courses, search the **High School Portal** for your school's name, city or state.

Primary responsibilities

Many aspects of NCAA initial eligibility are the responsibilities of the students, their families and coaches, and staff at NCAA member schools. However, there are a few important ways the academic contacts in a high school's NCAA Eligibility Center account support this process:

- » Maintain updated contacts in your school's account.
- » Manage your high school's core-course list and grading scales.
- » Upload official transcripts, including final transcripts after graduation.
- » Monitor student fee waiver requests and processes, as applicable.
- » Monitor and process tasks requesting additional information.
- » Share NCAA eligibility resources with your students.

You can support your students by:

- » Sharing resources about **Division I academic standards**, **Division II academic standards** and **Division III amateurism standards**.
- » Helping them register for and complete courses listed on your high school's list of **NCAA-approved core courses**.
 - Help students **calculate their NCAA core-course GPA** using the **Division I and II worksheets**.
- » Encouraging incoming freshman student-athletes to review the **registration checklist** so that they may determine which account type they want to create at **eligibilitycenter.org**.

Other elements of the NCAA eligibility process are the responsibility of other individuals

- » Who determines if and when students should **register with the Eligibility Center**?
 - Students and their families should make the decision to register with the Eligibility Center and which account to create.
 - Students must select a certification account and complete registration (**including payment or fee waiver**) before they may be invited by Division I schools to go on official visits, sign for athletics aid or become eligible to compete at an NCAA Division I or II school in the initial year of enrollment.
- » How are students noticed or recruited for college sports?
 - Students and their families are their own best advocates when reaching out to college coaches about the interest in the program.
 - High school and club coaches may help facilitate this process.
 - **Recruiting services** may also be used based on the circumstances.
 - College coaches ensure division- and sport-specific rules are followed and may have their own strategies to recruit students.
 - Many NCAA schools' athletics department websites include student-athlete interest questionnaires that may be submitted and reviewed.
- » How do students meet initial-eligibility requirements?
 - Meeting **initial-eligibility requirements** is the student's responsibility. High school counselors can support that effort by advising on course enrollment, sharing information about NCAA eligibility requirements and submitting student transcripts to the Eligibility Center.
 - When an academic and athletics certification is requested by an NCAA Division I or II school, the Eligibility Center will perform a certification based on the academic information provided by the student and high school(s), as well as the sports participation information provided by the student-athlete.
 - When an amateurism certification is requested by an NCAA Division III school for an **international student-athlete**, the Eligibility Center will perform a certification based on the amateurism information provided by the student.



High School Counselor Quick Tips

One of the main tools to help your student-athletes is the Eligibility Center's [High School Portal](#). Each school and district with an NCAA Eligibility Center account has one primary and one secondary contact. One or both of these contacts should have access to the school's policies, curriculum, course information and student records. The purpose of the checklist below is to help your high school's primary and secondary contacts plan the year regarding initial-eligibility requirements.

High School Primary and Secondary Contacts

- » In the portal, your school's primary and secondary contacts can manage your core-course list, upload official transcripts and proof of graduation, submit fee waivers, respond to open tasks, view preliminary and final academic certification details for students, and update your school's contacts.
- » To find your school's primary and secondary contacts, visit on.ncaa.com/CCL and search for your school by high school code/CEEB, state, city or school name. (Names of the primary and secondary contacts are listed in the High School Summary section.) If both contacts are no longer available or employed by your school, review the [High School Contacts Change Form](#) to update.

District Primary and Secondary Contacts

- » Some school districts choose to create an NCAA district account. Depending on how the NCAA district account is set up, primary and secondary contacts can manage the core-course list for all schools in the NCAA district, respond to open tasks and update the district's contacts.
- » To find your district's primary and secondary contacts or set up an Eligibility Center account, contact customer service at 877-622-2321, Monday-Friday, 8:30 a.m. to 5 p.m. Eastern time. If both contacts are no longer available or employed by the district, review the [District Contacts Change Form](#) to update.

Note: [Click here](#) to learn more about updating your high school's primary or secondary contacts.

High School Portal Contact Checklist

- » Ensure student-athletes are on track to complete the required number of [NCAA-approved core courses](#) and graduate on time. If a preliminary academic certification has been processed for a student, you may view the details in the High School Portal to assist with advising on core course enrollment.
- » Submit updates to your [high school's core-course list](#) when core course offerings at your school are added or changed. If your high school's list has no updates, log in to the High School Portal to verify.

- » Monitor your high school's fee waiver report and confirm student fee waiver requests, when applicable.
- » Upload official high school transcripts for student-athletes at the end of each academic year, including proof of graduation, if applicable. If your school awards credit for courses at the end of other academic terms, you may upload official transcripts as frequently as applicable.
- » Monitor the Tasks tab on the High School Portal and respond to requests for information within the noted time frames.

