

# IHSAA ATHLETIC TRANSFER REPORT

Indiana High School Athletic Association  
9150 North Meridian Street, P.O. Box 40650  
Indianapolis, IN 46240-0650

Pursuant to IHSAA Rule C-19, it is the responsibility of the receiving school principal to obtain a completed and signed copy of all sections of this form for any student who transfers into your school who may participate at a below varsity or varsity level sport in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grades. In addition, it is your responsibility to submit this form, once it is completed and signed, to the IHSAA office. ALL TRANSFERS MUST BE APPROVED BY THE COMMISSIONER BEFORE THE STUDENT IS ELIGIBLE FOR ATHLETIC PARTICIPATION. Your cooperation and early reply will be appreciated.

## INSTRUCTIONS:

- Step 1** Sections I and II shall be completed by the Parent/Guardian with the Receiving School Principal/Designee serving as witness.
- Step 2** The Receiving Principal shall complete Section IV-A and forward to the Sending Principal.
- Step 3** The Sending Principal shall complete Section III and return to the Receiving Principal.
- Step 4** The Receiving Principal shall complete Section IV-B and forward to the IHSAA with his/her written documentation and recommendation.

Receiving School \_\_\_\_\_

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_ Birthdate \_\_\_\_\_

Is the student a foreign student?  Yes  No

## I. FAMILY STATUS

\_\_\_\_\_  
Name of Parent/Guardian

\_\_\_\_\_  
Former Address City State Zip

\_\_\_\_\_  
Present Address City State Zip

\_\_\_\_\_  
Current Phone Number [(xxx) xxx-xxxx]

\_\_\_\_\_  
Father/Guardian's Former Employer

\_\_\_\_\_  
Father/Guardian's Current Employer

\_\_\_\_\_  
Mother's Former Employer

\_\_\_\_\_  
Mother's Current Employer

- | B. Father & Mother |                          | Father                            | Mother                            | Student Previously Lived With        | Student Currently Lives With         |
|--------------------|--------------------------|-----------------------------------|-----------------------------------|--------------------------------------|--------------------------------------|
| Married            | <input type="checkbox"/> | Living <input type="checkbox"/>   | Living <input type="checkbox"/>   | Mother <input type="checkbox"/>      | Mother <input type="checkbox"/>      |
| Divorced           | <input type="checkbox"/> | Deceased <input type="checkbox"/> | Deceased <input type="checkbox"/> | Father <input type="checkbox"/>      | Father <input type="checkbox"/>      |
| Separated          | <input type="checkbox"/> |                                   |                                   | Other <input type="checkbox"/> _____ | Other <input type="checkbox"/> _____ |
| Living Together    | <input type="checkbox"/> |                                   |                                   |                                      |                                      |

C. List information below for brothers and sisters of student:

| Name  | Age   | School They Will Attend | Living With Whom |
|-------|-------|-------------------------|------------------|
| _____ | _____ | _____                   | _____            |
| _____ | _____ | _____                   | _____            |
| _____ | _____ | _____                   | _____            |

- D. Did you own previous home?  Yes  No Do you still own previous home?  Yes  No  
Do you own the home to which you are moving?  Yes  No  
Date of occupancy \_\_\_\_\_

## II. REASONS FOR TRANSFER

E. **19-5** – Student transfers **with** a corresponding change of residence to new district or territory by student’s custodial parent(s)/guardian(s).

1. Is the change of residence bona fide?  Yes  No
2. Is there evidence that the transfer is for athletic reasons?  Yes  No
3. Is there any evidence that the transfer is a result of undue influence?  Yes  No

Reason/s for change: \_\_\_\_\_  
\_\_\_\_\_

F. **19-6.1** – Student transfers **without** a corresponding change of residence by parent(s)/guardian(s). A student who qualifies under the following criteria may have immediate eligibility (one or more of the criteria may be checked).

