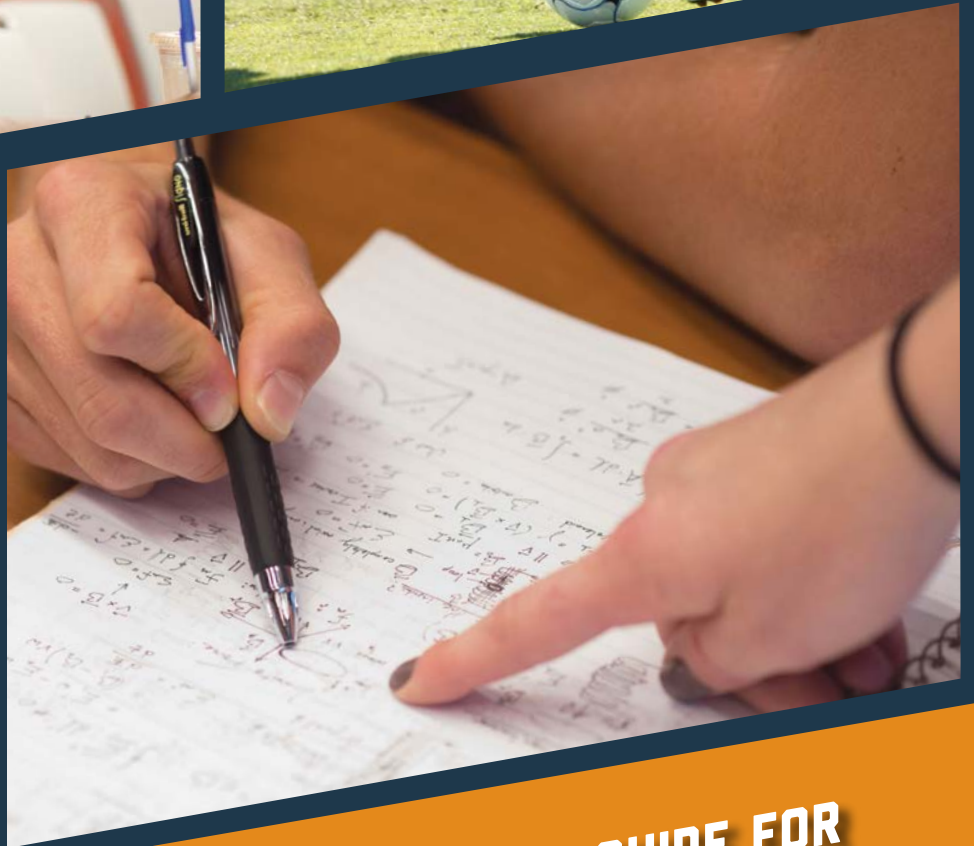




Eligibility Center



2016-17 GUIDE FOR  
**HIGH SCHOOL  
COUNSELORS**

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## How to Use This Guide

This guide answers important questions for high school counselors and administrators involved in assisting college-bound student-athletes with the NCAA initial-eligibility process:

### Where Can You Find Answers to Your Questions About NCAA Eligibility?

Find answers to many typical questions about NCAA eligibility by:

- Reading this guide.
- Visiting the Resources found at [NCAA.org/eligibilitycenter](https://ncaa.org/eligibilitycenter).
- Visiting [NCAA.org/playcollegesports](https://ncaa.org/playcollegesports) (for students and parents).
- Searching Frequently Asked Questions at [NCAA.org/StudentFAQ](https://ncaa.org/StudentFAQ).
- Contacting the NCAA Eligibility Center.

### NCAA Eligibility Center Contact Information

#### Online

[eligibilitycenter.org](https://eligibilitycenter.org)

[NCAA.org/playcollegesports](https://ncaa.org/playcollegesports)

Follow us on Twitter @NCAA\_EC

#### Phone

U.S. callers (toll free):  
877-622-2321

#### Certification Processing

NCAA Eligibility Center  
Certification Processing  
P.O. Box 7136  
Indianapolis, IN 46207-7136

#### Overnight Delivery

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



# What is the National Collegiate Athletic Association?

The National Collegiate Athletic Association (NCAA) is a membership-driven organization dedicated to safeguarding student-athlete well-being and equipping them with the skills to succeed on the playing field, in the classroom and throughout life.

We support learning through sports by integrating athletics and higher education to enrich the college experience of student-athletes. More than 1,300 NCAA members – mostly colleges and universities, but also conferences and affiliated groups – work together to create a framework of rules for fair and safe competition. Those rules are administered by NCAA national office staff, which also organizes national championships and provides other resources to support student-athletes and the schools they attend.

Our diverse membership includes schools with student bodies that range from hundreds of students to tens of thousands. The current three-division structure creates a fair playing field for like-minded schools and provides student-athletes with a wide spectrum of opportunities to participate in 90 championship events.

College and university presidents and chancellors guide each division, supported by an extensive committee structure guided by athletics administrators, faculty and student-athlete representatives. Each division creates its own rules that follow the overarching principles of the NCAA.

## Division I

Division I schools generally have more students, larger athletics budgets and more athletics department support than schools in Division II or III.

## Division II

Schools in Division II emphasize a life balance in which academically and athletically gifted students can compete at a high level, while maintaining a traditional collegiate experience.

## Division III

Academics are the primary focus for Division III student-athletes who experience shorter sports seasons, reducing their time away from academic studies and other campus activities.





### Do Schools in All Three Divisions Offer Athletics Scholarships?

Schools in Divisions I and II provide more than \$2.7 billion in athletics scholarships annually to more than 150,000 student-athletes. Division III schools do not offer athletically related financial aid, but student-athletes may receive academic or need-based financial aid similar to other students on campus. For more information about scholarships, see page 31.

### Are Initial-Eligibility Standards Similar in All Three Divisions?

If you want to compete at a Division I or II school, you must meet academic and amateurism standards set by the NCAA membership. At Division III schools, you must meet the admission standards set by the school for all incoming students and amateurism standards set by the NCAA membership. For more information about Division III, see page 24.

#### NCAA Facts

**1906**

YEAR ESTABLISHED

**1,300+**

COLLEGES, UNIVERSITIES,  
CONFERENCES AND  
ORGANIZATIONS

**346**

ACTIVE DIVISION I MEMBERS

**310**

ACTIVE DIVISION II MEMBERS

**440**

ACTIVE DIVISION III MEMBERS





## NCAA Sports

The NCAA conducts 90 national championships in 24 sports across Divisions I, II and III, with 45 championships administered for women and 42 for men. That means almost 54,000 student-athletes participate in NCAA championships each year.

From signature events such as the NCAA March Madness® men's and women's basketball tournaments to rowing, rifle, softball and skiing, the NCAA puts on championships to ensure student-athletes have a first-class experience. But the NCAA also is committed to quality events for everyone involved, from the coaches to the fans and broadcast audiences.