PRIMARY AND SECONDARY CONTACTS	COLLEGE-BOUND STUDENT-ATHLETES	HIGH SCHOOL AND CLUB COACHES
Help students use the NCAA's interactive map to locate NCAA schools they're interested in attending.	Use the NCAA's interactive map to locate NCAA schools they're interested in attending. Review admissions requirements.	Help students use the NCAA's interactive map to locate NCAA schools they're interested in attending.
Advise students they must apply and be accepted by their chosen NCAA school.	Apply to and be accepted by their chosen NCAA school.	Advise students they must apply and be accepted by their chosen NCAA school.
Understand the initial-eligibility requirements for each division.	Understand the initial-eligibility requirements for the division in which they want to compete.	Understand the initial-eligibility requirements for each division.
Encourage college-bound student-athletes to register with the Eligibility Center.	Register with the Eligibility Center before they go on Division I official visits, sign an athletics aid agreement for a scholarship or compete at a Division I or II school.	Encourage college-bound student-athletes to register with the Eligibility Center.
Support students in meeting initial-eligibility requirements by updating your high school's core-course list . Ensure students are on track to complete the required number of NCAA-approved core courses and graduate on time .	Meet initial-eligibility requirements by enrolling in and completing courses listed on their high school's list of NCAA-approved core courses .	Support students in meeting initial-eligibility requirements by advising students to enroll in and complete courses listed on their high school's list of NCAA-approved core courses .
Monitor the Tasks tab on the High School Portal and respond to requests for information.	Monitor their Eligibility Center account task list and respond to requests for information.	Encourage students to monitor their task list and respond to requests for information.
Upload official high school transcripts for students registered with the Eligibility Center. Also upload proof of graduation for graduated student-athletes.	Request that their school counselor upload official high school transcripts and proof of graduation once they graduate.	Advise and assist students and families during the recruiting process .

Accessing your high school's Eligibility Center account

Primary and secondary contacts can log into their high school's Eligibility Center account with their six-digit high school or CEEB code and password. High schools also have a five-digit PIN. This PIN is required as validation for contacts who call the Eligibility Center.

Note: Each high school account has one unique password that is shared between the contacts. If you choose to update your PIN or password via the "High School Info" tab when logged in, please communicate changes with the other contact for your account.

Scholarships

NCAA Division I and II schools annually provide nearly \$4.2 billion in athletics scholarships (often referred to as athletics aid) to 200,000 student-athletes. (**Division III schools** do not offer athletics scholarships.) Help students understand what is covered by any offer of scholarship they may receive from the NCAA school recruiting them, and the costs they would be responsible for outside of that aid.

POSSIBLE ELEMENTS OF A SCHOLARSHIP	DIVISION I	DIVISION II
Tuition and fees	✓	✓
Food and housing	✓	✓
Books	✓	✓
Course-related books and supplies	✓	✓
Multiyear scholarship options	✓	✗
One-year scholarship options	✓	✓

In most cases, the head coach decides who receives a scholarship, the scholarship amount and whether it will be renewed. Student-athletes are encouraged to review all terms and conditions before signing their award. If an NCAA school plans to reduce, not renew or cancel a student-athlete's scholarship, it must notify the student in writing by July 1 before the start of the impacted school year while offering the student a chance to appeal.

Many student-athletes also benefit from academic scholarships, NCAA financial aid programs and need-based aid such as **federal Pell Grants**. Student-athletes must report all financial aid they receive to their NCAA school's financial aid office. If students have questions about financial aid, they should contact their NCAA school's financial aid or athletics compliance office.

Athletics Aid Agreement

During their senior year of high school, prospective student-athletes may be offered a Division I or II athletics aid agreement. Once they sign:

- » The signing school agrees to provide a scholarship if the student-athlete is admitted to the school, meets eligibility and meets the terms outlined in their agreement.
- » The student-athlete's Eligibility Center account will show "Signed."
- » An email is sent to them, the signing school and any NCAA school that has included the student-athlete on their **institutional request list**.
- » Other NCAA coaches must stop contacting the student and their support system (e.g., family members, coaches, advisors).

Students cannot sign with more than one school that offers athletics aid at a time. Once signed, and before a new school's athletics staff can speak with the student, they must first be released by the signing school. [Click here](#) for more information on athletics aid agreements.

Name, Image and Likeness

Student-athletes may receive compensation from third parties for use of their name, image and likeness, such as social media posts, brand appearances or promoting products and services.

All three NCAA divisions support opportunities for student-athletes to pursue NIL, consistent with rules that protect fair competition.

Check with your high school's state athletic association regarding its NIL policies. [Click here](#) for more information on NIL.



Submitting Student Documents

Primary and secondary contacts in each high school's Eligibility Center account can **upload official high school transcripts** directly to a student's account for free via the **High School Portal**. Transcripts may be uploaded throughout students' academic careers to support the preliminary academic certification process, which provides recruited student-athletes with information about their progress toward initial-eligibility standards. Final official high school transcripts with proof of graduation should be uploaded once students have completed high school. If a student attended more than one high school or took courses from more than one program, the Eligibility Center needs an official transcript from each high school or program attended. If your school has received transcripts from a student's previous schools, you may upload them in your high school portal.

