



# MIAA HANDBOOK

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# Table of Contents

MIAA Staff and Governance	3
Letter to All High School Athletes and Their Parents	4
Policy for Participation in MIAA Athletics	5
Rules of Student-Athlete Behavior	10
Enforcement Procedures	14
Student-Athlete & Parent Code of Conduct Form	16
Student-Athlete & Parent Code of Conduct Form (Spanish)	17
Student-Athlete & Parent Code of Conduct Form ( French)	18
TSSAA and MIAA Rules	19
Academic Intervention Programs	21
Academic Eligibility Tracking System – Chancery SMS	24
NCAA Eligibility Center – Information/Rules	25
Student Tips for Monitoring the Initial Eligibility Process	29
Division 1 Worksheet	30
Division 2 Worksheet	31
Questions to Ask as You Consider Colleges	32
Information for Parents/Guardians	33
Recruiting Regulations and Rules Chart	34
NCAA Details for High School Counselors and A.D.'s.	37
Recruitment rules	39
Recruitment Evaluation Form	40
NAIA Academic Eligibility Requirements	41
College Checklist	43
Athletic Health Services Information	45

# M.I.A.A

## Memphis Interscholastic Athletic Association

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Certified Athletic Trainer

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Certified Athletic Trainer

### Governance

An Athletic Policy Determining Committee (APDC) governs the entire athletic program. There is a representative from each division classification and the sports listed below. See the MIAA Constitution and By-Laws for further information. Copies are available at school locations.

### APDC Board Members

#### Principal Representatives

2A  
3A  
4A  
5A  
Middle School Position 1  
Middle School Position 2

#### Appointed Coach Representatives

Football  
Basketball  
Track and Field  
Baseball  
Softball  
Volleyball  
Middle School Coach

#### TSSAA Representatives MIAA Non-Voting Members

TSSAA Board of Control  
  
TSSAA Executive Council  
Representative

# Letter to All High School Athletes and Their Parents

Dear Athletes and Parents,

Welcome to an exciting phase of your life! High school offers many opportunities to explore and learn about different careers, community involvement, and athletic competition. Every choice you make from this point forward will have an effect on your opportunities down the road. Each grade you earn, between 9th and 12th grade will be kept on a permanent record that will be evaluated when you apply to college.

High school sports are great, because they are fun, teach life skills through training and perseverance, and promote school spirit as well as community pride. However, if you consider the odds of a professional career in athletics, you will understand that the education of an athlete is by far the most important consideration. Only one in 6,000 high school football players will play professionally, and only one in 10,000 high school basketball players will play professionally.

While your athletic success is a valuable and exciting goal, it's what you learn in the classroom that will ultimately determine the career you are trained for and will give you the lifestyle you desire. The higher your level of education, the more money you can make for you and your family. This guide has been developed as a tool to better serve student athletes and parents for the process of preparing for graduation and the standards for admission into a college or university. This booklet is not intended to be all-inclusive, but rather to focus on key elements the student athlete must understand and implement as he/she prepares to complete high school.

We strongly recommend consulting school counselors, coaches, and other school officials as a resource. A complete team of educational professionals will help guide you. With their support, student athletes and parents will be able to make an informed final decision about the college or university the athlete would most like to attend and where he/she can be most successful. Please review this guide and discuss it as a family. Decide if college is the right decision. Decide if you want to participate in college athletics. Plan ahead to meet your goals and follow through with that plan. We hope you have a great experience in high school and that your participation in the athletic program at your school will bring added enjoyment to your high school years.

Sincerely,

The MIAA Staff

# Policy for Participation in MIAA Athletics

## PURPOSE

To establish the standards under which students will be allowed to engage in interscholastic athletic activities.

## SCOPE

This policy applies to students in grades 6-12.

## POLICY STATEMENT

Participation in interscholastic athletics as an extracurricular activity provides students with important skills and habits that can assist in character development and academic proficiency. Students learn such important skills and habits as team building, leadership, self-discipline, healthy competition, integrity and physical fitness. School athletic programs must place the highest priority on academic achievement and character development. Memphis City Schools, therefore, requires school athletic personnel to monitor the academic progress of student athletes by encouraging them to complete their school assignments on time, reviewing their academic progress and providing them with academic support, when necessary.

Memphis City Schools considers participation in interscholastic athletics a privilege afforded to students by the district. Therefore, participation in athletics is not protected by due process appeals procedures related to student discipline that are afforded to all students under state law. Students participating in athletics are expected to demonstrate responsible behavior and high ethical standards at all times. Negative or inappropriate behavior by athletes during the school year, during out-of-school periods and during non-school hours can affect other students' perception of the integrity of an athletic program as well as the public's perception of the ethical standards established by the school for all students. Consequently, student athletes shall be subject to athletic disciplinary actions up to and including dismissal from participation in interscholastic athletics for negative or inappropriate behavior at any time during a calendar year. The Superintendent shall develop conduct guidelines for participation in interscholastic athletics. In addition, student athletes whose behavior also violates the Memphis City Schools Student Code of Conduct shall be subject to disciplinary actions outlined in the Code.

Memphis City Schools believes that administrators, principals, athletic directors and coaches play an important role in helping student athletes maintain high ethical and academic standards. They, therefore, must encourage sportsmanlike conduct and academic excellence in students. They also must follow appropriate policies, rules and regulations established by MCS, the Athletic Policy Determining Committee (which governs the Memphis Interscholastic Athletic Association), the Tennessee Secondary Schools Athletic Association (TSSAA) and the National College Athletics Association (NCAA).

Memphis City Schools believes that males and females should have an equal opportunity to participate in athletic activities, including equality of opportunity in sports offerings, in equipment

purchases and in educational opportunities.

Memphis City Schools supports the active participation of parents and the community in a school's athletic programs and encourages their assistance in maintaining standards of excellence for athletes and in promoting sportsmanlike conduct at all sports events. All parents, students, and spectators at a school are expected to support athletic events and student athletes by exhibiting sportsmanlike conduct, including showing respect for other teams before, during and after athletic events.

## **RESPONSIBILITY**

Memphis City Schools shall adhere to the rules and regulations for student athletes that are adopted by the Tennessee Secondary Schools Athletic Association (TSSAA).

Memphis City Schools shall adhere to the rules and regulations for student athletes that are adopted by the Memphis Interscholastic Athletic Association. The Memphis Interscholastic Athletic Association (MIAA), governed by the Athletic Policy Determining Committee, is responsible for developing policies, rules and regulations governing the activities of students and coaches and for interpreting this policy, the rules and regulations to this policy, and the rules and regulations of the TSSAA.

The Office of the Deputy Superintendent is responsible for implementing this policy.

The Division of School Athletics is responsible for monitoring student participation in academic intervention programs at each school.

Principals are responsible for overseeing interscholastic activities and scheduling athletic events at their schools and for providing secure and safe environments. Principals are also responsible for enforcing the nondiscrimination mandates of Title IX in accordance with the MCS Title IX Compliance Pamphlet.

Principals are responsible for providing coaches with information on academic intervention programs at their schools. The principal and the coach are responsible for approving academic intervention programs for individual students. The principal and the coach are also responsible for setting attendance guidelines for the intervention program.

The principal, school athletic director, and Coordinator of Athletics are responsible for ensuring that student athletes adhere to all ethical and other standards and that student athletes are disciplined for violations of the policy and its administrative rules and regulations.

The school athletic director is responsible for ensuring that student athletes and parents receive information on policies and rules and regulations governing participation in sports activities, including the rules and regulations of the NCAA. The athletic director is also responsible for collecting and maintaining all related health service requirements.

Coaches are responsible for disseminating information to students on policies and regulations governing their participation in sports activities.

Parents are responsible for submitting appropriate medical records and permission forms authorizing their child to participate in an athletic activity.

Parents are responsible for ensuring that their children maintain sportsmanlike conduct before, during and after athletic events.

All student athletes are responsible for maintaining high academic standards and sportsmanlike conduct before, during and after athletic events.

The Superintendent is responsible for ensuring that the district properly implements this policy.

## **COORDINATION**

The Coordinator of Athletics shall coordinate compliance with the Policy on Interscholastic Athletics.

## **ELIGIBILITY**

High school students desiring to participate in an athletic activity must earn a passing grade in at least five (5) units for the previous year or the equivalent thereof or earn a passing grade in at least five units during the fall semester to be eligible for the spring semester. Credits earned during the summer program may also be used to determine academic eligibility for the fall semester.

Middle school/junior high school students must have been academically promoted to the next higher grade to be eligible to participate in athletic contests.

All students desiring to participate in an athletic activity must also meet the following criteria each year:

- Submit a signed parent consent form to the school giving the student permission to participate in the athletic activity;
- Submit a signed emergency medical authorization form;
- Provide evidence of coverage under an insurance policy (Each athlete must also be covered under an MIAA-approved secondary insurance plan for each sport.);
- Pass a physical exam prior to trying out and/or participating in the athletic activity;
- Abide by geographic/school assignment requirements (Athletic personnel shall not recruit student athletes to their school.); and
- Abide by the guidelines outlined in this policy and its administrative rules and regulations and by the MIAA and TSSAA.

Students identified for special education for whom an Individualized Education Plan (IEP) has been prepared can participate in an athletic activity according to their IEP. They also must meet the academic requirements of their IEP to be eligible for interscholastic activities.

## **SUPERVISION**

At least one full-time MCS coach or other qualified school personnel shall supervise students before, during, and after practice sessions and athletic events. The personnel must remain with the team throughout the practice session or the athletic event and continue supervision until all students have been released to a parent/guardian or a responsible party approved by the parent. School personnel shall also be assigned to supervise the spectators and students from the host school during home games. Police personnel shall also be available, as needed. The visiting school is responsible for the actions of its students and spectators while at athletic events at other schools. Visiting schools shall assign personnel from their staff to supervise the spectators and students from their school during games.

At least one full-time coach or other qualified school personnel from the visiting school shall be assigned to supervise the visiting team during athletic events. The host school shall not compete in the athletic event unless qualified school personnel is present.

All MCS coaches must have certification in First Aid/CPR training each year.