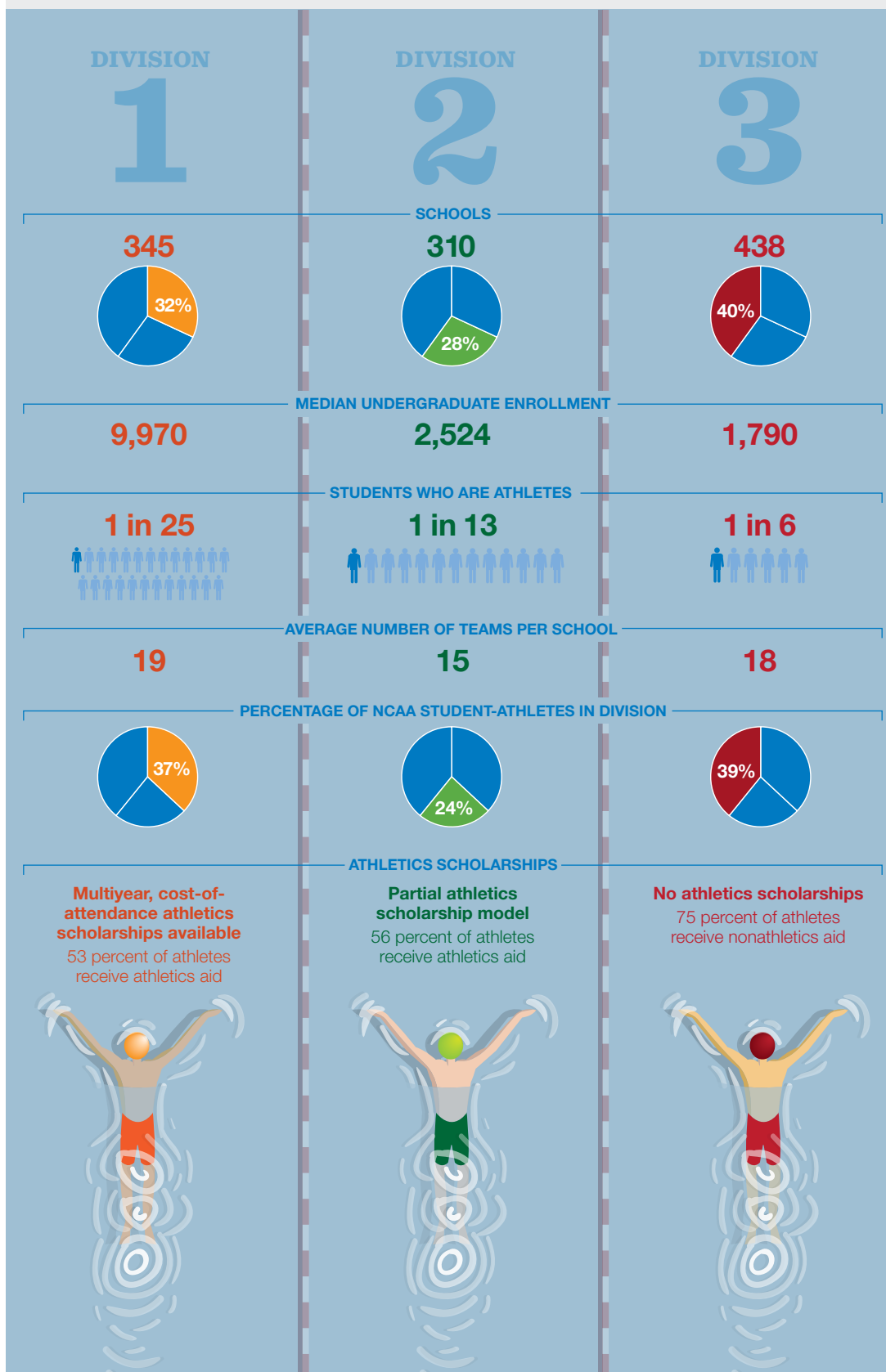
It is important to the NCAA that our championships have a positive impact on the communities that host them. The NCAA hosts youth clinics and various fan events to complement the competition – creating what is hoped to be a championship experience for everyone involved.

Fall Sports	Winter Sports		Spring Sports		Emerging Sports
Cross Country (M)	Basketball (M)	Basketball (W)	Baseball (M)	Softball (W)	Equestrian (W)
Cross Country (W)	Fencing (M)	Fencing (W)	Golf (M)	Golf (W)	Rugby (W)
Field Hockey (W)	Gymnastics (M)	Gymnastics (W)	Lacrosse (M)	Lacrosse (W)	Triathlon (W)
Football (M)	Ice Hockey (M)	Ice Hockey (W)	Outdoor Track and Field (M)	Outdoor Track and Field (W)	
Soccer (M)	Indoor Track and Field (M)	Indoor Track and Field (W)	Tennis (M)	Tennis (W)	
Soccer (W)	Rifle (M)	Rifle (W)	Volleyball (M)	Beach Volleyball (W)	
Volleyball (W)	Skiing (M)	Skiing (W)		Rowing (W)	
Water Polo (M)	Swimming and Diving (M)	Swimming and Diving (W)		Water Polo (W)	
	Wrestling (M)	Bowling (W)			

# Our Three Divisions

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

**NCAA** 101



## What are the eligibility requirements in each division?

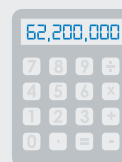
College-bound students who want to compete at a Division I or Division II school must meet standards set by NCAA members. For Division III, athletes must meet the admissions standards set by the school. Eligibility standards can be found at [www.eligibilitycenter.org](http://www.eligibilitycenter.org).

## How is each division governed?

NCAA schools develop and approve legislation for their own division. Groups of presidents and chancellors lead each division in the form of committees with regularly scheduled meetings.

## Did you know?

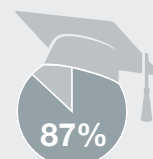
**Division I** manages the largest athletics budgets. The average for schools in the Football Bowl Subdivision is \$62.2 million.



**Division II** provides one championship opportunity for every seven athletes, the highest championship access ratio in the NCAA.



**Division III** has the highest graduation rate among athletes:



Learn more at [www.NCAA.org/about](http://www.NCAA.org/about).

# High School Review – What is It?

The NCAA Eligibility Center's high school review department supports the academic initial-eligibility certification process in alignment with NCAA legislation, directives, policies, and procedures related to secondary education. The high school review staff works together with high schools and districts to determine which courses, programs and schools can be used in a college-bound student-athlete's academic certification. In order for core courses on a student's transcript to be used in an academic certification, it must appear on a school's list of NCAA-approved courses. Without an approved list of NCAA courses, no coursework can be used toward meeting the NCAA academic standards for initial eligibility. The high school review team also collaborates with leading secondary education organizations to stay current with changes in educational policies and practices, and is staffed with individuals from the secondary and post-secondary school communities who have served previously as teachers, administrators, counselors and coaches.

## For High Schools New to the NCAA

If your school is newly established and does not have a list of NCAA courses with the NCAA Eligibility Center, you would be considered a new school, or if your school has been in existence for some time, but has never asked to create a list of NCAA courses, you would be considered a new school.

To create an account with the NCAA Eligibility Center, you must call our toll-free high school line at 877-622-2321 and speak to a customer service representative. The customer service representative will take some basic demographic information from you, including contact names, phone numbers and email addresses. An email will be sent to your contacts with the login and PIN information to access the review portal. Once you receive the email, you may proceed.

### New School Review Process

Please note that in order for the NCAA Eligibility Center to fully evaluate your program, you will also need to provide copies of the following documentation. Failure to submit all the information listed below will delay your program review or cause your school/program to be withdrawn from the process:

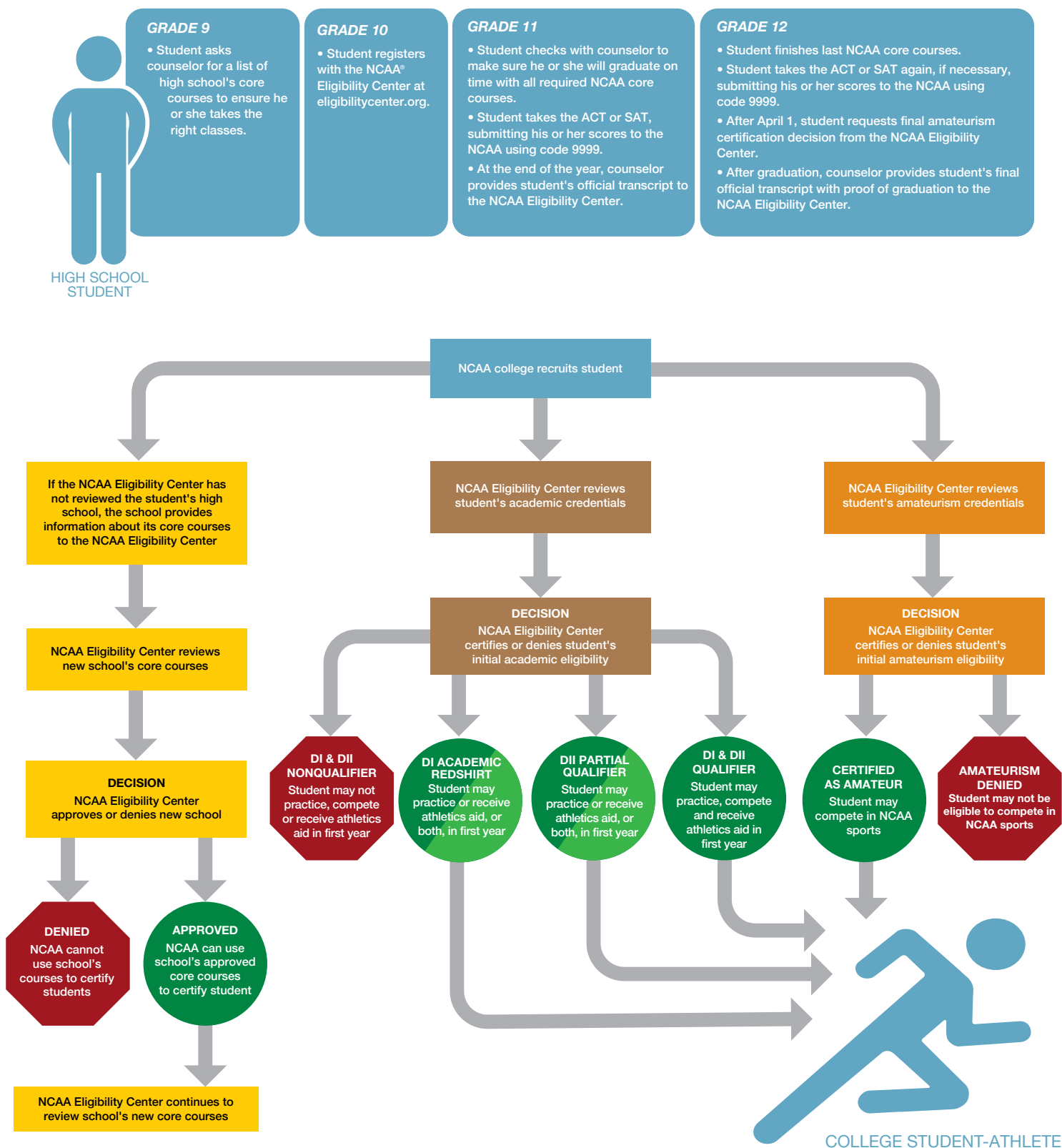
- ❑ **Course Catalog** – Also known as a Program of Studies or Course Description Guide. This document must contain a detailed course description of all courses. A course catalog or program of studies typically satisfies this requirement. A listing of courses is not sufficient. Syllabi are not sufficient. Table of contents from texts are not sufficient. State curriculum guidelines are not sufficient.
- ❑ **Academic Calendar** – Calendar must outline school start date, all vacation or school not-in-session dates, teacher in-service dates, school end date and graduation date.
- ❑ **Master Schedule** – Master schedule should include course names and corresponding instructors.
- ❑ **Official Transcript Grading Scale** – If using a numeric scale, a corresponding letter grade must be provided. Grading scale information must come from an official policy document such as a policy guide, student handbook, etc.
- ❑ **Transcript Key** – This can be a separate document or you can write explanations on your sample transcript. Required information: how courses from other schools are differentiated on your transcript; explanation of various designations such as symbols, numbers, etc., which may appear on your transcript.
- ❑ **Sample Student Transcript** – Provide a sample transcript from the most recent academic school year. Please redact any student-specific information.
- ❑ **Required Policies** – Policy statements for the following:
  1. Circumstances under which you allow continuing or transfer students to repeat a course or courses;
  2. A list of your graduation requirements; and
  3. Policy on academic integrity (e.g., cheating, plagiarism, academic dishonesty). These statements must come from your school's official policy guide or handbook.

You can access a tutorial [here](#) to help walk you through the New School Review process.



# NCAA Initial-Eligibility Process

Below is a flowchart to help you, students and parents to better understand the initial-eligibility process.



# The Role of the High School

We know that high school counselors are pulled in many different directions every day, so we would like to take this opportunity to say, “Thank You!” for the efforts that you put forth for these young athletes.

- Make sure your school’s list of NCAA courses is accurate and up to date as soon as courses have been approved by your board and before you begin registering students for courses.
- Know the Divisions I and II initial-eligibility standards.
- Encourage your college-bound student-athletes to complete the registration process, at [eligibilitycenter.org](http://eligibilitycenter.org), at the beginning of their sophomore year.
- Upload official transcripts at the end of the student’s sixth semester (junior year) and eighth semester (graduation from high school).
- Submit fee waivers online for student registrations, when applicable.

## Responsibilities That May Be Delegated to Other Individuals

- Who should and should not register with the [NCAA Eligibility Center](http://NCAA Eligibility Center).
  - The student’s family should make the final decision on whether to register for a Certification Account or a Profile Page.
  - Coaches should provide advice on how likely it is that the student will play NCAA sports.
- How students are noticed or recruited for college sports.
  - Coaches should advise and assist during the recruiting process.
  - The student’s family should contact colleges and universities their child is interested in.
- Helping the student and their family understand recruiting rules.
  - The NCAA school(s) that is recruiting the student should ensure the recruiting rules are followed as the rules differ by sport and division.
- How a student can become eligible before graduation.
  - Student-athlete achievement begins at grade nine. Eligibility is a four-year process and every semester counts.
  - Ultimately, the students own their academic decisions, progress and performance.

One of the main tools you will use will be the [High School Portal](http://High School Portal). Through the High School Portal you may submit core course changes, upload official transcripts, submit fee waivers, update your grading scale, search for students from your high school who have registered with the NCAA Eligibility Center and update your school’s contact information. You can find a tutorial on using the High School Portal at [NCAA.org/student-athletes/future/eligibility-center/high-school-administrators](http://NCAA.org/student-athletes/future/eligibility-center/high-school-administrators).







## Now That You Have an NCAA Account

High school administrators keep your information here:

Six-digit High School Code

Five-digit Numeric PIN

### Resetting Your PIN

If you have forgotten your high school's PIN, click [here](#) to access a PIN request form.

If you have never had a PIN because your high school does not have a list of NCAA courses or you do not know if your high school has a list of NCAA courses, follow the instructions below:

1. Click on the "List of NCAA Courses" tab at the top of the page on the [High School Portal](#). Input your six-digit NCAA High School Code or six-digit CEEB/ACT Code or search for your school by name. Once you access your school's page, scroll down to see whether there are courses listed. If courses are listed, please fill out the PIN request form as noted in the step above.
2. If you do not have a six-digit NCAA High School Code or a six-digit CEEB/ACT code, or you do not have a list of courses, please call the NCAA Eligibility Center customer service staff on the toll-free high school line at 877-622-2321.

# What are Core Courses?

To be considered college preparatory, a course must provide students the academic foundation for successful completion of academic work at the four-year college level. This includes a balanced evaluation of (a) a course's contents and (b) the rigor of performance tasks and assessments.

## Course Content

This refers to what students are expected to know and do by the end of the course (e.g., content standards, desired learning outcomes, competencies, scope and sequence of topics, etc.). Specific examples of the criteria used for reviewing a course's contents are available in Appendix A of the [High School Review Committee Policies and Procedures](#).

## Rigor of Performance Tasks and Assessments

To be approved, a course must include the application of knowledge through higher-order thinking and skills. Generally, this means a course shall include (a) the application of skills and concepts, (b) strategic thinking and/or (c) extended thinking. Performance tasks and assessments may include quizzes, tests, projects-based assessments, mid-term examinations, capstone experiences, final examinations, etc.

- *Application of Skills and Concepts:* Assignments and assessments that require learners to apply information, conceptual knowledge and procedures to demonstrate subject matter mastery.
- *Strategic Thinking:* Assignments and assessments that require learners to dissect large-scale knowledge and information into its smaller conceptual components.
- *Extended Thinking:* Assignments and assessments that require linking multiple informational and knowledge-based elements to evaluate a concept as a whole.

## Updating Your Course List

After your school determines new course offerings, you should update your school's list of NCAA courses. If your school determines new course offerings in January and you promptly update your NCAA course list, course decisions will be made by the NCAA Eligibility Center in time for you to schedule students for the next academic year. You may update your school's list of NCAA courses through the [High School Portal](#), which also includes a tutorial on how to update your list.

Courses submitted through the High School Portal will be reviewed within 24 to 48 hours. Your high school's contacts will be notified by email of the status of the submitted courses.

## Changing Course Titles

If the title of a course is substantively changing, you should update your list in the [High School Portal](#). If it is simply a matter of word order, there is no need to submit the change. For example, Honors Biology, Biology Honors, H/Biology, HBio, BioH, Bio-H are all titles used to represent the same honors course in biology.