Follow the steps below to upload transcripts on behalf of your student(s):

1. Log in to your school's account on the High School Portal and click the Search Student Details tab.
2. Search for students by selecting graduation year(s) and either "Current Students" or "All Students." You may narrow your search by including additional fields (NCAA ID, date of birth, name, city, state, country, account type). Note: If a student has not registered with the Eligibility Center, they will not appear on this report and you will not be able to upload a transcript for that student. You will also be unable to upload transcripts for students with profile accounts.
3. Review the report to determine transcript upload needs.
 - o The "Your HS Trans Recd" column reflects transcripts needed from your high school.
 - o The "All HS Trans Recd" column reflects transcripts needed from all schools a student may have attended.
 - o If the "Your HS Trans Recd" column shows a green checkmark, but the "All HS Trans Recd" column shows a red X, your school's transcript may already be on file. The student may be missing a transcript from another school. See step 4 below for more information.
 - o If the "Final Trans/POG Recd" column shows a red X and the student is one of your currently enrolled and/or recently graduated students, upload their final transcript with proof of graduation once ready.
4. When you've identified a student needing a transcript uploaded, click the button showing a cloud with an arrow. Select the appropriate radio button to indicate which high school's transcript you are uploading, verify it meets the requirements for upload, click the Choose File button, and select the student's transcript on your computer. A preview will appear to help you confirm you selected the correct file. Once complete, click Upload. **Do not upload any other kind of documentation—transcripts only. Do not upload password-protected transcripts.**
5. If the upload was successful, you will see "Transcript has been successfully uploaded."
6. Repeat this process for other students and transcripts as needed.

Helpful notes when uploading:

- » Upload documents as PDFs. Please note: Apple's high-resolution attachment extension is NOT supported by our system.
- » Each upload may take up to 30 minutes to be reflected in the "Your HS Trans Recd" column.
- » Transcripts are required from each school a student attends. If a student is no longer enrolled at your school, upload a transcript for the time in which they were enrolled.
- » Some approved programs that have a list of NCAA-approved courses are not credit-awarding institutions and, therefore, do not produce official transcripts. In these instances, an official grade report should be submitted.

When transcripts are uploaded directly to a student's account via the High School Portal, the Eligibility Center can access them almost immediately. However, the Eligibility Center will also accept transcripts when mailed by the school or sent by overnight delivery, or through third-party electronic transcript submission services. Please note that mailing records or using third-party electronic transcript delivery services may take longer to receive and additional time to process those records.



Approved third-party services include:

- » Cialfo.
- » National Student Clearinghouse.
- » National Transcript Center.
- » Naviance (management tool for schools that use Parchment as the back end for delivering e-transcripts).
- » NeedMyTranscript.
- » Parchment.
- » Scoir.
- » Scribbles Software.
- » State of Georgia via Direct or DiplomaSender.
- » USMO ET (Speede).
- » XAP.

**CERTIFICATION
PROCESSING**

NCAA Eligibility Center
Certification Processing
P.O. Box 7110
Indianapolis, IN 46207-7110

OVERNIGHT DELIVERY

NCAA Eligibility Center
Certification Processing
1802 Alonzo Watford Sr. Drive
Indianapolis, IN 46202



Domestic high schools may also email official records to ec-processing@ncaa.org provided the email is sent from a school administrator, using a school-registered email address, with the administrator's name and signature included in the email. Including the student's NCAA ID number in the subject line and a description of the records that are being sent will also assist with reviewing those records. Please allow two days for processing from the day of receipt.

To send a transcript by U.S. mail or through an overnight or express delivery service, use the appropriate address shown. Allow four days for processing from the day of receipt. The Eligibility Center will not accept faxed transcripts and will not return mailed original documents.

Fee Waivers

Students may request a fee waiver when registering for an NCAA account if they meet the [applicable criteria](#). The primary or secondary contact in the high school account can then review these requests and [verify](#) whether the student meets the criteria.

Submitting a Fee Waiver

- » Log in to your high school's account on the High School Portal and click the Fee Waiver tab. Then select Submit a Fee Waiver. Search for students by graduation year, NCAA ID, date of birth, name, city, state or country.
 - **Note:** Before students appear on your school's fee waiver list for review, they must be registered with a certification account and request a fee waiver.
 - If the student you are searching for graduated before 2022, please call the high school support line at 877-622-2321, Monday-Friday 8:30 a.m. to 5 p.m. Eastern time for assistance.
- » Click the radio button next to the student's NCAA ID to select the appropriate student. Next, check the verification box and enter your contact information to attest to the student's eligibility for a fee waiver. Once complete, click Submit Fee Waiver for Student.
- » If you need to submit a fee waiver for more than one student, click the Back to Search button and begin the process again.