Coaches must model acceptable behavior and encourage sportsmanlike conduct in students. Allegations of unsportsmanlike conduct by a coach shall be reported to the principal and the Coordinator of Athletics. A coach who violates the MIAA regulations, NCAA regulations, the MCS policy on Staff Conflict of Interest (#5.601), or the recruiting, attendance or academic intervention requirements of this policy will be subject to disciplinary action.

## **ORIENTATION, ACADEMIC STANDING AND ATTENDANCE**

Coaches in each sport shall meet with the student and the parent prior to the first competition to disseminate and review the MCS Rules of Behavior for Student Athletes, the MIAA Guide for Student Athletes and Parents, and the NCAA eligibility standards for admission. Documentation that the meeting was held and that recruiting evaluation forms were submitted must be kept on file at the school.

Athletic personnel at each school shall review the report card grades of students participating in the designated sport every six weeks. Students are responsible for submitting their grades to the coach each six weeks. Students who make a 6-weeks grade that is less than a C in any core course during the first or subsequent six weeks period must be referred to an academic intervention program at the school to help the student improve his/her grade in the course. Where no formal intervention program exists, alternative academic support may serve as the intervention program. This support may include activities such as school-approved peer tutoring and teachers working with students before, during and after school. A student must remain in the academic intervention program as long as his/her grade is less than a C in any core course. The student can continue participating in the athletic activity while attending the intervention program. A student who improves his/her grade to a C or above in any core course will not be required to continue in the intervention program.

For definitional purposes Memphis City Schools classifies the following as core courses:

- Elementary Grade 6 – Reading, Mathematics, Science, Social Studies and Composition/Grammar/Spelling (students must pass two out of three)
- Grades 6-8 – English/Language Arts, Mathematics, Science, Social Studies
- Grades 9-12 – English/Language Arts, Mathematics, Science, Social Studies, and Wellness

### **FINAL GRADES**

Final grades of students in grades 1-6 are calculated by averaging the grades for the six reporting periods.

Final grades of students in grades 7-12 are calculated by averaging the two semester grades.

Final grades in vocational education (technical careers) stand alone. Semester grades under the four-by-four modified schedule are final grades.

Example:				
<b>First Semester</b>	<b>Second Semester</b>	<b>Final Grade</b>	<b>Grade Scale</b>	
English -80	English – 96	English - 88	93 - 100	A
			85 - 92	B
			76 - 84	C
			70 - 75	D

A student who fails all or the majority of his/her courses at the end of the fall semester will be ineligible to continue participating in the athletic activity in the second semester.

A student qualifying for intervention who refuses to participate in an academic intervention plan shall not be eligible to participate in any athletic activity for the school year.

The athletic department, with approval from the principal, may also develop its own academic intervention program.

In order to participate in an after school athletic event, students must be in attendance for the majority of the regular school day.

Each school is encouraged to support student achievement and success in athletics by identifying and/or developing student support and mentoring initiatives. Coaches are encouraged to work with the professional guidance counselors at their schools to incorporate student support and mentoring initiatives as a regular part of participation in the athletic event. Initiatives may include opportunities for community, parent, and student organizations to mentor students participating in athletic activities and incentives for student athletes to offer mentoring services and serve as role models both in the school and in the community.

## **RULES OF BEHAVIOR FOR STUDENT-ATHLETES**

Memphis City Schools considers participation in interscholastic athletics a privilege afforded to students by the district. Therefore, participation in athletics is not protected by due process appeals procedures related to student discipline that are afforded to all students under state law. Students participating in athletics are expected to demonstrate responsible behavior and high ethical standards at all times. Negative or inappropriate behavior by athletes during the school year, during out-of-school periods and during non-school hours can affect other students' perception of the integrity of an athletic program as well as the public's perception of the ethical standards established by the school for all students. The Rules of Behavior for Student Athletes apply to all students participating in interscholastic athletics and apply during the school year (on and off school property) and during the non-school term. These Rules of Behavior are in addition to the rules and regulations outlined in the MIAA Constitution and Bylaws established by the Athletic Policy Determining Committee (APDC), and the MCS Student Code of Conduct, which governs the behavior of all students at the school.

Athletic penalties and sanctions apply to conduct that violates ethical standards and reflects negatively upon the athletic program or the school. The penalties apply to school-related conduct that violates the Student Code of Conduct or that generally falls below the ethical (e.g., other actions prohibited by law) standards of the school or athletic program. The penalties also apply year round to any off campus conduct that has become public through reports in the media; through direct observation by the principal (or assistant principal) or the district's or school's athletic staff; or through reports to the principal or athletic staff by other school personnel, students, parents and members of the public. All alleged violations that are reported to the principal (or assistant principal) or athletic staff will be investigated by the coach, as the circumstances require. The results of the investigation, as well as the penalty, if any, shall be reported to the student, his parents or guardians, and the athletic director. Upon the recommendation of the coach, the athletic director may authorize a hearing by one of the district's Hearing Officers to determine whether an offense has been committed.

Any negative, unethical, or inappropriate behavior, regardless of the category of offense, may result in the complete revocation of a student's athletic privileges, including suspension from competitions and removal from an athletic team. The following are minimum penalties that must be imposed by a coach. At the discretion of the coach, a more severe penalty may be imposed in each category, except with pending charges.

## **CATEGORY OF OFFENSES**

### **Category A**

Category A Offenses are those that fall beneath the ethical and behavior standards expected and communicated by a coach or athletic staff and are not Category B and C Offenses.

## **Sample Offenses**

1. Violation of team rules. Athletic directors at each school shall prepare written team rules for competitive sports at their school.
2. On-the-field/court infractions and poor sportsmanship
3. Verbal and/or physical abuse directed at spectators, student opponents, parents, coaches, teachers, and other staff; disorderly conduct
4. Generally, violations of Levels 1 & 2 of the MCS Student Code of Conduct
5. Unauthorized or inappropriate use of the internet, computers, or computer software
6. Bullying, intimidation, and sexual, racial, religious or ethnic harassment
7. Gambling
8. Theft (\$500 or less)
9. Fighting (no weapon)
10. Possession/use of tobacco product; distribution of over-the-counter medications (e.g., aspirin, cough medicine) without approval by the school (See Policy on Medical Conditions: Administering Medication to Students, #5145.2)
11. Criminal trespass; trespass using a motor vehicle on commercial property

## *Minimum Penalties and Sanctions*

The coach may determine and impose an appropriate penalty regarding a student's participation in the athletic activity or sport for Category A Offenses. For severe or repeated Category A violations, the coach may suspend a student from an appropriate number of competitions, as determined by the coach and may require community service and/or counseling. However, a student may not be barred from competition for an alleged violation of the MCS Code of Conduct or for a Class A legal charge that has only been filed against a student.

## **Category B (excludes Category C Offenses)**

Most Category B offenses are generally juvenile and/or adult offenses that equate to class A and B misdemeanors under state law.\*\* However, some are felonies or are considered by the district as serious under the Memphis City Schools Student Code of Conduct.

## **Sample Offenses**

1. Hazing/Initiation Ceremonies (Any intentional or reckless act by one student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student's mental or physical health or safety.)
2. Possession/use of alcohol

3. Possession/use/sale/distribution of illegal drugs, unauthorized prescription drugs, or performance enhancing substances
4. Possession of prohibited weapons
5. Assault
6. Vandalism; mailbox vandalism, defacement of state property with graffiti
7. Unauthorized use of automobiles and other vehicles
8. Throwing or shooting object at train, bus, motorcycle, watercraft
9. Theft (over \$500)

***Minimum Penalties and Sanctions—These minimum sanctions and penalties apply over the course of an athlete’s middle school or high school career.***

First Violation: The student-athlete shall be suspended for 25 percent of his/her season. The student-athlete must meet with the school’s counselor for evaluation and recommendation. It is the parent’s option to attend this meeting. The student-athlete is allowed to attend and participate in all scheduled practices during the suspension. He/she shall not be in uniform for competition but may be present.

Second Violation: The student-athlete shall be suspended for 50 percent of his/her season. The student-athlete must have an evaluation and meet with an appropriate counselor. The parent/guardian **MUST** attend this meeting. The student-athlete is allowed to attend and participate in all scheduled practices during the suspension. He/she shall not be in uniform for competition but may be present.

Third Violation: The student-athlete shall be suspended for 75 percent of his/her season. The student-athlete must have an evaluation and meet with an appropriate counselor. The parent/guardian **MUST** attend this meeting. The student-athlete shall not participate in any scheduled practices during suspension and shall not attend competitions as a team representative.

Fourth Violation: The student-athlete shall be suspended for one calendar year. The student-athlete must have an evaluation and meet with an appropriate counselor. The parent/guardian **MUST** attend this meeting. The student-athlete shall not participate in any scheduled practices during suspension and shall not attend competition as a team representative.

## **Pending Charges**

A student-athlete with felony charges pending will be barred from competition until the student has missed a percentage of contests consistent with the level of the violation or until the coach is presented with legal resolution of the charges in favor of the student, whichever is first. A student with a pending misdemeanor charge that does not involve a Category C sex offense shall not be

barred from competition. However, a coach has discretion to bar a student from competition if the student has multiple pending misdemeanor charges.

## **Category C Offenses**

Category C Offenses generally include any offense, misconduct, or assault of a sexual nature and juvenile or adult offenses that equate to felonies.

### **Sample Offenses**

1. Misdemeanors that include conduct of a sexual nature, such as indecent exposure or kissing someone without consent
2. Sexual Battery; Aggravated sexual battery
3. First degree murder; Second degree murder
4. Rape; Aggravated rape; Rape of a child
5. Aggravated robbery; Especially aggravated robbery
6. Kidnapping; Aggravated kidnapping; Especially aggravated kidnapping
7. Aggravated assault
8. Felony reckless endangerment

### *Minimum Penalties and Sanctions*

The Academic Superintendent, Coordinator of Athletics, principal, and athletic director will assess the student-athlete's fitness to continue in the athletic program.