The following course title changes **SHOULD** be updated:

- Freshman Composition to English 1;
- Biology to Living Environment; and
- Ancient Cultures to World History I.

The following course title changes **DO NOT** need to be updated:

- Algebra 1 to Algebra I;
- H Chem to Chem/H; or
- Econ to Economics.



## Archiving Course Titles

You may choose to archive courses instead of deleting courses that are no longer taught, leaving them visible on your school's list. For example, if your school stopped teaching a class on Shakespeare at the end of the 2013-14 school year, you may remove it from your list, even though students who took the class may still be working through the NCAA eligibility process.

Some schools prefer to keep courses on their active list until the last students who could have taken the course graduate. Other schools prefer to archive their courses once they are no longer taught. What difference does it make? A leaner list can help students, parents and coaches find active courses more easily. Archiving your courses and updating your list of courses can be done via the [High School Portal](#).

## What Happens When Courses Are on Hold or Denied?

When a course is given an RC8 code, it means the review staff needs more documentation about the course to determine if it meets the definition of an NCAA core course. The documentation may be uploaded through the High School Portal for review.

Courses that are denied using other types of codes (specifically RC5, RC11, RC12 and RC17) also may be reviewed if your school believes the course meets the NCAA core-course definition. Make sure you read and understand the definition of an NCAA core course before taking the time to gather and submit documentation.

Click [here](#) to read more about how to upload documentation for courses with the following RC codes: RC5, RC8, RC11, RC12 or RC17.

## Audited Courses

There may be times when a course appears on a high school's list of NCAA courses in error. This may be due to changes in NCAA legislation or a course may have been 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 such a course in the past are not negatively impacted by the removal. For example, if "Health" appeared on a high school's list of NCAA courses and was subsequently audited, it would appear as denied beginning the next academic year. However, students who took the course before it was audited still would be able to use the course in their NCAA academic certification.

## College Courses, Dual-Enrollment Courses and Dual-Credit Courses

College courses may be used to satisfy core-curriculum requirements if the courses are awarded a grade and credit by the high school for any student and meet all other requirements for core courses. College courses must be placed on the student's high school transcript with clarification of college completion. Courses completed at a college should not be submitted for your high school's list of NCAA courses. Dual-enrollment courses that meet core-course requirements and are taught by your high school instructors should be submitted for inclusion on your school's core-course list.



# Nontraditional Courses

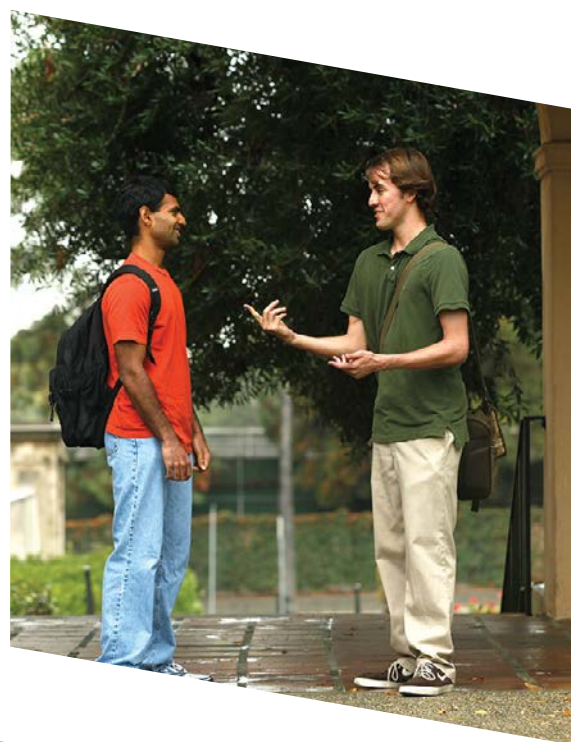
Nontraditional courses are classes taught online or through distance learning, independent study, individualized instruction or correspondence methods. If a nontraditional course or program at your school has not yet been reviewed by the NCAA, please contact the NCAA Eligibility Center at 877-622-2321 to begin the review process.

For a nontraditional course to count as an NCAA core course (per [NCAA Bylaw 14.3.1.2.2](#)), it must meet all the following requirements:

1. A student in the course must have regular interaction with the teacher for instruction, evaluation and assistance for the duration of the course. This may include, for example, exchanging emails between the student and teacher, online chats, phone calls, feedback on assignments, and the opportunity for the teacher to engage the student in individual instruction.
2. The course must have a defined time period for completion. For example, it should be clear whether the course is meant to be taken for an entire semester or during a more condensed time period.
3. The course must be clearly identified as nontraditional on students' official high school transcript.

A nontraditional course could fail to meet NCAA core-course requirements for any of the following reasons:

1. Does not require regular and ongoing interaction between the student and teacher.
2. Does not have certified or qualified teachers.
3. Does not require students to complete the entire course.
4. Allows students to complete a course in a short period of time.
5. Allows students to take numerous courses at the same time, especially courses in the same subject area or that are sequential.
6. Does not prepare students for four-year college classwork.
7. Does not verify a student's identity.
8. Does not have formal assessments or has only limited assessments.
9. Does not retain student-specific data regarding course completion.







## Credit Recovery Programs

Many high schools offer credit recovery or credit retrieval programs for students to receive credit for a course they previously failed. Some students take credit recovery to improve grades for courses that they took previously or to take courses for the first time to catch up.

For a credit recovery course to count as an NCAA core course, it must meet all the following requirements:

1. The course must meet all the requirements of an NCAA-approved core course, and in some instances, nontraditional course.
2. The school must follow its credit recovery policies, regardless if the student is an athlete. The NCAA Eligibility Center may request the school's policy, if necessary.
3. The credit recovery course should be clearly identified as such on the high school transcript.
4. A repeated course must be substantially comparable, qualitatively and quantitatively, to the previously attempted course.

## Sending Transcripts

High schools have the ability to upload transcripts directly to a student's account from the [High School Portal](#). It's free and easy! As with other electronic transcript providers, this process is much quicker than using the U.S. Postal Service or any overnight delivery method. When transcripts are uploaded directly to a student's account, the NCAA Eligibility Center has near real-time access to the transcript. For instructions on how to use this new process, follow the [tutorial](#).

The NCAA Eligibility Center will accept official electronic transcripts from any of the following service providers. Sending transcripts through an approved electronic transcript service or using the NCAA Eligibility Center's direct upload feature is the most efficient way to send transcripts. Electronic transcripts are received and processed within 24 hours. Below is a list of the approved electronic transcript providers:

- [ConnectEDU](#)
- [National Transcript Center/Pearson Edustructure](#)
- [Parchment](#)
- [Scrip Safe](#)
- ScribSoft
- USMO ET; and
- [XAP](#).

Please note that the NCAA Eligibility Center does not accept faxed or emailed transcripts. In order to send a transcript by U.S. mail or through an overnight or express delivery service, please use the appropriate address from page 3.

# Initial-Eligibility Basics – Know the Requirements

College-bound student-athletes who want to compete in NCAA sports at a Division I or II school need to meet certain division-wide academic and amateurism standards. Students who plan to attend a Division III school need to meet the admission standards of the school they plan to attend.

## Division I Initial Eligibility

For students to be eligible to compete in NCAA sports during their first year at a Division I school, they must meet standards for their core courses, core-course grade-point average (GPA) and test scores.

Students must graduate high school and meet ALL the following requirements:

1. Complete 16 core courses:
  - Four years of English
  - Three years of math (Algebra 1 or higher)
  - Two years of natural/physical science (including one year of lab science if your high school offers it)
  - One additional year of English, math or natural/physical science
  - Two years of social science
  - Four additional years of English, math, natural/physical science, social science, foreign language, comparative religion or philosophy
2. Complete 10 core courses, including seven in English, math or natural/physical science, before the start of their seventh semester. Once students begin their seventh semester, they may not repeat or replace any of those 10 courses to improve their core-course GPA.
3. Earn at least a 2.3 GPA in their core courses.
4. Earn an SAT combined score or ACT sum score matching their core-course GPA on the Division I sliding scale, which balances test scores and core-course GPA. If students have a low test score, they need a higher core-course GPA to be eligible. If they have a low core-course GPA, they need a higher test score to be eligible.