- a. Student is a ward of the court
- b. Student transfers to reside with a parent. Have you previously moved between separated or divorced parents since entering high school?  Yes  No
- c. Student is an orphan.
- d. Student’s former school is closed.
- e. Student’s former school is not accredited by the state accrediting agency in the state where the school is located.
- f. Student is transferring pursuant to a school board mandate for redistricting.
- g. Student attended, in error, a wrong school.
- h. Student is transferring from a correctional school.
- i. Student is emancipated and has established a bona fide residence in new district or territory. **See definition and attach documentation.**
- j. Student did not participate in any interschool contest as a representative of another school during the preceding 365 days.
- k. Student is entering an IHSAA member school from a non-member school to reside with a parent and/or legal guardian with whom the student previously resided in the public school district or private school territory serving his/her residence.
- l. Student is transferring **to** a member boarding school with a corresponding move from the residence of his/her parent/s or the student is transferring **from** a member boarding school with a corresponding move to the residence of his/her parent/s.

G. **19-6.2** – None of the criteria listed above in E. (19-5) or F. (19-6) applies to this student.  (Check if applicable)

H. **17-8** – Hardship (*see 17-8.1 for provisions*)

1. Are you seeking hardship?  Yes  No. If yes, provide detailed documentation.

### Signatures & Witness to Parent/Guardian Signature

I/we verify that as parent(s)/guardian(s) of said student, he/she actually resides in the school district (or school attendance area if a multiple high school district) where he/she attends. I/we verify that we are not making this move for athletic purposes and that the student was not recruited nor was any type of inducement offered or received either by us or said student. I/we consent to the disclosure by the school, to the IHSAA, of all requested detailed financial (athletic or otherwise), scholastic and attendance records of the school, including records which may concern or be related to the student, unless the student is emancipated in which event the student shall give such consent. I/we realize that submission of false information may result in ineligibility for my/our child for a period not to exceed 365 days in any school that is a member of the IHSAA.

Signature of Parent/s or Guardian/s \_\_\_\_\_

Receiving School Principal/Designee Signature \_\_\_\_\_

Receiving School Name \_\_\_\_\_ Date \_\_\_\_\_

**III. FOR SENDING SCHOOL WHERE STUDENT LAST ATTENDED**

1. If the student is a foreign student, did he/she participate in club sports?  Yes  No If yes, complete the information requested below.
2. Did the student participate in a high school athletic contest in your school?  Yes  No. If yes, please complete the information requested below.

| Sport         | 9 <sup>th</sup> Grade |      |     | 10 <sup>th</sup> Grade |      |     | 11 <sup>th</sup> Grade |      | 12 <sup>th</sup> Grade |      |
|---------------|-----------------------|------|-----|------------------------|------|-----|------------------------|------|------------------------|------|
|               | Var.                  | Res. | Fr. | Var.                   | Res. | Fr. | Var.                   | Res. | Var.                   | Res. |
| Baseball      |                       |      |     |                        |      |     |                        |      |                        |      |
| Basketball    |                       |      |     |                        |      |     |                        |      |                        |      |
| Cross Country |                       |      |     |                        |      |     |                        |      |                        |      |
| Football      |                       |      |     |                        |      |     |                        |      |                        |      |
| Golf          |                       |      |     |                        |      |     |                        |      |                        |      |
| Gymnastics    |                       |      |     |                        |      |     |                        |      |                        |      |
| Soccer        |                       |      |     |                        |      |     |                        |      |                        |      |
| Softball      |                       |      |     |                        |      |     |                        |      |                        |      |
| Swimming      |                       |      |     |                        |      |     |                        |      |                        |      |
| Tennis        |                       |      |     |                        |      |     |                        |      |                        |      |
| Track & Field |                       |      |     |                        |      |     |                        |      |                        |      |
| Volleyball    |                       |      |     |                        |      |     |                        |      |                        |      |
| Wrestling     |                       |      |     |                        |      |     |                        |      |                        |      |