## **MCS STUDENT CODE OF CONDUCT**

A student who violates the MCS Student Code of Conduct shall be disciplined in accordance with the Student Code of Conduct. In addition, the student shall be subject to penalties in accordance with the Rules of Behavior for Student Athletes, if applicable. For students who are suspended or expelled in accordance with the MCS Student Code of Conduct the sanctions listed in Rules of Behavior for Student Athletes will take effect when the student returns to school.

## **ENFORCEMENT PROCEDURES**

Unsportsmanlike conduct is any conduct that reflects poorly on the student, school, district, or athletic team that occurs before, during or after an athletic event. Coaches shall impose sanctions for minor cases of unsportsmanlike conduct. Coaches shall report allegations of major unsportsmanlike conduct by a school's athletic team before, during or after an athletic event to the principal, the MIAA office and the Office of the Deputy Superintendent. The principal shall investigate the allegations and report to MIAA his/her findings and disciplinary

actions. The Office of the Deputy Superintendent also may conduct independent investigations of major unsportsmanlike conduct.

Any school that is responsible for more than one incident of major unsportsmanlike conduct before, during or after an athletic event within one school year shall go before the Athletic Policy Determining Committee and present a plan of action for prevention of any further instances of unsportsmanlike conduct.

Incidents of unsportsmanlike conduct, such as throwing objects at any occupied school bus, school-sponsored vehicle, or MATA bus (when the MATA bus is carrying Memphis City Schools students to/from school or school sponsored activities) must be reported immediately to the Office of Security Services. In the event of emergencies, ambulance, police and/or fire fighters should be called first.

In cases involving the bricking or stoning of school buses transporting students to or from athletic events, the Athletic Investigation Panel will be responsible for conducting internal investigations and recommending appropriate behavior interventions and disciplinary actions consistent with the MCS Student Code of Conduct. The Athletic Investigation Panel will be chaired by the Coordinator of Athletics (or designee), and will include a minimum of two principals from schools serving the same grades as were involved in the incident and a representative from the Office of the Deputy Superintendent, Security, Transportation, Human Resources, and the Officer in the School program. The panel will meet within five (5) school days of the incident to consider the facts and a corresponding range of disciplinary actions which may be warranted, up to and including:

- a) expulsion of students
- b) termination of employees
- c) athletic sanctions imposed on one or both schools
- d) modifications in the contract of agencies providing transportation or security

These findings and recommended disciplinary actions will be provided to offices designated to enforce related aspects of the policy, namely;

- a) The Office of the Deputy Superintendent
- b) Human Resources
- c) Security
- d) Transportation
- e) Athletics and/or TSSAA
- f) the Board Attorney

It is the responsibility of the student-athlete or parent/guardian to provide the coach and Athletic Director with evidence of that he/she has complied with all penalties and requirements stipulated in the Rules of Behavior for Student Athletes. Failure to meet the suspension, counseling, or community service requirements could lead to the student-athlete's suspension from future participation in the athletic program.

Suspension from competition applies to each sport and team of which the student is a member. A student suspended from competition by the coach of a specific team must serve the suspension with that team. If the athlete quits the team before the season is completed, the entire suspension will be served on the next team in which he/she plays. Suspension may carry over to the student-athlete's next sport season if the season ends during suspension. If a suspension period includes a fraction of a contest, all fractions greater than or equal to 0.5 will be rounded up. Example: 4.75 = 5 games; 7.20 = 7 games. In regular season tournaments, the minimum amount of contests will be counted in the suspension regardless of the number of games played. Example: A double elimination tournament will count as two games; a single elimination tournament will count as one game. If an athlete has not completed his/her suspension before the TSSAA tournament competition begins, then he/she will not be eligible for any part of the tournament. For suspension purposes, the entire TSSAA tournament will count as one regular season contest.

## **APPEALS**

Appeals Based on the Rules of Behavior for Student Athletes – Participation in athletics is a privilege and is not protected by due process appeals procedures related to student discipline that are afforded to all students under state law. However, parents and/or students may appeal the decision of a coach to a panel consisting of the school's principal (or designee), athletic director, the Academic Superintendent and the Coordinator of Athletics. This panel makes the decision on whether an offense has been committed and whether appropriate discipline has been administered. The decision of the panel is final. The MCS Coordinator of Athletics shall develop and communicate to schools written appeal procedures.

Appeals Based on the MCS Student Code of Conduct - All current Memphis City Schools due process and appeals procedures remain applicable for violations of the Student Code of Conduct by student athletes.

***TO DETERMINE THE CATEGORY OF AN OFFENSE NOT LISTED ABOVE PLEASE CONTACT THE POLICY OFFICE AT 901-416-4730.***

# MIAA Student-Athlete & Parents Code of Conduct

## Conditions of Interscholastic Athletic Participation

**Purpose:** 1) To establish criteria for student-athletes and parents in collaboration with the Memphis City School District's Student Code of Conduct, to model and put into practice while participating in school related athletic activities. 2) To emphasize that participation in interscholastic athletics is a privilege afforded to student-athletes by the Memphis City School District. 3) Recognizing that under state law all students possess the right to due process appeals procedures; however, in the event that disciplinary actions are warranted of student-athlete(s) and/or parent(s) participation in athletic practices and contests would be null and void. 4) Student-athletes and parents participating in athletic activities are expected to represent the Memphis City School District and the MIAA by adhering to high standards of personal conduct and ethical behavior. 5) Realizing that inappropriate behavior will not be tolerated during school periods, out of school periods or during none school hours. 6) Finally, student-athletes and/or parents will be subject to disciplinary actions and possibly dismissal from participation in athletic activities if inappropriate behavior is exhibited.

**Responsibility:** It is the responsibility of the student-athletes and/or parents to be knowledgeable of the Memphis City Schools and MIAA policies, procedures, standards and codes of conduct. Failure to do so will result in dire consequences.

### **Student-Athlete Code of Conduct:**

- I will conduct good citizenship and sportsmanship principles on/off the court and/or field at all times
- I will comply with the school district's academic and athletic eligibility policies
- I will respect and comply with the decision(s) of my coach, game officials and athletic personnel
- I will not violate team rules
- I will not display inappropriate verbal/physical accusations to others at any time
- I will not participate in unauthorized or inappropriate use of internet, computer/software
- I will not bully, intimidate or sexually, racially or religiously harass any individual(s)
- I will not gamble, steal, fight, assault or possess any weapons
- I will not possess/distribute tobacco products or medications without approval from school officials
- I will not involve myself with criminal trespassers or trespass using a motor vehicle on commercial property
- I will not vandalize, deface or write graffiti on commercial property

### **Parent(s) Code of Conduct:**

- I will support the school district's code of conduct and interscholastic athletic policies
- I will ensure that my child(ren) comply with all school district athletic and academic policies
- I will set the example by conducting good citizenship and sportsmanship principles at all times, and encourage others to comply with these standards
- I will attend the pre-season parent/student-athlete meeting at my children's school
- I will respect the decision of the coach, game officials and athletic personnel
- I will consult with the appropriate athletic representative(s) to resolve any problems that may occur

The student-athlete and parent, acknowledge that we have read and understand the terms of this code of conduct. We agree to conduct ourselves according to the terms of this code of conduct. We further understand and agree that if we violate the terms within this code of conduct, our participation in athletics may be limited or terminated as a result of the penalties imposed for violating this contract under Memphis City School District policies, civil or criminal laws. **For specific details about the student code of conduct and interscholastic athletic rules please refer to the Memphis City School District Policies on Athletics and the MIAA Student/Parent Handbook.**

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Student-athlete Signature

Print Name

Date

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Parent Signature

Print Name

Date

# CODIGO DE CONDUCTA DE ESTUDIANTES -ATLETAS & PADRES DE MIAA CONDICIONES DE PARTICIPACIÓN EN PROGRAMAS ATLÉTICOS ENTRE ESCUELAS

**Propósito:** 1) Establecer criterios para estudiantes-atletas y padres en colaboración con el Distrito de Las Escuelas de la Ciudad de Memphis y el Código de Conducta del Estudiante, para modelar y poner en práctica mientras participan en actividades atléticas relacionadas con la escuela. 2) Enfatizar que la participación en programas atléticos entre escuelas es un privilegio permitido a los estudiantes-atletas por el Distrito de las Escuelas de la Ciudad de Memphis. 3) Reconocer que bajo las leyes estatales todos los estudiantes tienen los derechos de apelación según el buen hacer de la justicia; sin embargo en el acto de acciones disciplinarias son justificadas a estudiante-atleta(s) y/o padre(s) en la participación en actividades de entrenamiento atlético y competencias serían anuladas y canceladas. 4) Se espera que estudiantes-atletas y padres participando en actividades atléticas representen el Distrito de las Escuelas de la Ciudad de Memphis y MIAA por adherirse a los altos estándares de conducta personal y comportamiento ético. 5) Entendiendo que un comportamiento inapropiado no será permitido durante los períodos escolares, períodos cuando no hay clases o durante las horas no escolares. 6) Finalmente, estudiantes-atletas y/o padres serán sujetos a acciones disciplinarias y posible despido de participación en actividades atléticas si un comportamiento inapropiado es manifestado.

**Responsabilidad:** Es la responsabilidad de los estudiantes-atletas y/o padres estar en conocimiento de las políticas de las Escuelas de la Ciudad de Memphis y MIAA, procedimientos, estándares y código de conducta. No cumplimiento de esto resultará en extremas consecuencias.

## Código de Conducta del Estudiante-atleta:

- Yo mantendré una buena conducta de ciudadanía y los principios del espíritu deportivo dentro / fuera de la corte y/o en el terreno de juego todo el tiempo.
- Yo cumpliré con las políticas académicas y atléticas de elegibilidad del distrito escolar.
- Yo respetaré y cumpliré con la (s) decisión (es) del entrenador, árbitros y personal atlético y/o no violaré las reglas del equipo.
- No mostraré en ningún momento acusaciones inapropiadas verbales / físicas a otros.
- Yo no participaré en el uso inapropiado del internet / programas sin autorización.
- Yo no atemorizaré, intimidaré o acosaré a nadie por razones de sexo, raza o religión.
- Yo no apostaré, robaré, pelearé, asaltaré o poseeré ningún arma.
- Yo no portaré / distribuiré productos de tabaco o medicinas sin autorización de los oficiales de la escuela.
- Yo no participaré con intrusos criminales o el uso de vehículos motorizados en forma ilegal en propiedades comerciales.
- Yo no vandalizaré, desfiguraré o escribiré graffiti en propiedades comerciales.

