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TO: CCS AD'S AND ADMINISTRATORS
FROM: NANCY LAZENBY BLASER, CCS COMMISSIONER

5/16/07

A SHORT SUMMARY OF THE NEW TRANSFER RULE AS IT PERTAINS TO TRANSFER STUDENTS EFFECTIVE FOR THE 2007-2008 SCHOOL YEAR.

1. **STUDENT MOVES WITH ENTIRE FAMILY FROM ONE SCHOOL ATTENDANCE AREA TO ANOTHER:** Students who transfer with a valid change of residence by his/her parents or guardians will have unlimited transfer eligibility assuming there is no evidence of recruiting/undue influence (no application or other paperwork required).
NO TRANSFER APPLICATION PAPERWORK REQUIRED
NO CHANGE—SAME AS 06-07

2. **STUDENTS WHO TRANSFER FOR THE FIRST TIME DURING THEIR 9TH GRADE YEAR OR BEGIN ATTENDING THE NEW SCHOOL AT THE BEGINNING OF THEIR SOPHOMORE YEAR:** Students who transfer during their ninth grade year, up to the first day of their third consecutive semester of high school, without a valid change of residence by his/her parents or guardians will have unlimited eligibility provided:
 - a. The student was scholastically eligible, as defined in Bylaw 205, at the time of the transfer.
 - b. The student's transfer was not for disciplinary reasons as defined in Bylaw 210.
 - c. There is no evidence of recruiting or undue influence as defined in Bylaw 510.
207 application and 510 form required**NO CHANGE—SAME AS OUR CURRENT (06-07) CCS INITIAL TRANSFER RULE**

3. **ANY OTHER DOMESTIC (NOT FROM A FOREIGN COUNTRY) TRANSFER STUDENT WHO HASN'T PLAYED SPORTS IN THE LAST TWELVE MONTHS OR IS ONLY GOING TO PLAY BELOW THE VARSITY LEVEL AT THE NEW SCHOOL:** Students who transfer without a valid change of residence by his/her parents or guardians will have limited (non-varsity) eligibility in any sports in which they have participated at any level at another school in the twelve months immediately preceding their transfer, provided: (207 application and 510 form required)
 - a. The student was scholastically eligible, as defined in Bylaw 205, at the time of the transfer.
 - b. The student's transfer was not for disciplinary reasons as defined in Bylaw 210.
 - c. There is no evidence of recruiting or undue influence as defined in Bylaw 510.
207 application and 510 form required**SAME AS OUR CURRENT (06-07) 2ND TRANSFER/HARDSHIP POLICY for students who haven't participated in any sports in the last twelve months OR who are only going to play JV or frosh/soph anyway.**

4. **ANY OTHER DOMESTIC (NOT FROM A FOREIGN COUNTRY) TRANSFER STUDENT WHO HAS PLAYED SPORTS IN THE LAST TWELVE MONTHS AND WISHES TO PLAY AT THE VARSITY LEVEL AT THE NEW SCHOOL** A student who transfers without a valid change of residence may request a hardship waiver to play varsity sports. In order to be granted a hardship waiver the student must prove that there was a hardship as defined in the Bylaw 208. The Section Commissioner will make the initial ruling on hardship waiver applications. The Commissioner's ruling is subject to appeal to the State CIF.
207 application and 510 form required
SIMILAR TO THE CCS 06-07 HARDSHIP/SUBSEQUENT TRANSFER POLICY EXCEPT THAT HARDSHIP IS MUCH MORE NARROWLY DEFINED. FOR 07-08

WHAT RULE APPLIES TO ME?

The CCS will only consider waiver applications under the current (06-07) rule for students who have actually transferred schools and have begun attending (for a minimum of 15 school days) the new school during the 06-07 school year.

I was approved by the school to enroll, registered for classes and “enrolled” this year (06-07) but will begin attending classes next year (07-08)

Obtaining an approval to attend a school next year, registering for classes or being “enrolled” in the new school during the 06-07 school year, without actually affecting the transfer by attendance in that new school does not meet the criteria to “come under” the 06-07 transfer rules. The new state-wide 07-08 rules would apply to this student. A student cannot request a waiver of ineligibility until he/she is actually ineligible, in the case of a transfer student that is when he/she begins attending the new school without a valid change of residence.

I changed schools last year (06-07) but play a fall sport and did not submit an application for transfer eligibility last year....

Students who did transfer, enroll and attend the new school during the 06-07 school year and who have not yet submitted a transfer application for the 07-08 school year, will be using the 06-07 transfer application forms. (e.g. either the CCS 214I or the 214H and the 510 from 06-07) (example. Student transfers to school B in March of 07 and is a volleyball player. No transfer application is submitted by school B until August 2007 because the student did not play any winter or spring sports at school B—such a student transferred, enrolled and attended school B during the 06-07 school year for more than 15 school days, therefore they would submit the appropriate 06-07 214I or 214H and 510 application and would be reviewed under the 06-07 CCS transfer policy, not the new 07-08 CIF-state wide rule)

WHEN SHOULD I SUBMIT AN APPLICATION PACKET AND WHEN WILL IT BE REVIEWED?

The CCS Commissioner will begin reviewing requests for athletic eligibility for the 2007-2008 school year in August of 2007. Submitting application packets prior to that is fine, but it will not be reviewed until August. Submitting application packets prior to June 30 does not, in and of itself make you eligible to be considered under the 06-07 school year. Please see the two clarifications immediately above. All applications will be reviewed in the order they have been received. (See WHAT RULE APPLIES TO ME ABOVE AS WELL).

Remember:

- **ORIGINALS ONLY SUBMITTED BY MAIL:** The new rule requires originals be submitted via regular mail—no faxed copies can be accepted..
- **ALLOW A MONTH FOR REVIEW:** Because of the need to read all the hardships carefully and respond in writing to each request, you should expect up to a month of turnaround time from submission to decision. The more complete, thorough and clear the application is, the better opportunity for it to be reviewed and a determination made upon the initial submission.
- **INCOMPLETE APPLICATIONS OR INSUFFICIENT DESCRIPTION OR DOCUMENTATION REGARDING THE HARDSHIP:** Incomplete applications, or unclear, in sufficient explanations of the hardship circumstances will require a return to the new school and family with a request for additional information or completion of an incomplete application. This will delay any determination by the CCS Commissioner
- **SCHOOLS SHOULD ASSIST FAMILIES:** It is the new school’s responsibility to assist the families of their transfer students in completing the application packet and submitting it to the CCS Commissioner for review and action.
- **COMMUNICATION/QUESTIONS:** The new school administration and athletic director should be in communication with the CCS office regarding any inquiries about the status of an eligibility application—Parents should not contact the office. The CCS Commissioner will communicate eligibility determinations to the new school administration, who will communicate directly with the student and their family.
- **WHEN CAN STUDENTS PLAY?** Students are considered ineligible until a final determination is made and communicated to the new school by the CCS Commissioner. Submitting applications does not make a student eligible. Students who participate in a **contest** prior to being approved by the CCS Commissioner will subject their team to forfeitures of all such contests as well as cause additional ineligibility for the student him/herself. The participation of an ineligible athlete in any scrimmage or contest is a very serious offense and thus, carries very serious consequences for the team, the student, and the school. Schools have rules that may or may not allow students to practice with their team(s) while waiting for a determination from the CCS Commissioner