Running a Fee Waiver Report

- » Log in to your high school's account on the High School Portal and click the Fee Waiver tab. Then select Fee Waiver Report.
- » Next, select the time period you want to search all students or search by an individual student. Once complete, click Get Fee Waiver Report.
- » The report displays statuses of fee waivers you already submitted.
 - **Note:** It takes one business day for fee waivers to be processed.

Grade-Point Average

The Eligibility Center calculates a student's core-course grade-point average based on the grades the student earns in NCAA-approved core courses. Only the best grades from approved courses in the required subject areas will be used. Letter grades are converted to quality points (A=4, B=3, C=2, D=1). The Eligibility Center does not use plus or minus grades when calculating a core-course GPA. For example, an A+, A and A- would all receive four quality points.

[Click here](#) to learn more about how the Eligibility Center calculates a student's GPA and weighted courses.

In "Pass/Fail" grading situations, the Eligibility Center will assign your high school's lowest passing grade for a course in which your school awarded a "Pass" grade. For example, if your high school's lowest passing grade is a D, the Eligibility Center would assign a D as the passing grade.

Test Scores

In January 2023, NCAA Divisions I and II adopted legislation to remove standardized test scores from initial-eligibility requirements for all student-athletes who initially enroll full time on or after Aug. 1, 2023. Please note that test scores may still be required by colleges and universities for admissions or scholarship purposes.

High School Account Review

The purpose of the Eligibility Center's [high school account review process](#) is to determine which high schools and courses may be used in NCAA initial academic eligibility certifications for prospective student-athletes.

For High Schools New to the NCAA

If you would like your high school reviewed for use in initial-eligibility certifications and your high school does not have an account with the Eligibility Center (or your high school's account status is "None"), contact the Eligibility Center at 877-622-2321, Monday-Friday from 8:30 a.m. to 5 p.m. Eastern time to discuss your school's eligibility for review and provide basic demographic information, including contact names, phone numbers and emails. If it is determined that it's appropriate for your school to have an Eligibility Center account, an email will be sent to your contacts with your high school code and directions on how to set up a password to access the [High School Portal](#).

High School Account Review Process

After setting up your account in the high school portal and completing a series of introductory questions about your school, you will be asked to provide information about school policies and/or operations (e.g., academic calendar, graduation requirements, policies on repeated courses) and curriculum, instruction and assessment (e.g., course catalog, grading scales, instructor interaction). This information will be requested and subsequently submitted within the Tasks page in the high school portal.

The length of the review process is determined by your timely and complete submission of review documents and any additional information requested by the Eligibility Center.

There are several potential outcomes of a high school account review, including but not limited to:

- » **Cleared:** Core courses and proof of graduation from the high school may be used in the NCAA initial-eligibility certification process.
- » **Extended Evaluation:** Proof of graduation may be used in the NCAA initial-eligibility certification process. The use of courses from the high school in the NCAA initial-eligibility certification process is pending individual review.
- » **Not Cleared:** Courses and proof of graduation from the high school may not be used in the NCAA initial-eligibility certification process.
- » **Suspended:** The high school has not provided complete responses within the time frame required. The review may be resumed by contacting the Eligibility Center.
- » **Withdrawn:** The high school has opted out of the review process. Courses and proof of graduation may not be used in the NCAA initial-eligibility certification process.

High School Core-Course Review

The purpose of the high school course review process is to determine which courses from a high school may be used in NCAA initial academic eligibility certifications.

High schools with account statuses of Cleared or Extended Evaluation may submit core courses for review and potential use in certifications. Core courses may be submitted in the following categories:

- » English
- » Mathematics
- » Natural or Physical Science
- » Social Science
- » World Language, Comparative Religion or Philosophy

Criteria Used to Evaluate Core Courses

Courses that meet NCAA core-course requirements must be submitted by the high school and approved by the Eligibility Center. Course submissions are reviewed and decisions are rendered using NCAA legislation and core-course criteria for review outlined in the appendix of the [High School Review Committee's Policies and Procedures](#).

Numeric Grading Scales

If your high school uses numeric grade values on its transcripts, the Eligibility Center must convert those numeric values into quality points based on the four-point scale shown above. To do that, the Eligibility Center must know how your high school assigns letter grades based on its numeric scale.

Weighted Grades

NCAA rules state that weighted grades may be used by the Eligibility Center under the following conditions:

- » Weighting may be applied to courses whose titles indicate they are honors, AP/IB or advanced (such as Pre-AP/Pre-IB).
- » A maximum of 1.00 additional quality point may be assigned.
- » Weighted grades are calculated as part of the student's grade-point average.

Weighted grades that are used only for class rank and do not factor into a student's overall grade-point average cannot be used by the Eligibility Center. Weight applied to numeric grades prior to conversion to letter grades, or weight added to numeric grades as a multiplier (i.e. numeric grades multiplied by 1.05, 1.1, etc.) cannot be used for NCAA certification purposes. Weight cannot be applied to dual-enrollment courses.

