

**DCSAA**  
***Student-Athlete Release/Transfer Exception Verification***

Student-Athlete Name:	Date of Application:
High School Transferring From:	Dates of Initial Enrollment:
High School Transferring To:	Date of Enrollment:
Student ID #:	Date of Birth:

**Part 1: Regarding the above named student-athlete: *(To be Completed by Releasing School Principal or Athletic Director)***

Does the releasing high school object to this student-athlete participating in athletics at their receiving school? If yes please explain:	YES <input type="checkbox"/> NO <input type="checkbox"/>
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**Part 2: Regarding the above named student-athlete: *(Select Exception and Attach Supporting Documentation)***

Does the student athlete meet one of the following exception? If “Yes”, continue below, If “No” continue to Part 3.	YES <input type="checkbox"/> NO <input type="checkbox"/>
(a) A student in grade nine (9) may transfer one (1) time during that school year without loss of eligibility. They shall be immediately eligible upon registration provided they meet all other DCSAA eligibility requirements. However a student shall not participate in a contest at the varsity level for two different schools in the same sport during the same school year. A student is considered a ninth (9 <sup>th</sup> ) grader until the first day of school of their tenth (10 <sup>th</sup> ) grade year.	<input type="checkbox"/>
(b) A student attending a member school has a valid change of address, defined as when a student moves from the residence where the enrolling parent(s) lived with the student, and that has been vacated by the entire family for use as its residence to a new residence with the enrolling parent(s).	<input type="checkbox"/>
(c) The transfer is caused by court action, court action being an order from a court of law affecting legally committed students. In the case of a transfer of guardianship or custody, the transfer shall be the result of a court order signed by a judge, commissioner, or master of a court of competent jurisdiction. A petition for the transfer of guardianship or custody, an affidavit, or a notarized statement signed by the affected parties shall not be sufficient to render the student eligible to participate in interscholastic athletics. For purposes of eligibility, a child placed within CFSA custody is eligible to participate in interscholastic athletics immediately at the school they attend.	<input type="checkbox"/>
(d) A student who registers on the basis of a petition for the transfer of guardianship is not eligible to compete until the custodial legal guardian has provided the aforementioned required documentation or has received a signed court order designating them as the student’s custodial legal guardian.	<input type="checkbox"/>
(e) If the student is in their second, third or fourth year of eligibility and the transfer is a result of a seat opening in the receiving school if the student had previously applied to the school and had been rejected due to a lack of capacity or a result of admission via the DC school based lottery. For this exception to apply, the receiving school shall have appropriate documentation including: a dated and school stamped student application from a previous school year; a letter in response to the application notifying the student that they were not accepted; and a letter dated after the start of the school year offering the student a seat in the receiving school or a notification of admission from the lottery school.	<input type="checkbox"/>
(f) Transfers because of promotion or administrative assignment to the ninth (9 <sup>th</sup> ) grade from a school whose terminal point is the eighth (8 <sup>th</sup> ) grade, or to the tenth (10 <sup>th</sup> ) grade from a junior high school whose terminal point is the ninth (9 <sup>th</sup> ) grade, shall not constitute a transfer. Students so promoted or administratively assigned shall be eligible.	<input type="checkbox"/>

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(g) The sending school dropping their entire athletic program. Dropping their athletic program is defined as the school discontinuing all of their interscholastic athletics sports programs.	<input type="checkbox"/>
(h) The closure of the sending school.	<input type="checkbox"/>
(i) The sending school discontinuing a single sport at the varsity level.	<input type="checkbox"/>
(j) The student has special needs, as identified by the Individualized Education Program (IEP) or Section 504 Plan, and is transferred to another public school for the delivery of a free appropriate public education;	<input type="checkbox"/>
(k) The transfer is the result of the student's being homeless as defined by OSSE, except if the student's homeless status is shown to have been created by the student or his/her family for the primary reason of eligibility in interscholastic athletics;	<input type="checkbox"/>
(l) The transfer is a result of a student exercising transfer options ( <i>i.e.</i> , persistently dangerous schools (5-E DCMR § 3805) or victim of a violent crime (5-E DCMR § 3809)) mandated by D.C. law.	<input type="checkbox"/>
(m) The student is a qualified foreign exchange student under § 2705.1 or an international student residing in the District with his or her parents(s)	<input type="checkbox"/>



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**Part 3: Regarding the above named student-athlete: (Please Complete All Sections Below)**