# Division I Initial Eligibility

## (Continued)

Students who enroll full time at a Division I school, and have not met all the Division I academic requirements, may not compete in their first year at college. However, if they qualify as an academic redshirt, they may practice during their first term in college and receive an athletics scholarship for the entire year. The academic redshirt qualification is only for students who enroll full time in college after Aug. 1, 2016.

To qualify as an academic redshirt, a student must graduate high school and meet ALL the following academic requirements:

1. Complete 16 core courses:
  - Four years of English
  - Three years of math (Algebra 1 or higher)
  - Two years of natural/physical science (including one year of lab science if your high school offers it)
  - One additional year of English, math or natural/physical science
  - Two years of social science
  - Four additional years of English, math, natural/physical science, social science, foreign language, comparative religion or philosophy
2. Earn at least a 2.0 GPA in core courses.
3. Earn an SAT combined score or ACT sum score matching his or her core-course GPA on the Division I sliding scale.

### Core-Course Time Limitations

Student-athletes who plan to attend a Division I school have four years or eight semesters after starting grade nine to finish the required 16 core courses. Students who enroll full time at a Division I school after Aug. 1, 2016, must complete 10 core courses, including seven in English, math or natural/physical science, before their seventh semester. Once they begin their seventh semester, they may not repeat or replace any of those 10 courses to improve their core-course GPA.

Students who graduate on time may complete one additional core-course unit after graduating high school. The additional core-course unit must be completed within one year after high school graduation and must be completed before the student's first full-time college enrollment. The additional core course unit may be taken at a different school than the high school from which the student graduated as long as the class is on the new school's list of NCAA-approved courses. If the student takes the additional core course at a school other than the school from which they graduated, the NCAA Eligibility Center must receive an official transcript from the new school showing the additional core-course grade and credit. If the student takes the additional core course through a program that does not award credit, the course must be awarded credit by a credit-awarding high school.

## Division I Qualifier Terms

### Early Academic Qualifier

If you meet specific criteria after **six semesters**, you may be deemed an early academic qualifier for Division I and may practice, compete and receive an athletics scholarship during your first year of enrollment.

Minimum SAT combined score (math and critical reading) of 900 OR minimum ACT sum score of 75; and a core-course GPA of 3.000 or higher in a minimum of 14 core courses:

3 years of English;  
2 years of math;  
2 years of science;  
2 additional years of English, math or natural/physical science; and  
5 additional core courses in any area.

A final high school transcript is required to be submitted to the NCAA Eligibility Center after high school graduation for all early academic qualifiers.

### Qualifier

You may practice, compete and receive an athletics scholarship during your first year of enrollment at a Division I school.

### Academic Redshirt

You may receive an athletics scholarship during your first year of enrollment and may practice during your first regular academic term but may NOT compete during your first year of enrollment. You must pass either eight quarter or nine semester hours to practice in the next term.

### Nonqualifier

You will not be able to practice, receive an athletics scholarship or compete during your first year of enrollment at a Division I school.

# Test Scores

When a student registers for the SAT or ACT, he or she can use the NCAA Eligibility Center code of **9999** so his or her scores are sent directly to the NCAA Eligibility Center from the testing agency. Test scores on transcripts will **NOT** be used in his or her academic certification.

A combined SAT score is calculated by adding reading and math subscores. An ACT sum score is calculated by adding English, math, reading and science subscores. A student may take the SAT or ACT an unlimited number of times before he or she enrolls full time in college. If a student takes either test more than once, the best subscore from different tests are used to meet initial-eligibility requirements.

**If a student took the SAT before March 2016 and then took the redesigned SAT at a later date, the NCAA Eligibility Center will not combine section scores from the old and redesigned SAT when determining his or her initial eligibility. The NCAA Eligibility Center will only combine section scores from the same version of the test. Because the redesigned SAT varies in design and measures different academic concepts than the old SAT, the Eligibility Center will apply College Board's concordance tables when performing academic certifications for students with redesigned SAT scores.**

To compare scores from the new SAT to the old SAT, click [here](#).



DIVISION I FULL QUALIFIER SLIDING SCALE		
CORE GPA	SAT READING/MATH	ACT SUM
3.550	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58

DIVISION I FULL QUALIFIER SLIDING SCALE		
CORE GPA	SAT READING/MATH	ACT SUM
2.750	720	59
2.725	730	60
2.700	740	61
2.675	750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840	70
2.425	850	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.299	910	76
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	81
2.125	970	82
2.100	980	83
2.075	990	84
2.050	1000	85
2.025	1010	86
2.000	1020	86

ACADEMIC REDSHIRT





## Division II Initial Eligibility

For students to be eligible to compete in NCAA sports during their first year at a Division II school, they must meet academic requirements for their core courses, core-course grade-point average (GPA) and test scores. The requirements are changing for students who enroll full time for the first time at a Division II school after Aug. 1, 2018.

Students planning to attend a Division II school can complete a minimum of 16 NCAA core courses after starting grade nine and before they enroll full time in college. There is not a limit to the number of additional courses that students can take if they are planning to enroll in an NCAA Division II school.

### Students Who Enroll BEFORE Aug. 1, 2018

Students must graduate high school and meet ALL the following requirements:

1. Complete 16 core courses:
  - Three years of English
  - Two years of math (Algebra 1 or higher)
  - Two years of natural or physical science (including one year of lab science if your high school offers it)
  - Three additional years of English, math or natural or physical science
  - Two years of social science
  - Four additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy
2. Earn at least a 2.0 GPA in core courses.
3. Earn an SAT combined score of 820 or an ACT sum score of 68.

If students enroll full time at a Division II school before Aug. 1, 2018, and have not met all the Division II academic requirements, they may not compete their first year in college. However, if they meet the requirements to be a partial qualifier, they may practice and receive an athletics scholarship their first year in college. To be a partial qualifier, they must graduate high school and meet ONE of the following requirements:

1. Earn a 2.0 GPA in 16 core courses:
  - Three years of English
  - Two years of math (Algebra 1 or higher)
  - Two years of natural or physical science (including one year of lab science if your high school offers it)
  - Three additional years of English, math or natural or physical science
  - Two years of social science
  - Four additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy.

**OR**

2. Earn an SAT combined score of 820 or an ACT sum score of 68.

# Division II Initial Eligibility

(Continued)

## Students Who Enroll AFTER Aug. 1, 2018

Students must graduate high school and meet ALL the following requirements:

1. Complete 16 core courses:
  - Three years of English.
  - Two years of math (Algebra 1 or higher).
  - Two years of natural or physical science (including one year of lab science if your high school offers it).
  - Three additional years of English, math or natural or physical science
  - Two years of social science
  - Four additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy
2. Earn at least a 2.2 GPA in their core courses.
3. Earn an SAT combined score or ACT sum score matching their core-course GPA on the Division II competition sliding scale, which balances test scores and core-course GPA. If students have a low test score, they need a higher core-course GPA to be eligible. If they have a low core-course GPA, they need a higher test score to be eligible.

Students who enroll full time at a Division II school after Aug. 1, 2018, and have not met all the Division II academic requirements may not compete in their first year at college. However, if they meet the requirements to be a partial qualifier, they may practice during their first term in college and receive an athletics scholarship for the entire year. To be a partial qualifier, they must graduate high school and meet ALL the following academic requirements:

1. Complete 16 core courses:
  - Three years of English.
  - Two years of math (Algebra 1 or higher).
  - Two years of natural or physical science (including one year of lab science if your high school offers it).
  - Three additional years of English, math or natural or physical science
  - Two years of social science
  - Four additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy
2. Earn at least a 2.0 GPA in core courses.
3. Earn an SAT combined score or ACT sum score matching their core-course GPA on the Division II partial qualifier sliding scale.

## Division II Qualifier Terms

### Early Academic Qualifier

If you meet specific criteria after **six semesters**, you may be deemed an early academic qualifier for Division II and may practice, compete and receive an athletics scholarship.

Minimum SAT combined score (math and critical reading) of 1000 OR minimum ACT sum score of 85; and a core-course GPA of 2.5 or higher in a minimum of 14 core courses in the following areas:

3 years of English;  
3 years of math;  
2 years of natural/physical science;  
and  
6 additional core courses in any area.