Updating Numeric Grading Scale or Course Weighting

To [submit](#) your high school's new/revised numeric grading scale or course weighting to the Eligibility Center, please provide the required documentation electronically (do not mail a hard copy):

1. Put your request in writing, on school letterhead and ensure the request is signed by the principal and/or the primary Eligibility Center contact.

A copy of the numeric scale or weighted grade policy as it is listed in a published source (such as a handbook, school profile or course catalog) for the current academic year.

To establish an effective date, a copy of the same type of published documentation (or school board meeting minutes) from the year the scale/weighting went into effect.

Note: If the effective date was many years in the past, the documentation may be from a more recent academic year relevant to your current student-athletes.

Once the Eligibility Center receives the information, it will be entered in the system, and you will be able to see the applicable scale/weighting once you log in to the High School Portal.

Important: If your high school's revised grading scale or weighting is not applicable to your current graduating class, please do not submit the updated documentation until September or October of the academic year to which it first applies.

- » Email: ec-highschool@ncaa.org
- » Subject: NCAA High School Review Grading Scale/Weighting

UNIFIED CURRICULUM DISTRICT

A unified-curriculum district means the district primary and secondary contacts are responsible for managing the core-course list. District primary and secondary contacts will add, archive and submit documentation for core courses. This means that individual high schools within a unified-curriculum district cannot submit course titles through their high school portal. High school primary and secondary contacts should still review the core-course list to make sure all courses taught at their school have been submitted by the district.

UNIFIED TRANSCRIPT DISTRICT

A unified-transcript district means if a college-bound student-athlete attends multiple high schools within the district, the Eligibility Center will need only one transcript, instead of one from each high school. District primary and secondary contacts are not responsible for uploading transcripts, but any high school that the student attended within the district may upload the high school transcript.

UNIFIED GRADING SCALE DISTRICT

A unified-grading scale district means all high schools listed in that district's Eligibility Center account share a grading scale. This includes any numeric and weighted grading scale that the district has provided.

Note: All district primary and secondary contacts are responsible for responding to open tasks and updating district contacts in the Eligibility Center's High School Portal. Additionally, the primary and secondary contacts for the district are responsible for managing the list of schools included in the NCAA district account.



Maintaining your high school's NCAA core-course list

If you are your high school's primary or secondary contact and your high school is not part of a unified curriculum district account, you are responsible for keeping your high school's list of NCAA-approved core courses up to date in the High School Portal. This includes submitting updates to your high school's existing list, archiving old course titles and uploading core-course documentation for review (when applicable). If your high school's core-course list is accurate, log in to the [High School Portal](#) to verify you have no updates. This will refresh your high school's account and let the Eligibility Center know the high school's core-course list is correct. Note: If your high school is part of a unified-curriculum district account, your high school's core-course list is managed by the contacts for the district account.

Course updates submitted through the High School Portal will be reviewed within three to five business days. Your high school's contacts will be notified by email when the review is complete.

Adding course titles

If your high school adds or removes core course offerings or changes core course titles as they appear on student transcripts, you should submit updates to your high school's list of courses. This ensures students and counselors have the most accurate information about which core courses may be used for initial eligibility. Course title additions may require submission of [additional information](#) to determine whether the new course title meets NCAA core-course legislation and criteria.

Changing course titles

If your high school changes the title of a course or the way it appears on a student's transcript, you should update your list in the High School Portal. Course title changes may require submission of additional information to determine whether the new course title meets NCAA core-course legislation and criteria.

Review outcomes for adding/changing titles

Once reviewed, a course will be designated with one of the following outcomes:

- » Approved
- » Additional Information Required
- » Approved Pending Individual Review
- » Not Approved

What happens when courses are designated 'Additional Information Required'?

When a course is designated "[Additional Information Required](#)," it means more documentation is needed to determine whether the course meets the criteria for review. Documentation should be uploaded for review via the Submit Pending Course Documents tab on the High School Portal within 60 days from the decision date. This tab also provides information about the specific documentation that should be submitted. Note: Courses with this designation are on hold. If no action is taken, courses in this category cannot be used in students' initial-eligibility certifications.

What happens when courses are designated ‘Not Approved’?