## Código de Conducta de Padre(s):

- Yo apoyaré el código de conducta del distrito escolar y políticas de programas atléticos entre escuelas.
- Yo me aseguraré que mi hijo/a cumpla con todas las políticas atléticas y académicas del distrito escolar.
- Yo estableceré un ejemplo mostrando buena ciudadanía y principios del espíritu deportivo todo el tiempo, y animaré a otros a cumplir con estos estándares.
- Yo asistiré a la reunión de padres estudiantes / atletas de pre-temporada en la escuela de mi hijo/a.
- Yo respetaré la decisión del entrenador, árbitros y personal atlético.
- Yo consultaré con el representante(s) atlético apropiado para resolver cualquier problema que se presente.

El estudiante-atleta y padre, reconocemos que hemos leído y comprendemos los términos de este código de conducta. Nosotros estamos de acuerdo de comportarnos conforme a los términos del código de conducta. Nosotros comprendemos y estamos de acuerdo que si violamos los términos de este código de conducta, nuestra participación atlética puede ser limitada o finalizada como resultado de las multas impuestas por violación de este contrato bajo las políticas del Distrito de las Escuelas de la Ciudad de Memphis y las leyes civiles o criminales.

**Para detalles específicos acerca del código de conducta del estudiante y reglas de programas atléticos entre escuelas por favor consulte las Políticas del Distrito de las Escuelas de la Ciudad de Memphis para programas atléticos y el Manual de Estudiante / Padres de MIAA.**

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Firma estudiante-atleta

Nombre en letras de molde

Fecha

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Firma de padres

Nombre en letras de molde

Fecha

Code de Conduite de MIAA pour Etudiants-Athletes et Patents  
Conditions de Participation aux Activités Sportives Interscholaires

**Objet :** 1) Etablir des critères pour les Etudiants-Athletes et Parents en coordination avec le Code de Conduite de l'Etudiant du District de Memphis City Schools en vue de modeler et mettre en application lors des activités sportives scolaires. 2) Montrer que la participation dans les activités sportives interscolaires est un privilège que le district de Memphis City Schools accorde aux étudiants-athletes. Reconnaître que les étudiants ont le droit a une action civile, néanmoins, dans le cas ou des actions disciplinaires sont tenues contre un ou plusieurs Etudiants-Athletes et/ou Parents, la participation de ces derniers aux compétitions ou dans les séances d'entraînement deviant nulle et non avenue. 4) Les Etudiants-Athletes et Parents participant dans les activités sportives sont censés représentes le District de MCS et le MIAA de par leurs adhésion aux hauts standards de conduite individuelle et d'éthique. 5) Savoir qu'une attitude inappropriée ne sera pas tolérée pendant ou hors d'heures d'instruction ou pendant aucune autre heure d'école. 6) En fin, des actions disciplinaires peuvent être prises à l' encontre Etudiants-Athletes et des parents. Les concernes peuvent être interdits de participation dans des activités sportives s'ils affichent une attitude inappropriée.

**Responsabilité :** Les Etudiants-Athletes et /ou les parents sont tenus de connaître les règlements, procédures et les standard du Code de Conduite de MCS et MIAA.

**Code de Conduite de l'Etudiant-Athlete**

- Je ferai toujours preuve de citoyenneté et de sportive sur et hors de terrain.
- Je me conformerai aux règles académiques et sportives d'éligibilité du district
- Je respecterai et me conformerai aux règles académiques et sportives d'éligibilité du district
- Je respecterai et me conformerai aux décisions de mon entraîneur, a celles des officiels de match et du personnel sportif.
- Je ne violerai pas les règles de l'équipe.
- Je ne ferai pas d'accusations verbales ou physiques inappropriées.
- Je ne m'engagerai pas dans l'utilisation non-autorisee et inappropriée de l'internet, de l'ordinateur ou de software (logiciel).
- Je n'intimiderai personne. Je n'harcèlerai personne sexuellement, racialement ou religieusement.
- Je ne participerai à aucun jeu de hasard. Je ne volerai point. Je ne bagarrerai pas. Je ne porterai aucune arme.
- Je ne m'associerai pas aux trepassants criminels. Je ne trépasserai pas de propriétés commerciales utilisant un véhicule moteur quelconque.
- Je ne vandaliserai pas. Je effacerai pas, et je n'ecriverai pas de graffiti sur une propriété commerciale.

**Code de conduite de Parent :**

- Je supporterai / soutiendrai le Code de Conduite du district et les règlements d'athlétique interscolaire.
- Je veillerai a ce que mon (mes) enfant (s) s'alignent avec tous les règlements athlétiques / sportives et académiques du district.
- Je montrerai l'exemple en faisant preuve de bonne citoyenneté et de sportivité, et j'encouragerai des autres à se conformer à ces standards.
- Je serai présent à la réunion de parent/etudiant-athlete en venant à l'école de mon enfant.
- Je respecterai la décision de l'arbitre, celles des officielles de match et du personnel athlétique/sportif.
- Je consulterai le représentant sportif approprie pour résoudre tout problème qui pourrait arriver.

L'etudiant-athlete et le parent, affirmons avoir lu et compris les termes de ce Code de Conduite. Nous acceptons de nous conduire selon les termes de ce Code de Conduite. Nous comprenons et acceptons aussi que si nous violons les termes dans ce Code de Conduite , notre participation dans des activités sportives peuvent être limitée ou interdite a l'issue de pénalités imposees pour violation de ce contrat sous les règlements et lois civiles et criminelle du District de MCS. **Prière de consulter / se référer aux Règlements du District de MCS sur les activités sportives et le MIAA Student/Parent Handbook pour plus de détails a propos du Code de Conduite et de règles sportives interscolaires.**

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Signature de l'étudiant-athlete

Nom (Imprimer)

La date

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Signature du parent

Nom (Imprimer)

La date

# ATTENTION ATHLETES!

You are responsible for knowing the TSSAA and the MIAA rules and regulations.



## TSSAA ELIGIBILITY RULES SUMMARY

A student must earn five credits the preceding school year if less than 24 units are required for graduation or six credits the preceding school year if 24 or more credits are required for graduation. All credits must be earned by the first day of the beginning of the school year.

A student must be enrolled before the 20th school day of the semester, in regular attendance, and carrying at least five full courses during the present semester.

A student is permitted eight semesters of eligibility beginning with the ninth grade.

A student shall be ineligible in high school if he or she becomes 19 years of age on or before Aug. 1

Athletes must live at home with their parents or with a guardian whom they have lived with for a minimum of 12 months unless approved by the Executive Director.

In order for a transfer student with an athletic record to be eligible at another school there must be a bona fide change of residence by the athlete's parents and/or legal guardian.

All transfer students must be approved by the Executive Director of TSSAA before participating in any game.

A student who engages in three or more days of practice - including spring practice - with a high school in which he or she is enrolled shall be ineligible in that sport for 12 months if the student enrolls in another school without a corresponding change in the residence of his or her parents.

A student whose name is listed on the school eligibility report cannot participate in an independent game or meet until the season has closed in that particular sport. (This does not include golf, tennis or bowling.)

A registered athlete cannot accept any money for athletic skills in any TSSAA sponsored sport.

An athlete may accept a medal, trophy, high school letter, sweater, jacket, shirt, blazer or blanket for athletic participation but nothing else of commercial value, and these awards must carry the school's letter or other appropriate award emblem.

A student may not compete in an all-star game unless it is sanctioned by the TSSAA and unless he/she has completed high school eligibility in that sport.

All expenses to an athletic camp where specified instruction is offered must be paid by the athlete or his/her parents.



# MIAA ELIGIBILITY RULES SUMMARY

High school students desiring to participate in an athletic activity must earn a passing grade in at least 5 units for the previous year or the equivalent thereof or earn a passing grade in at least 5 units during the Fall semester to be eligible for the Spring semester. Credits earned during a summer program may also be used to determine academic eligibility for the fall semester.

A student who fails the majority of his/her courses at the end of the fall semester will be ineligible to continue participating in the athletic activity during second semester.

Any student-athlete who makes a six weeks grade that is less than a C in any core course during their athletic season, will be required to attend an academic intervention program until his/her grades improve to a C or higher.

The student can continue to participate in the athletic activity while attending the intervention program.

If the student refuses to participate in the academic intervention program, he or she shall not be eligible to participate in any athletic activity for the school year.

A student must be in attendance at least half a school day or 3 hours and 16 minutes, the day of the contest.

A student must give full and correct information regarding his/her eligibility, including name, birth date, and residence.

A student may only be eligible during the 8 consecutive semesters from the date of initial entry into 9<sup>th</sup> grade.

An 8<sup>th</sup> grader, in a 7-12 school, may participate as a member of a senior high school team and will be entitled to 8 semesters of eligibility after they enter the 9<sup>th</sup> grade.

A 7<sup>th</sup> grader, in a 7-12 school, may not participate in any sport as a member of a senior high school team.

Each player must have an annual physical examination. Evidence of this must be on file at the school.

Each player must have written consent of his parents or legal guardians. Evidence of this must be on file at the school.

There shall be no unsportsmanlike demonstration before, during, or after any athletic contest.

Each player must be eligible in accordance with the TSSAA, as well as MIAA standards.

Each participating athlete must maintain high standards of citizenship within his/her high school and community.

All college bound students who accept an athletic scholarship must fill out a Recruiting Evaluation Form.

# ACADEMIC INTERVENTION PROGRAMS

Our goal is to ensure the academic success of our student-athletes. The MIAA will monitor the quality of the Academic Intervention Programs in place at each school. It will be the coach's responsibility to identify his/her athletes that must be involved in such programs and monitor if the student is attending and making academic progress.