A final high school transcript is required to be submitted to the NCAA Eligibility Center after high school graduation for all early academic qualifiers.

### Qualifier

You may practice, compete and receive an athletics scholarship during your first year of full-time enrollment at any Division II school.

### Partial Qualifier

You may receive an athletics scholarship during your first year of enrollment and may practice during your first regular academic term but may NOT compete.

### Nonqualifier

You will not be able to practice, receive an athletics scholarship or compete during your first year of full-time enrollment at a Division II school.



# Test Scores

When a student registers for the SAT or ACT, he or she can use the NCAA Eligibility Center code of **9999** so his or her scores are sent directly to the NCAA Eligibility Center from the testing agency. Test scores on transcripts will **NOT** be used in his or her academic certification.

A combined SAT score is calculated by adding reading and math subscores. An ACT sum score is calculated by adding English, math, reading and science subscores. A student may take the SAT or ACT an unlimited number of times before he or she enrolls full time in college. If a student takes either test more than once, the best subscore from different tests are used to meet initial-eligibility requirements.

**If a student took the SAT before March 2016 and then took the redesigned SAT at a later date, the NCAA Eligibility Center will not combine section scores from the old and redesigned SAT when determining his or her initial eligibility. The NCAA Eligibility Center will only combine section scores from the same version of the test. Because the redesigned SAT varies in design and measures different academic concepts than the old SAT, the Eligibility Center will apply College Board's concordance tables when performing academic certifications for students with redesigned SAT scores.**

To compare scores from the new SAT to the old SAT, click [here](#).





## DIVISION II FULL QUALIFIER SLIDING SCALE

USE FOR DIVISION II BEGINNING AUGUST 2018

CORE GPA	SAT READING/MATH	ACT SUM
3.300 & above	400	37
3.275	410	38
3.250	420	39
3.225	430	40
3.200	440	41
3.175	450	41
3.150	460	42
3.125	470	42
3.100	480	43
3.075	490	44
3.050	500	44
3.025	510	45
3.000	520	46
2.975	530	46
2.950	540	47
2.925	550	47
2.900	560	48
2.875	570	49
2.850	580	49
2.825	590	50
2.800	600	50
2.775	610	51
2.750	620	52
2.725	630	52
2.700	640	53
2.675	650	53
2.650	660	54
2.625	670	55
2.600	680	56
2.575	690	56
2.550	700	57
2.525	710	58
2.500	720	59
2.475	730	60
2.450	740	61
2.425	750	61
2.400	760	62
2.375	770	63
2.350	780	64
2.325	790	65
2.300	800	66
2.275	810	67
2.250	820	68
2.225	830	69
2.200	840 & above	70 & above

## DIVISION II PARTIAL QUALIFIER SLIDING SCALE

USE FOR DIVISION II BEGINNING AUGUST 2018

CORE GPA	SAT READING/MATH	ACT SUM
3.050 & above	400	37
3.025	410	38
3.000	420	39
2.975	430	40
2.950	440	41
2.925	450	41
2.900	460	42
2.875	470	42
2.850	480	43
2.825	490	44
2.800	500	44
2.775	510	45
2.750	520	46
2.725	530	46
2.700	540	47
2.675	550	47
2.650	560	48
2.625	570	49
2.600	580	49
2.575	590	50
2.550	600	50
2.525	610	51
2.500	620	52
2.475	630	52
2.450	640	53
2.425	650	53
2.400	660	54
2.375	670	55
2.350	680	56
2.325	690	56
2.300	700	57
2.275	710	58
2.250	720	59
2.225	730	60
2.200	740	61
2.175	750	61
2.150	760	62
2.125	770	63
2.100	780	64
2.075	790	65
2.050	800	66
2.025	810	67
2.000	820 & above	68 & above



## Division III Initial Eligibility

Division III schools provide an integrated environment focusing on academic success while offering a competitive athletics environment. Division III rules minimize potential conflicts between athletics and academics and focus on regional in-season and conference play.

While Division III schools do not offer athletics scholarships, 75 percent of Division III student-athletes receive some form of merit or need-based financial aid.

If a student is planning to attend a Division III school, he/she does not need to register with the NCAA Eligibility Center. Division III schools set their own admissions and eligibility standards. Students can visit [NCAA.org/d3](https://www.ncaa.org/d3) or contact the Division III school they are planning to attend.



# Grade-Point Average

The NCAA Eligibility Center calculates core-course grade-point averages (GPAs) based on the grades students earn in NCAA-approved core courses. Only the best grades from the required number of NCAA core courses will be used. Grades from additional core courses will be used only if they improve the student's grade-point average.

GPAs are calculated on a 4.000 scale. Numeric grades such as 92 or 87 are changed to letter grades such as A or B. The NCAA Eligibility Center does not use plus or minus grades when calculating a GPA. Weighted honors or Advanced Placement courses may improve a student's core-course GPA but the high school must notify the NCAA Eligibility Center that it weights grades in these classes.

In Pass/Fail grading situations, the NCAA Eligibility Center will assign the high school's lowest passing grade for a course in which the student received a Pass grade. For most high schools, the lowest passing grade is a D, so the NCAA Eligibility Center generally assigns a D as a passing grade.

## Calculating Quality Points

In order to determine a student's quality points earned for each course, multiply the quality points for the grade by the amount of credit earned.

### Examples:

- An A grade (4 points) for a trimester course (0.34 units):  
 $4 \text{ points} \times 0.34 \text{ units} = 1.36 \text{ quality points}$
- An A grade (4 points) for a semester course (0.50 units):  
 $4 \text{ points} \times 0.50 \text{ units} = 2.00 \text{ quality points}$
- An A grade (4 points) for a full-year course (1.00 units):  
 $4 \text{ points} \times 1.00 \text{ units} = 4.00 \text{ quality points}$

The following worksheets will help you to determine a student's core-course GPA.





# Division I Worksheet

This worksheet is provided to assist you in monitoring your progress in meeting NCAA initial-eligibility standards. The NCAA Eligibility Center will determine your academic status after you graduate. Remember to check your high school's list of NCAA-approved courses for the classes you have taken.

Use the following scale: **A = 4 quality points; B = 3 quality points; C = 2 quality points; D = 1 quality point.**

ENGLISH (4 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
✓	Example: English 9	.50		A		(.5 x 4) = 2
	TOTAL ENGLISH UNITS					TOTAL QUALITY POINTS

MATHEMATICS (3 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
✓	Example: Algebra 1	1.0		B		(1.0 x 3) = 3
	TOTAL MATHEMATICS UNITS					TOTAL QUALITY POINTS

NATURAL/PHYSICAL SCIENCE (2 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL NATURAL/PHYSICAL SCIENCE UNITS					TOTAL QUALITY POINTS

ADDITIONAL YEAR IN ENGLISH, MATHEMATICS OR NATURAL/PHYSICAL SCIENCE (1 YEAR REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL ADDITIONAL UNITS					TOTAL QUALITY POINTS

SOCIAL SCIENCE (2 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL SOCIAL SCIENCE UNITS					TOTAL QUALITY POINTS

ADDITIONAL ACADEMIC COURSES (4 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL ADDITIONAL ACADEMIC UNITS					TOTAL QUALITY POINTS

	TOTAL QUALITY POINTS FROM EACH SUBJECT AREA / TOTAL CREDITS = CORE-COURSE GPA		/		=	
		Quality Points	/	Credits	=	Core-Course GPA

Core-Course GPA (16 required) Beginning August 1, 2016, 10 core courses must be completed before the seventh semester and seven of the 10 must be a combination of English, math or natural or physical science for competition purposes. Grades and credits may be earned at any time for academic redshirt purposes.

# Division II Worksheet

This worksheet is provided to assist you in monitoring your progress in meeting NCAA initial-eligibility standards. The NCAA Eligibility Center will determine your academic status after you graduate. Remember to check your high school's list of NCAA-approved courses for the classes you have taken.