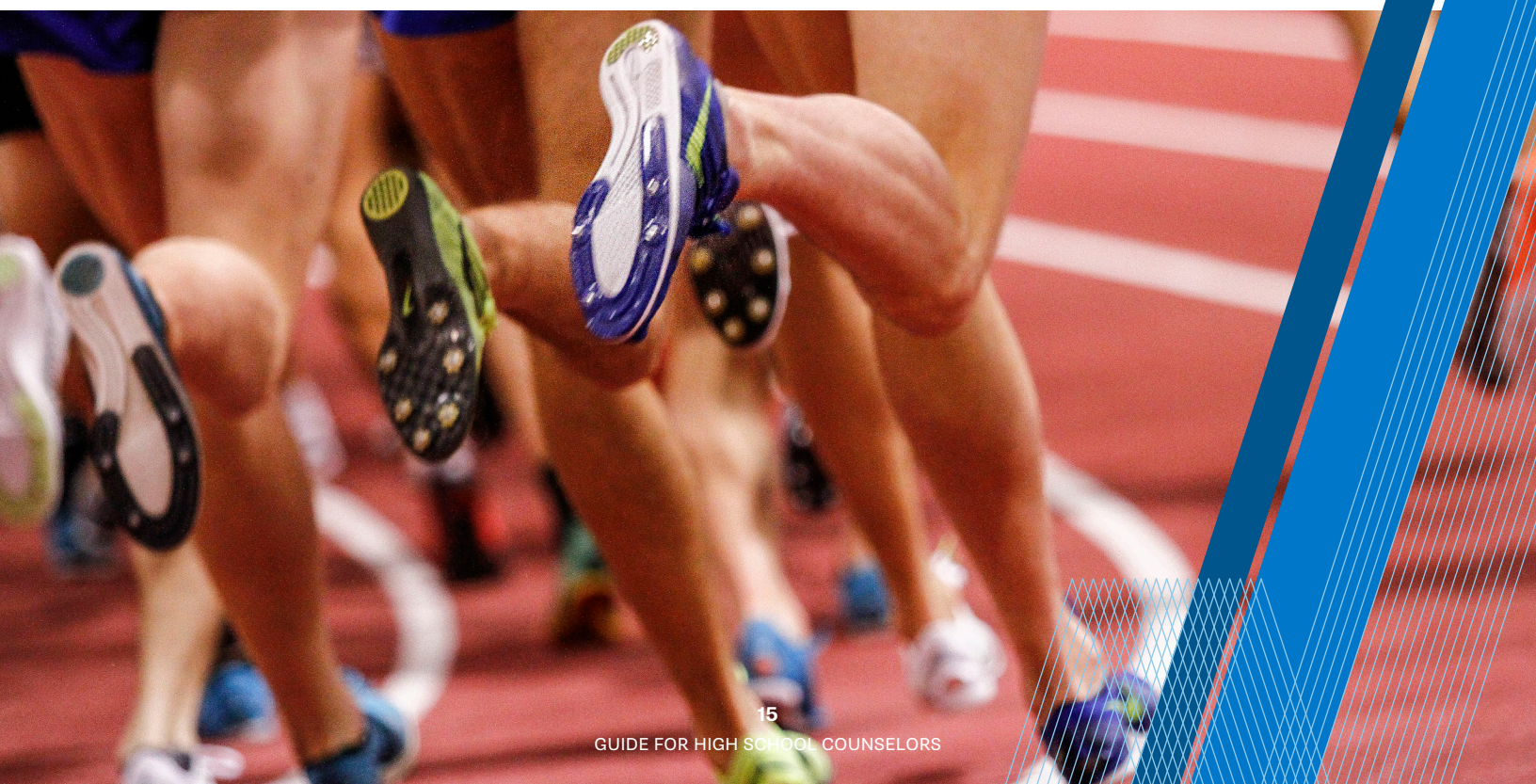
Courses that do not meet core-course legislation or criteria for review will be designated as “Not Approved” with an assigned reason code including decision rationale. If you believe this outcome is a misapplication of legislation or criteria, you may file a Decision Inquiry Form and supporting documentation, as outlined in the decision notification.

Archiving course titles

You may choose to archive courses that are no longer taught, leaving them visible on your high school’s archived list. For example, if your high school stops teaching a course on Shakespeare at the end of the 2025-26 school year, you may archive it, even though students who took the course may still be working through the NCAA eligibility process. Students who complete the Shakespeare course in the 2025-26 school year or before would still be able to use the course in their certification.

Updating your NCAA core-course list

1. Log in to your school’s account on the High School Portal and select the “NCAA Courses” tab. Then select the “Submit Updates to High School’s List” tab.
2. Click the blue “here” to access your school’s NCAA core-course list.
3. Scroll to the correct subject area in which updates are needed.
4. **To change an existing course title**, click the appropriate radio button and enter the new course title exactly as it appears on your school’s transcript, including any designations. You will then be prompted to respond to a series of attestation questions about each course title.
5. **To archive an existing course title**, click the appropriate radio button.
 - Repeat this process to change and/or archive any additional course titles.
 - To add a new course title, scroll to the appropriate subject area and select “Click Here to Add New Standard Title.”
6. Enter the new course title exactly as it appears on your school’s transcript, including any designations. You will then be prompted to respond to a series of attestation questions about each new course title.
 - Repeat this process for all course titles you need to add in each subject area.
7. Once all updates have been completed, scroll to the bottom of the page and click the “Continue to Next Step” button.
8. You will be prompted to review the updates you have submitted.
9. Click the “Continue to Next Step” button if you are ready to submit your updates. If changes are needed, select “Go Back to Update NCAA Courses Changes.”
10. You will be prompted to complete the Authorization Statements.
11. Once completed, click the “Submit” button to finalize your school’s submission.



Audited courses

Courses may be audited from a high school's list of courses due to changes in NCAA legislation or a course mistakenly submitted or approved.