Memphis City School Policy and the MIAA Constitution and By-Laws states:

- Any student-athlete who makes a six weeks grade that is less than a C in any core course during their athletic season, will be required to attend an academic intervention program until his/her grades improve to higher than a C average.
- The student can continue to participate in the athletic activity while attending the Intervention Program.
- If the student refuses to participate in the Academic Intervention Program, he/she shall not be eligible to participate in any athletic activity for the school year.

Academic Intervention Programs may include, but are not limited to...

- Teacher-led tutoring
- Team study halls
- Peer-led tutoring
- Outside tutoring programs/services



On the following page you will find the **Academic Intervention Form** to be filled out by all coaches and submitted to the school Athletic Director at the beginning of their season.

You will also find a sample **Tutoring Log** that every student in an Academic Intervention Program will use and turn in to their coach on a weekly basis as proof that they are attending the tutoring and getting the additional academic assistance needed.



# ACADEMIC

## INTERVENTION/TUTORING LOG

Turn this sheet in to your coach every Friday.

NAME OF STUDENT ATHLETE \_\_\_\_\_

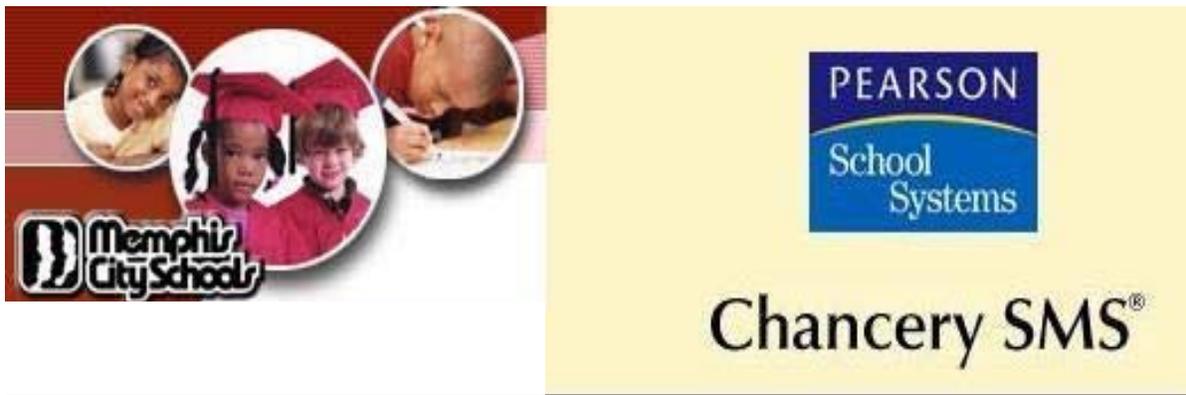
NAME OF COACH \_\_\_\_\_

GRADE \_\_\_\_\_ SPORT \_\_\_\_\_

DATE	INTERVENTION (Tutoring/Study Hall)	TIME IN	TIME OUT	TEACHER/TUTOR SIGNATURE

Total hours of tutoring and/or study hall this week = \_\_\_\_\_

\_\_\_\_\_  
Signature of Student-Athlete



**The MIAA is currently in the process of implementing a new tracking system for our student-athletes in the Chancery SMS System.**

**WHAT ARE THE BENEFITS OF THIS TRACKING SYSTEM?**

- Easily identify student-athletes in each school and the sport in which they participate.
- Access to grades and GPA's to assist in providing academic eligibility.
- Identify student-athletes who need to be in Academic Intervention Programs.
- Easily identify the age of the student-athlete.
- Verification of the number of semesters the student-athlete has been enrolled in school since their first entrance into ninth grade.
- Verification of residency.

**WHO WILL BE ABLE TO ACCESS THIS INFORMATION?**

- Any school personnel who is given administrative access to Chancery SMS.
- The MIAA will require that the Athletic Director at each school attend a training seminar to learn about managing student-athletes in SMS. The Athletic Director will be responsible for putting athletes into SMS by sport and running eligibility rules on them.

## QUICK REFERENCE

[www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net)

Click on “Prospective Student Athletes” to register with the Clearinghouse.

Click on “General Information” to...

- download the “Guide for the College Bound Student-Athlete”

-find a list of Approved Core Courses (formerly called a 48H form)

-find answers to eligibility rules and frequently asked questions

[www.ncaa.org](http://www.ncaa.org)

(for more information and resources)

**NCAA Eligibility Center mailing address:**

NCAA Eligibility Center  
P.O. Box 7136  
Indianapolis, IN 46207

**NCAA Eligibility Center overnight mailing address:**

NCAA Eligibility Center  
1802 Alonzo Watford Sr. Drive,  
Indianapolis, IN 46202

**Customer service hours - 8 a.m. to 6 p.m. Eastern time Monday through Friday.**

**Toll-free phone number (U.S. callers)  
- Customer service line - 877/262-1492**

**Phone number (international callers)  
- Customer service line - 317/223-0700**

**Fax number: 317/968-5100**

# NCAA ELIGIBILITY CENTER

## What is the NCAA Eligibility Center?

The Eligibility Center evaluates your academic record to determine if you are eligible to participate in a Division I or II college as a freshmen student-athlete.

## When should a student register with the NCAA Eligibility Center?

A student should register with the Eligibility Center at the beginning of his or her junior year in high school. After completion of his or her junior year, a transcript, which includes six semesters of grades, should be sent to the Eligibility Center *from the high school*. Additionally, a student should have his or her SAT or ACT scores sent directly to the Eligibility Center (select code 9999) when taking the exam.

## How does a student register with the NCAA Clearinghouse?

A student must complete the Student Release Form and the amateurism questionnaire at the beginning of their junior year online and send the eligibility center the registration fee (\$50 for domestic and \$75 for international students). The Student Release Form does two things:

- It authorizes each high school you have attended to send the eligibility center your transcript, test scores, proof of graduation and other necessary academic information.
- It authorizes the eligibility center to send your academic information to all colleges that request your eligibility status.

**Online Registration:** The only way to register is online. Go to [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net). Select Prospective Student-Athletes and then register as a U.S. or international student. Complete the Student Release Form online and include your credit or debit card information to pay the fee. Then follow instructions to complete the transaction.

Print a copy of your completed registration form and both Copy 1 and Copy 2 of the Transcript Release Form. Sign the Transcript Release Forms and give both to your high school counselor.

**Guidance Counselors:** Counselors will complete the student’s

## **IMPORTANT NEW RULE CHANGES**

### ***ACT test scores on an official high school transcript will no longer be usable for NCAA purposes***

Attention 2007 high school graduates (and anyone planning to attend an NCAA member institution starting in the 2007-08 academic year)! The NCAA has adopted new legislation that will require prospects who intend to enroll at NCAA Division I and Division II institutions to supply ACT or SAT scores to the eligibility center directly from the testing agencies. **Test scores on an official high school transcript will no longer be usable for NCAA purposes.** Start now and plan to have your ACT and SAT scores sent to the eligibility center (via code "9999") so that your certification decision will not be delayed.

### ***Computer science being eliminated for core-course purposes***

Computer science courses will no longer be able to be used for initial-eligibility purposes. This rule was effective August 1, 2005, for students first entering a collegiate institution on or after August 1, 2005. Computer science courses (such as programming) that are taught through the mathematics or natural/physical science departments and receive either math or science credit and are on the high school's list of approved core courses as math or science may be used after the August 1, 2005, date.

### ***ACT/SAT writing component is not required by the NCAA***

The NCAA has determined that the writing component should not be required at the present time. The NCAA has noted the importance of reviewing research related to the impact of the writing component.

registration by sending Copy 1 along with the high school transcript to the eligibility center. After graduation, but before the high school closes for summer, the counselor must send Copy 2 to the eligibility center, along with a copy of the student's final transcript confirming their graduation from your high school.

### **Is there a registration deadline?**

No. However, college bound student-athletes must be certified as and amateur before they may receive an athletics scholarship or practice or compete at a Division institution.

### **Can students receive fee waivers?**

Yes, a student is eligible for a fee waiver of the initial-eligibility certification fee if they have already received a fee waiver (not a state voucher) for the ACT or SAT. If the student has not been granted a fee waiver by ACT or SAT, then they will not be eligible for a waiver of the certification fee. The high school counselor **MUST** submit an electronic fee waiver confirmation before the student's registration may be processed.

### **Can a student who has taken the ACT and/or SAT more than once use their best subscores from different tests to meet the minimum test-score requirements?**

Yes. See example below:

	Math	Verbal/Critical Reading	Total Score
SAT (10/07)	350	<b>470</b>	820
SAT (12/07)	<b>420</b>	440	860
Scores Used	<b>420</b>	<b>470</b>	<b>890</b>

**\*The writing component of the ACT/SAT will not be used to determine your qualifier status.**

**\*ACT/SAT scores must be reported to the eligibility center directly from the testing agency. When registering for the ACT/SAT, input the eligibility center code of 9999 to make sure the score is reported directly to the eligibility center.**

# NCAA FRESHMEN ELIGIBILITY STANDARDS

## QUICK REFERENCE SHEET

### KNOW THE RULES:

#### Core Courses

- **Starting August 1, 2008, 16 core courses** will be required for **NCAA Division I only**. This rule applies to any student first entering any Division I college or university on or after August 1, 2008. See the chart below for the breakdown of this 16 core-course requirement.

- **14 core courses are required in NCAA Division II**. See the breakdown of core-course requirements below.

#### Test Scores

- **Division I** has a sliding scale for test score and grade-point average. The sliding scale for those requirements is shown on the next page.

- **Division II** has a minimum SAT score requirement of 820 or an ACT sum score of 68.

- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.

- The ACT score used for NCAA purposes is a **sum** of the four sections on the ACT: English, math, reading and science.

- **All SAT and ACT scores must be reported directly to the NCAA Eligibility Center by the testing agency.**

**Test scores that appear on transcripts will no longer be used. When registering for the SAT or ACT, use the Eligibility Center code of 9999 to make sure the score is reported to the Eligibility Center.**

#### Grade-Point Average

- Only core courses are used in the calculation of the grade-point average.

