



Student Eligibility Guidance for High School Principals and Athletic Administrators

SUGGESTED DOCUMENTATION FOR INTERSCHOLASTIC PARTICIPATION FOR NON-ENROLLED STUDENTS

(Modified with the permission of the Bellbrook-Sugarcreek School District, Mr. Tom Bean, Athletic Administrator)

Bylaw 4-3-1, Exception 6 allows for certain classifications of non-enrolled students (1) *home educated students*, 2) *STEM school students*, 3) *community school students* and 4) *non-public school students*) to compete at a school at which they are not enrolled if the school the student attends does not offer the sport. The full guidance for this exception is outlined here: <https://www.ohsaa.org/Eligibility/CommonlyAskedQuestions>

This document summarizes the suggested documentation to be completed and kept on file with a school PRIOR to permitting a non-enrolled student to try out for a team or engage in any interscholastic participation.

1. **Home Education Notification Form (for home educated students)**- This is a form required by state law which should be on file with the Office of the Superintendent for the District where the student resides. It should be completed and collected on an annual basis and will assist schools in determining the grade level of the student for semester eligibility.
OR
Evidence of School Enrollment (for STEM/Community/Non public school students)- Submission of the name of the school that the student attends SHALL be on file with the building principal/athletic administrator prior to any tryout or participation in interscholastic athletics. Additionally, please obtain **1) written verification from the school the student attends that it does not sponsor the sport the student is desiring to participate** and 2) ensure that the student is actually enrolled in the STEM, community or non-public school in which he or she purports to be enrolled.
2. **Proof of bona fide legal residence within the district****-It is recommended to collect at least two of the following on an annual basis:
 - a. Utility bill showing name and address
 - b. Lease/deed showing name and address
 - c. Parent/guardian driver's license
 - d. Parent/guardian voter registration
 - e. Affidavit of legal residence (either OHSAA Form or district affidavit)
3. **Immunization Disclosure** (Insert Local Form here)
4. **Athlete's Birth Certificate, Passport, Visa or Green Card*****
5. **Certified legal custody documents** (if applicable)
6. **Athlete's academic performance/grades from the previous grading period's work**
 - a. Written verification that the high school student has passed 5 one credit course or the equivalent
 - b. Written verification that the 7-8th grade student has passed four courses.
 - c. Verification is REQUIRED for each preceding grading period after which the student seeks to participate regardless of what the home educated student may claim.
 - d. The OHSAA has developed a form to assist you in verifying academic performance when your grading period ends: <http://www.ohsaa.org/Portals/0/Eligibility/OtherEligibilityDocs/CCP.Non-EnrolledStudentGradeSheet.pdf>



OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

Doug Ute, Executive Director

7. **Athlete's academic performance/grades from his/her entire educational history** (To determine that the student is not a graduate and is in compliance with Bylaw 4-3-6)****
8. **Preparticipation/Consent Forms**
 - a. District Pre-Participation Forms if applicable (insert local form here)
 - b. All OHSAA Preparticipation Physical Exam and consent forms
 - c. Emergency Medical Authorization Form
 - d. Concussion and Sudden Cardiac Arrest Forms
 - e. Acknowledgement of receipt of District's Athletic Code of Conduct, Student Code of Conduct and such other documents as required of all students in the district for interscholastic athletics participation

ADDITIONAL INFORMATION TO CONSIDER:

1. **Note that if the student is seeking to participate in a non-residential district (only possible for home educated or non-public school students), the proof of bona fide legal residence within the district (#2 above) is not required. The only verification needed is evidence of the superintendent's agreement. Please note, however, that you must verify that the parents do indeed reside in Ohio.
2. ***You must request eligibility in accordance with Bylaw 4-8 for any international student.
3. ***Once the student is a graduate of his/her school, that student is no longer eligible to participate in interscholastic athletics.
4. If the athlete's participation is after the fall of what would be the freshman (9th grade) year of participation, the parents and student MAY be required to file additional paperwork with the District and the OHSAA to determine eligibility (potential transfer issues).
5. If your school has an athletic participation attendance policy, inform the parents/guardian of any obligation to notify (in writing) the building administration of any absence, tardiness or illness in which the athlete misses course work on the day of the occurrence.
6. The athlete is required to maintain a minimum of five full credit classes or the equivalent (four total courses for students in grades 7-8) in the preceding grading period.
7. The parent/guardian or home education provider, or the non-public/Community/STEM school is required to certify/report all grades to the school's administration immediately following the close of the participation District's grading period but no later than the last date for reporting grades as established by the District where the student is participating.
8. Extended time, summer school and/or other educational options shall not be accepted for maintaining academic eligibility.
9. The athlete and parents/guardian SHALL fulfill all other requirements of participation for the individual sports team or school including but not limited to: academic requirements, parent/player meetings, participation fees, code of conduct, practice and contest attendance, and all other items listed in the Student Athlete Handbook.
10. Upon becoming a member of the District's interscholastic sports team, the athlete SHALL NOT participate in any other non-interscholastic athletic activities. Please review the specific sport regulations for more info.
11. Place these non-enrolled high school students onto the eligibility certificate in the position representing their number of semesters – 1-2 (9th grade), 3-4 (10th grade), 5-6 (11th grade), 7-8 (12th grade). Use the date they first participated in an interscholastic contest as the "date entered your school." Mark them with an asterisk "*" to designate their non-enrolled status.

Please feel free to contact Kristin Ronai (kronai@ohsaa.org) or Ronald Sayers (rsayers@ohsaa.org) if you have any questions!