Does this student meet the Academic Eligibility requirements for competition; 2.0 GPA the preceding regular academic term. <i>A student in grade nine (9), ten (10), eleven (11), or twelve (12), shall have a grade point average of at least 2.0 ("C") to participate in interscholastic athletics;</i>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Does this student meet the Attendance requirements for competition; <i>A student-athlete shall maintain compliance with state attendance regulations and shall maintain 85% attendance per regular marking period in order to maintain eligibility;</i>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Did this student participate in sports at previous school? If yes please check the sport(s) below:  Football <input type="checkbox"/> Basketball <input type="checkbox"/> Volleyball <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Tennis <input type="checkbox"/> Cross Country <input type="checkbox"/> Indoor Track <input type="checkbox"/> Outdoor Track <input type="checkbox"/> Other (s) <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Is this student athlete eligible for competition in year of transfer? <i>A student may represent only one (1) school in the same sport during a school year;</i>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Number of years of eligibility used to date:	0 <input type="checkbox"/>	1 <input type="checkbox"/>
	2 <input type="checkbox"/>	3 <input type="checkbox"/>

Signature of Parent/Guardian: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Releasing Principal: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Athletic Director: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Receiving Principal: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Athletic Director: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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**List of Supporting Documentation: (Additional Information May Be Submitted)**

(a)	A student in grade nine (9) may transfer one (1) time during that school year without loss of eligibility; <ol style="list-style-type: none"> <li>1. Enrollment form with date of enrollment.</li> <li>2. DCSAA Transfer Verification Form</li> </ol>
(b)	A student attending a member school has a valid change of address as defined in Chapter 27 Interscholastic Athletics; Title 5-A; § 2799 Definitions <ol style="list-style-type: none"> <li>1. Enrollment form listing the name and address of parent or guardian.</li> <li>2. Transcript or report card showing previous address.</li> <li>3. DCSAA Transfer Verification Form</li> </ol>
(c)	The student is transferred to another school by any court order; <ol style="list-style-type: none"> <li>1. Court order stating the student transfers schools dated before the time of enrollment.</li> <li>2. DCSAA Transfer Form</li> </ol>
(d)	A student who registers on the basis of a petition for the transfer of guardianship; <ol style="list-style-type: none"> <li>1. Court order stating the change in legal guardianship</li> <li>2. DCSAA Transfer Exception Verification Form</li> </ol>
(e)	The transfer is a result of a seat opening in the receiving school. <ol style="list-style-type: none"> <li>1. A stamped and dated copy of the student's application from the previous year.</li> <li>2. A letter dated after the start of the school year from the receiving school offering the student a seat.</li> <li>3. DCSAA Transfer Verification Form</li> </ol>
(f)	Promotion or administrative assignment to the ninth (9 <sup>th</sup> ) grade; <ol style="list-style-type: none"> <li>1. A copy of the student's transcript.</li> <li>2. DCSAA Transfer Verification Form</li> </ol>
(g)	The sending school dropping their entire athletic program. Dropping their athletic program as the school discontinuing all of their interscholastic sports; <ol style="list-style-type: none"> <li>1. A letter from the principal of the school stating that the school is dropping their athletic program.</li> <li>2. DCSAA Transfer Verification Form</li> </ol>
(h)	A transfer is the results of the closure of the sending school; <ol style="list-style-type: none"> <li>1. Written documentation from the sending school regarding the school status.</li> <li>2. DCSAA Transfer Verification Form</li> </ol>
(i)	A transfer is the results of the sending school discontinuing a single sport at the varsity level; <ol style="list-style-type: none"> <li>1. Written documentation from the sending school stating which sport is being discontinued at the varsity level.</li> <li>2. DCSAA Transfer Verification Form</li> </ol>
(j)	The student is transferred because they have special needs as identified by the Individualized Education Program (IEP) or Section 504 Plan; <ol style="list-style-type: none"> <li>1. Proof of IEP or 504 Plan</li> <li>2. Written statement from sending school stating that they can't meet the educational needs of the student;</li> <li>3. Written action plan from the receiving school denoting how they can meet the student's needs;</li> <li>4. DCSAA Transfer Verification Form</li> </ol>
(k)	A transfer is the result of the student's being homeless as defined by OSSE; <ol style="list-style-type: none"> <li>1. Written proof of homeless status</li> <li>2. Written proof of action plan from the receiving school homeless advocate</li> <li>3. DCSAA Transfer of Verification form.</li> </ol>
(l)	The transfer is the result of a student exercising transfer options (i.e, persistently dangerous schools (5-E DCMR § 3805) or victim of a violent crime (5-E DCMR § 3809). <ol style="list-style-type: none"> <li>1. A copy of the incident report</li> <li>2. DCSAA Transfer of Verification form</li> </ol>
(m)	The transfer is the results of the student participating in a qualified foreign exchange program (§ 2705.1). <ol style="list-style-type: none"> <li>1. Copy of the student's J-1 visa issued by the U.S. State Department</li> <li>2. A copy of the sending schools participation in the foreign exchange program published by the Council on Standards for International Education Travel</li> <li>3. DCSAA Transfer of Verification form</li> </ol>