

Student Eligibility Clearance Protocol

New for the 2015-16 School Year

In light of the many challenges that arise when a student-athlete expects teachers and administrators to communicate eligibility changes with each other, we are implementing a new protocol that all students, who become ineligible at any point during an athletic season, must adhere to.

The goal of this change is to impress upon our athletes that they must take ownership for their eligibility and must ensure the following actions are completed before returning to play.

PROTOCOL

1. Students must print off their PowerSchool **grade sheet** sometime before or during school hours, showing their grades for each class they are currently enrolled in.
2. Students must take that sheet to the teacher of class they are newly eligible in (went from below a 68%, to above) and have the **teacher sign or initial** next to the grade in that particular class.
3. The student will then take the signed grade sheet to the Athletic Office (or main office if nobody is available in Athletics)
4. Someone in the office will acknowledge that the sheet and signature are valid and will sign a **GREEN** form that states that the student is now eligible.
5. The student will then take the signed **GREEN** sheet to his/her head coach
6. Once the **coach** has the **GREEN** sheet in his/her hands, the student is then officially eligible to participate in the next competition

***EXCEPTIONS:** If a student stays after school on a competition day and becomes eligible on that same day, that teacher must contact the AD or head coach to verify eligibility of that particular student prior to the start of the competition.