- **Be sure** to look at your high school's list of NCAA-approved core courses on the Eligibility Center's Web site to make certain that the courses being taken have been approved as core courses. The Web site is [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

- **Division I** grade-point-average requirements are listed on the next page.

- **The Division II** grade-point-average requirement is a minimum of 2.000.

### NCAA DIVISION I SLIDING SCALE CORE GRADE-POINT AVERAGE/ TEST-SCORE

New Core GPA / Test Score Index

#### Core GPA SAT ACT

Verbal and Math ONLY

3.550 & above 400 37

3.525 410 38

3.500 420 39

3.475 430 40

3.450 440 41

3.425 450 41

3.400 460 42

3.375 470 42

3.350 480 43

3.325 490 44

3.300 500 44

3.275 510 45

3.250 520 46

3.225 530 46

3.200 540 47

3.175 550 47

3.150 560 48

3.125 570 49

3.100 580 49

3.075 590 50

3.050 600 50

3.025 610 51

3.000 620 52

2.975 630 52

2.950 640 53

2.925 650 53

2.900 660 54

2.875 670 55

2.850 680 56

2.825 690 56

2.800 700 57

2.775 710 58

2.750 720 59

2.725 730 59

2.700 730 60

2.675 740-750 61

2.650 760 62

2.625 770 63

2.600 780 64

2.575 790 65

2.550 800 66

2.525 810 67

2.500 820 68

2.475 830 69

2.450 840-850 70

2.425 860 70

2.400 860 71

2.375 870 72

2.350 880 73

2.325 890 74

2.300 900 75

2.275 910 76

2.250 920 77

2.225 930 78

2.200 940 79

2.175 950 80

2.150 960 80

2.125 960 81

2.100 970 82

2.075 980 83

2.050 990 84

2.025 1000 85

2.000 1010 86

**2008-2009**

**ACT TEST DATES**

**September 13, 2008**

**October 25, 2008**

**December 13, 2008**

**February 7, 2009**

**April 4, 2009**

**June 13, 2009**

**SAT TEST DATES**

**May 3, 2008**

**June 7, 2008**

**October 4, 2008**

**November 1, 2008**

**December 6, 2008**

**January 24, 2009**

**March 14, 2009**

**May 2, 2009**

**June 6, 2009**

**DIVISION I**

**16 Core-Course Rule**

**16 Core Courses:**

4 years of English.

3 years of mathematics (Algebra I or higher).

2 years of natural/physical science (1 year of lab if offered by high school).

1 year of additional English, mathematics or natural/physical science.

2 years of social science.

4 years of additional courses (from any area above, foreign language or non-doctrinal religion/philosophy).

**DIVISION II**

**14 Core-Course Rule**

**14 Core Courses:**

3 years of English.

2 years of mathematics (Algebra I or higher).

2 years of natural/physical science (1 year of lab if offered by high school).

2 years of additional English, mathematics or natural/physical science.

2 years of social science.

3 years of additional courses (from any area above, foreign language or non-doctrinal religion/philosophy).

**PLEASE NOTE:** For students first entering any NCAA college or university on or after August 1, 2005, **computer science** courses may only be used for initial-eligibility purposes if the course receives graduation credit in mathematics or natural/physical science and is listed as such on the high school's list of NCAA-approved core courses.

**DIVISION III**

Division III does not use the eligibility center. Contact your Division III college regarding its policies on admission, financial aid, practice, and competition.

**OTHER IMPORTANT INFORMATION**

- Division II has no sliding scale. The minimum core grade-point average is 2.000. The minimum SAT score is 820 (verbal and math sections only) and the minimum ACT sum score is 68.
- 14 core courses are required for Division II.
- 16 core courses are required for Division I.
- The SAT combined score is based on the verbal and math sections only. The writing section will not be used.
- SAT and ACT scores must be reported directly to the Eligibility Center from the testing agency. Scores on transcripts will not be used.

# Tips for Monitoring Your Initial-Eligibility Progress

The following two worksheets have been provided to assist you with monitoring your progress in meeting the NCAA initial-eligibility standards. You may want to consult with your parents, guardians and guidance counselor if you have questions. [Note: These worksheets are for your personal use and should not be sent to the eligibility center.]



## Step 1 Obtain Needed Documents

Obtain your high school's list of NCAA-approved core courses and your high school transcript(s). You may obtain your high school's list of **NCAA-approved core courses** from the eligibility center Web page at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net). You also may be able to obtain this information from your high school guidance counselor. You will need a transcript from each high school attended.



## Step 2 List Courses, Grades and Credits

Using your high school's list of NCAA-approved core courses and your high school transcript, write the course title, amount of credit earned and grade in the spaces provided. Only include courses on the high school's list of approved core courses. Generally, you will receive the same credit at the eligibility center as you received from your high school. Examples have been provided in the English and mathematics sections of both worksheets:

- 1 quarter unit = .25 units
- 1 trimester unit = .33 units
- 1 semester unit = .50 units
- 1 year = 1.0 unit



## Step 3 Do the Math

Determine the quality points for each course. Multiply the quality points for the grade by the amount of credit earned. Use the following grading scale unless your high school has a different scale on file with the eligibility center:

- A – 4 points
- B – 3 points
- C – 2 points
- D – 1 point

**Note:** The eligibility center does not use plus or minus grades when calculating your core-course grade-point average. For example, grades of "B+" "B"

and "B-" will be calculated as "B" and each will earn 3 quality points. The eligibility center will provide a yearly grade by averaging grades achieved during terms within the academic year if the high school has awarded one full unit of credit for the course.

**Example:**

- 1 trimester with an "A" equals 1.32 quality points  
(.33 units x 4 quality points)
- 1 semester with an "A" equals 2.00 quality points  
(.50 units x 4 quality points)
- 1 year with an "A" equals 4.00 quality points (1.0 unit x 4 quality points)



## Step 4 Finalize Your GPA Calculation

To calculate your estimated core-course grade-point average, simply divide the total number of quality points for all core courses by the total number of core-course units completed. [Note: This is for your personal use. The eligibility center will calculate your actual core-course grade-point average once it has received your final transcript(s).]

**Example:**

- 48 quality points and 14 core-course units  $48/14 = 3.429$  core-course GPA
- 42 quality points and 14 core-course units  $42/14 = 3.000$  core-course GPA
- 28 quality points and 12.5 core-course units  $28/12.5 = 2.24$  core-course GPA



## Step 5 Compare

To monitor your current eligibility status, use the appropriate standards for Division I or II to determine if you are projected to meet the NCAA initial-eligibility requirements for grade-point average and core-course units.

**Note:** If you are deficient in meeting 14 or 16 core-course units, which is probable if you have not completed high school, plan to enroll and complete core courses in the areas where you are deficient.

**Note:** In the event you complete more than 14 or 16 core-course units, the eligibility center will select the highest grades that satisfy the initial-eligibility requirements to calculate your core-course grade-point average.

You may also contact the eligibility center staff at 877/262-1492 if you require additional assistance.

**Note:** This worksheet is provided to assist you in monitoring your progress in meeting NCAA initial-eligibility standards. The clearinghouse will determine your official status after you graduate.

# Division I Worksheet

This worksheet is provided to assist you in monitoring your progress in meeting NCAA initial-eligibility standards. The eligibility center will determine your official status after you graduate. Remember to check your high school's list of approved courses for the classes you have taken. Use the following scale:

A = 4 quality points; B = 3 quality points; C = 2 quality points; D = 1 quality point

## English (4 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
Example: English 9	.5		A		$(.5 \times 4) = 2$
<b>Total English Units</b>					<b>Total Quality Points</b>

## Mathematics (3 years required August 1, 2008, and after)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
Example: Algebra 1	1.0		B		$(1.0 \times 3) = 3$
<b>Total Mathematics Units</b>					<b>Total Quality Points</b>

## Natural/physical science (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Natural/Physical Science Units</b>					<b>Total Quality Points</b>

## Additional year in English, mathematics or natural/physical science (1 year required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Additional Units</b>					<b>Total Quality Points</b>

## Social science (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Social Science Units</b>					<b>Total Quality Points</b>

## Additional academic courses (4 years required August 1, 2008, and after)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Additional Academic Units</b>					<b>Total Quality Points</b>

## Core-Course GPA (16 required August 1, 2008, and after)

<b>Total Quality Points</b>	<b>Total Number of Credits</b>	<b>Core-Course GPA (Total Quality Points/Total Credits)</b>			
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# Division II Worksheet

This worksheet is provided to assist you in monitoring your progress in meeting NCAA initial-eligibility standards. The eligibility center will determine your official status after you graduate. Remember to check your high school's list of approved courses for the classes you have taken. Use the following scale:

A = 4 quality points; B = 3 quality points; C = 2 quality points; D = 1 quality point

## English (3 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
Example: English 9	.5		A		$(.5 \times 4) = 2$
<b>Total English Units</b>					<b>Total Quality Points</b>

## Mathematics (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
Example: Algebra 1	1.0		B		$(1.0 \times 3) = 3$
<b>Total Mathematics Units</b>					<b>Total Quality Points</b>

## Natural/physical science (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Natural/Physical Science Units</b>					<b>Total Quality Points</b>

## Additional year in English, mathematics or natural/physical science (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Additional Units</b>					<b>Total Quality Points</b>

## Social science (2 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Social Science Units</b>					<b>Total Quality Points</b>

## Additional academic courses (3 years required)

Course Title	Credit	X	Grade	=	Quality Points (multiply credit by grade)
<b>Total Additional Academic Units</b>					<b>Total Quality Points</b>

## Core-Course GPA (14 credits required)

<b>Total Quality Points</b>	<b>Total Number of Credits</b>	<b>Core-Course GPA (Total Quality Points/Total Credits)</b>
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## Summary of Recruiting Rules for Each Sport—Division I

