



Ohio High School Athletic Association

ODE Enrollment Appeals Form

For 2026-27 and 2027-28 Cycle

School Name: _____

OHSAA ID #: _____

Enter the male and female enrollment numbers that you believe best represents your school's enrollment for grades 9, 10 and 11 as of October 31, 2025.

Male Enrollment: _____

Female Enrollment: _____

INSTRUCTIONS FOR APPEAL OF OHIO DEPARTMENT OF EDUCATION ENROLLMENT NUMBERS

- 1) Submit a report/written correspondence that supports the enrollment number you are presenting to the OHSAA as a more accurate reflection of your enrollment as of October 31, 2025, and that meets the business rule requirements adopted by the OHSAA Board of Directors. Your correspondence should include a detailed explanation of how the school determined that ODE made an error in pulling the data. You must submit supporting documentation such as a Student Summary Report, Head Count Summary Report, and/or Ethnicity Report to support your appeal.
- 2) **This appeal form and all supporting documentation must be submitted by the principal and/or superintendent of the school district.** No requests for review will be accepted that are not authorized and signed by either the principal or superintendent. No requests for review may be submitted directly to ODE.
- 3) **EMAIL this appeal form and all supporting documentation, via an email attachment, to Ronald Sayers (rsayers@ohsaa.org) no later than 4:00 PM on FRIDAY, FEBRUARY 20, 2026. No further inquiries or appeals will be accepted after this deadline.**

Please include this cover sheet along with your request and include the appropriate signatures below.

Principal or Superintendent

EMIS/EAS Coordinator

Signature

Name (Please Print)

Print Name

Email

Title

Business Phone

COMPLETED APPEAL MATERIALS MUST BE EMAILED BY FRIDAY, FEBRUARY 20, 2026 at 4:00 PM

FOR OHSAA OFFICE USE ONLY

Date Received: _____ Appeal Outcome: Approved Modified Denied

Final Male Count: _____ Final Female Count: _____ Processed By: _____