Use the following scale: **A = 4 quality points; B = 3 quality points; C = 2 quality points; D = 1 quality point.**

ENGLISH (3 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
✓	Example: English 9	.50		A		(.5 x 4) = 2
	TOTAL ENGLISH UNITS					TOTAL QUALITY POINTS

MATHEMATICS (2 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
✓	Example: Algebra 1	1.0		B		(1.0 x 3) = 3
	TOTAL MATHEMATICS UNITS					TOTAL QUALITY POINTS

NATURAL/PHYSICAL SCIENCE (2 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL NATURAL/PHYSICAL SCIENCE UNITS					TOTAL QUALITY POINTS

ADDITIONAL YEARS IN ENGLISH, MATHEMATICS OR NATURAL/PHYSICAL SCIENCE (3 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL ADDITIONAL UNITS					TOTAL QUALITY POINTS

SOCIAL SCIENCE (2 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL SOCIAL SCIENCE UNITS					TOTAL QUALITY POINTS

ADDITIONAL ACADEMIC COURSES (4 YEARS REQUIRED)						
10/7	COURSE TITLE	CREDIT	X	GRADE	=	QUALITY POINTS (MULTIPLY CREDIT BY GRADE)
	TOTAL ADDITIONAL ACADEMIC UNITS					TOTAL QUALITY POINTS

	TOTAL QUALITY POINTS FROM EACH SUBJECT AREA / TOTAL CREDITS = CORE-COURSE GPA		/		=	
	Quality Points		/	Credits	=	Core-Course GPA



## Home School Students

Learning at home is not necessarily the same as being home schooled. Because of recent 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 home school.

Courses that will be evaluated as home school courses are those in which a parent or 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 re-teaching and feedback.
- Determines the overall grade the student achieved in the course.
- Places the grade on a transcript or grade report or reports the grade to a transcription agency.

If you know a home school student who wants to play NCAA sports at a Division I or II school, he/she will need to register with the NCAA Eligibility Center and meet the same standards as all other students. Click [here](#) for more information about home schooled students.



# International Students

If you are assisting an international college-bound student-athlete or a student who attended secondary school outside of the United States, please refer to the [Guide to International Academic Standards for Athletics Eligibility](#).

International college-bound student-athletes must submit the following academic documents:

- Academic records for years nine and up, in the student's native language and translated to English;
- Proof of graduation, including certificates, diplomas or final leaving exams; and
- SAT or ACT scores.

Failure to include any of these items may delay review of the student's records. In certain situations, the NCAA Eligibility Center may ask for additional academic documentation to clarify that the student's academic information is complete, valid and accurate. Click [here](#) for more information about international registration and document submission, or call the NCAA Eligibility Center's international academic certification staff at 011-317-917-6222.

## NCAA Student Registration

College-bound student-athletes who want to play NCAA sports at a Division I or II school need to register for a Certification Account with the NCAA Eligibility Center at [eligibilitycenter.org](http://eligibilitycenter.org). If your students plan to compete at a Division III school or currently are unsure where they want to compete, they can create a free Profile Page. Students can then transition the Profile Page to a Certification Account if they decide to attend and compete at a Division I or II school. Students should plan to register during their sophomore year of high school. The information below is intended to help walk students through the registration process.

### Online Registration

The NCAA Eligibility Center has redesigned [eligibilitycenter.org](http://eligibilitycenter.org) with the student-athlete in mind. This is where students will find the tools and information they need to begin their college experience as a student-athlete. Students should allow at least 30 to 45 minutes to register completely for a Certification Account, and 15 to 30 minutes to register for a Profile Page. If they need to exit and return at a later time, they can save and exit once their account has been created. Some additional tips are listed below to help walk them through each section of the registration process. If students and parents need more information, they can access the [Guide for the College-Bound Student-Athlete](#) or the [Registration Checklist](#).

### Account Creation

Students will need a valid email address that they have access to after high school to create an account and begin the registration process. This email should be one they use frequently, as they may receive notices regarding their account. If students have a sibling that has previously registered, they will need to use a different email address than the one on their sibling's account to create their new account.

### Basic Information

This includes information such as a student's name, gender, date of birth, primary and secondary contact information, and address.

### Schools

Students will need to provide details about all high schools or secondary schools they have attended in the United States or internationally, and additional programs they have attended. Be sure to include ALL schools, regardless of whether he or she received grades or credits. If a student attended ninth grade at a junior high school located in the same school system in which the student later attended high school, do not list the ninth-grade school. Students also must include information about courses they may have taken through other programs, such as an online school or credit recovery program for a class they did not pass or took to improve a grade.

If students need to edit or add schools after they have completed their registration, they can log back in to [eligibilitycenter.org](http://eligibilitycenter.org), navigate to their Dashboard and to the Schools section. They can select their schools listed and edit the information or add another school. International students will be able to edit their education history by selecting a specific year.

### Sports (for Certification Accounts only)

Select the sport(s) the student plans to participate in at an NCAA Division I or II school. Students will answer questions about any awards or expenses they received, teams they played or practiced with, or events they participated in outside of the traditional high school season. They'll also be asked information about any individuals who advised them or marketed their skills in a particular sport. This information helps the Eligibility Center certify their amateurism status.

### Payment (for Certification Accounts only)

Students' Certification Accounts will be eligible for processing once the registration fee has been paid (or a fee waiver has been submitted, if they are eligible). Payment may be made online by debit, credit card or e-check. The registration fee for U.S., U.S. Territories\* and Canadian students is \$80. The registration fee for international students is \$135. Students who create a Profile Page and wish to transition to a Certification Account will need to complete the payment process to successfully transition their account.

All fees are nonrefundable once students have successfully registered. If they completed a duplicate registration and paid their registration fee twice, they may be eligible for a refund of the duplicate registration fee. To receive a refund, they will need to complete and submit an NCAA refund form.

\*U.S. territories include American Samoa, Guam, Northern Mariana Islands, Puerto Rico and U.S. Virgin Islands.







## Scholarships

NCAA Divisions I and II schools provide more than \$2.7 billion in athletics scholarships annually to more than 150,000 student-athletes. Division III schools do not offer athletics scholarships.

Only about 2 percent of high school athletes are awarded athletics scholarships to compete in college. Of the student-athletes participating in sports with professional leagues, very few become professional athletes. A college education is the most rewarding benefit of the student-athlete experience.

Division I schools may provide tuition and fees, room and board, books, and other expenses related to attendance at the school. Division II full scholarships cover tuition and fees, room, board and course-related books and supplies. Most student-athletes who receive athletics scholarships receive an amount covering a portion of these costs. Many student-athletes also benefit from academic scholarships, NCAA financial aid programs such as the NCAA Division I Student-Athlete Opportunity Fund and need-based aid such as Federal Pell Grants. Students must report all financial aid they receive to their NCAA school's financial aid office. If students have questions about what financial aid can be accepted, they should contact their NCAA school's financial aid office and athletics department for help.

Division I schools may provide multi-year scholarships. Additionally, Division I schools may pay for students to finish their bachelor's or master's degrees after they finish playing NCAA sports.

If a school plans to reduce or not renew a student's aid, the school must notify him or her in writing by July 1 and provide an opportunity for appeal. In most cases, the head coach decides who receives a scholarship, the scholarship amount and whether it will be renewed.

Students should contact the NCAA school they hope to attend for more detailed information about NCAA financial aid rules.

## National Letter of Intent

A National Letter of Intent (NLI) is signed by a student, agreeing to attend a Division I or II college for one academic year. Participating colleges agree to provide financial aid for a minimum of one academic year to the student as long as he or she is admitted to the school and are eligible for financial aid under NCAA rules.

The NLI is voluntary and not required for students to receive financial aid or participate in sports. Signing an NLI ends the recruiting process because participating schools are prohibited from recruiting student-athletes who have already signed letters with other participating schools.

If a student signs an NLI but decides to attend another college, the student may request a release from their contract with the school. If a student signs an NLI with one school but attends a different school, they lose one full year of eligibility and must complete a full academic year at the new school before being eligible to compete. If students have questions about the NLI, visit the website at [nationalletter.org](http://nationalletter.org).



# Important Terms

**Celebratory Standardized Signing Form:** (A form used by Division III institutions.) The Celebratory Standardized Signing Form is a standard NCAA-provided, nonbinding athletics celebratory signing form after a college-bound student-athlete has been accepted for enrollment at a Division III school.

**Contact:** A contact happens any time a college coach says more than hello during a face-to-face meeting with a student or the student's parents off the college's campus.