When it becomes necessary to audit a course from a list, the NCAA Eligibility Center staff works to ensure students who have taken the course in the past are not negatively impacted by the removal. For example, a course being audited from Approved to Not Approved would appear as "Not Approved" beginning the next academic year with a notation that the course may be used through the school year it was audited.

Dual-enrollment coursework

Dual-enrollment coursework may be considered in a student's initial-eligibility certification if it meets all requirements for an NCAA-approved core course.

For dual-enrollment coursework completed while still enrolled in high school, the course must appear on the student's official high school transcript with a grade, high school credit and clear designation as a dual-enrollment course. If a teacher at your high school instructs and grades the dual-enrollment course, the course must appear on your high school's list of NCAA-approved core courses. If the course is taught by a college or university's faculty, the course title does not need to appear on your high school's list of approved core courses, but the course title must still appear on the official high school transcript with a designation indicating that the course was completed through a two- or four-year college or university.

For college coursework completed after high school graduation and before initial full-time enrollment in college (and for Division I students completing coursework within the year after on-time graduation), an official college transcript is required for review. If used, the course will be awarded 0.5 units from the student's college transcript. To be awarded one full unit, the course must appear on the student's official high school transcript with a grade and full high school credit. If your high school cannot add the course to the student's official high school transcript with a grade and high school credit, you may submit a letter of explanation (on high school letterhead and signed by the primary or secondary contact) indicating how much credit would have been awarded had the student completed the course while still enrolled in high school.

Credit recovery courses

A credit recovery course may allow students to demonstrate knowledge of previously failed courses. For potential use in NCAA initial academic eligibility certifications, a credit recovery course must be substantially comparable qualitatively and quantitatively (e.g., content, textbook, assessments and duration), to the previously attempted course. The course must be submitted by the high school with any designation(s) that accompany the title on student transcripts.



Nontraditional Courses

In 2024, NCAA Divisions I and II voted to change the NCAA's core-course legislation. There is no longer a [separate set of requirements](#) for nontraditional courses. The updated requirements are effective for core-course reviews occurring on or after Aug. 1, 2024. Use the NCAA Eligibility Center's High School Portal to determine whether a course historically labeled as "nontraditional" has been added to your high school's list of core courses. For more information on core-course modernization changes and the impact to college-bound student-athletes and high schools, click on the questions below:

1. What has changed?

- NCAA Divisions I and II voted to change the NCAA core-course legislation. There is no longer a separate set of requirements for nontraditional courses. The updated requirements are effective for core-course reviews occurring on or after Aug. 1, 2024.

2. Why did the legislation change?

- NCAA core-course legislation should align with current secondary education practices, which have experienced significant shifts in recent years. Modernizing the requirements to encompass all instructional delivery models and eliminating the legislative distinction for nontraditional courses aligns with this shift.

3. What impact does this have on core-course, program and account review processes?

- As of Aug. 1, 2024, the Eligibility Center no longer conducts nontraditional program reviews or renders separate decisions for nontraditional programs offered at high schools. Though separate program reviews will no longer be conducted, high school accounts and core-course review processes will continue to include criteria for curriculum and instruction.

4. What do high schools need to do in response to this change?

- High schools should ensure their NCAA core-course lists are up to date by submitting all core courses not currently on their NCAA course lists. When submitting courses, high schools will need to submit course titles as they appear on students' transcripts, including designations with course titles indicating online programs, instructional format, etc., if applicable.
- Example: If your high school teaches English 1 online, but it is listed on the transcript as "English 1 ONL", the "English 1 ONL" course title should be submitted by high school administrators in the High School Portal for review.
- When submitting course titles, high schools will be asked to attest that the course meets NCAA core-course legislation. Upon the submission of the core course title, the course will be subject to the core-course criteria for review, which can be found in the appendix beginning on page 53 of the [High School Review Committee Policies and Procedures](#).

5. Will existing nontraditional programs and courses be rereviewed automatically?

- No. See the next two answers below for how to initiate the rereview process.

6. What does this mean for a high school's "Approved" nontraditional programs?

- Core courses from nontraditional programs with an "Approved" status will continue to be used in the NCAA initial-eligibility certification process, unless and until they are otherwise rereviewed and not approved by the Eligibility Center via an audit of the high school account or course. However, high schools are encouraged to submit course titles from "Approved" programs as instructed in No. 4.

7. What does this mean for a high school's "Not Approved" nontraditional program?

- Courses from nontraditional programs with a "Not Approved" status may be submitted for review as instructed in No. 4. If approved, and unless otherwise noted with effective dates, the approved decision will be applicable to courses completed in the 2024-25 academic year and beyond.

8. What does this mean for a high school's "In Review" nontraditional program?

- For accounts with a "Cleared" or "Extended Evaluation" status, ongoing nontraditional program reviews have been closed. High schools have been notified and encouraged to submit course titles as instructed in No. 4. For accounts with an "In Review" status, existing tasks will remain open to continue gathering information about school operations and curriculum, instruction and assessment.