3. Would the student have been eligible for athletics if continuing in your school?  Yes  No If no, why and for what period of time? \_\_\_\_\_
4. Do you know of any reason why the student should not be eligible for athletics in your school?  Yes  No. If yes, please explain. \_\_\_\_\_
5. Is there any additional investigation that should be made?  Yes  No. If yes, what? \_\_\_\_\_
6. In your opinion, why did the student withdraw? \_\_\_\_\_
7. Did the student transfer for athletic reasons?  Yes  No. *(If yes, attach documentation)*
8. Did the student transfer as a result of undue influence?  Yes  No. *(If yes, attach documentation)*

**ACTION RECOMMENDED BY SENDING PRINCIPAL/DESIGNEE**

Student should be declared:

- 1. Eligible according to Rule \_\_\_\_\_ of the By-Laws.
- 2. Ineligible according to Rule \_\_\_\_\_ of the By-Laws.
- 3. Limited eligibility according to Rule 19-6.2.
- 4. Eligible (full) under the hardship exception to a limited eligibility case, under Rule 17-8.5.

**HARDSHIP VERIFICATION OF THE PRINCIPAL (for ruling under 17-8.5)**

I affirm that this transfer is in the best interest of the student and there is no athletic related motives surrounding the transfer.

Verification of Principal \_\_\_\_\_ Date \_\_\_\_\_

I/we verify that the above information is true to the best of my/our knowledge and belief and acknowledge that submission of false information may result in suspension from membership in the Association and other appropriate disciplinary action. **Statements explaining circumstances documented and supported in every possible way together with testimony of parent/guardian are attached as requested.**

Signature of Principal/Designee \_\_\_\_\_  
 Date \_\_\_\_\_ School \_\_\_\_\_  
 Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**AFTER COMPLETION OF THIS SECTION, RETURN TO RECEIVING SCHOOL PRINCIPAL WHERE STUDENT IS PRESENTLY ENROLLED – DO NOT RETURN TO IHSAA.**

**IV. FOR RECEIVING SCHOOL WHERE STUDENT IS ATTENDING**

A. Student \_\_\_\_\_ Grade \_\_\_\_\_

Living with \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

1. Began attending here \_\_\_\_\_; transferred from \_\_\_\_\_  
(Date) (School) (State)

2. Reason given for transfer \_\_\_\_\_

3. Transcript has been requested  Yes  No.

4. Transcript has been received  Yes  No.

5. Consent and Release certificate has been requested for our files.  Yes  No.

6. Did the student transfer for athletic reasons?  Yes  No (If yes, attach documentation)

7. Did the student transfer as a result of undue influence?  Yes  No (If yes, attach documentation)

**ACTION RECOMMENDED BY RECEIVING PRINCIPAL/DESIGNEE**

Student should be declared:

1. Eligible according to Rule \_\_\_\_\_ of the By-Laws.

2. Ineligible according to Rule \_\_\_\_\_ of the By-Laws.

3. Limited eligibility according to Rule 19-6.2.

4. Eligible (full) under the hardship exception to a limited eligibility case, under Rule 17-8.5.

**HARDSHIP VERIFICATION OF THE PRINCIPAL (for ruling under 17-8.5)**

I affirm that this transfer is in the best interest of the student and there is no athletic related motives surrounding the transfer.

Verification of Principal \_\_\_\_\_ Date \_\_\_\_\_

We verify, pursuant to IHSAA Rule C-19, that we have conducted and completed an investigation which included personal contact with the sending school principal. After completing that investigation, we hereby verify, to the best of our knowledge and belief, that the above information is true and acknowledge that submission of false information may result in either suspension from membership in the Association or probation for a period not to exceed 365 days.

Signature of Principal/Designee \_\_\_\_\_ Date \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

**V. ACTION TAKEN BY THE COMMISSIONER**

**Rule**

**Rule**

\_\_\_\_\_ Eligible

\_\_\_\_\_ Ineligible

\_\_\_\_\_ Limited Eligibility

\_\_\_\_\_ Temporarily Ineligible

\_\_\_\_\_ Eligible under the hardship exception to a limited eligibility case, by Rule 17-8.5

Notations:

Date \_\_\_\_\_ Signed \_\_\_\_\_

Commissioner/s