	RECRUITING METHOD	MEN'S BASKETBALL	WOMEN'S BASKETBALL	FOOTBALL	OTHER SPORTS
SOPHOMORE YEAR	Recruiting materials	<ul style="list-style-type: none"> <li>You may receive brochures for camps and questionnaires.</li> <li>You may begin receiving recruiting materials June 15 after your sophomore year.</li> </ul>	<ul style="list-style-type: none"> <li>You may receive brochures for camps and questionnaires.</li> </ul>	<ul style="list-style-type: none"> <li>You may receive brochures for camps and questionnaires.</li> </ul>	<ul style="list-style-type: none"> <li>You may receive brochures for camps and questionnaires.</li> </ul>
	Telephone calls	<ul style="list-style-type: none"> <li>You may make calls to coach at your expense.</li> <li>College may accept collect calls from you at end of your sophomore year.</li> <li>College coach cannot call you.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to coach at your expense only.</li> <li>College coach cannot call you.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to coach at your expense only.</li> <li>College coach cannot call you.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to coach at your expense only.</li> <li>College coach cannot call you.</li> <li>Women's Ice Hockey—If you are an international prospect, a college coach may call you once in July after sophomore year.</li> </ul>
	Off-campus contact	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>
	Official visit	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>
	Unofficial visit	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>
	RECRUITING METHOD	MEN'S BASKETBALL	WOMEN'S BASKETBALL	FOOTBALL	OTHER SPORTS
JUNIOR YEAR	Recruiting materials	<ul style="list-style-type: none"> <li>Allowed.</li> <li>You may begin receiving recruiting materials June 15 after your sophomore year.</li> </ul>	<ul style="list-style-type: none"> <li>You may begin receiving September 1 of junior year.</li> </ul>	<ul style="list-style-type: none"> <li>You may begin receiving September 1 of junior year.</li> </ul>	<ul style="list-style-type: none"> <li>You may begin receiving September 1 of junior year.</li> <li>Men's Ice Hockey—You may begin receiving recruiting materials June 15 after your sophomore year.</li> </ul>
	Telephone calls	<ul style="list-style-type: none"> <li>You may make calls to the coach at your expense.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to the coach at your expense.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to the coach at your expense.</li> </ul>	<ul style="list-style-type: none"> <li>You may make calls to the coach at your expense.</li> </ul>
	College coaches may call you	<ul style="list-style-type: none"> <li>Once per month beginning June 15, before your junior year, through July 31 after your junior year.</li> </ul>	<ul style="list-style-type: none"> <li>Once per month in April, May and June 1-20.</li> <li>Once between June 21 and June 30 after your junior year.</li> <li>Three times in July after your junior year (max. of one call per week).</li> </ul>	<ul style="list-style-type: none"> <li>Once from April 15 to May 31 of your junior year.</li> </ul>	<ul style="list-style-type: none"> <li>Once per week starting July 1 after your junior year.</li> <li>Men's Ice Hockey— Once per month beginning June 15, before your junior year, through July 31 after your junior year.</li> </ul>
	Off-campus contact	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>Allowed starting July 1 after your junior year.</li> <li>For gymnastics—allowed after July 15 after your junior year.</li> </ul>
	Official visit	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>	<ul style="list-style-type: none"> <li>None allowed.</li> </ul>
Unofficial visit	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	<ul style="list-style-type: none"> <li>You may make an unlimited number of unofficial visits.</li> </ul>	

	RECRUITING METHOD	MEN'S BASKETBALL	WOMEN'S BASKETBALL	FOOTBALL	OTHER SPORTS
SENIOR YEAR	Recruiting materials	• Allowed.	• Allowed.	• Allowed.	• Allowed.
	Telephone calls College coaches may call you	• You may make calls to the coach at your expense. • Twice per week beginning August 1.	• You may make calls to the coach at your expense. • Once per week beginning August 1.	• You may make calls to the coach at your expense. • Once per week beginning September 1.	• You may make calls to the coach at your expense. • Once per week beginning July 1. • Men's Ice Hockey—Once per week beginning August 1.
	Off-campus contact	• Allowed beginning September 9.	• Allowed beginning September 16.	• Allowed beginning November 30.	• Allowed.
	Official visit	• Allowed beginning opening day of classes your senior year. • You are limited to one official visit per college up to a maximum of five official visits to Divisions I and II colleges.	• Allowed beginning opening day of classes your senior year. • You are limited to one official visit per college up to a maximum of five official visits to Divisions I and II colleges.	• Allowed beginning opening day of classes your senior year. • You are limited to one official visit per college up to a maximum of five official visits to Divisions I and II colleges.	• Allowed beginning opening day of classes your senior year. • You are limited to one official visit per college up to a maximum of five official visits to Divisions I and II colleges.
	Unofficial visit	• You may make an unlimited number of unofficial visits.	• You may make an unlimited number of unofficial visits.	• You may make an unlimited number of unofficial visits.	• You may make an unlimited number of unofficial visits.
	Evaluation and contacts	• Up to seven times during your senior year.	• Up to five times during your senior year.	• Up to six times during your senior year.	• Up to seven times during your senior year.
	How often can a coach see me or talk to me off the college's campus?	• A college coach may contact you or your parents/legal guardians not more than three times during your senior year.	• A college coach may contact you or your parents/legal guardians not more than three times during your senior year.	• A college coach may contact you or your parents/legal guardians (including evaluating you off the college's campus), six times. • One evaluation during September, October and November.	• A college coach may contact you or your parents/legal guardians not more than three times during your senior year.

### Summary of Recruiting Rules—Divisions II and III

	DIVISION II	DIVISION III
Recruiting materials	• A coach may begin sending you printed recruiting materials September 1 of your junior year in high school.	• You may receive printed materials any time.
Telephone calls	• A college coach may call you once per week beginning June 15 between your junior and senior year. • You may make calls to the coach at your expense.	• No limit on number of calls or when they can be made by the college coach. • You may make calls to the coach at your expense.
Off-campus contact	• A college coach can have contact with you or your parents/legal guardians off the college's campus beginning June 15 after your junior year. • A college coach is limited to three in-person contacts off campus.	• A college coach may begin to have contact with you and your parents/legal guardians off the college's campus after your junior year.
Unofficial visits	• You may make an unlimited number of unofficial visits any time.	• You may make an unlimited number of unofficial visits any time.
Official visits	• You may make official visits starting the opening day of classes your senior year. • You may make only one official visit per college and up to a maximum of five official visits to Divisions I and II colleges.	• You may make official visits starting the opening day of classes your senior year. • You may make only one official visit per college.

# Recruitment of College Bound Athletes

You need to abide by recruiting rules if you are approached by a college representative about attending that college and participating in athletics.

The recruiters from the colleges are informed about the permissible contact they are allowed to have with student-athletes. They will be held accountable for following the rules of the NCAA. For a complete list of those rules and regulations, please refer to the NCAA college bound student booklet.

## Official Visits

An official visit is any paid visit to a college campus.

You must have taken either the ACT or SAT before making an official visit.

You are only allowed five official visits.

A recruiter should contact you directly to invite you for an official visit.

If possible, a parent or guardian should be present at every official visit.

## Unofficial Visits

A visit made to a college campus paid for by the student entirely.

There is no limit on the number of unofficial visits.

## Transportation Costs

Automobile expenses will be reimbursed for athletes, parents, and guardians only.

An athlete may be reimbursed for an airline ticket, but no one else including the parents and guardians can be reimbursed.

Your expenses while at the school will be covered for you and your parents only.

Expenses do not include souvenirs, like t-shirts or hats.

## General Rules and Regulations

1. You and your family may not receive any benefit including cash, clothing, cars, improper expenses for transportation, gifts, or loans that encourages you to sign a National Letter of Intent.
2. You or your parents may telephone a coach anytime you wish, including collect calls and toll free calls.
3. Memphis City Schools coaches cannot receive any gift, fee, or reimbursement for accompanying an athlete on an official visit.

# Recruitment Evaluation Form

This form is the responsibility of all college bound athletes who accept a scholarship from a university.

Please fill out and give to the Athletic Director at your school.

Name \_\_\_\_\_ Date \_\_\_\_\_

High School \_\_\_\_\_

Sport Awarded Scholarship in \_\_\_\_\_ Coach \_\_\_\_\_

## Record Official Visits

School	Coach	Date of Visit	Accompanied by

## Answer questions below by circling appropriate answer.

- |  |     |    |
|--|-----|----|
| 1. Were you shown a presentation of the MIAA Student Guide Book?                           | Yes | No |
| 2. By Whom? Coach, School Counselor, MIAA Representative                                   |     |    |
| 3. Were you made aware of the eligibility and recruitment rules?                           | Yes | No |
| 4. Were you eligible all eight semesters?  | Yes | No |
| 5. Were you recruited in an ethical and professional manner?                               | Yes | No |
| 6. Did anyone pay for you to go to an athletic camp other than your parents/<br>guardians? | Yes | No |
| 7. Did you accept any money or gifts for playing high school sports?                       | Yes | No |
| 8. Were you offered any money or gifts to influence you to attend you chosen<br>school?    | Yes | No |
| 9. Did you or anyone in your family accept money or gifts to attend your chosen<br>school? | Yes | No |
| 10. Did any person pressure you in any way to attend this school?                          | Yes | No |

What were the influences that affected your decision to attend this university?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Print Name of Athlete

\_\_\_\_\_  
Signature of Athlete

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

\_\_\_\_\_  
Signature of Parent/Guardian

# NAIA ACADEMIC ELIGIBILITY REQUIREMENTS

## Freshman Eligibility Requirements

### Article V, Section C, items 1 and 2 of the NAIA Bylaws

1. An entering freshman student must be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution.
2. An entering freshman student must meet two of the three entry level requirements:
  - a. A minimum score of 18 on the Enhanced ACT or 860 on the SAT (for tests taken on or after April 1, 1995).

**NOTE:** In order to meet the requirement of Article V, Section C, item 2, paragraph a above, an entering freshman taking the SAT as of March 1, 2005 must achieve a score of 860 or higher on the **Critical Reading and Math** sections.

- b. An overall high school grade point average of 2.000 or higher on a 4.000 scale.
- c. Graduate in the upper half of the student's high school graduating class.