9. Are credit recovery courses acceptable under the new legislation?

- Credit recovery courses may be approved, provided they meet the legislative requirements and core-course criteria for review, which can be found in the appendix beginning on page 53 of the High School Review Committee Policies and Procedures. Additionally, per an NCAA staff interpretation, repeated courses (including credit recovery) must be substantially comparable to the previously attempted course.

International Students



In Divisions I and II, prospective student-athletes are considered **international** if they have attended school abroad at any point from the initial start of school year nine through secondary school graduation and the school was not under U.S. sponsorship (such as American schools overseas and Department of Defense Dependent Schools) and did not offer the standard U.S. curriculum. These students must have the following submitted by their school or other appropriate entity:

- » Transcripts for years nine and up in the native language.
- » Proof of graduation in the native language, which may include certificates, diplomas and/or final leaving exams.
- » Certified line-by-line English translations of these documents if they are issued in a language other than English.

In Division III, international student-athletes are those who have attended high school outside of the U.S. or U.S. territories or competed individually or as part of a team based outside of the U.S. or U.S. territories; or whose permanent residence is outside of the U.S. These students should monitor their **task list** to determine whether any academic documentation is needed to certify their amateur status.

In certain situations, the Eligibility Center may request additional documentation to clarify that your academic information is complete, valid and accurate. The task list within their Eligibility Center account is used to communicate these requests, so be sure they check their email and task list often.

For information on how to submit international documentation, visit the **International Student page**.

Note: All documents submitted to the Eligibility Center become the property of the Eligibility Center and cannot be returned. This includes any mailed original documents.

Failure to include any of these items will delay the review of their records, so be sure they understand the documents required for the country in which they attended school by reviewing the **Guide to International Academic Standards for Athletics Eligibility**. Wondering what they may expect when attending an NCAA school? Check out the **International Student-Athlete Handbook**.

ADDITIONAL INFORMATION

For country-specific details and other relevant resources, visit the **International Student page**.



Need help? For international student-specific questions, please use the **International Contact Form**.

Homeschooled Students

Learning at home is not necessarily the same as being homeschooled. Because of ongoing growth in online and virtual education, a student may be able to learn at home through an online school with online teachers, which would not be considered a parent-directed tutor.

Homeschooled courses are those in which a parent or parent-directed tutor:

- » Plans and delivers actual instructional activities such as lectures, discussions, tutorials, feedback or assistance.
- » Determines the student's comprehension of the material by grading and evaluating student performance and achievement on assignments and assessments, and providing appropriate reteaching and feedback.
- » Determines the overall grade the student achieved in the course.
- » Places grades on a transcript or grade report, or reports grades to a **homeschool umbrella program**.

How To Register

Homeschooled students who plan to compete at a Division I or II school must **register** with the Eligibility Center and meet initial-eligibility standards. Once registered, the **Homeschool Toolkit** will provide additional directions and guidance for homeschooled students and their families to understand the initial-eligibility process and the relevant forms that will be requested by the Eligibility Center.

Questions and Resources

High school counselors, administrators and registrars play an important role in helping students understand NCAA eligibility requirements and submit the records needed for certification. [Click here](#) to learn more about how you can manage your school's Eligibility Center account, submit student records and maintain your NCAA-approved core-course list.

For more information, contact the Eligibility Center Customer Service high school line at 877-622-2321 for assistance, Monday through Friday, 8:30 a.m. to 5 p.m. Eastern time. To receive the high school newsletter, which includes important reminders, helpful tips and links to resources for the high school community, [click here to sign up](#). The Eligibility Center also provides timely reminders and relevant updates in the High School Portal's Announcements section that is viewable after logging into the account. For more information, visit ncaa.org/eligibility-center/resources-for-high-schools.

NCAA Eligibility Center Resources for High Schools

High school counselors, administrators and registrars play an important role in helping students understand NCAA eligibility requirements and submit the records needed for certification. Use these resources to manage your school's Eligibility Center account, submit student records and maintain your NCAA-approved core-course list.

ACCESS HIGH SCHOOL
PORTAL



How Counselors Can Support Student-Athletes

High school staff can help students stay on track for NCAA eligibility by supporting key academic and administrative milestones throughout high school.

High School, District Portal Information

- » [How to use the High School Portal.](#)
- » [High School Portal for High School / District Contacts.](#)

Supporting Prospective Student-Athletes

- » [Guide for the College-Bound Student-Athlete.](#)
- » [Register with the Eligibility Center.](#)
- » [Probability of Going Pro.](#)
- » [Membership Directory.](#)
- » [Recruiting.](#)
- » [Age-Based Eligibility.](#)



ADDITIONAL RESOURCES

[NCAA High School Review Committee
Policies and Procedures 2025-26](#)



**IT ALL STARTS
HERE!
MORE THAN 500,000
STUDENT-ATHLETES
26 SPORTS | OVER 1,000 SCHOOLS**



ELIGIBILITY CENTER

ncaa.org/playcollegesports