**Contact period:** During a contact period, a college coach may have face-to-face contact with a student or a student's parents, watch the student compete or visit the student's high school, and write or telephone the student or the student's parents.

**Dead period:** A college coach may not have any face-to-face contact with a student or the student's parents on or off the college campus at any time during a dead period. The coach may write and call the student or the student's parents during this time.

**Evaluation:** An evaluation happens when a college coach observes a student practicing or competing.

**Evaluation period:** During an evaluation period, a college coach may watch a student compete, visit the student's high school and write or telephone the student or the student's parents. However, a college coach may not have face-to-face contact with a student or the student's parents off the college's campus during an evaluation period.

**Financial aid:** (scholarship) Any money a student receives from a college or another source, such as outside loans or grants. Financial aid may be based on athletics ability, financial need or academic achievement.

**Five-year clock:** If a student plays at a Division I school, the student has five calendar-years in which to play four seasons of competition. A student's five-year clock starts when the student enrolls as a full-time student at any college. Thereafter, the clock continues, even if the student spends an academic year in residence as a result of transferring, decides to redshirt, does not attend school or even goes part time during his/her college career.

**Full-time student:** Each school determines what full-time status means. Typically, a student is a full-time student if he/she is enrolled for at least 12 credit hours in a term, but some schools define a full-time student as someone who takes fewer than 12 credit hours in a term.

**International student:** An international student is any student who is enrolled in a secondary school outside the United States.

**Institutional Request List:** An Institutional Request List (IRL) is a list of college-bound student-athletes whom an NCAA Division I and/or II school is interested in recruiting. The action of adding a college-bound student-athlete to the IRL informs the NCAA Eligibility Center of the school's interest in having an academic certification decision for the student-athlete.

**Official commitment:** When a student officially commits to attend a Division I or II college, the student signs a National Letter of Intent, agreeing to attend that school for one academic year.

**Official visit:** During an official visit, the college can pay for transportation to and from the college for a student, lodging and meals (Division I allows for up to three meals per day) for the student and the student's parents or guardians, as well as reasonable entertainment expenses, including three tickets to a home sports event. Before a college may invite a student on an official visit, the student will have to provide the college with a copy of his/her high school transcript and ACT, SAT or PLAN score (test scores are required for Division I only) and register with the NCAA Eligibility Center.

**Quiet period:** During this time, a college coach may not have any in-person contact with a student or the student's parents off the college's campus. The coach may not watch the student play or visit the student's high school during this period. The student and his/her parents may visit a college campus during this time. A coach may write or call the student or his/her parents during this time.

**Recruited:** If a college coach calls a student more than once, contacts a student off campus, pays a student's expenses to visit the campus, or in Divisions I and II, issues a National Letter of Intent or a written offer of financial aid, the student is considered to be recruited.

**Recruiting calendar:** NCAA member schools limit recruiting to certain periods during the year. Recruiting calendars promote the well-being of college-bound student-athletes and ensure fairness among schools by defining certain periods during the year in which recruiting may or may not occur in a particular sport.

**Season of competition:** Generally, NCAA rules say that any competition in a season — regardless of the amount of time — counts as having played a season in that sport. If a student plays any time during a season, regardless of how long the student played, it counts as having played for an entire season in that sport. A student's season of competition starts when he/she spends one second in competition on the field, court, gym or track.

**Ten-semester/15-quarter clock:** If a student plays at a Division II or III school, the student has the first 10 semesters or 15 quarters in which he/she is enrolled as a full-time student to complete four seasons of participation. A student uses a semester or quarter any time he/she attends class as a full-time student or is enrolled part time and competes for the school. A student does not use a term if he/she only attends part time with no competition or is not enrolled for a term.

**Two-year college:** Any school where students can earn an Associate of Arts (AA) degree, an Associate of Science (AS) degree or an Associate of Applied Science degree within two years. Some people call these schools community colleges or junior colleges.

**Unofficial visit:** Any visit by a student and the student's parents to a college campus paid for by the student or his/

her parents. The only expense the student may receive from the college is three complimentary admissions to a home athletics contest. The student may make as many unofficial visits as he/she likes and may take those visits at any time. The only time a student cannot talk with a coach during an unofficial visit is during a dead period.

**Verbal commitment:** A verbal commitment happens when a student verbally agrees to play sports for a college before he/she signs or is eligible to sign a National Letter of Intent. The commitment is not binding on the student or the school and can be made at any time.

**Walk-on:** Someone who is not typically recruited by a school to participate in sports and does not receive a scholarship from the school, but who becomes a member of one of the school's athletics teams.

## Resources

As a school counselor, you play an important role in helping students understand the requirements to compete in college sports at an NCAA school. You will find a number of resources on this page.

### For High School Counselors

- High School Portal  
<https://web3.ncaa.org/hsportal/exec/homeAction>
- Online Resources for High School Administrators  
<http://www.ncaa.org/student-athletes/future/eligibility-center/high-school-administrators>
- How to Use the High School Portal  
[http://fs.ncaa.org/Docs/eligibility\\_center/How\\_and\\_When\\_to\\_Update/PortalInstructionsScreenShots.pdf](http://fs.ncaa.org/Docs/eligibility_center/How_and_When_to_Update/PortalInstructionsScreenShots.pdf)
- PIN Reset Form  
[http://fs.ncaa.org/Docs/eligibility\\_center/How\\_and\\_When\\_to\\_Update/PINRequestForm.pdf](http://fs.ncaa.org/Docs/eligibility_center/How_and_When_to_Update/PINRequestForm.pdf)
- Tutorial about High School Tasks  
[http://fs.ncaa.org/docs/eligibility\\_center/High\\_School\\_Tasks.pdf](http://fs.ncaa.org/docs/eligibility_center/High_School_Tasks.pdf)
- Fee Waiver Submission  
[http://fs.ncaa.org/Docs/eligibility\\_center/Student\\_Registration\\_Info/FeeWaiverSubmission\\_screenshots.pdf](http://fs.ncaa.org/Docs/eligibility_center/Student_Registration_Info/FeeWaiverSubmission_screenshots.pdf)
- Initial-Eligibility Rules  
<http://www.ncaa.org/student-athletes/future/initial-eligibility-rules.pdf>
- Your Path to the Student-Athlete Experience for High School Counselors  
[http://fs.ncaa.org/Docs/eligibility\\_center/Your\\_Path\\_Presentation\\_for\\_High\\_School\\_Counselors.pdf](http://fs.ncaa.org/Docs/eligibility_center/Your_Path_Presentation_for_High_School_Counselors.pdf)
- How to Navigate the NCAA Process  
[http://fs.ncaa.org/Docs/eligibility\\_center/Important\\_New\\_Rules/How\\_to\\_Navigate\\_the\\_NCAA\\_Process.pdf](http://fs.ncaa.org/Docs/eligibility_center/Important_New_Rules/How_to_Navigate_the_NCAA_Process.pdf)

- 2.3 Downloads (posters, screen savers, yearbook ads, etc.)  
<http://www.ncaa.org/static/2point3/>
- Division I Academic Requirements  
<http://www.ncaa.org/student-athletes/play-division-i-sports>
- Division II Academic Requirements  
<http://www.ncaa.org/student-athletes/play-division-ii-sports>

### For Students

- NCAA Eligibility Center Registration Website  
[http://web3.ncaa.org/ECWR2/NCAA\\_EMS/NCAA.jsp](http://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp)
- Guide for the College-Bound Student-Athlete  
<http://www.ncaapublications.com/DownloadPublication.aspx?download=CBSA16.pdf>
- Initial-Eligibility Brochure  
<http://www.ncaapublications.com/p-4391-2015-16-ncaa-initial-eligibility-brochure-road-map-to-initial-eligibility.aspx>
- Want to Play College Sports?  
<http://www.ncaa.org/student-athletes/future>
- Your Path to the Student-Athlete Experience  
[http://fs.ncaa.org/Docs/eligibility\\_center/Student\\_Resources/Path\\_to\\_the\\_Student-Athlete\\_Experience\\_for\\_PSA.mp4](http://fs.ncaa.org/Docs/eligibility_center/Student_Resources/Path_to_the_Student-Athlete_Experience_for_PSA.mp4)
- FAQs  
<http://www.ncaa.org/studentfaq>



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