### Interpretation

#### Item 1

A student does not have to be a high school graduate to meet freshman eligibility standards. As long as the student is accepted as a regular student in good standing (not placed on probationary status by institution) then this requirement can be met. If the student is a high school graduate then they must have graduated from a properly accredited high school. Accreditation in most instances will be through the applicable state agency.

#### Item 2a

A student must achieve a minimum score of 18 on the ACT or 860 on the SAT to meet this requirement. The score must be achieved at a single test sitting administered by a certified tester on a National or International testing date. No composite scores or sum scores can be utilized. A test not administered as stipulated above will be considered a residual test and not applicable for the freshman requirements. The test must be taken prior to the term in which the student initially participates. This means prior to the first day of class for the fall term, winter term, or spring term. A student who may not be eligible in the fall may take the ACT or SAT again that term and if the student meets the requirement participate in the spring, granted that test was taken prior to the first day of class in the spring. The student will not be eligible to participate until they attend a class in the spring term. Students diagnosed with a learning disability may use untimed ACT/SAT test results to meet freshman standards. The untimed test, though, must be arranged, approved, and conducted according to the procedure established by the ACT or SAT national office for the administration of such tests. A minimum score of 18 or 860 must still be achieved.

**Item 2b**

A student must achieve an overall high school GPA of 2.000 on a 4.000 scale based on the student's high school transcript which includes all course work taken through the term immediately prior to graduation. There are no core course requirements for the NAIA. If the high school does not report GPA on a 4.000 scale, the institution's registrar shall convert all high school grades to the 4.000 scale and establish the GPA. If the high school reports grades in percents then the NAIA institution is to receive high school's percent grading scale. A student in the "C" range is considered to have met this requirement. A student who has taken and passed the GED will be considered to have met the 2.000 requirement. The student must still meet the ACT/SAT requirement. A student who has been identified with a preparatory school for one full academic shall have the GPA achieved at the prep school combined with the overall high school GPA for application to the 2.000 requirement.

**Item 2c**

A student must graduate in the upper half of their high school graduating class based on the student's high school transcript which includes all course work taken through the term immediately prior to graduation. High schools that do not rank students may elect to certify on official high school letterhead signed by the high school principal, headmaster, or registrar that if the high school were to rank their graduating class this student would have graduated in the upper half of the graduating class. A student who graduates the equivalent of 50 out of 100 (50 percentile) will be considered to have graduated in the upper half of the graduating class.

**Home-Schooled Students**

To meet the NAIA freshman requirements a home-schooled student must receive the certificate (or equivalent) granted by the appropriate state agency verifying that the student successfully completed the home schooling requirements of that state. "Equivalent" can be interpreted in several ways but the key is that in some way the appropriate state has verified in an official capacity that the student has fulfilled the proper home school requirements. The student must also achieve a minimum score of 18 on the ACT or 860 on the SAT as mandated under item 2(a).

In rare instances, a student may have been home schooled in a state that has no home school requirements or a state agency that can verify that the home school requirements have been successfully completed. In that instance the institution will need to seek an exception to the standard rule for the student under the process detailed at Article V, Section L of the NAIA Bylaws. In prior requests, a student who has scored well on the ACT or SAT has had an outstanding chance of receiving an exception.

**International Students**

An incoming international freshman student must meet the same requirements required of a domestic freshman student. If high school GPA and class ranking cannot be determined then the international student can be determined eligible by meeting the NAIA institution's admission criteria for international students and by meeting the following NAIA criteria:

1. A minimum score of 18 on the ACT or 860 on the SAT as mandated under item 2(a).
2. Meet the entering freshman requirements as defined for students from each country in the most current Guide to International Academic Standards for Athletics Eligibility (GIAS on freshman form) published by the NCAA using AACRAO guidelines.

# COLLEGE CHECKLIST

## 1. Take Required Courses for Admission to College.

- \_\_\_\_\_ See your school counselor.
- \_\_\_\_\_ Meet the requirements for the University Path High School Plan.
- \_\_\_\_\_ Know the specific requirements for admission to the college of your choice.
- \_\_\_\_\_ Plan a four-year class schedule to meet your goals.
- \_\_\_\_\_ Enroll in classes. With parental consent, adjust your four-year schedule if necessary.

## 2. Keep G.P.A. as high as possible for acceptance into best schools.

Every school has a different minimum G.P.A. required for college entrance.

There are two college entrance exams. Certain schools accept the S.A.T., while other schools accept the A.C.T.

## 3. Take the S.A.T. or A.C.T. College Entrance Exam.

- \_\_\_\_\_ Register to take the S.A.T. or A.C.T. in the middle of your junior year. An application and study guide are available in the counselor's office. We strongly recommend that a student take the test several times to achieve the highest test score possible. Do not wait for results from the test to sign up for the next college entrance exam or you will miss the deadline.

### S.A.T. 2008-2009 Testing Dates

May 3, 2008  
Oct. 4, 2008  
Dec. 6, 2008  
Mar. 14, 2009  
June 6, 2009

June 7, 2008  
Nov. 1, 2008  
Jan. 24, 2009  
May 2, 2009

### A.C.T. 2008-2009 Testing Dates

Sept. 13, 2008  
Dec. 13, 2008  
Apr. 4, 2009  
Oct. 25, 2008  
Feb. 7, 2009  
June 13, 2009

- \_\_\_\_\_ Plan to succeed on the test by being prepared. Programs are available upon request to help you prepare for the test. See your school counselor.

- \_\_\_\_\_ Review the study guide that came with the exam application.

\_\_\_\_\_ Know the college code for sending test scores directly from the university of your choice.

\_\_\_\_\_ If you plan to play Division I or II sports, when registering for the A.C.T. be sure to put the eligibility center code of 9999 to make sure your score is reported directly to the eligibility center.

Financial Aid is available to retake this examination if needed. See your school counselor.

**The highest combination of all the different test scores will be used in your college application. See the example below.**

A.C.T. Exam	English	Math	Science/Reasoning	Reading	Total
Test Date 1	17	<u>22</u>	17	18	=74
Test Date 2	18	18	19	<u>22</u>	=77
Test Date 3	<u>19</u>	18	<u>20</u>	21	=78
<b><u>Final Test Score:</u></b>	<b>19</b>	<b>22</b>	<b>20</b>	<b>22</b>	<b>=83</b>

**4. Complete the College Entrance Application.**

\_\_\_\_\_ Call the Admissions Office at the school of your choice and request a college entrance application.

\_\_\_\_\_ Complete the application.

\_\_\_\_\_ Write the required college entrance essay.

\_\_\_\_\_ Ask your English teacher to review the essay.

\_\_\_\_\_ Request transcripts from the school secretary be sent directly to the college.

\_\_\_\_\_ Submit application in September of your senior year.

**5. Register for with the NCAA Clearinghouse Eligibility Center if you plan to play Division I or Division II sports.**

\_\_\_\_\_ Go to [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) to register with the eligibility center.

\_\_\_\_\_ Print off the Guide for the College-Bound Athlete from this website and follow all procedures to register with the Eligibility Center.

\_\_\_\_\_ See your guidance counselor for assistance.

**6. Apply for Financial Aid, if needed.**

\_\_\_\_\_ Refer to your college information and follow the procedures.

## **MIAA Athletic Health Services**

The mission of MIAA Athletic Health Services (AHS) is to promote and maintain the health and safety of the student-athlete in training and competition. MIAA AHS is comprised of Certified Athletic Trainers who are licensed health care professionals that specialize in preventing, recognizing, managing and rehabilitating injuries that result from physical activity. As part of a complete health care team, the certified athletic trainer works in cooperation with physicians, other health care professionals, athletic administrators, coaches and parents.

## **MIAA Rehabilitation Facilities**

Memphis Interscholastic Athletic Association (MIAA) Athletic Health Services has 2 rehabilitation centers, which offer services to student-athletes free of charge. Our facilities are located:

### **MIAA Rehabilitation Facilities**

Sheffield High School  
4315 Sheffield  
Memphis, TN 38118

Raleigh Egypt High School  
3970 Voltaire  
Memphis, TN 38128

These facilities are professionally staffed with Licensed/Certified Athletic Trainers (ATC). These health care professionals have been specifically trained to deal with injuries resulting from athletic competition. ATCs **do not** take the place of physicians. ATCs work in cooperation with physicians to provide health care services for student-athletes.

## **MIAA Secondary Athletic Insurance Policy**

A student-athlete injured during official interscholastic play/practice is covered by a secondary MIAA insurance policy. The policy will cover medical expenses not covered by the student-athlete's primary insurance company up to policy limit. MIAA Secondary Insurance for Student-Athletes is mandatory. Insurance is required for each sport the athlete participates.

## **Insurance Claim Process**

A Memphis City Schools (MCS) student accident report must be completed and entered into the Student Accident Report Database in Lotus Notes by the school.

If the injury requires treatment by a physician: (1) the athlete must receive treatment within 30 days (2) file a completed Claim Form within 90 days of the date of the accident. The supervising coach should complete the top portion of the form then give this form to the Parent/Guardian to complete and mail.

All medical expenses must be submitted to the primary insurance company FIRST. If a student-athlete does not have primary health insurance please submit a letter to the school verifying "No Primary Insurance Coverage." If your child does not have insurance, parents can check eligibility for TennCare or CoverKids Insurance. For Information about these programs please call 1-866-311-4287 and 1-866-Cover-TN.

It is the responsibility of the Parent/Guardian to mail copies of Itemized Bills and Explanation of Benefits to the insurance company with claimant's name, policy number and date of accident.

The Student-Athlete may return to activity only with a physician's written release on file at the school.

Any questions regarding these procedures, contact Anthony Krone, 416-1997.

## **Contact Us**

For more information, please contact MIAA Athletic Health Services at 901.416.7470 or visit us at [www.mcsk12.net](http://www.mcsk12.net) under "Popular Links" click "MIAA" select the "Health" link.

# BOARD OF EDUCATION

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Dr.Freda Williams  
Dr.Kenneth T.Whalum Jr.  
Stephanie Gatewood  
Betty J. Mallott  
Patrice Jordan Robinson  
Dr. Jeff Warren  
Dr.Sharon A. Webb  
Dr.Kriner Cash, Superintendent



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